

AGRICULTURAL CREDIT POLICY COUNCIL Annual Procurement Plan for FY 2019
MOOE AND CO/LO

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			REMARKS
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	MAINTENANCE AND OPERATING EXPENSES	OFFICE OF THE EXECUTIVE DIRECTOR	SVP	November				SB	400,000.00	400,000.00		
	Seminar & Training Expense - Staff Training and Seminars (foreign) - Foreign (E.D. & Chief of Staff)								200,000.00	200,000.00		
									200,000.00	200,000.00		
	Rentals - Vehicles							SB	25,000.00	25,000.00		
	Other MOOE		SVP					SB	4,000,000.00	4,000,000.00		
	TOTAL - OED							Total	4,425,000.00	4,425,000.00	-	
								GAA	-	-		
								SB	4,425,000.00	4,425,000.00		

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				Ads/Post of	Sub/Open of	Notice of	Contract		Total	MOOE	CO		
	MAINTENANCE AND OPERATING EXPENSES Seminar and Training Expense Staff Training and Seminars (foreign & local) - Staff - Foreign - 4 (officers/staff, women-farmers) - Local - 8 (staff)	GENDER AND DEV'T.	SVP	March, June, September & November				SB		280,000.00	280,000.00		
										200,000.00	200,000.00		
										80,000.00	80,000.00		
	TOTAL - GAD							Total	280,000.00	280,000.00	-		
								GAA	-	-			
SB								280,000.00	280,000.00				

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				Ads/Post of	Sub/Open of	Notice of	Contract		Total	MOOE	CO	
	1. Training and Scholarship Expenses - Orientation Seminar for Agri-Credit Desk Officers (ACDO) on the Agri-Credit Programs - 1 orientation - Regional Orientation on Credit Programs - 16 seminars 2. Advertising - 4 ad placement 3. Printing and Binding Production and Dissemination of IEC Materials - Brochures (ACPC - 5,000, PLEA - 5,000, SURE - 2,000 CLEA- 2,000 & MLEA - 2,000 copies) - Annual Report - 500 copies - Newsletter - 1,500 copies per issue / 3 issues 4. Miscellaneous Expenses Subscriptions - newspapers and magazine	PUBLIC AFFAIRS AND COMMUNICATION DIVISION	Lease of Real Property & Venue Lease of Real Property & Venue Direct Contracting SVP SVP SVP SVP	June February - September March, June, September & December March September April, August & December January				SB GAA SB SB SVP SVP SVP	600,000.00 200,000.00 400,000.00 120,000.00 620,000.00 240,000.00 200,000.00 180,000.00 80,000.00	600,000.00 200,000.00 400,000.00 120,000.00 620,000.00 240,000.00 200,000.00 180,000.00 80,000.00		
	TOTAL - PACD							Total	1,420,000.00	1,420,000.00		
								GAA	400,000.00	400,000.00		
								SB	1,020,000.00	1,020,000.00		

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	I. MAINTENANCE AND OTHER OPERATING EXPENSES TRAINING/SEMINARS/WORKSHOPS - Orientation Seminar/Program Assessment	PROGRAM DEVELOPMENT DIVISION	Lease of Real Property & Venue	January - December				GAA/SB	1,500,000.00 1,500,000.00	1,500,000.00 1,500,000.00		
	TOTAL - PDD							Total	1,500,000.00	1,500,000.00		
								GAA	1,000,000.00	1,000,000.00		
								SB	500,000.00	500,000.00		

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				Ads/Post of	Sub/Open of	Notice of	Contract		Total	MOOE	CO	
	MAINTENANCE AND OPERATING EXPENSES Training & Seminar Expenses FMS Planning Workshop - 4 Staff Training and Seminars (local) - 8 Rent/Lease Expense - Vehicles Hiring of Vehicles Repairs and Maintenance of Acquired Properties - 20 Litigation/Court Hearing Expenses - 6 Relocation Services - 20 Annotation and Registration Fees - 40	FUND MANAGEMENT STAFF	Lease of Real Property & Venue SVP SVP Agency to Agency SVP Agency to Agency	June & November February, May, August & November January - December February, March, May, June, September, October February - December February - December				GAA/SG SB SB SB SB SB	209,200.00 209,200.00 - 300,000.00 200,000.00 428,000.00 400,000.00 800,000.00	209,200.00 209,200.00 300,000.00 200,000.00 428,000.00 400,000.00 800,000.00		
	TOTAL - FMS							Total	2,337,200.00	2,337,200.00		
								GAA	50,000.00	50,000.00		
								SB	2,287,200.00	2,287,200.00		

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	1. MOOE Training Expenses - ACPCMIS Training Repairs and Maintenance - IT Equipment - 4	INFORMATION SYSTEMS MANAGEMENT DIVISION	SVP	March - November				GAA/SB	300,000.00	300,000.00		
				March, June, September, December				GAA	410,000.00	410,000.00		
	2. Capital Outlay							GAA/SB	7,326,000.00		7,326,000.00	
	ICT Equipment								4,701,000.00		4,701,000.00	
	a. ICT								1,950,000.00		1,950,000.00	
	- Desktop - 30 sets			April				Public Bidding	1,530,000.00		1,530,000.00	
	- Laptop Computers - 34 units			April				Public Bidding	100,000.00		100,000.00	
	- LCD Projector - 2 units			March				SVP	200,000.00		200,000.00	
	- Network Printer - 1 unit			March				SVP	171,000.00		171,000.00	
	- All-in-one Printer - 9 units			March				SVP	200,000.00		200,000.00	
	- Single Function Printer - 20 single function printer			March				SVP	550,000.00		550,000.00	
	- Other ICT Equipment								2,625,000.00		2,625,000.00	
	b. ICT								800,000.00		800,000.00	
	- Tablet Device - 40 units			March				SVP	300,000.00		300,000.00	
	- Multimedia Software - 10 Softwares			July				SVP	1,525,000.00		1,525,000.00	
	- Other Softwares			January - December								
	Communication Equipment							SVP				
								SB	50,000.00		50,000.00	
								Total	8,086,000.00	710,000.00	7,376,000.00	
								GAA	7,417,000.00	610,000.00	6,807,000.00	
								SB	650,000.00	100,000.00	550,000.00	
	TOTAL - ISMD											

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	I. MAINTENANCE & OTHER OPERATING EXPENSES	INSTITUTIONAL CAPACITY BUILDING DIVISION	Lease of Real Property and Venue					GAA/SB	2,500,000.00	2,500,000.00		
	Training Expenses								2,000,000.00	2,000,000.00		
	- PUNLA/PLEA (DA-ACPC-CDA tie-up) - 4 training per month			February - November					230,000.00	230,000.00		
	- Trainers Training - 5			June					270,000.00	270,000.00		
	- Competency Training - 2			May & September								
	Other Professional Services (for resource persons)			January - October				GAA	3,000,000.00	3,000,000.00		
	USM							USM	754,000.00	754,000.00		
	Training/Workshop								656,000.00	656,000.00		
	Office Rental								84,000.00	84,000.00		
	Office Supplies								14,000.00	14,000.00		
								Total	6,254,000.00	6,254,000.00		
								GAA	5,000,000.00	5,000,000.00		
								SB	500,000.00	500,000.00		
								USM	754,000.00	754,000.00		
	TOTAL - ICBD											

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	MAINTENANCE & OTHER OPERATING EXPENSES	FINANCE MANAGEMENT DIVISION	Shopping									
	Other Supplies							SB	5,000.00	5,000.00		
	- Polo Shirt (10)			March								
	Other MOOE (various items)							SB	1,500,000.00	1,500,000.00		
								Total	1,505,000.00	1,505,000.00		
								GAA	-	-		
	TOTAL - FMD							SB	1,505,000.00	1,505,000.00		

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	I. MAINTENANCE & OTHER OPERATING EXPENSES	ADMINISTRATIVE DIVISION										
	Labor and Wages								62,543,000.00	62,543,000.00		
	- Hiring of Contract of Service Personnel				January & July			GAA	17,543,000.00	17,543,000.00		
	- Hiring of Contract of Service Personnel				January & July			SB	45,000,000.00	45,000,000.00		
	Janitorial Services (3 janitors)		Public Bidding		January			GAA	787,000.00	787,000.00		
	Security Services (2 security guards)		SVP		January			GAA	968,000.00	968,000.00		
	Training and seminars							GAA / SB	6,638,900.00	6,638,900.00		
	- Team Building		Lease of Real		April							
	- Staff Development Training		Property & Venue		March, June & September							
	Repair and Maintenance		Shopping		January - December			GAA / SB	590,000.00	590,000.00		
	- Transportation Equipment - 11 ACPC Vehicles											
	- Airconditioning Units - 31											
	Other Supplies and Materials							GAA / SB	410,000.00	410,000.00		
	- Vacuum Cleaner 12V		Shopping		March							
	- Air Freshener (My Shaldan)		Shopping		January - December							
	- Feather Duster		Shopping		January							
	- Chamois/Rag		Shopping		January							
	Insurance		SVP	January, February, April, May, June, Aug, Sept, Oct				GAA / SB	568,000.00	568,000.00		
	Postage		Shopping		January - December			SB	75,000.00	75,000.00		
	Traveling Expenses							GAA / SB	15,330,750.00	15,330,750.00		
	- GFA (Plane Fare)		Agency to Agency		March, April, July, October				15,330,750.00	15,330,750.00		
	Office Supplies							GAA / SB	1,883,000.00	1,883,000.00		
	- Epson L6170 ink (Black) - 8 bottles		Shopping		Year Round				2,400.00	2,400.00		
	- Epson L6170 ink (Cyan) - 8 bottles		Shopping		Year Round				2,400.00	2,400.00		
	- Epson L6170 ink (Magenta) - 8 bottles		Shopping		Year Round				2,400.00	2,400.00		
	- Epson L6170 ink (Yellow) - 8 bottles		Shopping		Year Round				2,400.00	2,400.00		
	- External Hard Drive - 3 pcs		Shopping		January, April, July, October				9,000.00	9,000.00		
	- Photopaper (Matte) - 10 packs		Shopping		March				2,000.00	2,000.00		
	- ACPC Letterhead, A4 size, 80 gsm - 30 reams		Shopping		February				22,500.00	22,500.00		
	- ACPC Letterhead, legal size, 80 gsm - 20 reams		Shopping		February				19,000.00	19,000.00		
	- ACPC Notepad, 1/4 of A4 size paper - 200 reams		Shopping		February				8,000.00	8,000.00		
	- ACPC Memopad, 8.5 x 5.5" - 200 reams		Shopping		February				16,000.00	16,000.00		
	- Brown Envelope with ACPC Letterhead, A4 size - 1000 pcs		Shopping		February				10,000.00	10,000.00		
	- Brown Envelope with ACPC Letterhead, legal size - 700 pcs		Shopping		February				9,100.00	9,100.00		
	- ACPC ID Cards - 215 pcs		Shopping		February				47,300.00	47,300.00		
	- ACPC Anniversary Poloshirt - 400 pcs		SVP		February				280,000.00	280,000.00		
	- ACPC Jacket - 110 pcs		SVP		February				302,500.00	302,500.00		
	- Women's Month Poloshirt - 30 pcs		Shopping		March				15,000.00	15,000.00		
	- World Food Day Poloshirt - 132 pcs		Shopping		October				79,200.00	79,200.00		
	- Refill of Fire Extinguisher - 10 tanks		Shopping		August				6,000.00	6,000.00		
	- Photopaper (Matte) - 10 packs		Shopping		March				2,000.00	2,000.00		
	- Film Marker - 200 packs		Shopping		Year Round				8,000.00	8,000.00		
	- Ballpen (Black) - 2000 pcs		Shopping		Year Round				13,000.00	13,000.00		
	- Ballpen (Blue) - 100 pcs		Shopping		Year Round				650.00	650.00		
	- Ballpen (Red) - 50 pcs		Shopping		Year Round				325.00	325.00		
	- Glue Stick - 150 pcs		Shopping		Year Round				3,750.00	3,750.00		
	- Board Paper - 10 packs		Shopping		Year Round				1,000.00	1,000.00		
	- Toner Cartridge for 2 Kyocera Network Printers - 16 cartridge		Direct Contracting		Year Round				136,000.00	136,000.00		
	- Other office supplies				Year Round				883,075.00	883,075.00		

Semi-Expendable Equipment			Shopping		GAA / SB	435,000.00	435,000.00		
						10,000.00	10,000.00		
- 3 in 1 printer - 2 units			Shopping			15,000.00	15,000.00		
- Scanner - 1 unit			Shopping			10,000.00	10,000.00		
- Paper Shredder - 1 unit			Shopping			10,000.00	10,000.00		
- Microwave - 2 units			Shopping			24,000.00	24,000.00		
- Steel Filing Cabinet (4 drawers) - 4 units			Shopping			10,000.00	10,000.00		
- Steel Filing Cabinet (2 drawers) - 1 unit			Shopping			5,000.00	5,000.00		
- Coffee Maker - 1 unit			Shopping			2,750.00	2,750.00		
- Dry Seal Maker - 1 piece			Shopping			10,000.00	10,000.00		
- Water Dispenser - 1 unit			Shopping			30,000.00	30,000.00		
- Emergency Light - 10 units			Shopping			6,000.00	6,000.00		
- Spotlight - 2 sets			Shopping			8,000.00	8,000.00		
- Electric Stand Fan - 4 units			Shopping			294,250.00	294,250.00		
- Other Semi Expendable									
Other MOOE:						14,983,000.00	14,983,000.00		
Accountable Forms Expenses		Agency to Agency			GAA	13,000.00	13,000.00		
Non-Accountable Forms Expenses		SVP			GAA	11,000.00	11,000.00		
Fuel, Oil & Lubricants Expenses		Direct Contracting			GAA / SB	1,600,000.00	1,600,000.00		
Water Expenses		Direct Contracting			GAA / SB	299,000.00	299,000.00		
Electricity Expenses		Direct Contracting			GAA / SB	1,948,000.00	1,948,000.00		
Postage and Courier Services		Direct Contracting			GAA	109,000.00	109,000.00		
Telephone Expenses - Landline		Direct Contracting			GAA / SB	852,000.00	852,000.00		
Telephone Expenses - Mobile		Direct Contracting			GAA / SB	909,000.00	909,000.00		
Internet Subscription Expenses		Direct Contracting			GAA / SB	1,700,000.00	1,700,000.00		
Consultancy Services		Public Bidding			GAA	1,000,000.00	1,000,000.00		
Other Professional Services		SVP			GAA / SB	542,000.00	542,000.00		
Other General Services		SVP			GAA / SB	78,000.00	78,000.00		
Repair & Maint. - Bldng. & Other Struct.		Public Bidding			SB	1,200,000.00	1,200,000.00		
Repair & Maint. - Mach & Equipment (OF)		SVP			SB	143,000.00	143,000.00		
Repair & Maint. - Mach & Equipment (IT)		SVP			SB	50,000.00	50,000.00		
Repair & Maint. - Furniture and Fixtures		SVP			GAA / SB	65,000.00	65,000.00		
Repair & Maint. - Other Prop., Plant, & Equip.		SVP			GAA / SB	150,000.00	150,000.00		
Fidelity Bond Premiums		SVP			GAA	45,000.00	45,000.00		
Advertising Expenses		SVP			GAA	11,000.00	11,000.00		
Printing and Publication Expenses		SVP			GAA / SB	572,000.00	572,000.00		
Rent/Lease Expense (Office Equipment)		SVP			GAA	445,000.00	445,000.00		
Rent/Lease Expense (IT Equipment)		SVP			GAA	500,000.00	500,000.00		
Rent/Lease Expense (Facilities)		SVP			GAA / SB	1,600,000.00	1,600,000.00		
Rent/Lease Expense (Vehicles)		SVP			GAA / SB	25,000.00	25,000.00		
Subscription Expenses		SVP			GAA / SB	226,000.00	226,000.00		
Scholarship Grants/Expenses		SVP			GAA	150,000.00	150,000.00		
Semi-Expendable - Furn., Fixt. & Books Exp.		SVP			SB	200,000.00	200,000.00		
Extraordinary & Miscellaneous Expenses		SVP			SB	15,000.00	15,000.00		
Fidelity Bond Premiums		SVP			SB	50,000.00	50,000.00		
Transportation and Delivery Expenses		SVP			SB	75,000.00	75,000.00		
Membership Dues and Contribution		SVP			SB	350,000.00	350,000.00		
Donations		SVP			SB	50,000.00	50,000.00		
Other MOOE					GAA	1,355,000.00	1,355,000.00		
Notarial Fee		SVP		January - December		80,000.00	80,000.00		
Cultural and Athletic Activities						105,000.00	105,000.00		
- PWD/SC		SVP				50,000.00	50,000.00		
- Recreational physical activity and sports		SVP		March - June		55,000.00	55,000.00		
Conduct of Annual Physical Exam		SVP		March		184,000.00	184,000.00		
Other other MOOE		SVP				986,000.00	986,000.00		

	II. CAPITAL OUTLAY Building and Structures Motor Vehicle - Motor Vehicle Office Machinery and Equipment Furniture and Fixtures - Re-layout of 28/F - 140 units		Public Bidding	April	SB	3,000,000.00		3,000,000.00	
			Public Bidding		GAA	1,300,000.00 1,300,000.00		1,300,000.00 1,300,000.00	
			SVP		SB	500,000.00		500,000.00	
			SVP	February	SB	300,000.00		300,000.00	
	TOTAL - AD				TOTAL	111,666,650.00	106,566,650.00	5,100,000.00	
					GAA	41,645,900.00	40,345,900.00	1,300,000.00	
					SB	70,320,750.00	66,520,750.00	3,800,000.00	
	GRAND TOTAL				TOTAL	143,912,450.00	131,436,450.00	12,476,000.00	
					GAA	58,874,000.00	50,767,000.00	8,107,000.00	
					SB	84,565,450.00	80,215,450.00	4,350,000.00	
					USM	754,000.00	754,000.00		

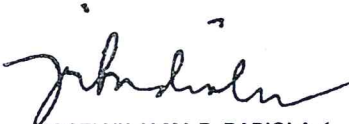
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