

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
**FIELD OFFICE III**  
**ANNUAL PROCUREMENT PLAN (APP) FOR CY :023**

| CODE        | PROCUREMENT PROGRAM / PROJECT                | PMO / END-USER  | IS THIS AN EARLY PROCUREMENT ACTIVITY / ? | MODE OF PROCUREMENT          | SCHEDULE OF EACH ACTIVITY      |                    |                 |                  | SOURCE OF FUNDS | ESTIMATED BUDGET (Php) |               |    | REMARKS (Brief description of Program / Project)  |
|-------------|--|---|---|------------------------------|--------------------------------|--------------------|-----------------|------------------|-----------------|------------------------|---------------|----|---|
|             |  |   |   |                              | Ads / Post of ITB / REI        | Sub / Open of Bids | Notice of Award | Contract Signing |                 | TOTAL                  | MOOE          | CO |   |
| :0202010-00 | Training Expenses                            | Various Offices of DSWD FO III                                      | NO  | NP- Small Value Procurement  | VARIOUS DATES                  |                    |                 |                  | GOP             | 30,492,105.51          | 30,492,05.51  |    | Trainings / Capability Building Activities of Various Programs/Activities/Projects; Also includes Negotiated Procurement Lease of Venue (Section 53.10 RA 9184)   |
| :0203010-00 | Office Supplies Expenses                     | All DSWD Field Offices  | NO  | NP- Agency to Agency         | QUARTERLY BASIS                |                    |                 |                  | GOP             | 20,412,885.96          | 20,412,885.96 |    | Common Used Supplies to be procured via PS-DBM, if not available resort to Shopping (Section 52.1b RA 9184); if harmonized, then mode shall be Competitive Bidding.   |
| :0203020-00 | Accountable Forms Expenses                   | 4PS, AICS, Adoption, KC-NCCDDP, KC-KKB, EPAHP, ICTMS, SFP, and GASS | NO  | NP- Agency to Agency         | AS NEEDED                      |                    |                 |                  | GOP             | 40,038.39              | 40,038.39     |    | Accountable Forms available will be purchased from National Printing Office (NPO), intended for the use of DSWD Programs/Offices/Divisions Alternate Mode of Procurement: NP - Small Value Procurement (Section 53.9 RA 9184)   |
| :0203050-00 | Food Supplies Expenses                       | PSD - CRCF  | NO  | NP- Small Value Procurement  | 1st, 2nd, 3rd, and 4th Quarter |                    |                 |                  | GOP             | 16,385,893.35          | 16,985,393.35 |    | Intended for the residents of Centers and Residential Care Facilities (RCRF), most purchases are rice items (IFA), also includes wet market goods and groceries. Combination of Direct Release and Centrally Managed Funds; Alternate mode: if harmonized, Competitive Bidding; NP - Emergency Section 53.2 RA 9184)                                    |
| :0203070-00 | Drugs and Medicines Expenses                 | 4PS, AICS, Adoption, EPAHP, ICTMS, SFP, GASS, Centers               | NO  | NP- Small Value Procurement  | AS NEEDED                      |                    |                 |                  | GOP             | 1,912,347.03           | 1,812,347.03  |    | Intended for the residents of Centers, and DSWD Personnel. Alternate Mode: NP - Emergency Cases (Section 53.2 RA 9184)  |
| :0203080-00 | Medical, Dental and Laboratory Supplies Exp. | PSD - CRCF  | NO  | Direct Contracting           | AS NEEDED                      |                    |                 |                  | GOP             | 1,173,084.00           | 1,173,384.00  |    | Intended for the residents of Centers, and DSWD Personnel. Alternate Mode: NP - Small Value Procurement (Section 53.9 RA 9184)  |
| :0203090-00 | Gasoline, Oil and Lubricants Expenses        | GASS, 4PS, JRMID, AICS, EPAHP, Soc'len, Centers                     | NO  | Direct Retail Purchase of PC | MONTHLY                        |                    |                 |                  | GOP             | 3,542,300.00           | 3,542,300.00  |    | Intended for the Government Vehicles of the Agency; Procurement to be delegated to End-User (Section 10 Annex "H" RA 9184; GPPB Resolution 24 - 2019) Both Direct Release Fund and Centrally Managed Fund. May be subject to Competitive Bidding or (VP-SVP for less than P1M available budget) if End-User resorts to Procurement of Fleet Facilities. |
| :0203210-03 | Semi Expendable - ICT Equipment              | 4PS, AICS, Soc'Pen and ICTMS  | NO  | NP - Agency to Agency        | 1st 2nd and 3rd Quarter        |                    |                 |                  | GOP             | 49,157,000.00          | 49,157,000.00 |    | Purchase of Semi-Ex ICT Equipment intended for ICTMS Centrally Managed Funds; if not available in PS-DBM, resort to Alternate Mode of Procurement: Shopping (Section 52.1b RA 9184) if harmonized, resort to Competitive Bidding.   |
| :0203210-99 | Semi Expendable - Other Machinery Equipment  | OFD - SMU   | NO  | NP- Small Value Procurement  | VARIOUS DATES                  |                    |                 |                  | GOP             | 49,000.00              | 49,000.00     |    | Purchase of ICT equipment intended for FO and DPEOs; Purchase of DSLR Camera intended for SMU. Centrally Managed Funds  |

|            |   |   |     |                              |                      |                                      |   |  |              |              |              |  |
|------------|---|---|-----|------------------------------|----------------------|--------------------------------------|---|--|--------------|--------------|--------------|--|
| 0203220-01 | Semi Expendable - Furniture & Fixtures  | PSF Adoption, SocTech, SocPen, and TARA                       | NO  | NP- Small Value Procurement  | VARIOUS DATES        |                                      |   | GOP                                    | 194,000.00   | 194,000.00   |              | Intended for various offices in DSWD. If harmonized, to resort to Public Bidding   |
|            | Semi Expendable - Printing Equipment    | SocPen  | NO  | NP - Agency to Agency        | MARCH 2023           |                                      |   | GOP                                    | 45,000.00    | 45,000.00    |              | If not available in PS-DBM, resort to Alternate Mode of Procurement: Shopping (Section 52.1b RA 9184)  |
| 0203990-00 | Other Supplies Expenses                 | PSD - CRCF  | NO  | NP- Agency to Agency         | VARIOUS DATES        |                                      |   | GOP                                    | 7,321,842.05 | 7,621,342.05 |              | Intended for Centers. Items to be purchased at PS-DBM for CSE; if not available in PS, Alternate Mode: Shopping (Section 52.1b RA 9184); if Non CSE, resort to NP- Small Value Procurement (Section 53.9) if harmonized, revert to Competitive Bidding |
|            | Subscription Expenses                   | All DSWD FO III Offices                                       |     | NP - Small Value Procurement | JUNE 2023            |                                      |   | GOP                                    | 1,000,000.00 | 1,000,000.00 |              | Includes purchase of licenses, software or other online subscription and renewal; intended for the use of DSWD Offices   |
| 0205010-00 | Postage and Deliveries                  | 4PS, AICS, Adoption, EPAHP, SocPen, ICTMS, SFP, GASS, Centers | NO  | NP- Agency to Agency         | MONTHLY              |                                      |   | GOP                                    | 403,374.00   | 403,374.00   |              | Intended for the payment of postage requirement by DSWD - Field Office III; Contract renewed with Philippine Postal Corporation.   |
|            | Info. and Communication Technology Eqpt | GASS, PPD, Promotive, and Protective                          | NO  | Competitive Bidding          | Semestral            | 12 days after the conduct of Pre-bid | within 30 days after post qualification | with 17 days after the issuance of NTA | GOP          | 6,615,000.00 | 6,615,000.00 | Intended for the use of various offices; Centrally Managed Fund; Awaiting for the approval of proposal. Includes special/urgent projects via I/P - SVP   |
| 0206010-00 | Awards/Rewards Expense                  | EPAHP, Centers  | NO  | NP - Small Value Procurement | QUARTERLY            |                                      |   | GOP                                    | 75,213.65    | 75,213.65    |              | Quarterly Character-Building Recognition of Staff  |
|            | Consultancy Services                    | PSD - Comprehensive   | NO  | NP - Small Value Procurement | 1ST AND 3RD QUARTER  |                                      |   | GOP                                    | 192,277.22   | 192,277.22   |              | Production of KM Products, intended for the use of PSD CBSS  |
| 0206020-00 | Tokens/Prizes                           | Various Offices of DSWD FO III                                | NO  | NP- Small Value Procurement  | AS NEEDED            |                                      |   | GOP                                    | -            | -            |              | Intended for the prizes to be given away by the DSWD PRAISE Committee  |
| 0212020-00 | Janitorial Services                     | DSWD FO III Regional Office/DPEOs/Centers                     | YES | Competitive Bidding          | Oct 2022             | Nov 2022                             | Upon Approval of GAA                    | GOP                                    | 1,267,300.00 | 1,267,300.00 |              | Hiring of Utilities for the Regional Office, Centers, and DPEOs; Direct Release Fund   |
| 0212020-00 | Janitorial Services                     | DSWD FO III Regional Office/DPEOs/Centers                     | YES | Competitive Bidding          | Upon Approval of GAA |                                      |   | GOP                                    | 3,717,933.00 | 3,717,933.00 |              | Hiring of Utilities for the Regional Office, Centers, and DPEOs; Centrally Managed Fund  |
| 0212030-00 | Security Services                       | DSWD FO III Regional Office/DPEOs/Centers                     | YES | Competitive Bidding          | Oct 2022             | Nov 2022                             | Upon Approval of GAA                    | GOP                                    | 6,119,296.00 | 6,119,296.00 |              | Hiring of Security Guards for the Regional Office, Centers, and DPEOs; Direct Release Fund   |
| 0212030-00 | Security Services                       | DSWD FO III Regional Office/DPEOs/Centers                     | YES | Competitive Bidding          | Upon Approval of GAA |                                      |   | GOP                                    | 7,232,342.00 | 7,232,342.00 |              | Hiring of Security Guards for the Regional Office, Centers, and DPEOs; Centrally Managed Fund  |
| 0213040-01 | RM - Buildings                          | 4PS, DRMD, AICS, Adoption, EPAHP, ICTMS, SFP, GASS, Centers   | NO  | NP - Small Value Procurement | AS NEEDED            |                                      |   | GOP                                    | 2,379,919.96 | 2,679,319.96 |              | Repairs intended for the buildings of CRCF and Regional Office including Emergency Cases (Section 53.2 RA 9184); if harmonized, resort to Competitive Bidding  |
| 0213050-02 | RM - Office Equipment                   | 4PS, AICS, Adoption, EPAHP, SFP, GASS                         | NO  | NP- Small Value Procurement  | AS NEEDED            |                                      |   | GOP                                    | 105,684.00   | 105,384.00   |              | Intended for various offices in the Regional Office, DPEOs, and CRCF for the repair of their office equipment  |
| 0213050-03 | RM - ICT Equipment                      | 4PS, AICS, SocPen, ICTMS                                      | NO  | NP- Small Value Procurement  | AS NEEDED            |                                      |   | GOP                                    | 1,500,000.00 | 1,500,000.00 |              | Intended for various offices in the Regional Office, DPEOs, and CRCF for the repair of their ICT Equipment; May be subject to Ordering Agreement   |
| 0213060-01 | RM - Motor Vehicle                      | 4PS, DRMD, AICS, EPAHP, SFP, GASS, Centers                    | NO  | NP- Small Value Procurement  | AS NEEDED            |                                      |   | GOP                                    | 977,442.08   | 977,142.08   |              | Intended for the Preventive Maintenance Service and repairs of all Government Vehicles; if vehicle is under warranty, Alternate Mode: Direct Contracting   |

|                    |                                      |  |     |                             |                     |          |                      |     |                       |                       |   |
|--------------------|--------------------------------------|--|-----|-----------------------------|---------------------|----------|----------------------|-----|-----------------------|-----------------------|---|
| 0299010-00         | Advertising Expense                  | 4PS, DRMD, AICS, EPAHP, SFP, GASS, Centers, RRPTP, KC-NCDDP, KC-KKB                                | NO  | NP- Small Value Procurement | VARIOUS DATES       |          |                      | GOP | 1,477,884.00          | 1,477,884.00          | Intended for all the cost of the DSWD Field Office III in all advertising requirement.  |
| 0299020-00         | Printing & Publication Expenses      | 4PS, DRMD, AICS, EPAHP, SFP, GASS, Centers, RRPTP, KC-NCDDP, KC-KKB, TARA                          | NO  | NP- Small Value Procurement | AS NEEDED           |          |                      | GOP | 1,724,794.00          | 1,724,794.00          | Intended for the Printing Expenses (i.e. forms etc) needed by the DSWD Field Office III   |
| 0299030-00         | Representation Expenses              | 4PS, Compre DRMD, AICS, OPPWD, Adoption, SLP, EPAHP, NHTS, SocPen, SFP, ICTMS, TARA, GASS, Centers | NO  | NP- Small Value Procurement | AS NEEDED           |          |                      | GOP | 5,385,164.00          | 5,685,164.00          | Intended for the various Programs/Activities/Project, of DSWD RO III for holding meetings and conferences that do not need a venue  |
| 0299040-00         | Transportation and Delivery Expenses | PSD - CRCF   | NO  | NP- Small Value Procurement | AS NEEDED           |          |                      | GOP | 24,000.00             | 24,000.00             | Intended for the use of QRF and CRCF's Hauling of Riso  |
| 0299050-01         | Rents - Buildings & Structures       | 4PS, DRMD, AICS, Adoption, SLP, EPAHP, SocPen, ICTMS, GASS   | NO  | Renewal of Contract Lease   | UPON RELEASE OF GAA |          |                      | GOP | 7,199,153.00          | 7,199,153.00          | Intended for the use of DPECs, Pantawid, and Promotive - Renewal of Contract Lease, GPPB Resolution 06 2018 - Renewal of the Contract of Lease of Real Property need not be reflected in the APP. Centrally Managed Fund. Includes Lease of Real Property - EPA for DSWD Ext. Offices and DPEO Pampanga and Lease of Real Property for DPEO NE - Pantawid |
| 0299050-01         | Rents - Buildings & Structures       | 4PS, DRMD, AICS, Adoption, SLP, EPAHP, SocPen, ICTMS, GASS   | YES | Competitive Bidding         | Oct 2022            | Nov 2022 | Upon Approval of GAA | GOP | 1,281,542.00          | 1,281,542.00          | Intended for the use of Pantawid Division, Promotive Division, and DPEO Pampanga - Direct Release Fund  |
| 0299050-03         | Rents - Motor Vehicles               | 4PS, DRMD, AICS, SLP, EPAHP, SocPen, ICTMS, GASS   | NO  | NP- Small Value Procurement | VARIOUS DATES       |          |                      | GOP | 2,598,380.00          | 2,598,380.00          | Intended for the use of Regional Office; Alternate Mode of Procurement: NP - SVP Resort to Competitive Bidding upon issuance of Authority by DBA for remaining budget.  |
| 0299990-99         | Other MOOE                           | 4PS, DRMD, CBSS, OPPWD, Adoption, AICS, EPAHP, SocPen, SFP, GASS, Centers                          | NO  | NP- Small Value Procurement | AS NEEDED           |          |                      | GOP | 10,363,472.92         | 10,963,472.92         | Intended for Regional Office and CRCF.  |
| <b>GRAND TOTAL</b> |                                      |  |     |                             |                     |          |                      |     | <b>194,366,168.12</b> | <b>187,751,168.12</b> | <b>6,615,000.00</b>   |

Prepared by:

*[Signature]*  
**DRIAN D. MORALES**  
 FDO II - Technical Staff

Certified Correct by:

*[Signature]*  
**JENNIFER C. MORALES**  
 BAC Secretariat Head

Certified as to Inclusion in the Indicative WFP 2023

*[Signature]*  
**KESHIA M. NGUMEN**  
 WMD Chief

Recommending Approval:

*[Signature]*  
**DENVERIS F. REBULDELA**  
 BAC Chairperson

Approved by:

*[Signature]*  
**DIR. JOHNATHAN V. DIRAN**  
 Regional Director

**APPENDIX "1"**

## **POSTING CERTIFICATION**

This is to certify that the DSWD Field Office III has posted its **Annual Procurement Plan for Non Common – Use Supplies and Equipment (APP-CSE) for CY 2023** on January 10, 2023 on its agency website and can be accessible through this link: <https://fo3.dswd.gov.ph/> or a conspicuous place within the premises of the Procuring Entity, due to absence of an agency website.

This certification is being issued in compliance with GPPB Circular No. 02-2020, this 10<sup>th</sup> of January, 2023.



**JENNIFER CAMPANG – MORALES**  
Bids and Awards Committee Secretariat Head

## BIDS AND AWARDS COMMITTEE (BAC)

Resolution No 2022 – 01 - 01

### APPROVAL OF THE ANNUAL PROCUREMENT PLAN – NON CSE FOR CY 2023

January 9, 2023

**WHEREAS, Section 7.1, Rule II of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act. (RA) No. 9184, otherwise known as the Government Procurement Reform Act (GPRA), states that “All procurement shall be within the approved budget of the Procuring Entity and should be meticulously and judiciously planned by the Procuring Entity. Consistent with government fiscal discipline measures, only those considered crucial to the efficient discharge of governmental functions shall be included in the Annual Procurement Plan (APP);**

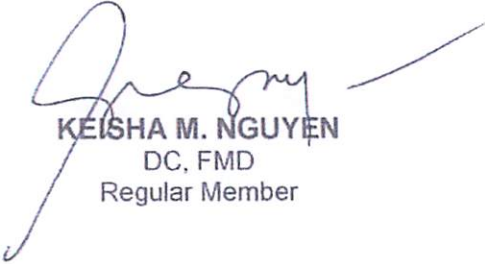
**WHEREAS, Section 7.2, Rule II of the 2016 IRR of RA No. 9184, is explicit that “No procurement shall be undertaken unless it is in accordance with the approved APP, including approved changes thereto. The APP must be consistent with the duly approved yearly budget of the Procuring Entity and shall bear the approval of the HoPE or second-ranking official designated by the HoPE to act on his behalf.”;**

**WHEREAS, Section 7.3.1 of the same law further provides that “as soon as the GAA, corporate budget, or appropriation ordinance, as the case may be, becomes final, the end-user or implementing units shall revise and adjust the PPMPs to reflect the budgetary allocation for their respective PAPs. The revised PPMPs shall be submitted to the BAC, through its Secretariat, for the final recommendation of the methods of procurement. The indicative APP shall then be revised and approved in accordance with Section 7.2 of this IRR. The APP shall be submitted to the GPPB on or before the end of January of the budget year, and shall be posted in accordance with E.O. 662, series of 2007, as amended.”;**

**WHEREAS, upon receipt of all the PPMPs by the Bids and Awards Committee through the Secretariat, the Committee resolved to recommend to the Head of the Procuring Entity the approval of the consolidated PPMPs to the APP resulting to an amount of **ONE HUNDRED NINETY-FOUR MILLION FOUR HUNDRED FORTY-TWO THOUSAND ONE HUNDRED SIXTY-THREE AND 12/100 (PHP194,442,163.12);****

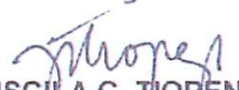
**NOW, THEREFORE RESOLVE AS IT IS HEREBY RESOLVED**, the Bids and Awards Committee hereby recommends for the approval by the Commission en Banc the approval of the **Annual Procurement Plan (APP) for FY 2023** with a total amount of ONE HUNDRED NINETY-FOUR MILLION FOUR HUNDRED FORTY-TWO THOUSAND ONE HUNDRED SIXTY-THREE AND 12/100 (PHP194,442,163.12) in accordance with **Rule II of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act. (RA) No. 9184**.


**RESOLVED**, at the DSWD-Regional Office III, this 9<sup>th</sup> day of January, 2023.

  
**KEISHA M. NGUYEN**  
DC, FMD  
Regular Member

**RENANN M. MACAPINLAC**  
Section Chief, Budget Section  
Alternate Member

**ARMONT C. PECINA**  
DC, DRMD  
Vice Chairperson, BAC

  
**PRISCILA C. TIOPENGCO**  
DC, Protective Services Division  
Alternate Member

  
**VENUS F. REBULDELA**  
ARD for Operations  
Chairperson, BAC

Approved

Disapproved

  
**DIR. JONATHAN V. DIRAIN**  
Regional Director, ORD  
(As per Special Order No. 3051, Series of 2022)  
Authorized Representative/Head of the Procuring Entity

BIDS AND AWARDS COMMITTEE (BAC)

Resolution No 2022 - 01 - 01

APPROVAL OF THE ANNUAL PROCUREMENT PLAN - NON CSE FOR CY 2023

January 9, 2023