

OVERSEAS WORKERS WELFARE ADMINISTRATION
Regional Welfare Office XI
Davao City

Annual Procurement Plan for FY 2022

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity?	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	RWO XI	YES										
	b. Local Travel	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	100,000.00	100,000.00		
	Training and Scholarship Expense												
	a. Training Expenses	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	100,000.00	100,000.00		
	b. Scholarship Grants/Expenses	RWO XI	YES							-	-		
	Supplies and Materials Expenses												
	a. Office Supplies Expenses	RWO XI	YES	Procurement Service(PS)/SVP/Shopping (Sec.52.1b)	N/A	N/A	N/A	N/A	GOP	800,000.00	800,000.00		
	b. Accountable Forms Expenses		YES							-	-		
	c. Non-Accountable Forms Expenses	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
	d. Drugs and Medicines Expenses	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
	e. Fuel and Lubricants Expenses	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	300,000.00	300,000.00		
	f. Other Supplies and Materials Expenses	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	120,000.00	120,000.00		
	g. Food Supplies	RWO XI											
	Utility Expenses												
	a. Water Expenses	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	50,000.00	50,000.00		
	b. Electricity Expenses	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	750,000.00	750,000.00		
	Communication Expenses												
	a. Postage and Courier Services	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	-	-		
	b. Mobile	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	150,000.00	150,000.00		
	c. Landline	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	150,000.00	150,000.00		
	d. Internet Subscription Expenses	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	300,000.00	300,000.00		
	e. Cable, Satellite, Telegraph and Radio Expenses	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	-	-		
	Confidential, Intelligence and Extraordinary Expenses												
	a. Extraordinary and Miscellaneous Expenses									-	-		

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					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Professional Services									-			
	a. Medical Retainer	RWO XI	YES							-	-		
	b. Consultancy Services (Medical and Legal Retainer)	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	-	-		
	c. Other Professional Services	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	240,000.00	240,000.00		
										-			
	General Services									-			
	a. Janitorial Services (Utility, Driver, Clerk, Messenger, etc)	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	-	-		
	b. Security Services	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	292,000.00	292,000.00		
	c. Other General Services	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	6,565,000.00	6,565,000.00		
	Repairs and Maintenance									-			
	a. Repairs and Maintenance-Buildings and other Structures	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
	b. Other Machinery and Equipment	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
	c. Other Transportation Equipment	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	150,000.00	150,000.00		
										-			
	Financial Assistance/Subsidy									-			
	a. Subsidies-Others	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
										-			
	Taxes, Insurance Premiums and Other Fees									-	-		
	a. Taxes, Duties and Licenses	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
	b. Fidelity Bond Premiums	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	25,000.00	25,000.00		
	c. Insurance Expenses (Registration of Vehicle/Insurance)	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
										-			
	Other Maintenance and Operating Expenses									-			
	a. Advertising Expenses	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
	b. Printing and Publication Expenses	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
	c. Representation Expenses	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	200,000.00	200,000.00		
	d. Rent/Lease Expenses									-			
	-Building and Structures	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	1,250,000.00	1,250,000.00		
	-Motor Vehicle									-			
	-Equipment	RWO XI	YES	Direct Contracting	N/A	N/A	N/A	N/A	GOP	-	-		
	e. Other Subscription Expenses	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
	f. Donations									-			
	g. Other Maintenance and Operating Expenses									-			
	h. Transportation and Delivery Expenses	RWO XI	YES	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-	-		
										-			
	Financial Charges									-			
	a. Bank Charges									-			
										-			
	CAPITAL OUTLAY									-			
	6 units Desktop Computers	RWO XI	YES	Shopping/SVP	04/15/22	04/30/22	05/15/22	05/31/22	GOP	360,000.00		360,000.00	
	2 units Projector	RWO XI	YES	Shopping/SVP	04/15/22	04/30/22	05/15/22	05/31/22	GOP	70,000.00		70,000.00	
	1 unit Copier/Printer	RWO XI	YES	Shopping/SVP	04/15/22	04/30/22	05/15/22	05/31/22	GOP	100,000.00		100,000.00	
	1 unit Floor Mounted Aircon	RWO XI	YES	Shopping/SVP	04/15/22	04/30/22	05/15/22	05/31/22	GOP	115,000.00		115,000.00	
	1 unit sound system complete set with speaker and amplifiers	RWO XI	YES	Shopping/SVP	04/15/22	04/30/22	05/15/22	05/31/22	GOP	150,000.00		150,000.00	
	TOTAL									12,337,000.00	11,542,000.00	795,000.00	


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	Socio-Cultural Activities												
	-National Seferer's Day	RWO XI	YES	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	YES	Shopping/SVP	06/01/20	06/05/20	06/07/20	06/07/20	OWWA FUNDS	245,000.00	245,000.00		
	-Model OFW Family of the Year Award (MOFYA)	RWO XI	YES	Shopping/SVP	10/01/20	10/15/20	10/15/20	10/15/20	OWWA FUNDS	180,000.00	180,000.00		
	-OFW Family Day	RWO XI	YES	Shopping/SVP	12/01/20	12/06/20	12/06/20	12/06/20	OWWA FUNDS	400,000.00	400,000.00		
	-Labor Day Celebration	RWO XI	YES	Shopping/SVP	04/25/20	04/28/20	04/28/20	04/28/20	OWWA FUNDS	12,900.00	12,900.00		
	TOTAL									13,209,900.00	12,414,900.00	795,000.00	

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