



Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
**MASBATE PROVINCIAL OPERATIONS OFFICE**  
Capitol Road F, Barangay JT Fernandez, Masbate City

**ANNUAL PROCUREMENT PLAN 2020**

| CODE  | 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 Awards | Contract Signing |                 | Total                  | MOOE | CO |                              |
| A. Available at Procurement Service Store   |  |              |                         |  |                   |                  |                  |                 |                        |      |    |                              |
|   | A. Office supplies and equipment   | All Section  | Small Value Procurement | January to December 2020               |                   |                  |                  | MOOE            |                        |      |    | Funds to be downloaded by RO |
| B. Other items not available at PS but regularly purchase from other sources  |  |              |                         |  |                   |                  |                  |                 |                        |      |    |                              |
| 1. Training / Seminars/ Workshop (procurement of venue/ food/ accommodation/ honoraria of resource persons/ supplies/ materials/ others |  |              |                         |  |                   |                  |                  |                 |                        |      |    |                              |
| Orientation - Briefing/ Consultation/ Coordination/ Assemblies  |  |              |                         |  |                   |                  |                  |                 |                        |      |    |                              |
|   | Conduct of Provincial Conference, meetings and staff huddles   | All Section  | Small Value Procurement | January to December 2020               |                   |                  |                  | MOOE            | ₱210,000.00            |      |    | Funds to be downloaded by RO |
|   | Conduct of Capacity Building for Citizens/ CSO participation in local governance   | LGCDS        | Small Value Procurement | Within 2nd Quarter 2020                |                   |                  |                  |                 |                        |      |    | Funds to be downloaded by RO |
|   | Citizen Feedback to government service delivery  | LGCDS        | Small Value Procurement | Within 3rd Quarter 2020                |                   |                  |                  |                 |                        |      |    | Funds to be downloaded by RO |
|   | Conduct of Provincial Dayyaw   | LGCDS        | Small Value Procurement | Within 3rd Quarter 2020                |                   |                  |                  |                 | ₱285,000.00            |      |    | Funds to be downloaded by RO |
|   | Training for Municipal Project Monitoring Committees (MPMC) for 22 LGUs  | LGCDS        | Small Value Procurement | Within 1st Quarter 2020                |                   |                  |                  |                 |                        |      |    | Funds to be downloaded by RO |
|   | Orientation on CSO Participation (22 LGUs)   | LGCDS        | Small Value Procurement | Within 1st Quarter 2020                |                   |                  |                  |                 |                        |      |    | Funds to be downloaded by RO |
|   | Provincial Workshop on the Review and Updating of CDRs/LDRs and Pilot Testing  | LGCDS        | Small Value Procurement | Within 3rd Quarter 2020                |                   |                  |                  |                 |                        |      |    | Funds to be downloaded by RO |
|   | Provincial Roll-Out of Management of Dead and Missing Person   | LGCDS        | Small Value Procurement | Within 2nd Quarter 2020                |                   |                  |                  |                 |                        |      |    | Funds to be downloaded by RO |
|   | Provincial Roll out for Quality Assurance System for Barangay Disaster Risk Reduction and Management Plan and Comprehensive Emergency Program for Children | LGCDS        | Small Value Procurement | Within 3rd Quarter 2020                |                   |                  |                  |                 |                        |      |    | Funds to be downloaded by RO |
|   | Supplies to support operations of DILG Locally Funded Project  | LGCDS        | Small Value Procurement | January to December 2020               |                   |                  |                  |                 | ₱30,800.00             |      |    | Funds to be downloaded by RO |
|   | CMGP Monitoring Tools  | LGCDS        | Small Value Procurement | January to December 2020               |                   |                  |                  |                 | ₱20,000.00             |      |    | Funds to be downloaded by RO |

4

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|--|---|-------------|-------------------------|--|---------|---------------|--|--|------------------------------------|
|  | Conduct of Basic ICSs for MLGOOs  | LGCDs       | Small Value Procurement | Within 2nd Quarter 2020                              |         |               |  |  | Funds to be downloaded by RO       |
|  | Monitoring Expenses for the LRMPA   | LGCDs       | Small Value Procurement | Mar-20   |         | ₱20,000.00    |  |  | Funds to be downloaded by RO       |
|  | Orientation of Barangay Task Force Members and RCSP Core Teams of Priority Areas in Masbate under RCSP 2020 | LGCDs       | Small Value Procurement | Mar-20   |         | ₱175,000.00   |  |  | Funds to be downloaded by RO       |
|  | Conduct of SGLG related activities  | LGMEs       | Small Value Procurement | Within 2nd Quarter 2020                              |         |               |  |  | Funds to be downloaded by RO       |
|  | Conduct of LTIA National Validation   | LGMEs       | Small Value Procurement | Within 3rd Quarter 2020                              |         |               |  |  | Funds to be downloaded by RO       |
|  | BDC Audit   | LGMEs       | Small Value Procurement | Within 1st Quarter 2020                              |         |               |  |  | Funds to be downloaded by RO       |
|  | POC Audit   | LGMEs       | Small Value Procurement | Within 2nd Quarter 2020                              |         |               |  |  | Funds to be downloaded by RO       |
|  | CFLGA Audit   | LGMEs       | Small Value Procurement | Within 2nd Quarter 2020                              |         |               |  |  | Funds to be downloaded by RO       |
|  | ADAC Audit  | LGMEs       | Small Value Procurement | Within 2nd Quarter 2020                              |         |               |  |  | Funds to be downloaded by RO       |
|  | Conduct of Peace and Order Summit for Barangay Officials (Rent of Motor Vehicles)                           | LGMEs       | Small Value Procurement |  |         | ₱28,000.00    |  |  | Funds to be downloaded by RO       |
|  | Conduct of Quarterly Planning Conference  | All Section | Small Value Procurement | March 2020, June 2020, September 2020, December 2020 |         |               |  |  | Funds to be downloaded by RO       |
|  | Conduct of Mid-Year Assessment  | All Section | Small Value Procurement | Jun-20   |         |               |  |  | Funds to be downloaded by RO       |
|  | Conduct of Year End Assessment  | All Section | Small Value Procurement | Dec-20   |         |               |  |  | Funds to be downloaded by RO       |
|  | Team Building and Wellness Activity   | All Section | Small Value Procurement | Jun-20   |         |               |  |  | Funds to be downloaded by RO       |
|  | Medical Examination for DILG Masbate Personnel  | All Section | Small Value Procurement | Jun-20   |         |               |  |  | Funds to be downloaded by RO       |
|  | Implementation on BNEO for GREAT Barangays Program (BDP)  | LGCDs       |                         |  | BNEO    | ₱70,658.45    |  |  | Remaining funds for implementation |
|  | Mid-Year Assessment, Team Building and Sportfest Activity   | FAD         |                         |  |         | ₱27,296.00    |  |  | Remaining funds for implementation |
|  | Production of Information, Education and Communication (IEC)  | LGCDs       |                         |  |         | ₱29,158.20    |  |  | Remaining funds for implementation |
|  | Roll out on ADM/BUB Funded Projects   | LGCDs       |                         |  | LFP     | ₱3,571.74     |  |  | Remaining funds for implementation |
|  | Conduct of Follow Through Activities on CMGP Capacity Development Activities of PLGU                        | LGCDs       | Small Value Procurement |  | CMGP    | ₱1,090,040.02 |  |  | Remaining funds for implementation |
|  | Workshop on Localization of the PDP 2017-2022   | LGCDs       |                         |  | PDP-SDG | ₱41,348.50    |  |  | Remaining funds for implementation |

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|------------------------------|---|-------|-------------------------|--|---------------|-------------|--|------------------------------------|
|                              | Implementation of BNEO for BREAT Barangays Program (BBIs)   | LGCDs |                         |  | LGA-BNEO-BBIs | ₱36,944.00  |  | Remaining funds for implementation |
|                              | Provincial Orientation and Local Conference on the 2019 DILG Guidelines on Accreditation of CSOs  | LGCDs |                         |  | CSO           | ₱65,340.10  |  | Remaining funds for implementation |
|                              | Roll out Orientation for City/Municipal on DILG Field Officer; Roll out Orientation for City/Municipal Assessment Team (C/MAT); Conduct of Assessment Meetings with C/MAT | LGCDs |                         |  | BDC           | ₱49,034.50  |  | Remaining funds for implementation |
|                              | SGLG for Barangays  | LGMEs |                         |  | SGLGB         | ₱8,000.00   |  | Remaining funds for implementation |
|                              | Conduct of Constitutional Reform Provincial Roadshow  | LGCDs |                         |  | CORE          | ₱51,393.38  |  | Remaining funds for implementation |
| <b>C. Mandatory Services</b> |   |       |                         |  |               |             |  |                                    |
|                              | A. Telephone/ Internet Subscription   | GAS   | Small Value Procurement | January to December 2020                             | MOOE          | ₱84,000.00  |  | Funds to be downloaded by RO       |
|                              | B. Water Bill   | GAS   | Small Value Procurement | January to December 2020                             | MOOE          | ₱6,000.00   |  | Funds to be downloaded by RO       |
|                              | C. Electricity Bill   | GAS   | Small Value Procurement | January to December 2020                             | MOOE          | ₱162,000.00 |  | Funds to be downloaded by RO       |
|                              | D. Procurement of Fuel (Gasoline/ Diesoline)  | GAS   | Small Value Procurement | January to December 2020                             | MOOE          | ₱240,000.00 |  | Funds to be downloaded by RO       |
|                              | E. Quarterly Maintenance of Service Vehicle   | GAS   | Small Value Procurement | March 2020, June 2020, September 2020, December 2020 | MOOE          | ₱20,000.00  |  | Funds to be downloaded by RO       |
|                              | F. Cable Bill   | GAS   | Small Value Procurement | January to December 2020                             | MOOE          | ₱6,000.00   |  | Funds to be downloaded by RO       |
|                              | G. Procurement of Waste Container (Trash/Recycling Bins)  | GAS   | Small Value Procurement | January to December 2020                             | MOOE          | ₱5,600.00   |  | Funds to be downloaded by RO       |
|                              | H. Procurement and maintenance of Generator Set   | GAS   | Small Value Procurement | January to December 2020                             | MOOE          | ₱8,180.00   |  | Funds to be downloaded by RO       |

Prepared by:

  
**NICA ANGELICA A. BOLON**  
 BAC Secretariat

Recommending Approval:

  
**RHAUL M. REMPILO**  
 BAC Chairman

Certified Funds Available / Certified  
 Appropriate Funds Available:

  
**GELLIE A. BAYLON**  
 Disbursement Officer

Approved:

  
**BEN PAUL M. RAZ**  
 OIC Provincial Director