



Republic of the Philippines  
 Department of Migrant Workers  
**OVERSEAS WORKERS WELFARE ADMINISTRATION**  
 OWWA RWO CARAGA Nimfa Tiu Bldg. 2, J.P. Rosales Avenue, Butuan City  
 Tel. Nos. (085) 815-1894 Hotline: 0939-925-9895 / 0917-315-0590

**Indicative Annual Procurement Plan for FY 2024**

UACS Code	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	2025 NEP LEVEL			Remarks (brief description of Program/Activity/Project)
				Advertiseme nt/Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)												
	I. TRAVELLING EXPENSE											
50201010 00	Travelling Expenses - Local	Caraga Region	Direct Contracting	Within the year CY 2025				GoP/GAA	750,280.00	750,280.00		Local travelling expenses of Caraga Region includes travel & per diems, actual fare on regular pick-up of official documents to AGSBs/AGDBs and conduct of various programs and activities at Five (5) Provinces of Caraga Region.
								Sub Total:	750,280.00	750,280.00		
	II. TRAINING AND SCHOLARSHIP											
50202010 00	Training Expenses	Caraga Region	NP-53.9 - Small Value Procurement	Within the year CY 2025				GoP/GAA	199,500.00	199,500.00		Provision for training expenses of RWO - Caraga Region personnel for trainings conducted by COA, PICPA, GACPA and PAGBA, and other Conferences and Seminars.
								Sub Total:	199,500.00	199,500.00		
	III. FUEL, OIL AND LUBRICANTS											
50203090 00	Fuel, Oil, and Lubricants Expenses	Caraga Region	Shopping/SVP/Direct Contracting	Within the year CY 2025				GoP/GAA	483,000.00	483,000.00		Fuel Expenses estimated at 120,750.00 Quarterly.
								Sub Total:	483,000.00	483,000.00		
	IV. COMMUNICATION SERVICES											
50205010 00	Postage and Courier Services	Caraga Region	Direct Contracting	Within the year CY 2025				GoP/GAA	50,000.00	50,000.00		Contract to Deliver Express Services for Demand Letters, communications to Central Office and other documents.
50205020 01	Telephone - Mobile	Caraga Region	Direct Contracting	Within the year CY 2025				GoP/GAA	71,292.00	71,292.00		Mobile telephone services maintained for Welfare Case, BPBH, Reintegration, Scholar-
50205020 02	Telephone - Landline	Caraga Region	Direct Contracting	Within the year CY 2025				GoP/GAA	42,792.80	42,792.80		For telephone expenses (landline) of RWO - Caraga Region.
50205030 00	Internet Subscription Expenses	Caraga Region	Direct Contracting	Within the year CY 2025				GoP/GAA	57,600.00	57,600.00		For the internet subscription expenses of RWO - Caraga Region.
								Sub Total:	221,684.80	221,684.80		
	V. UTILITY SERVICES											
50204010 00	Water Expenses	Caraga Region	Direct Contracting	Within the year CY 2025				GoP/GAA	60,500.00	60,500.00		Water expenses including drinking water for Caraga Region
50204020 00	Electricity Expenses	Caraga Region	Direct Contracting	Within the year CY 2025				GoP/GAA	840,000.00	840,000.00		Electricity Expenses for Caraga Region
								Sub Total:	900,500.00	900,500.00		

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	VI. PROFESSIONAL & NON PROFESSIONAL SERVICES											
50211990 00	Prof - Other Professional Services	Caraga Region	Direct Contracting	Within the year CY 2025				GoP/GAA	229,117.60	229,117.60		For the payment of Retainers Fee for One (1) Medical Doctor.
50212030 00	General Services - Security	Caraga Region	NP-53.9 - Small Value Procurement	Within the year CY 2025				GoP/GAA	204,000.00	204,000.00		Paymnt for One (1) Security Guard for RWO - Caraga Regional.
50212990 00	General Services - Other GS	Caraga Region	NP-53.9 - Small Value Procurement	Within the year CY 2025				GoP/GAA	5,541,488.66	5,541,488.66		For other general services of Caraga Regional/Provincial Offices.
	Sub Total:								5,974,606.26	5,974,606.26		
	VII. REPAIRS AND MAINTENANCE											
50213040 01	RM - Buildings and Others	Caraga Region	NP-53.9 - Small Value Procurement	Within the year CY 2025				GoP/GAA	100,000.00	100,000.00		For repairs and maintenance of RWO - Caraga Office Buildings.
50213050 01	RM - Machinery	Caraga Region	NP-53.9 - Small Value Procurement	Within the year CY 2025				GoP/GAA	60,000.00	60,000.00		For various repairs of Office Equipment of OWWA - RWO Caraga Regional/Provincial Offices
50213060 01	RM - Transportation MV	Caraga Region	NP-53.9 - Small Value Procurement	Within the year CY 2025				GoP/GAA	300,000.00	300,000.00		For various repairs of Office Motor Vehicle of RWO Caraga.
	Sub Total:								460,000.00	460,000.00		
	VIII. TAXES DUTIES AND OTHER FEES											
50215020 00	Fidelity Bond Premiums	Caraga Region	Direct Contracting	Within the year CY 2023				GoP/GAA	37,500.00	37,500.00		Fidelity Bond Premium for the Eight (8) accountable officials of RWO - Caraga Region.
5021503000	Insurance Expense	Caraga Region	Direct Contracting	Within the year CY 2023				GoP/GAA	60,000.00	60,000.00		Insurance for Building and Motor Vehicle of Caraga Region estimated at 100,000.00. Insufficient amount will be sourced from Realignment within the year.
	Sub Total:								97,500.00	97,500.00		
	XI. OTHER MAINTENANCE AND OPERATING EXPENSES											
50299010 00	Advertising Expense	Caraga Region	NP-53.9 - Small Value Procurement	Within the year CY 2023				GoP/GAA	5,500.00	5,500.00		
50299020 00	Printing and Publication Expense	Caraga Region	NP-53.9 - Small Value Procurement	Within the year CY 2023				GoP/GAA	10,000.00	10,000.00		
50299030 00	Representation Expense	Caraga Region	NP-53.9 - Small Value Procurement	Within the year CY 2023				GoP/GAA	200,000.00	200,000.00		
50299050 01	Rent-Building and Structures	Caraga Region	Direct Contracting	Within the year CY 2023				GoP/GAA	1,590,659.82	1,590,659.82		
50299990 00	Other MOOE	Caraga Region	NP-53.9 - Small Value Procurement	Within the year CY 2023				GoP/GAA	150,000.00	150,000.00		
	Sub Total:								1,956,159.82	1,956,159.82		
GRAND TOTAL:									11,043,230.88	11,043,230.88	-	

Recommended for Approval

Certified Correct:

Approved by:

**JEAN MARY R. LADION**

OWWO II / Chairperson, Bids and Awards Committee

**AUSTIN V. BADE**

Accountant III

**RODEL P. DELIGERO**

Officer-in-Charge Designate

**LORIE ANN G. WILONGOS**

OWWO II / Member, Bids and Awards Committee

**RONILO C. MANINGO**

OWWO II / Vice-Chairperson, Bids and Awards Committee

**GABRIEL C. TORRALBA**

AO V / Member, Bids and Awards Committee

**BIMBO L. VACALARES**

AA IV / Member