

**Annual Procurement Plan for FY 2024**  
(Changes within the 2nd Semester)  
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. TRAINING &amp; SCHOLARSHIP</b>											
50202010 02	Training Expenses	Region I & CAR	NP-53.5 Agency-to-Agency / NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	375,000.00	375,000.00		- Provision for training expenses of BTr Region 1 & CAR personnel for trainings/seminars/conferences conducted by the BTr, COA, PICPA, GACPA, and CSC.
50202010 02	Training Expenses	BTr Luzon Cluster	NP-53.10 Lease of Real Property and Venue	March 2024	March 2024	April 2024	April 2024	GoP	1,521,500.00	1,521,500.00		- CY2024 Strategic Planning Conference and Teambuilding Activities for Luzon Cluster
	<b>TOTAL</b>								<b>375,000.00</b>	<b>375,000.00</b>		-
	<b>II. OFFICE SUPPLIES AND MATERIALS</b>											
50203010 02	Office Supplies Expenses	Region I & CAR	NP-53.5 Agency-to-Agency / Shopping	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	440,000.00	440,000.00		- Procurement of various common office supplies for use of Regional and Provincial Offices of BTr Region I & CAR
50203200 00	Semi-Expendables (Office Equipment)	Region I & CAR	NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	174,000.00	174,000.00		- Procurement of various semi-expendables for use of Regional and Provincial Offices of BTr Region I & CAR
50203090 00	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>III. COMMUNICATION SERVICES</b>											
50205010 00	Postage and Courier Services	Region I & CAR	NP-53.9 - Small Value Procurement	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
50205030 00	Internet Subscription Expenses	Region I & CAR	NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	235,000.00	235,000.00		- Secondary Internet Service Provider for BTr Provincial Offices
	<b>TOTAL</b>								<b>285,000.00</b>	<b>285,000.00</b>		-
	<b>IV. PROFESSIONAL SERVICES</b>											
50211990 00	Other Professional Services	Region I & CAR	NP-53.9 - Small Value Procurement	June-December 2024	June-December 2024	June-December 2024	June-December 2024	GoP	162,000.00	162,000.00		- CY2024 Annual Physical & Medical Examination of BTr Region I & CAR employees
50211990 00	Other Professional Services	Region I & CAR	NP-53.9 - Small Value Procurement	June-December 2024	June-December 2024	June-December 2024	June-December 2024	GoP	31,000.00	31,000.00		- CY2024 Vaccination Program of BTr Region I & CAR employees
	<b>TOTAL</b>								<b>193,000.00</b>	<b>193,000.00</b>		-
	<b>V. GENERAL SERVICES</b>											
50212030 00	General Services- Security	Regional Office I	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
50212020 00	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>		-

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	<b>VI. REPAIRS AND MAINTENANCE</b>											
50213040 01	RM-Building & Structures	Regional Office I	NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	120,000.00	120,000.00		Various repair of Regional Office I Building
50213050 02	RM-Office Equipment	Region I & CAR	NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	94,000.00	94,000.00		Repair of various Office Equipment
50213060 01	RM-Motor Vehicle	Regional Office I	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>243,000.00</b>	<b>243,000.00</b>	-	
	<b>VII. OTHER MOOE</b>											
50299050 01	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>TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES</b>								<b>6,750,000.00</b>	<b>6,750,000.00</b>	-	
	<b>CAPITAL OUTLAY</b>											
50604050 02	Office Equipment	Region I & CAR	NP-53.9 - Small Value Procurement	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.
50604050 03	ICT Equipment	Region I & CAR	NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	70,000.00	-	70,000.00	Supply and Delivery of various ICT Equipment.
	<b>TOTAL CAPITAL OUTLAY</b>								<b>229,000.00</b>	-	<b>229,000.00</b>	
	<b>GRAND TOTAL</b>								<b>6,979,000.00</b>	<b>6,750,000.00</b>	<b>229,000.00</b>	

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