

BUREAU OF THE TREASURY, REGION IV-A CALABARZON  
SUPPLEMENTAL ANNUAL PROCUREMENT PLAN FOR CY 2024

ANNEX A

Code (PAP)	Procurement Program/Project	Object Code	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	
I. TRAININGS													
100010001	Meals and Snacks for Regional Management Committee Meeting for CY 2024 Planning Conference	50202010 02	Regional Office IV-A and Provincial Offices	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	N/A	N/A	1st Quarter	1st Quarter	Regular Agency Fund (01000000)	25,000.00	25,000.00	0	
100010001	Meals and Snacks for Women's Month Celebration	50202010 02	Regional Office IV-A and Provincial Offices	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Regular Agency Fund (01000000)	80,000.00	80,000.00	0	
100010001	Meals and Snacks for Regional Management Committee 2nd Quarterly Meeting for CY 2024	50202010 02	Regional Office IV-A and Provincial Offices	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	N/A	N/A	2nd Quarter	2nd Quarter	Regular Agency Fund (01000000)	10,000.00	10,000.00	0	
100010001	Meals and Snacks for Regional Management Committee 3rd Quarterly Meeting, Semestral Assessment and Planning Conference	50202010 02	Regional Office IV-A and Provincial Offices	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	N/A	N/A	3rd Quarter	3rd Quarter	Regular Agency Fund (01000000)	10,000.00	10,000.00	0	
100010001	Meals and Snacks for Regional Management Committee 4th Quarterly Meeting	50202010 02	Regional Office IV-A and Provincial Offices	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	N/A	N/A	4th Quarter	4th Quarter	Regular Agency Fund (01000000)	10,000.00	10,000.00	0	
100010001	Venue, Meals and Snacks for VAWC Week Celebration	50202010 02	Regional Office IV-A and Provincial Offices	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Regular Agency Fund (01000000)	80,000.00	80,000.00	0	
100010001	Meals and Snacks for Regional Year-end Assessment and Conference	50202010 02	Regional Office IV-A and Provincial Offices	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	N/A	N/A	4th Quarter	4th Quarter	Regular Agency Fund (01000000)	30,000.00	30,000.00	0	
100010001	Meals and Snacks for GAD Annual Assessment and Planning Conference of Regional GFPS-TWG	50202010 02	Regional Office IV-A and Provincial Offices	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	N/A	N/A	4th Quarter	4th Quarter	Regular Agency Fund (01000000)	10,000.00	10,000.00	0	
II. OFFICE SUPPLIES AND SEMI-EXPENDABLES													
100010001	Procurement of common-used supplies equipment available at PS-DBM	50203010 00	Regional Office IV-A and Provincial Offices	Negotiated Procurement - Agency to Agency (Sec. 53.5)	N/A	N/A	March, June, Sep and	March, June, Sep and	Regular Agency Fund	286,483.82	286,483.82	0	
100010001	Procurement of common-used supplies equipment not available at PS-DBM	50203010 00	Regional Office IV-A and Provincial Offices	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	N/A	N/A	January-Dec 2024	January-Dec 2024	Regular Agency Fund (01000000)	234,005.78	234,005.78	0	
100010001	Procurement of common-used supplies equipment not available at PS-DBM	50203010 00	Regional Office IV-A and Provincial Offices	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.a)			January-Dec 2024	January-Dec 2024	Regular Agency Fund (01000000)	9,510.40	9,510.40	0	
100010001	Supply and Delivery of Three (3) Heavy Duty Document-Shredder and Two (2) Multi-funtion Inkjet Printers to the Bureau of the Treasury - Regional Office IV-A	50203210 02	Regional Office IV-A and Provincial Offices	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Regular Agency Fund (01000000)	100,000.00	100,000.00	0	
III. FUEL, OILS AND LUBRICANTS													
100010001	Procurement of supplies for petroleum, oil and lubricants	50203090 00	Regional Office IV-A	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscription	N/A	N/A	January-Dec 2024	January-Dec 2024	Regular Agency Fund (01000000)	102,000.00	102,000.00	0	
IV. UTILITIES													
100010001	Potable Water	50204010 00	Regional Office IV-A and Provincial Offices	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	N/A	N/A	January-Dec 2024	January-Dec 2024	Regular Agency Fund (01000000)	10,000.00	10,000.00	0	
V. COMMUNICATION													
100010001	Postage and Courier Services	50205010 00	Regional Office IV-A and Provincial Offices	Direct Contracting	N/A	N/A	as the need arises	as the need arises	Regular Agency Fund (01000000)	50,000.00	50,000.00	0	
VI. SUBSCRIPTION													
100010001	Newspaper and Cable Subscription	50299070 99	Regional Office IV-A	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	Regular Agency Fund (01000000)	4,000.00	4,000.00	0	
100010001	Google One Subscription	50299070 99	Regional Office IV-A	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscription	N/A	N/A	as the need arises	as the need arises	Regular Agency Fund (01000000)	1,000.00	1,000.00	0	

<b>VII. GENERAL SERVICES</b>													
100010001	Janitorial Sevices	50212020 00	Regional Office IV-A	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	May 2024	May 2024	May 2024	June 2024	Regular Agency Fund (01000000)	212,000.00	212,000.00	0	
100010001	Security Services	50212030 00	Regional Office IV-A	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	May 2024	May 2024	May 2024	June 2024	Regular Agency Fund (01000000)	240,000.00	240,000.00	0	
<b>VIII. REPAIRS AND MAINTENANCE</b>													
100010001	Supply of Aircon Cleaning Services	50213050 02	Regional Office IV-A and Provincial Offices	Shopping	N/A	N/A	as the need arises	as the need arises	Regular Agency Fund (01000000)	44,000.00	44,000.00	0	
100010001	Supply of Airconditioning Unit Spareparts and Labor Cost	50213050 02	Regional Office IV-A and Provincial Offices	Shopping	N/A	N/A	as the need arises	as the need arises	Regular Agency Fund (01000000)	50,000.00	50,000.00	0	
100010001	Preventive Maintenance Service of Service Vehicle	50213060 01	Regional Office IV-A and Provincial Offices	Shopping	N/A	N/A	as the need arises	as the need arises	Regular Agency Fund (01000000)	29,000.00	29,000.00	0	
100010001	Replacement of Wheels, Wheel Balancing and Alignment	50213060 01	Regional Office IV-A and Provincial Offices	Shopping	N/A	N/A	as the need arises	as the need arises	Regular Agency Fund (01000000)	20,000.00	20,000.00	0	
<b>IX. TAXES, DUTIES AND LICENSES</b>													
100010001	Annual LTO registration of the service vehicle maintained by BTr-Region IV-A Calabarzon	50215010 01	Regional Office IV-A	Negotiated Procurement - Agency to Agency (Sec. 53.5)	N/A	N/A	Annual	as the need arises	Regular Agency Fund (01000000)	12,000.00	12,000.00	0	
<b>X. RENTS - BUILDING AND STRUCTURE</b>													
100010001	Lease of Office Space in Calamba City, Laguna (Regional Office and Laguna Provincial Office)	50299050 01	Regional Office IV-A and Laguna Provincial Office	Negotiated Procurement - Lease of Real Property and Venue (Sec. 53.10)	1st Quarter	1st Quarter	Annual	as the need arises	Regular Agency Fund (01000000)	1,328,320.00	1,328,320.00	0	
100010001	Lease of Office Space in Trece Martires City, Cavite (Cavite Provincial Office)	50299050 01	Cavite Provincial Office	Negotiated Procurement - Lease of Real Property and Venue (Sec. 53.10)	1st Quarter	1st Quarter	Annual	as the need arises	Regular Agency Fund (01000000)	624,990.00	624,990.00	0	
100010001	Lease of Office Space in Batangas City (Batangas Provincial Office)	50299050 01	Batangas Provincial Office	Negotiated Procurement - Lease of Real Property and Venue (Sec. 53.10)	1st Quarter	1st Quarter	Annual	as the need arises	Regular Agency Fund (01000000)	798,600.00	798,600.00	0	
100010001	Lease of Office Space in Antipolo City, Rizal (Rizal Provincial Office)	50299050 01	Rizal Provincial Office	Negotiated Procurement - Lease of Real Property and Venue (Sec. 53.10)	1st Quarter	1st Quarter	Annual	as the need arises	Regular Agency Fund (01000000)	652,240.00	652,240.00	0	
100010001	Lease of Office Space Lucena City, Quezon (Quezon Provincial Office)	50299050 01	Quezon Provincial Office	Negotiated Procurement - Lease of Real Property and Venue (Sec. 53.10)	1st Quarter	1st Quarter	Annual	as the need arises	Regular Agency Fund (01000000)	410,850.00	410,850.00	0	
<b>VII. CAPITAL OUTLAY</b>													
100010001	Supply, Delivery and Installation of 2 Units 3.0 TR Airconditioning Units to the Bureau of Treasury Region IV-A	50604050 02	Batangas and Laguna Provincial Office	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Regular Agency Fund (01000000)	210,000.00	-	210,000.00	
100010001	Supply, Delivery and Installation of 2 Units Split-type/Wall Mounted Airconditioning Units to the Bureau of Treasury Region IV-A	50604050 02	Quezon and Rizal Provincial Office	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Regular Agency Fund (01000000)	100,000.00	-	100,000.00	

Prepared By:

[ORIGINAL SIGNED]  
**KATHLEEN MAY M. SALAZAR**  
BAC Secretariat

Submitted By: **R4A BIDS AND AWARDS COMMITTEE**

[ORIGINAL SIGNED]  
**LEA C. SABEDRA**  
BAC Member

[ORIGINAL SIGNED]  
**MA. LUISA A. DESTREZA**  
BAC Member

[ORIGINAL SIGNED]  
**EDSEL A. PATAL**  
BAC Member

[ORIGINAL SIGNED]  
**JOCELYN C. ROBESO**  
BAC Vice-Chairperson

[ORIGINAL SIGNED]  
**CHERRY C. VILLEGAS**  
BAC Chairperson

CERTIFIED CORRECT:

[ORIGINAL SIGNED]  
**ATTY. DENNIS I. MADRIGAL**  
OIC-DIRECTOR II