

OVERSEAS WORKERS WELFARE ADMINISTRATION
Regional Welfare Office XI
Davao City

Annual Procurement Plan for FY 2020

Code (PAP)	Procurement Program/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 Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	MAINTENANCE & OTHER OPERATING EXPENSES												
	Travelling Expenses												
	a. Foreign Travel												
	b. Local Travel	RWO XI	NO	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	1,310,303.76	1,310,303.76		
	Training and Scholarship Expense												
	a. Training Expenses	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	281,288.96	281,288.96		
	b. Scholarship Grants/Expenses												
	Supplies and Materials Expenses												
	a. Office Supplies Expenses	RWO XI	NO	PS-DBM(Sec.52.1b)	N/A	N/A	N/A	N/A	GOP	1,132,496.26	1,132,496.26		
	a.1 Common Office Supplies	RWO XI	NO	Shopping/SVP	04/15/20	04/30/20	05/15/20	05/31/20	GOP	-	-		
	b. Accountable Forms Expenses												
	c. Non-Accountable Forms Expenses												
	d. Drugs and Medicines Expenses												
	e. Fuel and Lubricants Expenses	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	175,138.78	175,138.78		
	f. Other Supplies and Materials Expenses	RWO XI	NO	Shopping/SVP	03/09/20	03/16/20	03/20/20	03/20/20	GOP	403,263.88	403,263.88		
	g. Food Supplies												
	Utility Expenses												
	a. Water Expenses	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	391,428.32	391,428.32		
	b. Electricity Expenses	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	327,686.47	327,686.47		
	Communication Expenses												
	a. Postage and Courier Services	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	40,537.07	40,537.07		
	b. Mobile	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	153,340.70	153,340.70		
	c. Landline	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	-	-		
	d. Internet Subscription Expenses	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	147,625.69	147,625.69		
	e. Cable, Satellite, Telegraph and Radio Expenses	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	71,223.02	71,223.02		
	Confidential, Intelligence and Extraordinary Expenses												
	a. Extraordinary and Miscellaneous Expenses	RWO XI	NO	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	106,771.44	106,771.44		
	Professional Services												
	a. Auditing Services	RWO XI											
	b. Consultancy Services (Medical and Legal Retainer)	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	35,196.66	35,196.66		
	c. Other Professional Services	RWO XI											

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					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
General Services													
a. Janitorial Services (Utility, Driver, Clerk, Messenger, etc)	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	398,795.31	398,795.31			
b. Security Services	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	229,826.97	229,826.97			
c. Other General Services	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	4,388,584.29	4,388,584.29			
Repairs and Maintenance													
a. Repairs and Maintenance-Buildings and other Structures	RWO XI	NO	Shopping/SVP	05/08/20	05/14/20	05/14/20	05/14/20	GOP	472,951.54	472,951.54			
b. Other Machinery and Equipment	RWO XI	NO	Shopping/SVP	04/08/20	04/13/20	04/13/20	04/13/20	GOP	67,628.27	67,628.27			
c. Other Transportation Equipment	RWO XI	NO	Shopping/SVP	03/02/20	03/09/20	03/09/20	03/09/20	GOP	24,287.99	24,287.99			
Financial Assistance/Subsidy													
a. Subsidies-Others									-	-			
Taxes, Insurance Premiums and Other Fees													
a. Taxes, Duties and Licenses	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	66,816.70	66,816.70			
b. Fidelity Bond Premiums	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	64,194.58	64,194.58			
c. Insurance Expenses (Registration of Vehicle/Insurance)	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	38,881.69	38,881.69			
Other Maintenance and Operating Expenses													
a. Advertising Expenses									-	-			
b. Printing and Publication Expenses									-	-			
c. Representation Expenses									-	-			
d. Rent/Lease Expenses									-	-			
-Building and Structures	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	1,537,185.13	1,537,185.13			
-Motor Vehicle									-	-			
-Equipment									-	-			
e. Other Subscription Expenses	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	31,875.50	31,875.50			
f. Donations									-	-			
g. Other Maintenance and Operating Expenses									-	-			
h. Transportation and Delivery Expenses									-	-			
Financial Charges													
a. Bank Charges	RWO XI	NO	Direct Contracting	N/A	N/A	N/A	N/A	GOP	16,236.16	16,236.16			
CAPITAL OUTLAY													
6 units Aircon 2.5HP	RWO XI	NO	Shopping/SVP	04/15/20	04/30/20	05/15/20	05/31/20	GOP	210,000.00		210,000.00		
3 units Reclum with Built in Speaker	RWO XI	NO	Shopping/SVP	04/15/20	04/30/20	05/15/20	05/31/20	GOP	105,000.00		105,000.00		
1 unit Sectional Sofa	RWO XI	NO	Shopping/SVP	04/15/20	04/30/20	05/15/20	05/31/20	GOP	20,000.00		20,000.00		
Socio-Cultural Activities													
-National Seafarer's Day	RWO XI	NO	Shopping/SVP	09/01/20	09/05/20	09/15/20	09/15/20	OWWA FUNDS	35,000.00		35,000.00		
-Migrant Workers Day	RWO XI	NO	Shopping/SVP	06/01/20	06/05/20	06/07/20	06/07/20	OWWA FUNDS	245,000.00		245,000.00		
Venue	RWO XI	NO	Shopping/SVP	06/01/20	06/05/20	06/07/20	06/07/20	OWWA FUNDS					
Mobilization	RWO XI	NO	Shopping/SVP	06/01/20	06/05/20	06/07/20	06/07/20	OWWA FUNDS					
Meals	RWO XI	NO	Shopping/SVP	06/01/20	06/05/20	06/07/20	06/07/20	OWWA FUNDS					
Rice	RWO XI	NO	Shopping/SVP	06/01/20	06/05/20	06/07/20	06/07/20	OWWA FUNDS					
Entertainers	RWO XI	NO	Shopping/SVP	06/01/20	06/05/20	06/07/20	06/07/20	OWWA FUNDS					
Prizes	RWO XI	NO	Shopping/SVP	06/01/20	06/05/20	06/07/20	06/07/20	OWWA FUNDS					
Piaques	RWO XI	NO	Shopping/SVP	06/01/20	06/05/20	06/07/20	06/07/20	OWWA FUNDS					

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	-Model OFW Family of the Year Award (MOFYA)	RWO XI	NO	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS	180,000.00	180,000.00		
	Food and Venue	RWO XI	NO	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS				
	LED Wall	RWO XI	NO	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS				
	Photography and Videography Services	RWO XI	NO	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS				
	Mobilization	RWO XI	NO	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS				
	Honorarium (Judges)	RWO XI	NO	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS				
	Tokens	RWO XI	NO	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS				
	Plaques (Wooden Frame, Brass Decorative Design)	RWO XI	NO	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS				
	Trophies (Wood and Brass)	RWO XI	NO	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS				
	External Drive 1TB	RWO XI	NO	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS				
	-OFW Family Day	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS	400,000.00	400,000.00		
	LED Wall	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS				
	Venue	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS				
	Photography and Videography Services	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS				
	Mobilization	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS				
	Meals	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS				
	Christmas Baskets	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS				
	Rice	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS				
	Entertainers	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS				
	Prizes	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS				
	Plaques	RWO XI	NO	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS				
	-Labor Day Celebration	RWO XI	NO	Shopping/SVP	04/25/20	04/26/20	04/28/20	04/28/20	OWWA FUNDS	12,900.00	12,900.00		
	TOTAL									13,121,491.14	12,786,491.14	335,000.00	

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