

**OVERSEAS WORKERS WELFARE ADMINISTRATION**  
Regional Welfare Office XI  
Davao City

**(REFORMULATED) 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/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										
	b. Local Travel	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	1,312,200.00	1,312,200.00		
	Training and Scholarship Expense											
	a. Training Expenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	200,000.00	200,000.00		
	b. Scholarship Grants/Expenses	RWO XI							-	-		
	Supplies and Materials Expenses											
	a. Office Supplies Expenses	RWO XI	Procurement Service(PS)/SVP/Shopping (Sec.52.1b)	N/A	N/A	N/A	N/A	GOP	890,420.00	890,420.00		
	additional supplies:											
	10 units Computer Printer	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	80,000.00	80,000.00		
	15 piece Officer Table	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	90,000.00	90,000.00		
	10 piece Gang Chair	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	80,000.00	80,000.00		
	11 piece Computer Chair	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	38,500.00	38,500.00		
	20 piece Visitor's Chair	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	70,000.00	70,000.00		
	30 piece Office Chair	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	150,000.00	150,000.00		
	1 piece Executive Chair	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	10,000.00	10,000.00		
	6 piece Steel Filing Cabinets	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	1,504,920.00	48,000.00	1,456,920.00	
	b. Accountable Forms Expenses											
	c. Non-Accountable Forms Expenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	20,000.00	20,000.00		
	d. Drugs and Medicines Expenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	10,000.00	10,000.00		
	e. Fuel and Lubricants Expenses	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	372,480.00	372,480.00		
	f. Other Supplies and Materials Expenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	80,000.00	80,000.00		
	g. Food Supplies	RWO XI										
	Utility Expenses											
	a. Water Expenses	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	181,200.00	181,200.00		
	b. Electricity Expenses	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	936,000.00	936,000.00		
	Communication Expenses											
	a. Postage and Courier Services	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	60,000.00	60,000.00		
	b. Mobile	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	92,800.00	92,800.00		
	c. Landline	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	80,000.00	80,000.00		
	d. Internet Subscription Expenses	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	360,000.00	360,000.00		
	e. Cable, Satellite, Telegraph and Radio Expenses	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	13,200.00	13,200.00		
	Confidential, Intelligence and Extraordinary Expenses	RWO XI										
	a. Extraordinary and Miscellaneous Expenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	189,760.00	189,760.00		
									-			



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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>Professional Services</b>								-			
	a. Auditing Services	RWO XI							-			
	b. Consultancy Services (Medical and Legal Retainer)	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	240,000.00	240,000.00		
	c. Other Professional Services	RWO XI							-			
									-			
	<b>General Services</b>								-			
	a. Janitorial Services (Utility, Driver, Clerk, Messenger, etc)	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	461,160.00	461,160.00		
	b. Security Services	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	344,820.00	344,820.00		
									-			
	<b>Repairs and Maintenance</b>								-			
	a. Repairs and Maintenance-Buildings and other Structures	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	250,000.00	250,000.00		
	b. Other Machinery and Equipment	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	120,200.00	120,200.00		
	c. Other Transportation Equipment	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	113,300.00	113,300.00		
									-			
	<b>Financial Assistance/Subsidy</b>								-			
	a. Subsidies-Others	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	-			
									-			
	<b>Taxes, Insurance Premiums and Other Fees</b>								-			
	a. Taxes, Duties and Licenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	20,000.00	20,000.00		
	b. Fidelity Bond Premiums	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	57,500.00	57,500.00		
	c. Insurance Expenses (Registration of Vehicle/Insurance)	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	81,800.00	81,800.00		
									-			
	<b>Other Maintenance and Operating Expenses</b>								-			
	a. Advertising Expenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	18,000.00	18,000.00		
	b. Printing and Publication Expenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	10,000.00	10,000.00		
	c. Representation Expenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	50,000.00	50,000.00		
	d. Rent/Lease Expenses								-			
	-Building and Structures	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	4,038,300.00	4,038,300.00		
	-Motor Vehicle								-			
	-Equipment	RWO XI	Direct Contracting	N/A	N/A	N/A	N/A	GOP	54,000.00	54,000.00		
	e. Other Subscription Expenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	25,000.00	25,000.00		
	f. Donations								-			
	g. Other Maintenance and Operating Expenses								-			
	h. Transportation and Delivery Expenses	RWO XI	Shopping/SVP	N/A	N/A	N/A	N/A	GOP	6,000.00	6,000.00		
									-			
	<b>Financial Charges</b>								-			
	a. Bank Charges								17,220.00	17,220.00		
									-			
	<b>CAPITAL OUTLAY</b>								-	-		
	2 units Desktop Computers	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	100,000.00		100,000.00	
	1 unit Printer/Copier	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	81,164.00		81,164.00	
	3 units Laptop	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	105,000.00		105,000.00	
	1. unit Projector	RWO XI	Shopping/SVP	04/15/19	04/30/19	05/15/19	05/31/19	GOP	45,000.00		45,000.00	

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	Socio-Cultural Activities											
	-National Sefarer's Day	RWO XI	Shopping/SVP	09/01/19	09/05/19	09/15/19	09/15/19	OWWA FUNDS	35,000.00	35,000.00		
	-Migrant Workers Day	RWO XI	Shopping/SVP	06/01/19	06/05/19	06/07/19	06/07/19	OWWA FUNDS	245,000.00	245,000.00		
	-Model OFW Family of the Year Award (MOFYA)	RWO XI	Shopping/SVP	10/01/19	10/15/19	10/15/19	10/15/19	OWWA FUNDS	180,000.00	180,000.00		
	-OFW Family Day	RWO XI	Shopping/SVP	12/01/19	12/06/19	12/06/19	12/06/19	OWWA FUNDS	400,000.00	400,000.00		
	-Labor Day Celebration	RWO XI	Shopping/SVP	04/25/19	04/28/19	04/28/19	04/28/19	OWWA FUNDS	12,900.00	12,900.00		
	TOTAL								13,932,844.00	12,144,760.00	1,788,084.00	

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