

Department of the Interior and Local Government-Region 13 (Indicative Annual Procurement Plan for FY 2025, Non-CSE)


Code (PAP)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity						Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE	CO		
5029907099	Other Subscription Expenses	FAD	NO	NP-53.9 - Small Value Procurement	Year 2025	Year 2025	Year 2025	Year 2025	GoP	30,960.00	30,960.00		To include Newspaper Subscription	
5020502002	Communication Expenses	FAD	NO	Direct Contracting	Year 2025	Year 2025	Year 2025	Year 2025	GoP	72,000.00	72,000.00		Landline and Internet	
5021304001	Repairs & Maintenance(Buildings) at the Regional Office and DILG Surigao del Norte Office	FAD	NO	NP-53.9 - Small Value Procurement	Year 2025	Year 2025	Year 2025	Year 2025	GoP	600,000.00	600,000.00		Repair and maintenance of Office Building	
5021305002	Repairs & Maintenance(Office Equipment)	FAD	NO	NP-53.9 - Small Value Procurement	Year 2025	Year 2025	Year 2025	Year 2025	GoP	400,000.00	400,000.00		To include parts and consumables	
5021306001	Repairs & Maintenance (Motor Vehicles)	FAD	NO	NP-53.9 - Small Value Procurement	Year 2025	Year 2025	Year 2025	Year 2025	GoP	1,000,000.00	1,000,000.00		To include parts and consumables	
5020401000	Water Expenses (Purified drinking water refill)	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	GoP	57,600.00	57,600.00		Supply of purified drinking water	
5029902000	Unlimited Printing Services with free use of computer printers	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	GoP	360,000.00	360,000.00		For printing of communication, reports and other related documents	
5029902000	Procurement Services for the Delivery of Parcels, Letters and other official Documents for CY 2024	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	GoP	42,000.00	42,000.00		Sending of official parcels & other documents	

5020101000	Fare for DILG Personnel Attending Official Travel for FY 2024	FAD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	GoP	800,000.00	800,000.00	Airline tickets for all DILG personnel on official travel
5020201002	Conduct of Monthly BAC Meetings	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	January of 2025	January of 2025	GoP	30,000.00	30,000.00	Snacks
5029902000	Printing Services with free use photocopier package	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	January of 2025	January of 2025	GoP	60,000.00	60,000.00	For reproduction of forms, handouts and other documents
5020309000	Fuel, Oil and Lubricants Expenses	FAD	YES	NP-53.14 Direct Retail Petroleum Fuel, Oil and Products and Airline T	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	January of 2025	January of 2025	GoP	777,300.00	777,300.00	For Office Operations to include Liquefied Petroleum Gas
5021203000	Procurement of Security Guards intended for the DILG Regional Office XIII at Purok 1A, Brgy. Doongan, Butuan City	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	January of 2025	January of 2025	GoP	400,000.00	400,000.00	For Security Guards Services
5029902000	Printing of Tarpaulins & IEC Materials	All Division	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	January of 2025	January of 2025	GoP	20,000.00	20,000.00	To include milestones
5021305002	Cleaning Services of Office Airconditioners	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	January of 2025	January of 2025	GoP	99,200.00	99,200.00	Preventive maintenance
5020201002	Conduct of Regional HRMSPB Assessment/Interview and other related activities for CY 2025	FAD/Pers onnel	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	January of 2025	January of 2025	GoP	80,000.00	80,000.00	Meals and Snacks
5020201002	Conduct of Regional PRAISE meeting and Assessment for the year-end awarding and other related activities for FY 2025	FAD/Pers onnel	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	January of 2025	January of 2025	GoP	17,600.00	17,600.00	Meals and Snacks for Regional PRAISE meeting
5020201002	COA Exit Conference re: Audit Findings, Observations and Recommendations of the DILG Regional 13 Operations in CY 2024	FAD/Accounting	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	January of 2025	January of 2025	GoP	69,000.00	69,000.00	Meals and Snacks
5020201002	Quarterly L & D Intervention	FAD/Pers onnel	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2024	4th Quarter of 2024	January of 2025	January of 2025	January of 2025	January of 2025	GoP	360,000.00	360,000.00	Meals and Snacks for L & D Intervention for 4 quarter


Prepared by:


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Recommended Approval:


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