

BUREAU OF THE TREASURY REGIONAL OFFICE NO. X FINAL ANNUAL PROCUREMENT PLAN FY 2025 (NON-CSE)

Code (PAP)	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)
				Advertisemen t/Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50202010 02	Training/Seminar	BTr Regional and Provincial Offices	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP/GAA	300,000.00	300,000.00		Registration/training fees and meal allowance of personnel in attending conferences/trainings/seminars; Printing of tarpaulin/t-shirts, and procurement of other training materials
50203090 00	Fuel, Oil and Lubricants	BTr Regional Office	NP-53.14 - Direct Retail Purchase	Year-round	N/A	Year-round	Year-round	GoP/GAA	124,000.00	124,000.00		Procurement of fuel for office transportation means on various official functions
50203220 00	Semi-Expendable Machinery&Eqpt.	BTr Provincial Offices	NP-53.9 - Small Value Procurement	February, 2025	N/A	February, 2025	February, 2025	GoP/GAA	51,000.00	51,000.00		Procurement of sound systems with microphones to be used during financial literacy campaigns and fidelity bonding orientations to clients conducted within or outside the BTr Provincial Offices
50204010 00	Purchase of Drinking Water	BTr Regional and Provincial Offices	NP-53.14 - Direct Retail Purchase	Year-round	N/A	Year-round	Year-round	GoP/GAA	30,000.00	30,000.00		Monthly water billing from local water districts in every Provincial Office's place including the Regional Office's; Consumption of purified drinking water
50205010 00	Postage and Courier Services	BTr Regional and Provincial Offices	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP/GAA	35,000.00	35,000.00		Regular mailing of important documents (e.g., ADA, BIR Forms, Billings, Invoices, etc.) from Regional Office to Provincial Offices (vice versa); Mailing of other important documents to Central Office and other offices; Mailing of NADALs to LGUs in connection with NTA and Other Funds Releases
50212020 00 / 50212030 00	General Services	BTr Regional and Provincial Offices	Direct Contracting/NP-53.9 - Small Value Procurement	January, 2025 & July, 2025	N/A	January, 2025 & July, 2025	January, 2025 & July, 2025	GoP/GAA	590,000.00	590,000.00		Wages of Job Order Personnel in the following: Regional Office - one (1) Driver and one (1) Utility; Misamis Oriental - one (1) Utility; Lanao del Norte - one (1) Utility; and Bukidnon - one (1) Utility; Other general services like electrical, plumbing, carpet cleaning, minimal building repairs, tarpaulin printing services, etc.)
50213050 02	Repairs & Maintenance of Machinery & Equipment	BTr Regional and Provincial Offices	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP/GAA	47,000.00	47,000.00		Check-up/Cleaning/Repair/Maintenance of the office equipment such as aircons, computers, printers, etc including purchase of equipment parts & accessories such as aircon capacitors and the like
50213060 01	Repairs & Maintenance of Transportation Equipment	BTr Regional Office	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP/GAA	60,000.00	60,000.00		Regular cleaning, check-up and preventive maintenance of the Regional Office Vehicle due to wear and tear (e.g., car services such as car wash, change oil, and other periodic maintenance services)
50299050 01	Rental of Office Building	BTr Regional Office	NP-53.10 Lease of Real Property and Venue	January, 2025	N/A	January, 2025	January, 2025	GoP/GAA	1,282,464.31	1,282,464.31		Rental of office space and storage room of the Regional Office & Misamis Oriental PO
50299050 01	Rental of Office Building	BTr Provincial Offices	NP-53.10 Lease of Real Property and Venue	January, 2025	N/A	January, 2025	January, 2025	GoP/GAA	287,496.00	287,496.00		Rental of office space of the Misamis Occidental PO
50299050 01	Rental of Office Building	BTr Provincial Offices	NP-53.10 Lease of Real Property and Venue	January, 2025	N/A	January, 2025	January, 2025	GoP/GAA	327,483.58	327,483.58		Rental of office space of the Lanao del Norte PO
50299050 01	Rental of Office Building	BTr Provincial Offices	NP-53.10 Lease of Real Property and Venue	January, 2025	N/A	January, 2025	January, 2025	GoP/GAA	300,000.00	300,000.00		Rental of office space of the Camiguin PO
50299050 01	Rental of Office Building	BTr Provincial Offices	NP-53.10 Lease of Real Property and Venue	January, 2025	N/A	January, 2025	January, 2025	GoP/GAA	495,556.11	495,556.11		
50299070 99	Newspaper Subscription	BTr Regional Office	NP-53.9 - Small Value Procurement	January, 2025	N/A	January, 2025	January, 2025	GoP/GAA	8,000.00	8,000.00		Monthly subscription of newspaper
50604050 02	Office Equipment	BTr Regional and Provincial Offices	NP-53.9 - Small Value Procurement	August, 2025	N/A	September, 2025	February, 2025	GoP/GAA	478,000.00		478,000.00	Procurement of four (4) Split-type Aircons for RO and Misamis Oriental PO, and one (1) Split-type Aircon for Bukidnon PO
							GRAND TOTAL		4,416,000.00	3,938,000.00	478,000.00	

Prepared by:

Recommended for Approval:

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