

**OVERSEAS WORKERS WELFARE ADMINISTRATION**

**Regional Welfare Office VI**

3rd Floor, Robinsons Place Iloilo, Iloilo City

**Annual Procurement Plan for FY 2020**

Code (PAP)	Procurement Program/Activity/Project	PMO/ User	End/ Mode of Procurement	Schedule for Each Procurement Activity											Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)	
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion		Acceptance/ Turnover	Total	MOOE		CO
<b>A.</b>	<b>TRAVEL</b>																			
a.1	Local Travel	Office - Admin/Program	Shopping														GAA	360,000.00		Ticket(s) in Transportation of OWWA Officials/Employees during seminars/trainings. Travel to satellite office in Bacolod
<b>B.</b>	<b>TRAINING AND SCHOLARSHIP EXPENSES</b>																			
b.1	Training Expenses	Office - Admin/Program	Shopping														GAA	158,400.00		For staff training/seminar and scholars counseling, values re-orientation training which include trainers fees, venues, and materials in Iloilo and Bacolod.
<b>C.</b>	<b>SUPPLIES AND MATERIALS EXPENSES</b>																			
c.1	Office Supplies Expenses	Office - Admin/Program	Shopping						January 2020 and June 2020								GAA	727,320.00		Purchase of Common-Use Supplies and Equipment for CY 2020 (APP-CSE)
c.2	Fuel, Oil and Lubricants Expenses	Office - Admin/Program	Shopping						January 2020 and June 2020								GAA	354,576.00		Repatriation of OFWs, Batak Pinas Batak Hanap Buhay Evaluation in Panay and Negros Occidental.
<b>D.</b>	<b>UTILITY EXPENSES</b>																			
d.1	Water Expenses	Office - Admin/Program	Direct Contracting						with Hydro Bien Water Station								GAA	120,000.00		Includes drinking water for clients.
d.2	Electricity Expenses	Office - Admin/Program	Direct Contracting						with Robinsons Land Corporation (Mall)								GAA	600,000.00		
<b>E.</b>	<b>COMMUNICATION EXPENSES</b>																			
e.1	Postage and Courier Services	Office - Admin/Program	Direct Contracting						with JRS								GAA	120,000.00		Includes satellite office in Bacolod
e.2	Mobile	Office - Admin/Program	Direct Contracting						with GLOBE								GAA	144,000.00		OWWA Hotline for Iloilo and Bacolod
e.3	Landline	Office - Admin/Program	Direct Contracting						with GLOBE and PLDT								GAA	216,000.00		Iloilo and Bacolod
e.4	Internet Subscription Expenses	Office - Admin/Program	Direct Contracting						with GLOBE								GAA	156,000.00		Iloilo and Bacolod
<b>F.</b>	<b>CONFIDENTIAL, INTELLIGENCE AND EXTRAORDINARY EXPENSES</b>																			
f.1	Extraordinary and Miscellaneous Expenses	Office - Admin/Program																138,600.00		
<b>G.</b>	<b>PROFESSIONAL SERVICE</b>																			
g.1	Consultancy Services	Office - Admin/Program	Direct Contracting						with DR. FRED P. GUILLERGAN									288,000.00		Medical Retainer
<b>H.</b>	<b>MAINTENANCE</b>																			
h.1	Repairs and Maintenance-Buildings and Other Structures	Admin.	Direct Contracting						with Robinsons Land Corporation Contractor								GAA	60,000.00		Office repair and improvement
h.2	Other Machinery and Equipment	Admin.	Direct Contracting						with EPSON SERVICE CENTER and UBIX CORPORATION								GAA	72,000.00		Repair and maintenance of printers and photo copiers.
h.3	Other Transportation Equipment	Admin.	Direct Contracting						with TOYOTA and ISUZU								GAA	240,000.00		Maintenance service for motor vehicle
<b>I.</b>	<b>TAXES, INSURANCE PREMIUMS AND OTHER FEES</b>																			
i.1	Taxes, Duties and Licenses	Office - Admin/Program	Direct Contracting						with BIR								GAA	7,200.00		Vehicle License
i.2	Fidelity Bond Premiums	Office - Admin/Program	Direct Contracting						with Bureau of TREASURY								GAA	42,000.00		
i.3	Insurance Expenses	Office - Admin/Program	Direct Contracting						with GSIS								GAA	65,040.00		Vehicle Insurance
<b>J.</b>	<b>RENTALS</b>																			
e.1	Rent/Lease Expenses	Admin.	Direct Contracting						with Robinsons Land Corporation								GAA	2,426,160.00		Rental of Office Building and OSSCO.
e.2	Other Subscription Expenses	Admin.	Direct Contracting						with J. LANZ ENTERPRISE								GAA	18,600.00		Subscription of Newspaper and Magazines for the OWWA RWO6 Office for one (1) Year.
<b>K.</b>	<b>TRAINING AND SEMINARS</b>																			
k.1	PDOS training for OFWs	Program Division	Direct Contracting						schedule every Tuesday and Thursday								OWWA FUND	99,000.00		
k.2	Language Training and Culture Familiarization for OFWs.	Program Division	Direct Contracting						schedule every week with Maryluth Supresencia (Cantonese), Nor'alia Mayo (Arabic)								OWWA FUND	792,000.00		
k.3	Reintegration Services for OFCs	Program Division	Shopping						depends on the OFC's available schedule								OWWA FUND	2,629,000.00		Capability Training of OFCs
k.4	Parent-Scholar Orientation	Program Division	Shopping														OWWA FUND	60,500.00		

k.5	Summer Youth Camp	Program Division	Shopping															OWWA FUND	121,000.00				
k.6	Enterprise Development & Loan Program - EDT	Program Division	Shopping															OWWA FUND	616,000.00				
k.7	Financial Literacy	Program Division	Shopping															OWWA FUND	220,000.00				
k.8	Reintegration Counseling	Program Division	Shopping															OWWA FUND	110,000.00				
k.9	Livelihood Support for Families of Deceased OFWs (ELAP - Livelihood)	Program Division	Shopping															OWWA FUND	2,640,000.00				
k.10	Info Caravan on Reintegration	Program Division	Shopping															OWWA FUND	231,000.00				
k.11	Fora/Conference	Program Division	Shopping															OWWA FUND	271,700.00				
k.12	Market Places Events	Program Division	Shopping															OWWA FUND	220,000.00				
k.13	IT Training for OFWs	Program Division	Direct Contracting															OWWA FUND	294,800.00				
everyday Monday to Friday																							
L	<b>OTHER SERVICES</b>																						
L.1	Job Orders (Driver, Janitors, Messenger, Security, LCOs, Clerks)	Admin	Direct Contracting															GAA		3,465,521.28			For 13-Clerks, 1-LCO, 1-Driver, 2-Utility/Messenger. Plus 20% additional for SSS, Pag-IBIG, PhilHealth Premiums.
L.2	Bank Charges	Admin.	Direct Contracting															GAA		24,000.00			
M	<b>OTHER PROJECTS</b>																						
m.1	National Seafarer's Day	Program Division	Shopping															OWWA FUND	40,700.00				
every June 2020																							
m.2	Migrant Workers Day	Program Division	Shopping															OWWA FUND	228,800.00				
every June 2020																							
m.3	OFW Family Day	Program Division	Shopping															OWWA FUND	439,230.00				
every December 2020																							
m.4	Search for Model OFW of the Year Award	Program Division	Shopping															OWWA FUND	55,000.00				
every September 2020																							
m.5	Labor Day Celebration	Program Division	Shopping															OWWA FUND	14,190.00				
every May 1, 2020																							
m.6	Purchase of Two (2) Unit of Laptop	Program Division	Shopping															GAA			80,000.00		For Iloilo and Bacolod Info. Caravan
March 2020																							
m.7	Purchase of two (2) Projector/LED TV 60"	Program Division	Shopping															GAA			100,000.00		For Cantonese and Arabic training
March 2020																							
m.8	Purchase of Five (5) unit of Desktop Computer	Office - Admin/Program	Shopping															GAA			225,000.00		3 for Programs (2-frontline, 1-Budget/Supply), 2 for Accounting
March 2020																							
m.11	Purchase of two (2) Printer (Laser/Monochrome)	Program Division	Shopping															GAA			40,000.00		
March 2020																							
m.12	Purchase of two (2) Printer (Dot-Matrix, Ribbon)	Office	Shopping															GAA			30,000.00		For Cashier in Iloilo and Bacolod
March 2020																							
																		9,082,920.00	9,803,417.28	475,000.00			

TOTAL 19,361,337.28

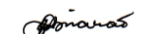
Prepared/Consolidated by:

  
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Date: **DECEMBER 9, 2019**