

**FY 2024 Annual Procurement Plan**  
Bureau of the Treasury-Regional Office I

CODE	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/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>											
	<b>I. OFFICE SUPPLIES AND MATERIALS</b>											
5020301002	Office Supplies Expenses	Region I & CAR	Shopping	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	614,000.00	614,000.00	-	Procurement of various office supplies including semi expendables for use of Regional and Provincial Offices of BTR Region I & CAR
5020309000	Fuel, Oil and Lubricants Expenses	Region I & CAR	Shopping	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	150,000.00	150,000.00	-	Fuel Expenses of Regional Office I & CAR
	<b>TOTAL</b>								<b>764,000.00</b>	<b>764,000.00</b>	<b>-</b>	
	<b>II. COMMUNICATION SERVICES</b>											
5020501000	Postage and Courier Services	Region I & CAR	Shopping	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	50,000.00	50,000.00	-	Deliver services for NTA and various courier services of the Regional and Provincial Offices
	<b>TOTAL</b>								<b>50,000.00</b>	<b>50,000.00</b>	<b>-</b>	
	<b>III. GENERAL SERVICES</b>											
5021203000	General Services- Security	Region I & CAR	NP-53.9 - Small Value Procurement	December 04, 2023	December 22, 2023	January 4, 2024	January 5, 2024	GoP	738,000.00	738,000.00	-	For safety/sense of security to the employees and clients
5021202000	General Services- Janitorial	Region I & CAR	NP-53.9 - Small Value Procurement	December 04, 2023	December 22, 2023	January 4, 2024	January 5, 2024	GoP	405,000.00	405,000.00	-	For maintenance and cleanliness of the Regional and Provincial premises
	<b>TOTAL</b>								<b>1,143,000.00</b>	<b>1,143,000.00</b>	<b>-</b>	
	<b>IV. REPAIRS AND MAINTENANCE</b>											
5021306001	RM-Motor Vehicle	Region I & CAR	NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	29,000.00	29,000.00	-	Various repairs/maintenance of the Service Vehicle
	<b>TOTAL</b>								<b>29,000.00</b>	<b>29,000.00</b>	<b>-</b>	
	<b>V. OTHER MOOE</b>											
5029905001	Rents- Buildings and Structures	Region I & CAR	NP-53.10 Lease of Real Property and Venue	December 04, 2023	December 22, 2023	January 4, 2024	January 5, 2024	GoP	3,747,000.00	3,747,000.00	-	Rental expenses of (6) Provincial Offices
	<b>TOTAL</b>								<b>3,747,000.00</b>	<b>3,747,000.00</b>	<b>-</b>	
	<b>TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES</b>								<b>5,733,000.00</b>	<b>5,733,000.00</b>	<b>-</b>	
	<b>CAPITAL OUTLAY</b>											
5060405002	Office Equipment	Region I & CAR	Shopping	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	159,000.00	-	159,000.00	Supply, Delivery, and Installation of Air Conditioning units.
5060405003	ICT Equipment	Region I & CAR	Shopping	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	70,000.00	-	70,000.00	Supply and Delivery of Printers.
	<b>TOTAL CAPITAL OUTLAY</b>								<b>229,000.00</b>	<b>-</b>	<b>229,000.00</b>	
	<b>GRAND TOTAL</b>								<b>5,962,000.00</b>	<b>5,733,000.00</b>	<b>229,000.00</b>	

Prepared by:

HERMAN G. BANAYAT  
BAC Secretariat

Recommending Approval:

MARIA CONSUELO G. TAPANGCO  
BAC Member

Approved by:

ROWENA VINA G. PULIDO  
BAC Member

CESAR D. RAVINA  
Director II

CATHERINE S. TADINA  
BAC Vice-Chairperson

ATTY. WARREN MARC P. LLOREN  
BAC Chairperson