

AGRICULTURAL CREDIT POLICY COUNCIL Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)	
				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											
	Travel Expenses												
	- Foreign (E.D. & Chief of Staff)		NP 53.5 Agency-to-Agency (DBM-PS)		June & October		SB		510,000.00	510,000.00			
	- Local (E.D. & Chief of Staff)		NP 53.5 Agency-to-Agency (DBM-PS)		January - December		SB		360,000.00	360,000.00			
	Seminar & Training Expense												
	Staff Training and Seminars (foreign & local)												
	- Foreign (E.D. / Chief of Staff)		GFA		November		SB		50,000.00	50,000.00			
	Supplies		NP 53.9 SVP		January, March, April, May, June, Aug, Sept, Oct		SB		70,000.00	70,000.00			
	Equipment		NP 53.9 SVP		January & July		SB		100,000.00	100,000.00			
	Other MOOE												
	Representation Expense		NP 53.9 SVP		January - December				156,000.00	156,000.00			
	Committee / Interagency Meetings (12 meetings)		NP 53.9 SVP		January - December				312,000.00	312,000.00			
	Field Level Meetings (24 meetings)												
	Other Supplies												
	Flash Drive 16G (30 pcs)		Shopping		January - December		GAA		16,500.00	16,500.00			
	Gel Pen (50 pcs)		Shopping		January - December		GAA		1,200.00	1,200.00			
	Glue Stick (20 pcs)		Shopping		January - December		GAA		4,950.00	4,950.00			
	Toner cart, Samsung CLT-K404S (5)		Shopping		January - December		GAA		19,250.00	19,250.00			
	Toner cart, Samsung CLT-C404S (3)		Shopping		January - December		GAA		10,890.00	10,890.00			
	Toner cart, Samsung CLT-M404S (3)		Shopping		January - December		GAA		10,890.00	10,890.00			
	Toner cart, Samsung CLT-Y404S (3)		Shopping		January - December		GAA		10,890.00	10,890.00			
	Uni-Ball Gel Impact Pen Black 1.0mm (40)		Shopping		January - December		GAA		4,600.00	4,600.00			
	Corporate Giveaways		NP 53.9 SVP		January - December		GAA		100,000.00	100,000.00			
	Tokens for DA Officials & ACPC ManCom	NP 53.9 SVP		January - December		GAA		50,000.00	50,000.00				
	ACPC Wrapper	NP 53.9 SVP		January - December		GAA		50,000.00	50,000.00				
	Outreach Project	NP 53.9 SVP		January - December		GAA		100,000.00	100,000.00				
	Salamat-Paalam Program	Shopping		January - December		GAA		120,000.00	120,000.00				
	Support to GAD Activities	Shopping		January - December		GAA		50,000.00	50,000.00				
	Monthly Eucharistic Mass	NP 53.9 SVP		January - December		GAA		36,000.00	36,000.00				
	Tree Planting Activity	NP 53.9 SVP		January - December		GAA		200,000.00	200,000.00				
	Guitar, Lapel and Microphone Stand	Shopping		January - December		GAA							
	OED various supplies	Shopping		January - December		GAA							
	TOTAL - OED												
						GAA		785,170.00	785,170.00				
						SB		1,198,000.00	1,198,000.00				

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	A. MAINTENANCE AND OPERATING EXPENSES	GENDER AND DEV'T.										
	Total Budget for 2021 (Attribution)											
	TOTAL - GAD											
								GAA	2,125,000.00	2,125,000.00		

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	

A. POLICY AND PLANNING DIVISION									
I. PLANNING									
ACPC Planning and Assessment			NP 53.10 Lease of	January to December	GAA	1,176,000.00	1,176,000.00		
ACPC 2022 Plan and Budget Proposal Preparation					GAA	36,000.00	36,000.00		
II. STUDIES/RESEARCH									
2020 Small Farmers and Fisherfolk Indebtedness Survey			Shopping	January to December	GAA	2,715,000.00	2,715,000.00		
Transportation			Shopping	January to December		470,000.00	470,000.00		
Supplies/Tokens			Shopping	January to December		90,000.00	90,000.00		
Meetings			Shopping	January to December		105,000.00	105,000.00		
Mobilization			Shopping	January to December		30,000.00	30,000.00		
Pretesting			Shopping	January to December		100,000.00	100,000.00		
Monitoring			Shopping	January to December		100,000.00	100,000.00		
Assessment			Shopping	January to December		580,000.00	560,000.00		
Training			Shopping	January to December		1,240,000.00	1,240,000.00		
Enumerators			Shopping	January to December					
III. Meetings									
- Unit meeting/Inter-agency meetings/meetings with clients, etc.			NP 53.9 SVP		GAA	120,000.00	130,000.00		
- Involvement in other ACPC activities			NP 53.9 SVP						
- Inter-Agency/TWG/Committee Meetings			NP 53.9 SVP						
IV. Training/Seminars/Conferences - 5					GAA	815,000.00	815,000.00		
V. Office Supplies, Equipment, Furnitures, Fixtures and Books					GAA	259,000.00	259,000.00		
TOTAL - PPAS					GAA	5,121,000.00	5,131,000.00		
					SB				

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Regular Monitoring Activities								1,789,000.00	1,789,000.00		
	Travelling expenses											
	Airfare (40 areas x P13,000 per area x 2 pax)		NP 53.5 Agency-to-Agency (DBM-PS)	February - November			GAA	1,040,000.00	1,040,000.00			
	Bus and Sea Fare/Toll Fee			February - November			GAA	45,000.00	45,000.00			
	Per diem (2 pax per area x 50 areas)			February - November			GAA	704,000.00	704,000.00			
	Communication Expenses								84,000.00	84,000.00		
	Regular Monitoring Activities								1,190,000.00	1,190,000.00		
	Field Enumerators (P200/quest x 40 respondents x 50 areas) - 50 meetings		NP 53.9 SVP	March, June, September, December			SB	400,000.00	400,000.00			
	Representation Expenses - 50 meetings		NP 53.9 SVP	March, June, September, December				250,000.00	250,000.00			
	Vehicle Rental (50 areas x P10,500 per area) - 40 meetings		NP 53.9 SVP	March, June, September, December				540,000.00	540,000.00			
	Evaluations								11,000,000.00	11,000,000.00		
	Midterm Evaluation of PLEA		Public Bidding				SB	5,000,000.00	5,000,000.00			
	Benchmark for KAYA		Public Bidding					3,000,000.00	3,000,000.00			
	Benchmark for ANYO		Public Bidding					3,000,000.00	3,000,000.00			
	Subscription of Cloud Storage								630,000.00	630,000.00		
			NP 53.9 SVP	January - December			SB					
	TOTAL - MONITORING DIVISION						GAA	1,873,000.00	1,873,000.00			
							SB	12,820,000.00	12,820,000.00			

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Travel Expenses		NP 53.5 Agency-to-Agency	January - December			GAA	465,000.00	465,000.00			
	Travel Expenses		NP 53.5 Agency-to-Agency	January - December			SB	2,205,000.00	2,205,000.00			

	Training and Seminars Info campaign on agri-fishery credit policies and programs/ operationalization of the LoFTs Financial Literacy Training -Financial Education for Rural Agripreneurs (FERA)	COMMUNICATION AND PUBLIC AFFAIRS DIVISION	NP 53.9 SVP	March	GAA	3,520,000.00	3,520,000.00			
	March - November			SB	12,188,775.00	12,188,775.00				
	Ad Placement			NP 53.9 SVP	January - December	SB	240,000.00	240,000.00		
	Representation Expenses					GAA	340,000.00	340,000.00		
	5. Printing and Binding					SB	2,820,000.00	2,820,000.00		
	- Production and Dissemination of IEC Materials			NP 53.9 SVP	June, November		600,000.00	600,000.00		
	- News Magazines			NP 53.9 SVP	June		720,000.00	720,000.00		
	- Brochures			NP 53.9 SVP	November		1,500,000.00	1,500,000.00		
	- ACPC AVPs									
	6. Miscellaneous Expenses					SB	200,000.00	200,000.00		
- Subscription - newspapers and magazine		DC	January - December							
TOTAL - CPAD					GAA	4,325,000.00	4,325,000.00			
					SB	17,413,775.00	17,413,775.00			

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
A. PERSONNEL SERVICES / HONORARIUM	Legal Service (OSG) - 4 staff	FUND MANAGEMENT STAFF						SB	180,000.00	180,000.00			
B. MAINTENANCE AND OPERATING EXPENSES													
Travel Expenses - Local (11 staff)				NP 53.5 Agency-to-Agency (DBM-PS)	January - December	SB	1,500,000.00	1,500,000.00					
Representation Expenses													
- Inter-agency - 50 meetings				NP 53.9 SVP	January - December		50,000.00	50,000.00					
- Committee - 15 meetings				NP 53.9 SVP	February, March, May, June, July, September, November		75,000.00	75,000.00					
- Field Level Meetings - 30 meetings				NP 53.9 SVP	March, April, May, June, July, September, October, November		75,000.00	75,000.00					
Training Expenses - 8 trainings					February, May, August & November	SB	160,000.00	160,000.00					
Other Professional Services (Geodetic Engineers) - 16 properties				NP 53.9 SVP	March, May, August, October	GAA	400,000.00	400,000.00					
Repair & Maintenance (Building and Other Structure) - 40 properties				NP 53.9 SVP	March, June, September, November	GAA	200,000.00	200,000.00					
Taxes, Duties and Licenses - 40 properties			February - November	SB	800,000.00	800,000.00							
Rent/Lease Expenses (Vehicles) - 60 rentals		NP 53.9 SVP	February - December	SB	300,000.00	300,000.00							
Litigation/Acquired Asset Expenses (Attendance to Court Hearings) - 18 attendance			February - November	GAA	450,000.00	450,000.00							
TOTAL - FMS								GAA	1,050,000.00	1,050,000.00			
								SB	3,140,000.00	3,140,000.00			

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1. Capital Outlay									4,080,000.00		4,080,000.00	
ICT Equipment												
- Desktops - 22 Sets			Public Bidding	February- March				GAA	1,540,000.00		15,400,000.00	
- Desktops - 2 Sets			Public Bidding	February- March				SB	80,000.00		2,500,000.00	
- External Hard Disk- 20 units			Shopping	February					80,000.00		80,000.00	
- Webcams - 20 unit			Shopping	February					30,000.00		30,000.00	
- Headsets - 20 units			Shopping	February					20,000.00		20,000.00	
- AIO Ink Tank Printers - 25 units			NP 53.9 SVP	February					200,000.00		200,000.00	
Office Equipment												
- Network Printers - 1 unit			NP 53.9 SVP	February					200,000.00		200,000.00	

2. MOOE Travel Expenses - Agri-Credit E-Portal System Subscription Expenses - Fiber Internet - 1 (renewal) - Email Service - 170 (renewal) - Video Conferencing Software - 1 - E-Signature Software/DTS - 17 - Office Productivity Software - 14 - Multi-Media Software - 1 Repairs and Maintenance - ICT Equipment Representation Expenses - Meeting Expenses Other MOOE - Privacy Impact Assessment	INFORMATION SYSTEMS MANAGEMENT DIVISION	NP 53.9 SVP	February to December		400,000.00	400,000.00		
						400,000.00	400,000.00	
						5,110,000.00	5,110,000.00	
			DC	January - December		3,960,000.00	3,960,000.00	
			DC	March		520,000.00	520,000.00	
			DC	January		120,000.00	120,000.00	
			NP 53.9 SVP	August		510,000.00	510,000.00	
	NP 53.9 SVP	August		140,000.00	140,000.00			
	NP 53.9 SVP	June		120,000.00	120,000.00			
	NP 53.9 SVP	January-December		300,000.00	300,000.00			
	Shopping	January-December		25,000.00	25,000.00			
	NP 53.9 SVP	July-September		900,000.00	900,000.00			
TOTAL - ISMD					GAA	10,515,000.00	6,435,000.00	4,080,000.00

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
I. MAINTENANCE AND OTHER OPERATING EXPENSES												
	TRAVEL EXPENSES	PROGRAM DEVELOPMENT DIVISION	NP 53.5 Agency-to-Agency			January - December		SB	8,086,000.00	8,086,000.00		
	TRAINING EXPENSES					January - December		GAA	5,940,000.00	5,940,000.00		
	REPRESENTATION EXPENSES		NP 53.9 SVP			January - December		GAA	1,800,000.00	1,800,000.00		
	RENT/LEASE EXPENSE (VEHICLES)		NP 53.9 SVP			January - December		GAA	168,000.00	168,000.00		
	SUPPLIES		Shopping			January - December		GAA	1,064,250.00	1,064,250.00		
	OTHER SUPPLIES		Shopping			January - December		SB	2,665,300.00	2,665,300.00		
	SUBSCRIPTION		DC			January - December		SB	500,000.00	500,000.00		
TOTAL - PDD								GAA	8,972,250.00	8,972,250.00		
								SB	11,251,300.00	11,251,300.00		

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Professional Services (Consulting) External Resource Providers Organizational Management Specialist Travel Expenses		Public Bidding Public Bidding NP 53.9 SVP			February - December		GAA	33,000,000.00	33,000,000.00		
									20,000,000.00	20,000,000.00		
									12,000,000.00	12,000,000.00		
									1,000,000.00	1,000,000.00		
	Training and Seminars		NP 53.10 LVRP			February - November		GAA	18,000,000.00	18,000,000.00		
	Training and Scholarship							SB	916,000.00	916,000.00		
	- Trainers Training - 10 training					June			100,000.00	196,000.00		
	- Competency Training - 4 training					February, May, September, November			720,000.00	720,000.00		
	UPLAND SOUTHERN MINDANAO-CREDIT & INSTITUTIONAL BUILDING PROGRAM							USM	2,099,916.00	2,099,916.00		
	PROGRAM EXECUTIVE COMMITTEE MEETINGS - Program Coordinating Committee - 4 meetings		NP 53.9 SVP			March, June, September, December			48,000.00	48,000.00		

- Program Executive Committee - 4 meetings - National Executive Committee - 2 meetings	INSTITUTIONAL CAPACITY BUILDING UNIT	NP 53.9 SVP	March, June, September, December		48,000.00	48,000.00		
		NP 53.9 SVP	June & December		30,000.00	30,000.00		
PLANNING WORKSHOPS								
- Mid- and Year-End Assessment (Cooperatives) - 2		NP 53.9 SVP	June & December		50,000.00	50,000.00		
- Mid- and Year-End Assessment (Microfinance) - 2		NP 53.9 SVP	June & December		50,000.00	50,000.00		
TRAINING								
- for Cooperatives - 10				January - November		106,000.00	106,000.00	
- for Partner Financial Institutions - 9				February - October		450,000.00	450,000.00	
OFFICE SPACE RENTAL			NP 53.9 SVP	January - December		84,000.00	84,000.00	
VEHICLE (IN DAVAO CITY SGD-182)								
- Insurance and Registration		NP 53.5 Agency-to-Agency (GSIS & LTO)	February		8,000.00	8,000.00		
- Repair and Maintenance		NP 53.9 SVP	January - December		120,000.00	120,000.00		
OFFICE SUPPLIES			February, July		14,000.00	14,000.00		
PERSONNEL SERVICES (PDO II SG 15) - 3			January - December		1,091,916.00	1,091,916.00		
TOTAL - ICBU				GAA	51,000,000.00	51,000,000.00		
				SB	916,000.00	916,000.00		
				USM	2,099,916.00	2,099,916.00		

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	MAINTENANCE & OTHER OPERATING EXPENSES	FINANCE MANAGEMENT DIVISION	NP 53.5 Agency-to-Agency (DBM-PS)									
	Traveling Expenses - Local				January - December		GAA	200,000.00	200,000.00			
	Representation Expenses			Shopping 52.1 (b)			GAA	25,000.00	25,000.00			
	OTHER MOOE			January, April, July, October		SB	2,000,000.00	2,000,000.00				
	TOTAL - FMD					GAA	225,000.00	225,000.00				
						SB	2,000,000.00	2,000,000.00				

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	I. MAINTENANCE & OTHER OPERATING EXPENSES	ADMINISTRATIVE DIVISION										
	Hiring of Contract of Service Personnel (135)				January & July		SB	68,121,144.00	68,121,144.00			
	Conduct of Annual Physical Exam				January & December		GAA	200,000.00	200,000.00			
	Janitorial Services (3 janitors)			NP 53.9 SVP	January		SB	880,000.00	880,000.00			
	Security Services (2 security guards)			Competitive Bidding	January		SB	990,000.00	990,000.00			
	Meeting											
	- Inter-agency meetings (CSC, DA, DOLE, etc.) - 8			NP 53.9 SVP	January, March, April, June, July, Sept, Oct, Dec		GAA	44,000.00	44,000.00			
	- Regular AFMS meeting - 12			NP 53.9 SVP	January - December			66,000.00	66,000.00			
	Workshop											
	- Internal workshops/echo-seminars relative to compliance to requirements of relevant government institutions - 12			NP 53.9 SVP	January - December		SB	715,000.00	715,000.00			
	- Inter-agency workshops (CSC, DA, etc.) relative to compliance to requirements by relevant government offices - 4	NP 53.9 SVP	February, April, July, October			132,000.00	132,000.00					
	- AFMS Planning/Performance Review Workshop	NP 53.9 SVP										
	- 2020 Planning and 2019 Performance Review Workshop - 1		February, March			275,000.00	275,000.00					
	- 2020 1st Semester Performance Review and Plan Review Adjustment Workshop - 1		June, July			275,000.00	275,000.00					

Training and Seminars								
- Team Building - 1		NP 53.10 Lease of Real Property & Venue		April	SB	3,580,500.00	3,580,500.00	
- Effective Writing				August		2,200,000.00	2,200,000.00	
- Effective Presentation				September		192,500.00	192,500.00	
- Time and Priority Management				May		192,500.00	192,500.00	
- Statistical Package for the Social Sciences Training for Researchers				May		143,000.00	143,000.00	
- Project Development and Packaging				May		220,000.00	220,000.00	
- Strategic Performance Management System (for DCs and staff)				May, June		220,000.00	220,000.00	
- Train the Trainer				February, March		165,000.00	165,000.00	
- Disaster Risk Reduction and Climate Change Mitigation				November		82,500.00	82,500.00	
				November		165,000.00	165,000.00	
Cultural and Athletic Activities					SB	58,500.00	58,500.00	
- Recreational physical activity and sports - 2				March - June		29,250.00	29,250.00	
- Educational Visits (Heritage sites, galleries and museums) - 1				May - June		29,250.00	29,250.00	
Office Supplies and Equipment		Shopping 52.1 (b)		January	GAA	178,200.00	178,200.00	
Printing and Publication		SVP		January - December	GAA	70,000.00	70,000.00	
Communication Equipment		Shopping		January to December	GAA	45,000.00	45,000.00	
Repair and Maintenance (Office Equipment)		SVP		January to December	GAA	416,000.00	416,000.00	
Furniture and Fixtures		SVP		January to December	GAA	1,261,500.00	1,261,500.00	
Repair and Maintenance (Aircon)		SVP		January to December	GAA	112,000.00	112,000.00	
Repair and Maintenance (Motorpool)		SVP		January to December	GAA	2,000,000.00	2,000,000.00	
Books and References		Shopping		January to December	GAA	50,000.00	50,000.00	
Other Supplies not available in PS-DBM		Shopping		January to December	GAA	1,115,000.00	1,115,000.00	
Semi-Expendable Equipment		SVP		January to December	GAA	1,112,800.00	1,112,800.00	
TOTAL - AD					GAA	6,670,500.00	6,670,500.00	
					SB	72,275,144.00	72,275,144.00	
GRAND TOTAL					GAA	92,661,920.00	88,591,920.00	4,080,000.00
					SB	121,014,219.00	121,014,219.00	
					USM	2,099,916.00	2,099,916.00	

Prepared by:


CHRISTIAN P. MOJICA
BAC Secretariat

Recommended by:


MAGDALENA S. CASUGA
Dir. II & Chairperson, BAC

Approved by:


JOCELYN ALMA R. BADIOLA
Executive Director

