

OVERSEAS WORKERS WELFARE ADMINISTRATION - REGIONAL WELFARE OFFICE V, LEGAZPI CITY Updated Procurement Plan for 2nd Semester FY 2024

Code (PAP)	Procurement Project	PMO/ 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 IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	PROGRAM AND SERVICES DIVISION									3,765,975.00	3,765,975.00		
	MFO I - EMPLOYMENT FACILITATION AND CAPACITY BUILDING SERVICES									1,800.00	1,800.00		
	I. TECHNICAL/VOCATIONAL COURSES												
	Information Technology Training Program (IT Program - MOOE)									1,800.00	1,800.00		
	IT Supply		No	NP-53.9 - Small Value Procurement	Dec. 5, 2024	Dec. 10, 2024	Dec. 11, 2024	Dec. 11, 2024	Others	1,800.00	1,800.00		
	MFO II - LABOR FORCES WELFARE SERVICES									3,571,575.00	3,571,575.00		
	I. SOCIAL COMPONENTS												
	1. Scholars' Camp/ Team Building & Support Mechanism Activity for OFW Dependents/Family Left Behind									604,000.00	604,000.00		
	Lease of Venue with 2 AM Snacks, 2 Lunch, 2 PM Snack & Dinner (clustering - 1 in Albay & 1 in Cam Sur)		NO	NP-53.9 - Small Value Procurement	July 1 & 15, 2024	July 5 & 18, 2024	July 8 & 19, 2024	July 8 & 19, 2024	Others	470,000.00	470,000.00		
	Token/Professional Fee for Resource Poersons/Facilitators		NO	NP-53.9 - Small Value Procurement	July 1, 2024	July 5, 2024	July 8, 2024	July 8, 2024	Others	40,000.00	40,000.00		
	Activity/Advocacy Shirt		NO	NP-53.9 - Small Value Procurement	July 1, 2024	July 5, 2024	July 8, 2024	July 8, 2024	Others	49,000.00	49,000.00		
	Training Kit		NO	NP-53.9 - Small Value Procurement	July 1, 2024	July 5, 2024	July 8, 2024	July 8, 2024	Others	35,000.00	35,000.00		
	Other Activity Supplies & Materials		NO	NP-53.9 - Small Value Procurement	July 1, 2024	July 5, 2024	July 8, 2024	July 8, 2024	Others	10,000.00	10,000.00		
	2. Recognition of OWWA Scholars with Latin Honors									48,000.00	48,000.00		
	Token/Medal, metal		NO	NP-53.9 - Small Value Procurement	November 19, 2024	November 22, 2024	November 26, 2024	November 26, 2024	Others	48,000.00	48,000.00		
	3. Scholar/Parents Orientation (5 sessions)									171,500.00	171,500.00		
	Lease of Venue with Meals (per province)		NO	NP-53.9 - Small Value Procurement	Sept. 21 & 29, Nov. 4, 2024	Sept. 26, Oct. 3 & Nov. 7, 2024	Sept. 27, Oct 4 & 10 & Nov. 8, 2024	Sept. 27, Oct 4 & 10 & Nov. 8, 2024	Others	171,500.00	171,500.00		
	4. OFW Children Circles (OCC) Learning Support Mechanism									312,000.00	312,000.00		
	Provision of Meals (2 activities)		NO	NP-53.9 - Small Value Procurement	Aug. 6 & Dec. 17, 2024	Aug. 9 & Dec. 20, 2024	Aug. 12 & Dec. 23, 2024	Aug. 12 & Dec. 23, 2024	Others	120,000.00	120,000.00		
	Promotional Materials/Supplies		NO	NP-53.9 - Small Value Procurement	Nov. 20 & 29, 2024	Nov. 25 & Dec. 4, 2024	Nov. 26 & Dec. 5, 2024	Nov. 26 & Dec. 5, 2024	Others	192,000.00	192,000.00		
	5. Capability Building for OFCs									262,000.00	262,000.00		
	Lease of Venue with Snack & Lunch (per province; 34 sessions @ 40pax/session)		No	NP-53.9 - Small Value Procurement	Every 1st Monday of the Month	Every 1st Thursday of the Month	Every 1st Friday of the Month	Every 1st Friday of the Month	Others	245,000.00	245,000.00		
	Activity Supplies		NO	NP-53.9 - Small Value Procurement	Aug. 21, 2024	Aug. 26, 2024	Aug. 27, 2024	Aug. 27, 2024	Others	17,000.00	17,000.00		
	6. OFC Formation/Parokya									307,250.00	307,250.00		
	Lease of Venue with Meals (per Barangay/Municipality)		No	NP-53.9 - Small Value Procurement	July 1, Oct. 9 & Nov. 7, 2024	July 3, Oct. 14 & Nov. 12, 2024	July 4, Oct. 15 & Nov. 13, 2024	July 4, Oct. 15 & Nov. 13, 2024	Others	61,000.00	61,000.00		
	Snacks & Drinks		No	NP-53.9 - Small Value Procurement	Aug. 6, 2024	Aug. 9, 2024	Aug. 12, 2024	Aug. 12, 2024	Others	59,000.00	59,000.00		
	Promotional Materials		NO	NP-53.9 - Small Value Procurement	July 5, Aug. 13 & Oct. 24, 2024	July 10, Aug. 18 & Oct. 29, 2024	July 11, Aug. 19 & Oct. 30, 2024	July 11, Aug. 19 & Oct. 30, 2024	Others	187,250.00	187,250.00		
	7. Capability Building for LGUs/PESO									733,700.00	733,700.00		
	Learning Development Training									328,200.00	328,200.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	1. National Seafarer's Day/Maritime Week									112,000.00	112,000.00		
	Lease of Venue and Meals (100 @ 800.00/pax)		No	NP-53.9 - Small Value Procurement	Sept. 18, 2024	Sept. 23, 2024	Sept. 24, 2024	Sept. 24, 2024	Others	80,000.00	80,000.00		
	Raffle/Game Prizes		No	NP-53.9 - Small Value Procurement	Sept. 13, 2024	Sept. 18, 2024	Sept. 19, 2024	Sept. 19, 2024	Others	32,000.00	32,000.00		
	2. OFW Family Day									552,500.00	552,500.00		
	Venue and Meals @ Albay (300 pax @ 450.00)		NO	NP-53.9 - Small Value Procurement	Nov. 26, 2024	Nov. 29, 2024	Dec. 2, 2024	Dec. 2, 2024	Others	135,000.00	135,000.00		
	Venue and Meals @ Pilar, Sorsogon (170 pax @ 150.00) - with partnership with LGU		NO	NP-53.9 - Small Value Procurement	Dec. 4, 2024	Dec. 9, 2024	Dec. 10, 2024	Dec. 10, 2024	Others	25,500.00	25,500.00		
	Venue and Meals @ Camarines Sur (500 pax @ 250.00) - with partnership with LGU		NO	NP-53.5 Agency-to-Agency	n/a	n/a	Dec. 20, 2024	Dec. 20, 2024	Others	125,000.00	125,000.00		
	Raffle/Game Prizes (Home Appliances)		NO	NP-53.9 - Small Value Procurement	Nov. 25 & 26, 2024	Nov. 28 & 29, 2024	Nov. 29 & Dec. 2, 2024	Nov. 29 & Dec. 2, 2024	Others	220,000.00	220,000.00		
	Raffle Prizes (Grocery Package)		NO	NP-53.9 - Small Value Procurement	Nov. 25, 2024	Nov. 28, 2024	Nov. 29, 2024	Nov. 29, 2024	Others	47,000.00	47,000.00		
	MFO III - EMPLOYMENT REGULATION SERVICES									192,600.00	192,600.00		
	Info Caravan for Membership Promotion									27,000.00	27,000.00		
	PROMO Materials (Mugs, Umbrella, Tote Bag, Cap etc)		No	NP-53.9 - Small Value Procurement	July 24 & Oct. 24, 2024	July 29 & Oct. 29, 2024	July 30 & Oct. 30, 2024	July 30 & Oct. 30, 2024	Others	27,000.00	27,000.00		
	GENDER AND DEVELOPMENT (GAD) ACTIVITIES									105,750.00	105,750.00		
	Meals (Training on Basic Life Support for OWWA Employees)		No	NP-53.9 - Small Value Procurement	Dec. 5, 2024	Dec. 10, 2024	Dec. 11, 2024	Dec. 11, 2024	Others	30,000.00	30,000.00		
	Meals (Skills Training for OWWA Employees)		No	NP-53.9 - Small Value Procurement	Dec. 9, 2024	Dec. 12, 2024	Dec. 13, 2024	Dec. 13, 2024	Others	24,500.00	24,500.00		
	Token for Participants		No	NP-53.9 - Small Value Procurement	Nov. 28, 2024	Dec. 3, 2024	Dec. 4, 2024	Dec. 4, 2024	Others	24,000.00	24,000.00		
	Health & Wellness Program (AKTIBO)												
	- Meals (Basketball-Friendly Games with OFCs)		No	NP-53.9 - Small Value Procurement	July 22, 2024	July 25, 2024	July 26, 2024	July 26, 2024	Others	5,250.00	5,250.00		
	- Advocacy Jersey for OFCs		No	NP-53.9 - Small Value Procurement	July 5, 2024	July 10, 2024	July 11, 2024	July 11, 2024	Others	22,000.00	22,000.00		
	Celebration of 124th Philippine Civil Service Anniversary (PCSA)									59,850.00	59,850.00		
	Meals (Regional Office)		No	NP-53.9 - Small Value Procurement	Sept. 12, 2024	Sept. 18, 2024	Sept. 19, 2024	Sept. 19, 2024	Others	42,250.00	42,250.00		
	Meals (Naga Satellite Office)		No	NP-53.9 - Small Value Procurement	Sept. 12, 2024	Sept. 18, 2024	Sept. 20, 2024	Sept. 20, 2024	Others	17,600.00	17,600.00		
	ADMIN AND FINANCE DIVISION									1,538,422.00	1,538,422.00		
	Telephone (Mobile)									89,085.07	89,085.07		
	Legazpi Regional Office		No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Others	89,085.07	89,085.07		
	Accountable Forms Expenses									6,000.00	6,000.00		
	Check Booklets for BPBH, GAA and OWWA		No	NP-53.5 Agency-to-Agency	N/A	N/A	every 2 months	every 2 months	Others	6,000.00	6,000.00		
	Drugs and Medicine Expenses									40,000.00	40,000.00		
	Regional Office (including Satellite Offices)		NO	NP-53.9 - Small Value Procurement	July 24, 2024	July 29, 2024	July 30, 2024	July 30, 2024	Others	40,000.00	40,000.00		
	Repair and Maintenance of Motor Vehicle									147,266.00	147,266.00		


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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Legazpi Regional Office Change Oil)		No	NP-53.9 - Small Value Procurement	July 26, 2024	July 31, 2024	Aug. 1, 2024	Aug. 1, 2024	Others	36,966.00	36,966.00		
	Accessories and Protection for Cargo Area of Nissan Navarra 2024 Model (Roll Bar Metal)		No	NP-53.9 - Small Value Procurement	July 31, 2024	Aug. 6, 2024	Aug. 7, 2024	Aug. 7, 2024	Others	57,000.00	57,000.00		
	Crosswind Tire Replacement (1 tire)		NO	NP-53.9 - Small Value Procurement	Sept. 12, 2024	Sept. 18, 2024	Sept. 19, 2024	Sept. 19, 2024	Others	8,000.00	8,000.00		
	Crosswind Tire Replacement (4 tires)		NO	NP-53.9 - Small Value Procurement	Oct. 1, 2024	Oct. 4, 2024	Oct. 7, 2024	Oct. 7, 2024	Others	34,300.00	34,300.00		
	TOYOTA HI-ACE Van Accessories (Floor Matting and Rain Visor)		NO	NP-53.9 - Small Value Procurement	Oct. 21, 2024	Oct. 24, 2024	Oct. 25, 2024	Oct. 25, 2024	Others	11,000.00	11,000.00		
	Repair and Maintenance of Other Machinery and Equipment									34,900.00	34,900.00		
	Repair of Printer - Epson L3150 and Epson L3110		NO	NP-53.9 - Small Value Procurement	Aug. 6, 2024	Aug. 9, 2024	Aug. 12, 2024	Aug. 12, 2024	Others	2,900.00	2,900.00		
	Aircon Cleaning Maintenance (Admin, Verif, Cashier and COA)		NO	NP-53.9 - Small Value Procurement	Nov. 18, 2025	Nov. 21, 2024	Nov. 22, 2024	Nov. 22, 2024	Others	32,000.00	32,000.00		
	Other Supplies and Materials	not available in DBM-PS								274,355.94	274,355.94		
	Vest Jacket & Bucket Hat		No	NP-53.9 - Small Value Procurement	July 29, 2024	Aug. 1, 2024	Aug. 2, 2024	Aug. 2, 2024	Others	89,370.00	89,370.00		
	Trash Bin and Mop		No	NP-53.9 - Small Value Procurement	Aug. 19, 2024	Aug. 22, 2024	Aug. 23, 2024	Aug. 23, 2024	Others	8,450.00	8,450.00		
	Office Supplies (COA Office)		NO	NP-53.9 - Small Value Procurement	Sept. 20, 2024	Sept. 26, 2024	Sept. 27, 2024	Sept. 27, 2024	Others	4,920.00	4,920.00		
	Load Card		NO	NP-53.9 - Small Value Procurement	Sept. 30, 2024	Oct. 3, 2024	Oct. 4, 2024	Oct. 4, 2024	Others	19,320.00	19,320.00		
	RWO V Office Supplies CSE 4th Quarter FY 2024 based on APP CSE 2024		No	NP-53.9 - Small Value Procurement	Nov. 6, 2024	Nov. 12, 2024	Nov. 13, 2024	Nov. 13, 2024	Others	149,295.94	149,295.94		
	Camera Bag for Canon EOS R50 Storage (2 pcs)		No	NP-53.9 - Small Value Procurement	Nov. 18, 2024	Nov. 21, 2024	Nov. 22, 2024	Nov. 22, 2024	Others	3,000.00	3,000.00		
	Semi-Expendable - ICT Equipment									322,000.00	322,000.00		
	ICT Equipment for Regional Office Staff (13 System Unit and UPS)		No	Competitive Bidding	Nov. 18, 2024	Dec. 12, 2024	Dec. 13, 2024	Dec. 13, 2024	Others	322,000.00	322,000.00		
	Semi-Expendable - Printing Equipment									14,000.00	14,000.00		
	Printer, 1 Unit EPSON Eco Tank L3250		No	NP-53.9 - Small Value Procurement	Nov. 18, 2024	Nov. 21, 2024	Nov. 22, 2024	Nov. 22, 2024	Others	14,000.00	14,000.00		
	Semi-Expendable - Office Equipment									18,000.00	18,000.00		
	Paper Shredder Machine (6 units)		No	NP-53.9 - Small Value Procurement	Aug. 28, 2024	Sept. 3, 2024	Sept. 4, 2024	Sept. 4, 2024	Others	18,000.00	18,000.00		
	Semi-Expendable -Furniture and Fixtures									88,500.00	88,500.00		
	8 Seater Table and Chair for OWWA RWO5 Conference Room		NO	NP-53.9 - Small Value Procurement	July 8, 2024	July 11, 2024	July 12, 2024	July 12, 2024	Others	50,000.00	50,000.00		
	TV Rack		NO	NP-53.9 - Small Value Procurement	July 29, 2024	Aug. 1, 2024	Aug. 2, 2024	Aug. 2, 2024	Others	7,000.00	7,000.00		
	3 Units Steel Rack, 5 Layer, Metal, Heavy Duty (COA Office)		No	NP-53.9 - Small Value Procurement	Oct. 28, 2024	Oct. 31, 2024	Nov. 4, 2024	Nov. 4, 2024	Others	19,500.00	19,500.00		


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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Steel Cab (Storage for Medical Supplies)		NO	NP-53.9 - Small Value Procurement	Nov. 18, 2024	Nov. 21, 2024	Nov. 22, 2024	Nov. 22, 2024	Others	12,000.00	12,000.00		
	Migrants Brew Area & Regional Office:									40,000.00	40,000.00		
	Improvements		NO	NP-53.9 - Small Value Procurement	July 10, 2024	July 15, 2024	July 16, 2024	July 16, 2024		40,000.00	40,000.00		
	Migrants Brew Area at Naga Satellite Office:									39,000.00	39,000.00		
	Improvements		NO	NP-53.9 - Small Value Procurement	July 8, 2024	July 11, 2024	July 12, 2024	July 12, 2024	Others	39,000.00	39,000.00		
	Semi-Expendable -Communication Equipment									175,998.00	175,998.00		
	Computer Monitor		No	NP-53.9 - Small Value Procurement	July 8, 2024	July 11, 2024	July 12, 2024	July 12, 2024	Others	7,000.00	7,000.00		
	Television		NO	NP-53.9 - Small Value Procurement	July 29, 2024	Aug. 1, 2024	Aug. 2, 2024	Aug. 2, 2024	Others	39,000.00	39,000.00		
	Mirrorless Digital Camera		NO	NP-53.9 - Small Value Procurement	Aug. 28, 2024	Aug. 3, 2024	Aug. 4, 2024	Aug. 4, 2024	Others	99,998.00	99,998.00		
	3AXIS GIMBAL for Mirror Les Camera		NO	NP-53.9 - Small Value Procurement	Aug. 28, 2024	Aug. 3, 2024	Aug. 4, 2024	Aug. 4, 2024	Others	30,000.00	30,000.00		
	Taxes, Insurance Premiums & Other Fees									191,676.99	191,676.99		
	Fidelity Bond Premiums												
	Legazpi Regional Office		No	NP-53.5 Agency-to-Agency	N/A	N/A	2nd to 4th Quarter	2nd to 4th Quarter	Others	60,000.00	60,000.00		
	Naga Satellite Office		No	NP-53.5 Agency-to-Agency	N/A	N/A	2nd Quarter	2nd Quarter	Others	7,500.00	7,500.00		
	Insurance Expenses												
	Legazpi Regional Office		No	NP-53.5 Agency-to-Agency	N/A	N/A	16/01/2024	17/01/2024	Others	106,251.99	106,251.99		
	Printing & Publication Expenses												
	Legazpi Regional Office		No	Direct Contracting	N/A	N/A	02/01/2024	02/01/2024	Others	17,925.00	17,925.00		
	Naga Satellite Office		No	Direct Contracting	N/A	N/A	02/01/2024	02/01/2024			-		
	Representation Expenses									13,500.00	13,500.00		
	Token for guests and trainors re: Enterprise Development Training for OFWs and their Families		NO	NP-53.9 - Small Value Procurement	Oct. 7, 2024	Oct. 10, 2024	Oct. 11, 2024	Oct. 11, 2024	Others	13,500.00	13,500.00		
	OTHER MOOE									44,140.00	44,140.00		
	Embroidery and DTF Printing of OWWA Promotional Materials		No	NP-53.9 - Small Value Procurement	Nov. 25, 2024	Nov. 28, 2024	Nov. 29, 2024	Nov. 29, 2024	Others	31,440.00	31,440.00		
	Office Equipment/Supplies in Masbate Provincial Office		NO	NP-53.9 - Small Value Procurement	Aug. 8, 2024	Aug. 14, 2024	Aug. 15, 2024	Aug. 15, 2024	Others	12,700.00	12,700.00		
	TOTAL									5,304,397.00	5,304,397.00		


Prepared by:


ARLENE B. ESPEDIDIO
 Head, BAC Secretariat

Verified Correct by:


MAYAN P. TRILLES
 BAC Chairperson

Approved by:


ZENaida S. RAMOS
 Head, Procuring Entity