



Republic of the Philippines
Department of Labor and Employment
OVERSEAS WORKERS WELFARE ADMINISTRATION
OWWA Center Bldg., F.B. Harrison St., Cor. 7th St., Pasay City

Annual Procurement Plan for FY - 2019

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/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
I. TRAINING AND SCHOLARSHIP EXPENSES												
1. Training & Seminar Expenses												
1.1. Professional Development Program												
A. Personnel												
	A.1. Moral Recovery	HRMDD	NP -53.10 Lease of Real Property and Venue	N/A	N/A	March	March	GAA	264,000.00	264,000.00		
	A.2. 21st Century Customer Service	HRMDD	NP -53.10 Lease of Real Property and Venue	N/A	N/A	April	April	GAA	154,000.00	154,000.00		
	A.3. Effective Leadership & Management Skills Training	HRMDD	NP -53.10 Lease of Real Property and Venue	N/A	N/A	May	May	GAA	264,000.00	264,000.00		
	A.4. Stress Debriefing & Psychosocial Wellness for Frontline Employee	HRMDD	NP -53.10 Lease of Real Property and Venue	N/A	N/A	July - August	July - August	GAA	264,000.00	264,000.00		
	A.5. Supervisory Development Course (Track 1)	HRMDD	NP -53.10 Lease of Real Property and Venue	N/A	N/A	July - December	July - December	GAA	264,000.00	264,000.00		
	A.6. Seminar on the 2016 Revised Rules and Regulation of RA 9184	HRMDD	NP -53.10 Lease of Real Property and Venue	N/A	N/A	July & October	July & October	GAA	308,000.00	308,000.00		
	B. Training and Capacity Building for Communication Officers	ASMD	NP -53.10 Lease of Real Property and Venue	N/A	N/A	June	June	GAA	300,000.00	300,000.00		
	C. Pre-Deployment Training Program (Self-Management for POLOs Training)	OOCs	NP -53.10 Lease of Real Property and Venue	N/A	N/A	February	February	GAA	404,100.00	404,100.00		
	a. Professional/Service Fee of Resource Persons	OOCs	NP-53.9 - Small Value Procurement	February	N/A	February 2019	February 2019	GAA	250,000.00	250,000.00		
	D. Planning Workshop / Budget Exercises											
	D.1. Year-End Planning Activity	PPDD	NP -53.10 Lease of Real Property and Venue	N/A	N/A	February	February	GAA	485,000.00	485,000.00		
	D.2. Mid-Year Performance Assessment	PPDD	NP -53.10 Lease of Real Property and Venue	N/A	N/A	July	July	GAA	485,000.00	485,000.00		
	E. Recruitment and Promotion (On-line Testing Subscription)	HRMDD	NP-53.9 - Small Value Procurement	February	N/A	February	February	GAA	250,000.00	250,000.00		
II. SUPPLIES AND MATERIALS EXPENSES												
Office Supplies and Materials												
1. Common Office Supplies and Other Supplies												
	a. Common Supplies	PPMD	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GAA	8,656,412.59	8,656,412.59		
	b. Other Supplies											
	b.1. Various Office Equipment	Various Offices	NP-53.9 - Small Value Procurement	March	N/A	April	April	GAA	148,500.00	148,500.00		
	b.2. Various Furnitures and Fixture	Various Offices	Re-Bidding	March	March	April	April	GAA	1,180,150.00	1,180,150.00		
	b.3. Various I.T. Peripherals & Equipment	Various Offices	NP-53.9 - Small Value Procurement	April	N/A	May	May	GAA	459,269.00	459,269.00		
	b.4. Various Medical Equipment	RAD/HRMDD	NP-53.9 - Small Value Procurement	March	N/A	April	April	GAA	58,000.00	58,000.00		
	b.5. Other Machinery Equipment	EGSD/DA-Ignacio	NP-53.9 - Small Value Procurement	March	N/A	April	April	GAA	37,000.00	37,000.00		
	b.6. Purified Drinking Water	PPMD	NP-53.9 - Small Value Procurement	February	N/A	March	March	GAA	504,000.00	504,000.00		
	b.7. Plaques (May & Dec Events)											
	b.7.1. OWWA Anniversary	HRMDD	NP-53.9 - Small Value Procurement	March	N/A	May	May	GAA	80,000.00	80,000.00		
	b.7.2. OWWA Year-End	HRMDD	NP-53.9 - Small Value Procurement	October	N/A	December	December	GAA	137,500.00	137,500.00		
	2. Accountable Forms (Government Official Receipts/Checks)	CASH	NP-53.5 Agency-to-Agency	N/A	N/A	June	June	GAA	1,630,000.00	1,630,000.00		
	3. CPDEP Materials											
	a. CPDEP Manual	PDMU	NP-53.9 - Small Value Procurement	March	N/A	April	April	GAA	636,000.00	636,000.00		
	b. CPDEP Certificate of Attendance	PDMU	NP-53.5 Agency-to-Agency	N/A	N/A	April	April	GAA	575,000.00	575,000.00		
	4. Reproduction Machine Supplies	EGSD	Direct Contracting	N/A	N/A	March	March	GAA	200,000.00	200,000.00		
	5. Maintenance Supplies	EGSD	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	GAA	206,000.00	206,000.00		
	6. Clinic Supplies	HRMDD	NP-53.9 - Small Value Procurement	Semestral	N/A	Semestral	Semestral	GAA	286,000.00	286,000.00		
III. COMMUNICATION EXPENSES												
	1. Private Courier (International and Local)	RMD	Re-Bidding	February	March	March	March	GAA	3,622,000.00	3,622,000.00		
	2. Internet Subscription Expenses											
	2.1. Internet Services 100 Mbps Leased Line	MISD	Public Bidding	Oct-18	Nov-18	Nov-18	Jan-19	GAA	2,500,000.00	2,500,000.00		
	2.2. Secure Socket Layer	MPC	NP-53.9 - Small Value Procurement	February	N/A	March	March	GAA	120,000.00	120,000.00		
	2.3. Licensed Software											
	a. SMS Blast Gateway	MISD	NP-53.9 - Small Value Procurement	March	N/A	March	March	OWWA Fund	500,000.00	500,000.00		
	b. Antivirus	MISD	NP-53.9 - Small Value Procurement	March	N/A	March	March	OWWA Fund	750,000.00	750,000.00		