

Office of the Government Corporate Counsel Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	Is this an Early Procurement Activity? (Yes/No)	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks  (brief description of Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
COMMON USE OFFICE SUPPLIES AND EQUIPMENT													
3101001-001 100001-001	a. Common Use Office Supplies and Equipment available in the DBM-Procurement Services (PS)	NO	Supply Office	NP-53.5 Agency-to-Agency	as need arises	as need arises	as need arises	as need arises	GoP	1,720,000.00	1,720,000.00		Common use supplies and equipment listed in the DBM-PS catalogue *Please see attached APP-CSE
3101001-002 100001-002	b. Common Use Office Supplies and Equipment NOT available in the DBM-PS	NO	Supply Office	Shopping	as need arises	as need arises	as need arises	as need arises	GoP	840,000.00	840,000.00		Common use supplies and equipment listed in the DBM-PS catalogue but not available and common use supplies and equipment not listed in the DBM-PS catalogue
100001-214-215	c. Letterhead white short (1st and 2nd page)	NO	Supply Office	NP-53.5 Agency-to-Agency	as need arises	as need arises	as need arises	as need arises	GoP	100,000.00	100,000.00		A to A with NPO
100001-219-221	d. Library Cards	NO	Library	NP-53.5 Agency-to-Agency	as need arises	as need arises	as need arises	as need arises	GoP	7700	7,700.00		
3101001-003 100001-003	e. Registry Return Card	NO	Records	NP-53.5 Agency-to-Agency	as need arises	as need arises	as need arises	as need arises	GoP	35000	35,000.00		
3101001-004 100001-004	f. Identification Card	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	GoP	37,800.00	37,800.00		126 pieces
NON COMMON USE SUPPLIES, MATERIALS, AND EQUIPMENT													
3101001-005 100001-005	a. UV Sanitation/ Sterilization Box	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	GoP	20,000.00	20,000.00		10 pieces
3101001-006 100001-006	b. Air Purifier	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	GoP	150,000.00	150,000.00		10 pieces
100001-47	c. Air Humidifier	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	GoP	25,000.00	25,000.00		10 pieces
10001-108-113	d. Procurement of Personal Protective Equipment (PPE) not available in the PS	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	GoP	29,780.00	29,780.00		<b>breakdown:</b> a. protective gloves, chemical (50 pieces) = P12,500.00 b. protective helmet (128 pieces) = P17,280.00
100001-124	e. Automatic Hand Sanitizer	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	GoP	2000	2,000.00		2 pieces
3101001-007	f. Fuel, Oil and Lubricant	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	GoP	36,000.00	36,000.00		
GENERAL ADMINISTRATION AND SUPPORT													
3101001-008 100001-007	a. Corporate Planning	NO	OGCC	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	500,500.00	500,500.00		
3101001-009 100001-008	b. Anniversary and Year End Fellowship	NO	OGCC	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	220,000.00	220,000.00		
3101001-010 100001-009	c. OGCC Mass, Children Party and Outreach Program	NO	OGCC	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	173,750.00	173,750.00		



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3101001-025 100001-026	b. Procurement of ICT Equipment for ISSP- Office Productivity	NO	OGCC	NP-53.5 Agency-to-Agency	as need arises	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	450,000.00		450,000.00	<b>breakdown:</b> a. Printer (10 units) = P=150,000.00 b. Server with OS (1 unit) = P=250,000.00 c. UPS for Server (1 unit) = P=50,000.00  NOTE: if not available in the PS, will be procured through SYP upon submission of Certificate of Non-Availability of Stocks (CNAS)
3101001-026 100001-027	c. Procurement of ICT Equipment for ISSP- Upgrade of Local Upgrade Network	NO	OGCC	NP-53.5 Agency-to-Agency	as need arises	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	1,125,000.00		1,125,000.00	<b>breakdown:</b> a. Heavy Duty Scanner (82 units) = P=200,000.00 b. Desktop with OS (15 units) = P=825,000.00 c. Laptop with OS (2 units) = P=100,000.00  NOTE: if not available in the PS, will be procured through Competitive Bidding upon submission of Certificate of Non-Availability of Stocks (CNAS)
COMMUNICATION SERVICES															
3101001-111	a. pocket wifi with regular load	NO	OGCC	Direct Contracting	as need arises	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	220,800.00	220,800.00		23 accounts
3101001-114	b. zoom subscription	NO	OGCC	Direct Contracting	as need arises	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	90,750.00	90,750.00		12 accounts
NON COMMON USE SUPPLIES, MATERIALS, AND EQUIPMENT															
3101001-123	a. Electricity Expenses	NO	OGCC	Direct Contracting	N/A	N/A	N/A	N/A	N/A	N/A	GoP	2,604,000.00	2,604,000.00		renewal of the contract for the period: 1 January to 31 December 2020
3101001-122	b. Water Expenses	NO	OGCC	Direct Contracting	N/A	N/A	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00		renewal of the contract for the period: 1 January to 31 December 2020
3101001-125	c. Telephone Expenses - Landline/Wireless	NO	OGCC	Direct Contracting	N/A	N/A	N/A	N/A	N/A	N/A	GoP	519,000.00	519,000.00		renewal of the contract for the period: 1 January to 31 December 2020
3101001-126	d. Telephone Expenses - Mobile	NO	OGCC	Direct Contracting	N/A	N/A	N/A	N/A	N/A	N/A	GoP	17,000.00	17,000.00		renewal of the contract for the period: 1 January to 31 December 2020
3101001-127	e. Internet Expenses	NO	OGCC	Competitive Bidding	N/A	N/A	N/A	N/A	N/A	N/A	GoP	2,311,000.00	2,311,000.00		subject to GPPB Resolution No. 2017-41 on renewal of Internet Services
3101001-128	f. Cable Expenses	NO	OGCC	Direct Contracting	N/A	N/A	N/A	N/A	N/A	N/A	GoP	36,000.00	36,000.00		renewal of the contract for the period: 1 January to 31 December 2020

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REPAIR AND MAINTENANCE														
3101001-132	a. Office Equipment	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	48,000.00	48,000.00		
100001-256	b. ICT Equipment	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	210,000.00	210,000.00		
3101001-133	c. Motor Vehicle	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	72,000.00	72,000.00		
OTHER EXPENSES														
3101001-135	a. Rent Expense	NO	OGCC	NP-53.5 Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	9,402,000.00	9,402,000.00		
3101001-136	b. Rental of Photocopying Machine	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	360,000.00	360,000.00		
3101001-137	c. Lex Libris	NO	OGCC	Direct Contracting	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	150,000.00	150,000.00		
3101001-138	d. Book for binding	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	7,000.00	7,000.00		
3101001-139	e. CD Asia Online	NO	OGCC	Direct Contracting	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	50,000.00	50,000.00		
100001-250	g. CSC MC from 2018-2020	NO	OGCC	NP-53.5 Agency-to-Agency	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	500.00	500.00		
100001-251	h. Omnibus Rules on Leave	NO	OGCC	NP-53.5 Agency-to-Agency	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	500.00	500.00		
3101001-124	i. Postage and Courier Expenses	NO	OGCC	Direct Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	263,000.00	263,000.00		
HEALTH AND WELLNESS														
3101001-100	a. Influenza Vaccine for OGCC Officials and Employees	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	126,000.00	126,000.00		
3101001-103	c. Provision for Vitamin C and Zinc	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	63,000.00	63,000.00		
310-1001-94-98, 105	d. Procurement of Health/Medical Equipment	NO	OGCC	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	27,100.00	27,100.00		breakdown: a. Sphygmomanometer/Blood Pressure Monitor (2 units) = P3,000.00 b. Glucometer (1 unit) = P2,500.00 c. Glucometer strips 50s (250 pieces) = P7,500.00 d. Glucometer needles lancets 25s (50 sets) = P2,100.00 e. First Aid Kit (12 pieces) = P12,000.00
PUBLICATION AND SUBSCRIPTION EXPENSE														
3101001-140	a. Printing and Publication Expenses	NO	OGCC	Dired Contracting	as need arises	as need arises	as need arises	as need arises	as need arises	GoP	30,000.00	30,000.00		
3101001-141	b. Business World	NO	OGCC	Dired Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	10,000.00	10,000.00		
3101001-142	c. Manila Bulletin	NO	OGCC	Dired Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	15,000.00	15,000.00		
3101001-143	d. Manila Standard	NO	OGCC	Dired Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	8,000.00	8,000.00		
3101001-144	e. National Geographic	NO	OGCC	Dired Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	7,000.00	7,000.00		
3101001-145	f. Philippine Daily Inquirer	NO	OGCC	Dired Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	29,000.00	29,000.00		
3101001-146	g. The Official Gazette	NO	OGCC	Dired Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	17,000.00	17,000.00		
3101001-147	h. The Philippine Star	NO	OGCC	Dired Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	21,000.00	21,000.00		
3101001-148	i. Time Magazine	NO	OGCC	Dired Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	6,000.00	6,000.00		
3101001-149	j. SCRA and SCRA Quick Index	NO	OGCC	Dired Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	90,000.00	90,000.00		

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3101001-150	k. E-Supreme Court Reports Annotate	NO	OGCC	Direct Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	15,000.00	15,000.00		
3101001-152	l. Update to Book Collection	NO	OGCC	NP-63.5 Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	220,000.00	220,000.00		

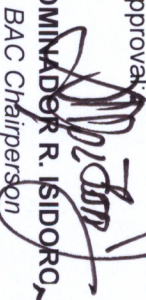
26,316,930.00      22,731,930.00      3,675,000.00


Prepared by:      Certified Funds Available:


  
**GCA FIONA P. DE LEON**  
Head, BAC Secretariat

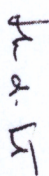
  
**ACCT. RYAN JOSEPH C. RODRIGUEZ**  
Supervising Administrative Officer

Recommending Approval:

  
**AGCC DOMINADOR R. ISIDORO JR.**  
BAC Chairperson

  
**GCA JONATHAN C. NICOLAS**  
Member

  
**JULIA M. ROMANO**  
Member

  
**RHODA G. DAET**  
Member

  
**GCA OWEN M. VIDAD**  
BAC Vice-Chairperson

**(on leave)**  
**GCA RACHELLE FAYE M. AVILA-LOBO**  
Member

  
**MARIA CRISTINA A. BATUYONG**  
Member

[ ] Approved  
[ ] Disapproved

  
**GCC ELPIDIO J. VEGA**  
Head of the Procuring Entity