

OPTICAL MEDIA BOARD
Annual Procurement Plan for FY 2017


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	
CAPITAL EXPENDITURES (GASS)												
	Various office Equipment	CEO/EDO/AFD	Canvass/Quotation		As the need arises			GAA	400,000.00		400,000.00	Supply & delivery of new office equipment when needed
	Various Furniture & Fixtures	CEO/EDO/AFD	Canvass/Quotation		As the need arises			GAA	100,000.00		100,000.00	Supply & delivery of new office furniture when needed
								Sub-Total	500,000.00		500,000.00	
CAPITAL EXPENDITURES OPERATION												
	Various office Equipment	RLD/EID/PICU/LD/ PU	Canvass/Quotation		As the need arises			GAA	250,000.00		250,000.00	Supply & delivery of new office equipment
	Various Office Furnitures & Fixtures	RLD/EID/PICU/LD/ PU	Canvass/Quotation		As the need arises			GAA	250,000.00		250,000.00	Supply & delivery of new office furniture & fixtures
								Sub-Total	500,000.00		500,000.00	
M O O E												
	Traveling Expenses	OMB	Canvass/Quotation		As the need arises			GAA	6,883,430.00	6,883,430.00		Based on the approved/schedule of activities
	Training Expenses	OMB	Canvass/Quotation		As the need arises			GAA	645,000.00	645,000.00		Team building, In-house trainings, GAD Programs
								Sub-Total	7,528,430.00	7,528,430.00		
SUPPLIES & MATERIALS												
	Office Supplies/Inks/Toners	OMB	Canvass/Quotation/PS		As the need arises			GAA	1,150,000.00	1,150,000.00		
	Accountable Forms	OMB	NPO/Landbank		As the need arises			GAA	14,500.00	14,500.00		Printing of accountable/official forms
	Drugs & Medicines	OMB	Shopping		As the need arises			GAA	6,000.00	6,000.00		
	Fuel, Oil and Lubricants	OMB	Contracted services		As the need arises			GAA	380,000.00	380,000.00		
	Other Supplies and Materials	OMB	Canvass/Quotation		As the need arises			GAA	100,000.00	100,000.00		
								Sub-Total	1,650,500.00	1,650,500.00		
UTILITIES												
	Water Supply	OMB			January to December 2017			GAA	300,000.00	300,000.00		
	Electricity/Power Supply	OMB			January to December 2017			GAA	1,100,000.00	1,100,000.00		
								Sub-Total	1,400,000.00	1,400,000.00		
COMMUNICATION												
	Postage and Courier	OMB	Shopping		As the need arises			GAA	30,000.00	30,000.00		For delivery of communications
	Mobile Postpaid etc	OMB	Contracted services		January to December 2017			GAA	51,600.00	51,600.00		For OMB officials
	Landline	OMB	Contracted services		January to December 2017			GAA	300,000.00	300,000.00		
	Internet Subscription	OMB	Contracted services		January to December 2017			GAA	134,500.00	134,500.00		
	Cable, Satellite	OMB	Contracted services		January to December 2017			GAA	3,500.00	3,500.00		
								Sub-Total	519,600.00	519,600.00		
GENERAL SERVICES												
	Security Services	OMB	Public Bidding		Every three (3) years			GAA	1,200,000.00	1,200,000.00		Provision for security services for office premises
	Maintenance/Janitorial Services	OMB	Public Bidding		Every three (3) years			GAA	655,000.00	655,000.00		Provision for janitorial services for office maintenance
								Sub-Total	1,855,000.00	1,855,000.00		
REPAIRS & MAINTENANCE												
	Vehicles	OMB	Canvass/Quotation		As the need arises			GAA	220,500.00	220,500.00		Preventive maintenance for motor vehicles
	Building	OMB	Canvass/Quotation		As the need arises			GAA	150,000.00	150,000.00		Repairs and maintenance of building
	Furniture & fixtures Repairs	OMB	Canvass/Quotation		As the need arises			GAA	20,000.00	20,000.00		Repairs and maintenance of office furnitutr & fixtures
	Communication Equipment	OMB	Canvass/Quotation		As the need arises			GAA	10,000.00	10,000.00		
	Office Equipment	OMB	Canvass/Quotation		As the need arises			GAA	120,000.00	120,000.00		
	Information Technology	OMB	Canvass/Quotation		As the need arises			GAA	25,000.00	25,000.00		
	Building and other structures	OMB	Canvass/Quotation		As the need arises			GAA	230,000.00	230,000.00		Repair and maintenance of building
								Sub-Total	775,500.00	775,500.00		

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OTHER MAINTENANCE AND OPERATING EXPENSES												
	Printing and Publication	OMB	Canvass/Quotation		As the need arises			GAA	400,000.00	400,000.00		Printing of official forms. Publication of OMB Circulars
	Professional Expenses	OMB	Canvass/Quotation		As the need arises			GAA	2,200,000.00	2,200,000.00		Payment of services rendered by Jos
	Taxes, Duties and Licenses	OMB	Canvass/Quotation		As the need arises			GAA	30,000.00	30,000.00		
	Fidelity Bond Premiums	OMB	Canvass/Quotation		As the need arises			GAA	125,970.00	125,970.00		Premium payments of bonded officers
	Insurance Expenses	OMB	Canvass/Quotation		As the need arises			GAA	103,000.00	103,000.00		Building, Motor vehicles
	Advertising Expenses	OMB	Canvass/Quotation		As the need arises			GAA	50,000.00	50,000.00		
	Rents - Motor Vehicles	OMB	Canvass/Quotation		As the need arises			GAA	800,000.00	800,000.00		
	Subscription Expense	OMB	Contracted services		January to December 2017			GAA	38,000.00	38,000.00		
	Representation Expense	OMB	Contracted services		As the need arises			GAA	1,500,000.00	1,500,000.00		
								Sub-Total	5,046,970.00	5,046,970.00		
								Grand-Total	19,776,000.00	18,776,000.00	1,000,000.00	
Note: Based on the approved budget as reflected on GAA												

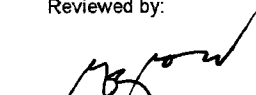
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