

**OFFICE OF THE GOVERNMENT CORPORATE COUNSEL Annual Procurement Plan for FY 2024**

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>OGCC'S VARIOUS COMMITTEES' PROGRAMS, PROJECTS, AND ACTIVITIES</b>													
1101001-001 3101001-001	Corporate Planning and Team Building	CAO's Office and Planning Section	YES	NP-53.10 Lease of Real Property and Venue	as scheduled	as scheduled	as scheduled	as scheduled	GoP	1,062,500.00	1,062,500.00		- Annual agency strategic planning workshop for MANCOM and agency wide team building
1101001-002 3101001-002	Corporate Planning and Team Building	CAO's Office and Planning Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	266,500.00	266,500.00		- Supplies, Transpo Expense, Professional Services
1101001-003 3101001-003	Anniversary and Year End Fellowship OGCC Mass, Children Party and Outreach Program	Anniversary Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	950,000.00	950,000.00		- Meals, Supplies / tokens for awards etc.
1101001-004	Exterior and Interior Update (including purchase of decorative plants)	CAO's Office and Planning Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	337,060.00	337,060.00		- outdoor plants etc.
1101001-005	Women's Month Celebration	GAD Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	70,000.00	70,000.00		- Supplies / Tokens for Resource Person)
1101001-006	Participation on 18 Day Campaign on Violence Against Women	GAD Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	70,000.00	70,000.00		- Supplies / Tokens (for Resource Person)
1101001-007	Participation on PRIDE March	GAD Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	70,000.00	70,000.00		- Supplies / Tokens (for Resource Person)
1101001-008	Compliance with Laws (PWD and Senior Citizen)	SC & PWD Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	80,000.00	80,000.00		- Supplies / Tokens (for Resource Person)
1101001-009	GAD Room (lactation, day care, wellness room)	GAD Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	255,000.00	255,000.00		- Supplies / Tokens (for Resource Person)semi expendable equipment and fixtures
1101001-010 3101001-004	Tokens and training collaterals	LND Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	484,500.00	484,500.00		Supplies, Tokens/Plaques, etc.
1101001-011	Participation to MWSS Carriedo Cup Sporstfest	Health and Wellness Committee	NO	NP-53.9 - Small Value Procurement	as the need arises	as the need arises	as the need arises	as the need arises	GoP	120,000.00	120,000.00		- Supplies
1101001-012	Procurement of flu vaccines	Health and Wellness Committee	NO	NP-53.9 - Small Value Procurement	as the need arises	as the need arises	as the need arises	as the need arises	GoP	150,000.00	150,000.00		- Supplies, 200 pax
1101001-013	Vitamin C with Zinc	Health and Wellness Committee	NO	NP-53.9 - Small Value Procurement	N/A	N/A	3rd quarter	N/A	GoP	200,000.00	200,000.00		- Supplies, 200 pax
1101001-014 3101001-005	Annual basic health check-up of all employees	Health and Wellness Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	3rd quarter	as scheduled	GoP	400,000.00	400,000.00		- Continuing Appropriation

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1101001-015	Health and Wellness equipment (treadmill etc.)	Health and Wellness Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	200,000.00	200,000.00	-	Continuing Appropriation
1101001-016	Supplies for QMS - ISO activities	ISO QMS Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	35,000.00	35,000.00		Supplies (jackets), Tokens/Plaques, etc.
1101001-017	QMS - ISO Consultant	ISO QMS Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	60,000.00	60,000.00		Professional fee
1101001-018	Supplies for PRAISE Awards	PRAISE Committee	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	360,000.00	360,000.00		Supplies, Tokens/Plaques, etc.
<b>UTILITIES</b>													
1101001-019 3101001-006	Utilities (Electricity)	CAO's Office	NO	Direct Contracting	n/a	n/a	n/a	n/a	GoP	4,200,000.00	4,200,000.00	-	WETI Guidelines
1101001-020	Utilities (Water)	Supply Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	72,000.00	72,000.00	-	Drinking water
<b>SUPPLIES, MATERIALS, AND COMMUNICATION EXPENSES</b>													
1101001-021 3101001-007	Internet service provider	IT Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	890,000.00	890,000.00	-	Renewed pursuant to WETI Guidelines (Appendix 21)
1101001-022 3101001-008	Procurement of cellcards for regular employees	Supply Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	970,000.00	970,000.00		One (1) year supply
1101001-023	Procurement of cellcards for contract of service staff	Supply Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	72,000.00	72,000.00		One (1) year supply
1101001-024	Printer Consumables	Supply Section	NO	Shopping	as scheduled	as scheduled	as scheduled	as scheduled	GoP	252,000.00	252,000.00	-	Continuing Appropriation
1101001-025	Engine restoration / repair and maintenance	Supply Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	64,920.00	94,920.00	-	Continuing Appropriation
1101001-026 3101001-009	Common Use Supplies and Equipment Available at DBM-PS	Supply Section	NO	NP-53.5 Agency-to-Agency	as the need arises	as the need arises	as the need arises	as the need arises	GoP	2,546,269.18	2,546,269.18	-	A to A with DBM-PS Common use supplies and equipment listed in the DBM-PS catalogue *Please see attached APP-CSE
1101001-027 3101001-010	Common Use Supplies and Equipment Not Available at DBM-PS	Supply Section	NO	Shopping	as the need arises	as the need arises	as the need arises	as the need arises	GoP	1,632,726.00	1,632,726.00	-	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
<b>RENTAL AND OTHER OPERATING SERVICES</b>													

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PHP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1101001-028 3101001-011	Operating lease rental	CAO's Office	YES	NP-53.10 Lease of Real Property and Venue	as scheduled	as scheduled	as scheduled	as scheduled	GoP	16,632,000.00	16,632,000.00		Due to expire on 31 December 2023
1101001-029 3101001-012	Rental of photocopying machines	Supply Section	NO	NP-53.9 - Small Value Procurement	as the need arises	as the need arises	as the need arises	as the need arises	GoP	500,000.00	500,000.00		- photocopiers
1101001-030 3101001-013	Rental of printers (managed print service)	Supply Section	NO	NP-53.9 - Small Value Procurement	as the need arises	as the need arises	as the need arises	as the need arises	GoP	480,000.00	480,000.00		- printers
1101001-031	Repairs and Maintenance	Supply Section	NO	NP-53.9 - Small Value Procurement	as the need arises	as the need arises	as the need arises	as the need arises	GoP	288,000.00	288,000.00		- Vehicle, ICT & Office Equipment
1101001-032	Book binding	Library Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	150,000.00	150,000.00		- for library
<b>PUBLICATION AND ICT SUBSCRIPTION</b>													
3101001-014	Manila Bulletin	Library Section	YES	Direct Contracting	1st quarter	1st quarter	1st quarter	1st quarter	GoP	15,000.00	15,000.00		- Subscription
3101001-015	Manila Standard	Library Section	YES	Direct Contracting	1st quarter	1st quarter	1st quarter	1st quarter	GoP	10,000.00	10,000.00		- Subscription
3101001-016	Philippine Daily Inquirer	Library Section	YES	Direct Contracting	1st quarter	1st quarter	1st quarter	1st quarter	GoP	30,000.00	30,000.00		- Subscription
3101001-017	The Official Gazette	Library Section	YES	NP-53.5 Agency-to-Agency	1st quarter	1st quarter	1st quarter	1st quarter	GoP	20,000.00	20,000.00		- Subscription
3101001-018	The Philippine Star	Library Section	YES	Direct Contracting	1st quarter	1st quarter	1st quarter	1st quarter	GoP	22,000.00	22,000.00		- Subscription
3101001-019	SCRA and SCRA Quick Index	Library Section	YES	NP-53.5 Agency-to-Agency	1st quarter	1st quarter	1st quarter	1st quarter	GoP	100,000.00	100,000.00		- Subscription
3101001-020	Update and Addition to Book Collection	Library Section	YES	Direct Contracting	1st quarter	1st quarter	1st quarter	1st quarter	GoP	200,000.00	200,000.00		- Subscription
3101001-021	Update and Addition to Book Collection	Library Section	YES	NP-53.9 - Small Value Procurement	1st quarter	1st quarter	1st quarter	1st quarter	GoP	50,000.00	50,000.00		- Subscription
3101001-022	Other Subscription	Library Section	YES	Direct Contracting	1st quarter	1st quarter	1st quarter	1st quarter	GoP	80,000.00	80,000.00		- 1. Daily Tribune Newspaper 2. Business Mirror Newspaper 3. Malaya Business Insight Newspaper 4. Tempo Newspaper 5. Pilipino Mirror Newspaper 6. Pilipino Star Newspaper 7. Business World Newspaper 8. Pang-Masa Newspaper
3101001-023	Renewal of CD Asia Online and Hosting for the OGCC Law Library	Library Section	YES	Direct Contracting	1st quarter	1st quarter	1st quarter	1st quarter	GoP	500,000.00	500,000.00		- Subscription
3101001-024	MyLegalWhiz Subscription	Library Section	NO	Direct Contracting	1st quarter	1st quarter	1st quarter	1st quarter	GoP	750,000.00	750,000.00		- Subscription
3101001-025	Update and Upgrade of Legal Information Archive	Library Section	NO	Direct Contracting	as the need arises	as the need arises	as the need arises	as the need arises	GoP	1,150,000.00	1,150,000.00		- Subscription
<b>PURCHASE OF NEW AND/OR REPLACEMENT OF DILAPIDATED OFFICE EQUIPMENT, FURNITURE AND FIXTURES, AND MOTOR VEHICLES</b>													

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3101001-026	Renovation of the Office of the GCC, DGCC and Other Offices of Administrative Sections	Expansion Committee	NO	Competitive Bidding	as scheduled	as scheduled	as scheduled	as scheduled	GoP	4,500,000.00		4,500,000.00	Continuing Appropriation (subject to modification upon prioritization of needs)
3101001-027	Modular with Furniture and Fixture for the OGCC expansion	Expansion Committee	NO	Competitive Bidding	as scheduled	as scheduled	as scheduled	as scheduled	GoP	7,510,000.00	7,510,000.00		Continuing Appropriation (subject to modification upon prioritization of needs)
3101001-028	Purchase of New and/or Replacement of Dilapidated Office Equipment and Furniture and Fixtures	Expansion Committee	YES	Competitive Bidding	as scheduled	as scheduled	as scheduled	as scheduled	GoP	1,495,000.00	1,495,000.00		- Continuing Appropriation (subject to modification upon prioritization of needs)
3101001-029	Renovation of Existing Office Spaces (except GCC, DGCC, and East Wing Sections)	Expansion Committee	NO	Competitive Bidding	as scheduled	as scheduled	as scheduled	as scheduled	GoP	4,000,000.00	4,000,000.00		- Continuing Appropriation (subject to modification upon prioritization of needs)
1101001-033	Hologram Security Stickers	GCC's Office	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	70,000.00	70,000.00		- for exclusive use of GCC's office
3101001-030	Two (2) Vans for the Office of the Government Corporate Counsel	GCC's Office and Admin Section	NO	NP 53.6 - Two Failed Biddings	First Quarter	First Quarter	First Quarter	First Quarter	GoP	4,250,000.00		4,250,000.00	Continuing Appropriation (Budget is available until 31 December 2024)
3101001-031	Motor vehicles	Admin	NO	Competitive Bidding	as scheduled	as scheduled	as scheduled	as scheduled	GoP	6,000,000.00		6,000,000.00	Congress Introduced Changes/Adjustments
3101001-032	Biometrics	HR Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	192,000.00		192,000.00	replacement
3101001-033	Door access system	Admin	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	300,000.00		300,000.00	replacement
<b>INFORMATION SYSTEM STRATEGIC PLAN FY 2024</b>													
3101001-034	Cloud server / hosting	IT Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	800,000.00	800,000.00		- Subscription
1101001-034	Unified threat management	IT Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	110,000.00	110,000.00		- for DMIS
1101001-035	SQL Database License	IT Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	121,000.00	121,000.00		- for DMIS
3101001-035 1101001-036	Microsoft Office	IT Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	605,000.00	605,000.00		- 50 units
3101001-036 1101001-037	Desktop Computer Set and Laptops	IT Section	NO	Agency to Agency	as scheduled	as scheduled	as scheduled	as scheduled	GoP	3,600,000.00		3,600,000.00	20 desktops / 20 laptops (included in the APP-CSE)
3101001-037	Document Management Information System (upgrade to Case and Records Mgt)	IT Section	YES	Direct Contracting	as scheduled	as scheduled	as scheduled	as scheduled	GoP	3,150,000.00		3,150,000.00	ICT software
3101001-038	Library System	IT Section / Library Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	825,000.00		825,000.00	ICT software
3101001-039	Assets Management Information System	IT Section / Supply Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	500,000.00		500,000.00	ICT software

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3101001-040	Integrated Human Resource Information System	IT Section / HR Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	500,000.00	-	500,000.00	ICT software
3101001-041	Server Rack	IT Section	NO	NP-53.9 - Small Value Procurement	as scheduled	as scheduled	as scheduled	as scheduled	GoP	1,000,000.00	-	1,000,000.00	ICT software
										<b>76,375,475.18</b>	<b>51,588,475.18</b>	<b>24,817,000.00</b>	

Prepared by:

Certified Funds Available:

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

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

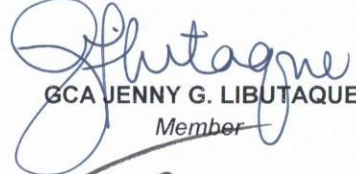
Recommending Approval:

  
**AGCC KATHRINA MARIA A. REYES**  
 BAC Chairperson

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

  
**GCA JONATHAN C. NICOLAS**  
 Member

  
**GCA BEVERLY T. MANZANO**  
 Member

  
**GCA JENNY G. LIBUTAQUE**  
 Member

  
**SADO F RYAN JOSEPH C. RODRIGUEZ**  
 Member

  
**ADOF MARIA CRISTINA A. BATUYONG**  
 Member

Approved  
 Disapproved

  
**GCC ROGELIO V. QUEVEDO**  
 Head of the Procuring Entity