

Overseas Workers Welfare Administration Regional Welfare Office IX Updated Annual Procurement Plan for 1st Semester FY 2024

Code (PAP)	Procurement Project	PMU/ 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 Project)
					Advertisement/Posting of IBRB	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	I. TRAVELING EXPENSES-LOCAL	RWO9	NO	NP-53.5 Agency-to-Agency	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP	312,500.00	312,500.00	-	AIRLINE TICKETS ARE AVAILABLE AT PS-DBM
	II. TRAINING EXPENSES	RWO9	NO	NP-53.9 - Small Value Procurement	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP	125,000.00	125,000.00	-	INCLUDES LEASE OF VENUE FOR THE CONDUCT OF VARIOUS TRAININGS FOR RWO-9 STAFF AND PROCUREMENT OF MATERIALS RELATIVE THERETO.
	III. SUPPLIES AND MATERIALS EXPENSES												
	OFFICE SUPPLIES EXPENIES	RWO9	NO	NP-53.9 - Small Value Procurement	QUARTERLY	QUARTERLY	QUARTERLY	QUARTERLY	GoP	225,000.00	225,000.00	-	INCLUDES COMMON OFFICE SUPPLIES NOT AVAILABLE AT PS-DBM
	FUEL, OIL, & LUBRICANTS EXPENSES	RWO9	YES	NP-53.9 - Small Value Procurement	08-Jan-24	15-Jan-24	28-Jan-24	01-Feb-24	GoP	600,000.00	600,000.00	-	FOR THE THREE (3) RWO-9 OFFICE VEHICLES; ONE (1) UNIT TOYOTA HILUX 4x2 2008, ONE (1) UNIT ISUZU XLV CROSSWIND 2019 AND ONE (1) UNIT TOYOTA HACE COMMUTER VAN. IN ADDITION, COVERS ROUNDTRIPS DURING OFFICIAL TRAVEL FOR THE PURPOSE OF CONDUCTING OWWA PROGRAMS AND SERVICES.
	ACCOUNTABLE FORM EXPENSE-CHECKS	RWO9-DISBURSING UNIT	NO	Repeat Order	N/A	N/A	AS THE NEED ARISES	AS THE NEED ARISES	GoP	7,500.00	7,500.00	-	CONTINUOUS FORM CHECKS
	OTHER SUPPLIES & MATERIALS EXPENSES	RWO9	NO	NP-53.9 - Small Value Procurement	AS THE NEED ARISES	AS THE NEED ARISES	AS THE NEED ARISES	AS THE NEED ARISES	GoP	127,000.00	127,000.00	-	COVERS ADDITIONAL SUPPLIES AND MATERIALS EXPENSES FOR PROGRAMS AND SERVICES DIVISION INCLUDING SATELLITE OFFICES AND ADMIN AND FINANCE DIVISION
	SEMI-EXPENDABLE-OTHER MACHINERY AND EQUIPMENT	RWO9	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	N/A	N/A	GoP	0.00	0.00	-	PROCUREMENT OF ONE (1) UNIT PHOTO PRINTER .
	SEMI-EXPENDABLE-MACHNERY AND EQUIPMENT	RWO9	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	N/A	N/A	GoP	0.00	0.00	-	INCLUDES SEVEN (7) UNITS OF SMARTPHONES FOR DOCUMENTATION FOR FIELD OFFICES IN ZAMBOANGA DEL NORTE-LILOJ & DIPOLOG; ZAMBOANGA SIBUGAY-BULUG & IPI.; ISABELA CITY AND REGIONAL WELFARE OFFICE PAGADIAN CITY AND ZAMBOANGA CITY. ESTIMATED UNIT PRICE PHP 15,000.00
	SEMI-EXPENDABLE-ICT EQUIPMENT	RWO9	YES	NP-53.9 - Small Value Procurement	Indicate Date	N/A	N/A	N/A	GoP	0.00	0.00	-	INCLUDES FIVE (5) UNITS OF INTEL CORE I5 COMPUTER DESKTOP WITH ESTIMATED COST OF PHP 40,000.00 PER UNIT; FIVE (5) UNITS OF CENTRALIZED PHOTOCOPIER WITH SCANNER WITH ESTIMATED COST OF PHP 40,000.00 PER UNIT; AND ONE (1) UNIT OF DRONE WITH 4K HDR VIDEO ADVANCED WITH ESTIMATED COST OF PHP 46,000.00 PER UNIT. ESTIMATED COST FOR ALL ITEMS ARE INCLUSIVE OF TAX.
	IV. UTILITY EXPENSES												
	WATER EXPENSES-PURFED DRINKING WATER	RWO9	NO	NP-53.9 - Small Value Procurement					GoP	15,000.00	15,000.00	-	SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER FOR THE RWO 9 OFFICE INCLUDING THREE (3) SATELLITE OFFICES: ISABELA CITY, PAGADIAN CITY AND DIPOLOG CITY.
	ELECTRICITY EXPENSES	RWO9	YES	Direct Contracting	N/A	N/A	N/A	N/A	GoP	660,000.00	660,000.00	-	RECONTRACTING TO ELECTRIC SUPPLIERS OF FOUR (4) DIFFERENT PROVINCES: ZAMCELCO, ZANECO, BASELCO AND ZAMSURECO
	V. COMMUNICATION EXPENSES												
	POSTAGE AND COURIER EXPENSES	RWO9	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	37,500.00	37,500.00	-	RECONTRACTING TO THE EXISTING SERVICE PROVIDERS. TYPES OF PACKAGE MAIL: SHORT/LONG MAILING AND/OR DOCUMENTARY ENVELOPES INCLUDING EXPANDABLE LEGAL SIZED KRAFT ENVELOPES. SERVICE PROVIDERS DELIVERY COMMITMENT SHOULD BE AT LEAST 2-3 DAYS PER WEEK DEPENDING ON THE AREA. THE SERVICE PROVIDER SHALL SUBMIT ITS MONTHLY BILLING FOR THE ACTUAL NUMBER OF MAILS DELIVERED SUPPORTED WITH THE LIST OF SUCH DOCUMENTS. MUST PICK-UP MAILS AT RWO9 OFFICE BETWEEN MONDAY TO FRIDAY FROM 8AM TO 4PM, AND SHALL TIMELY PROVIDE LIST OF TRACKING NUMBERS FOR EVERY MAILS DELIVERED.
	MOBILE PREPAID CARD	RWO9	NO	Shopping	N/A	N/A	N/A	N/A	GoP	36,000.00	36,000.00	-	PROVISION OF MOBILE PREPAID CARDS FOR OIC-DIRECTOR, OIC-PSD HEAD AND RWO9 HOTLINE NUMBERS FOR SCHOLARSHIP, DISBURSING UNIT, PROGRAMS AND SERVICES DIVISION INCLUDING IN THE SATELLITE OFFICES.
	LANDLINE (PLDT FIBR AND GLOBE FIBER)	RWO9	YES	Direct Contracting	N/A	N/A	N/A	N/A	GoP	75,000.00	75,000.00	-	RECONTRACTING TO TWO (2) SERVICE PROVIDERS: PLDT AND GLOBE. FOR THE PURPOSE OF UNHAMPERED INCOMING AND OUTGOING TELECOMMUNICATION/COORDINATION WITH OPWS AND THEIR FAMILIES, VARIOUS GOVERNMENT AGENCIES INCLUDING AND NOT LIMITED TO CENTRAL AND OTHER REGIONAL OWWA OFFICES.
	INTERNET SUBSCRIPTION EXPENSES	RWO9	YES	Direct Contracting	N/A	N/A	N/A	N/A	GoP	74,836.72	74,836.72	-	RECONTRACTING TO TWO (2) SERVICE PROVIDERS FOR ZAMBOANGA CITY: PLDT AND GLOBE
	CABLE,SATELLITE, TELEGRAPH AND RADIO EXPENSES	RWO9	YES	Direct Contracting	N/A	N/A	N/A	N/A	GoP	16,900.00	16,900.00	-	RECONTRACTING TO ONE (1) SERVICE PROVIDER- SKY CABLE.
	VI. PROFESSIONAL SERVICES												
	OTHER PROFESSIONAL SERVICES- 1 LOT	RWO9	YES	NP-53.7 Highly Technical Consultants	Jan-24	Jan-24	Feb-24	Feb-24	GoP	114,558.82	114,558.82	-	ONE (1) MEDICAL RETAINER
	VII. GENERAL SERVICES												
	SECURITY SERVICES	RWO9	YES	Direct Contracting	N/A	N/A	N/A	N/A	GoP	162,603.40	162,603.40	-	RECONTRACTING TO BEAGLE IDA SECURITY AGENCY, INC.- TWO (2) SECURITY PERSONNEL
	OTHER GENERAL SERVICES	RWO9	YES	Competitive Bidding	Jun-23	Jun-23	Jul-24	Jul-24	GoP	4,018,052.72	4,018,052.72	-	THIRTY-THREE (33) JOB ORDER PERSONNEL AS OF JUNE 30, 2024.



VIII. REPAIRS AND MAINTENANCE												
BUILDINGS AND OTHER STRUCTURE	RWO9	NO	Direct Contracting	N/A	N/A	AS THE NEED ARISES	AS THE NEED ARISES	GoP	50,000.00	50,000.00	-	RECONTRACTING TO THE OWNER OF THE RWO 9 OFFICE BUILDING- RABBIT CONSTRUCTION
MACHINERY & EQUIPMENT/OTHER MACHINERY & EQUIPMENT	RWO9	NO	NP-53.9 - Small Value Procurement	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP	80,000.00	80,000.00	-	INCLUDES MAINTENANCE OF VARIOUS MACHINERIES AND OFFICE EQUIPMENTS SUCH AS AIRCONDITION UNITS, PHOTOCOPIER MACHINES, ETC.
TRANSPORTATION EQUIPMENT-MOTOR VEHICLES	RWO9	YES	NP-53.9 - Small Value Procurement	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP	120,000.00	120,000.00	-	COVERS TWO (2) RWO 9 OFFICE VEHICLES; ONE (1) UNIT TOYOTA HILUX 4x2 2009 AND ONE (1) UNIT SUZUKI XUV CROSSWIND 2018
IX. TAXES, INSURANCE PREMIUMS & OTHER FEES												
FIDELITY BOND PREMIUMS	RWO9	YES	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	16,875.00	16,875.00	-	RENEWAL OF FIDELITY BOND PREMIUMS OF SIX (6) REGULAR RWO 9 EMPLOYEES
INSURANCE EXPENSES (VEHICLES & GROUP PERSONAL ACCIDENT INSURANCE)	RWO9	YES	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	12,954.09	12,954.09	-	RENEWAL OF GROUP PERSONAL ACCIDENT INSURANCE FOR 31 JO PERSONNEL, FIRE INSURANCE AND OFFICE VEHICLE INSURANCE (ONE UNIT HILUX AND ONE UNIT CROSSWIND)
X. OTHER MAINTENANCE AND OPERATING EXPENSES												
REPRESENTATION EXPENSE	RWO9	NO	NP-53.9 - Small Value Procurement	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP	60,000.00	60,000.00	-	ESTIMATED MONTHLY COST=PHP 12,500.00.
OTHER MAINTENANCE AND OPERATING EXPENSES	RWO9	NO	NP-53.9 - Small Value Procurement	QUARTERLY	QUARTERLY	N/A	N/A	GoP	86,014.50	86,014.50	-	QUARTERLY EXPENSE OF PHP 45,000.00.
RENT/LEASE EXPENSES												
BUILDING AND STRUCTURES	RWO9	YES	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	1,085,470.10	1,085,470.10	-	LEASE/RENT PROVIDERS FOR RWO9 ZAMBOANGA CITY, PAGADIAN CITY, AND DIPOLOG CITY SATELLITE OFFICE.
XI. REINTEGRATION SERVICES												
FAMILY DEVELOPMENT SUPPORT PROGRAM	RWO9	NO	NP-53.9 - Small Value Procurement	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP				COVERS MONITORING AND OFCs FORMATION IN DIFFERENT AREAS AND PROVINCES IN REGION9; CAPABILITY BUILDING FOR OFCs SUCH AS VALUE FORMATION, FINANCIAL LITERACY, ENTREPRENEURSHIP DEVELOPMENT TRAINING, ORGANIZATION DEVELOPMENT TRAINING, AND CAPABILITY BUILDING TRAINING FOR LEARNING SUPPORT MECHANISM OF OJWIA SCHOLARS AND FAMILIES LEFT BEHIND. LIKEWISE, INCLUDES THE PROCUREMENT OF MATERIALS/SUPPLIES RELATIVE THERETO FOR FY2024. WITH AN APPROVED BUDGET OF PHP 2,000,000.00 FOR FY 2024.
CAPABILITY BUILDING FOR PARTNERS IN THE LGUs/PESO	RWO9	NO	NP-53.9 - Small Value Procurement	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP				COVERS THE LEASE OF VENUE, SNACKS AND/OR MEALS FOR PARTNERS IN THE LGUs/PESO IN DIFFERENT PROVINCES, AND THE PROCUREMENT OF MATERIALS/SUPPLIES RELATIVE THERETO. IN ADDITION, HONORARIUM OF SPEAKERS FOR THE SUCCESSFUL CONDUCT OF THE SAID TRAINING. WITH AN APPROVED BUDGET OF PHP 500,000.00 FOR FY 2024.
ENHANCED EDT & DEMO FARM VISITATION	RWO9	NO	NP-53.9 - Small Value Procurement	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP				COVERS THE LEASE OF VENUE FOR THE CONDUCT OF DEMO FARM/PROJECT SITE VISITATION IN VARIOUS AREAS IN REGION9; PROCUREMENT OF MATERIALS/SUPPLIES RELATIVE THERETO; AND HONORARIUM OF SPEAKER/TRAINOR. WITH AN APPROVED BUDGET OF PHP 356,000.00 FOR FY 2024.
ADVOCACIES ON OFW REINTEGRATION PROGRAM	RWO9	NO	NP-53.9 - Small Value Procurement	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP				COVERS THE LEASE OF VENUE FOR THE CONDUCT OF CONFERENCE ON REINTEGRATION FOR STAKEHOLDERS, AND NATIONAL CONGRESS FOR STAKEHOLDERS; PROCUREMENT OF SNACKS/MEALS AND SUPPLIES/MATERIALS RELATIVE THERETO. WITH AN APPROVED BUDGET OF 1,400,000.00 FOR FY 2024.
XII. INSTITUTIONAL SERVICES												
MIGRANT WORKER'S DAY	RWO9	NO	NP-53.9 - Small Value Procurement	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP				COVERS THE LEASE OF VENUE, PROCUREMENT OF CATERING/MEALS AND SUPPLIES/MATERIALS RELATIVE THERETO. WITH AN APPROVED BUDGET OF PHP 400,000.00 FOR FY 2024.
OFW FAMILY DAY	RWO9	NO	NP-53.9 - Small Value Procurement	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	VARIOUS DATES	GoP				COVERS THE LEASE OF VENUE, PROCUREMENT OF CATERING/MEALS AND SUPPLIES/MATERIALS RELATIVE THERETO. WITH AN APPROVED BUDGET OF PHP 600,000.00 FOR FY 2024.
LABOR DAY	RWO9	NO	NP-53.9 - Small Value Procurement	15-Apr-24	22-Apr-24	N/A	N/A	GoP				COVERS THE PROCUREMENT OF SNACKS AND SUPPLIES/MATERIALS RELATIVE THERETO. WITH AN APPROVED BUDGET OF PHP30,000.00.
XIII. CAPITAL OUTLAY												
									8,138,767.36	8,138,767.36	-	

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