

Cooperative Development Authority Region III Extension Office Annual Procurement Plan for FY 2023

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	
	Procurement of Security Service (for CDA RO3 Building)	Admin	YES	Competitive Bidding	Dec-22	Dec-22	Dec-22	Dec-22	GoP	720000	720,000.00		to secure the building and the perimeter area of the office
	Procurement of Security Service (for Palayan City Building)	Admin	YES	Competitive Bidding	Dec-22	Dec-22	Dec-22	Dec-22	GoP	700000	700,000.00		to secure the building and the perimeter area of the office
	Procurement of Utility Water	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-23	Jan-23	GoP	60000	60,000.00		For official use in the CDA RO3 office
	Procurement of Purified Water	Admin	NO	NP-53.9 - Small Value Procurement	Jan-23	N/A	Jan-23	Jan-23	GoP	15000	15,000.00		For consumption of CDA personnel and clients
	Procurement of Electricity	Admin	NO	Direct Contracting	N/A	N/A	Jan-23	Jan-23	GoP	360000	360,000.00		For official use in the CDA RO3 office
	Procurement of Internet provider and Telephone	Admin	NO	Direct Contracting	N/A	N/A	Jan-23	Jan-23	GoP	60000	60,000.00		For official use in the CDA RO3 office
	Procurement of Telecom provider	Admin	NO	Direct Contracting	N/A	N/A	Jan-23	Jan-23	GoP	60000	60,000.00		For official use in the CDA RO3 office (RD's provision of Telecom plan)
	Procurement of Pest Control	Admin	YES	NP-53.9 - Small Value Procurement	Mar-23	N/A	Mar-23	Mar-23	GoP	45000	45,000.00		to secure the building assets and CDA RO3 documents from pest infestation
	BAC TRAINING (venue, food and training requirements)	Admin	NO	Shopping	Mar to Jun 2022	N/A	Mar to Jun 2022	Mar to Jun 2022	GoP	15000	15,000.00		for BAC members training on the updates on procurement
	Procurement of check books	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-23	Jan-23	GoP	20000	20,000.00		For official use in the CDA RO3 office
	Taxes, duties and licenses	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-23	Jan-23	GoP	7500	7,500.00		For official use in the CDA RO3 office
	Fidelity Bond Premium	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan to Mar 2023	Jan to Mar 2023	GoP	39000	39,000.00		For official use in the CDA RO3 office
	Building Insurance	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	May-23	May-23	GoP	73399.45	73,399.45		for the maintenance of CDA RO3 building
	Repair and maintenance of Building	Admin	NO	NP-53.9 - Small Value Procurement	Oct to Dec 2023	N/A	Oct to Dec 2023	Oct to Dec 2023	GoP	50000	50,000.00		for the maintenance of CDA RO3 building
	Cleaning of airconditioning units	Admin	NO	NP-53.9 - Small Value Procurement	Jun-22	N/A	Jun-22	Jun-22	GoP	20000	20,000.00		for the maintenance of CDA RO3 building
	Servicing and repair of Airconditioning Units	Admin	NO	NP-53.9 - Small Value Procurement	Jun-22	N/A	Jul-22	Jul-22	GoP	10000	10,000.00		for the maintenance of CDA RO3 building
	Servicing, refill and purchase of Fire Extinguisher	Admin	NO	NP-53.9 - Small Value Procurement	Jun-22	N/A	Jul-22	Jul-22	GoP	15000	15,000.00		for the maintenance of CDA RO3 building
	Miscellaneous and maintenance	Admin	NO	Shopping	Jan to Dec 2023	N/A	Jan to Dec 2023	Jan to Dec 2023	GoP	30000	30,000.00		For official use in the CDA RO3 office
	Servicing, repair and purchase of Printers	Admin	NO	NP-53.9 - Small Value Procurement	as need arises	N/A	as need arises	as need arises	GoP	30000	30,000.00		For official use in the CDA RO3 office
	Meals and Snacks for Staff meeting	Admin	NO	Shopping	Jul and Dec 2023	N/A	Jul and Dec 2023	Jul and Dec 2023	GoP	150000	150,000.00		For official use in the CDA RO3 office

Job Order Services	Admin	NO	Direct Contracting	N/A	N/A	Jan-23	Jan-23	GoP	492566.4	492,566.40	Driver and MIS personnel
Registration of Motor Vehicle	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Oct-23	Oct-23	GoP	5000	5,000.00	for the maintenance of CDA RO3 service vehicle Avanza
Vehicle Insurance	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jul and Oct 2023	Jul and Oct 2023	GoP	8210	8,210.00	for the maintenance of CDA RO3 service vehicle Avanza and Innova
Procurement of Gasoline	Admin	NO	Shopping	as need arises	N/A	as need arises	as need arises	GoP	240000	240,000.00	for the use of CDA RO3 service vehicle Avanza and Innova
Procurement of Autosweep Load	Admin	NO	Shopping	as need arises	N/A	as need arises	as need arises	GoP	24000	24,000.00	for the use of CDA RO3 service vehicle Avanza and Innova
Procurement of Easytrip Load	Admin	NO	Shopping	as need arises	N/A	as need arises	as need arises	GoP	48000	48,000.00	for the use of CDA RO3 service vehicle Avanza and Innova
Procurement of Tire for vehicle	Admin	NO	Shopping	as need arises	N/A	as need arises	as need arises	GoP	24000	24,000.00	for the use of CDA RO3 service vehicle Avanza and Innova
Servicing and repair of service vehicle	Admin	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	75000	75,000.00	for the maintenance of CDA RO3 service vehicle Avanza and Innova
Safety and emergency preparedness seminar(food and training requirements)	Admin	NO	Shopping	Mar to Sep 2022	N/A	Mar to Sep 2022	Mar to Sep 2022	GoP	30000	30,000.00	For CDA RO3 employees training on emergency preparedness and safety protocol update
Quality Management System (QMS) Program	Admin	NO	Shopping	Sep to Nov 2023	N/A	Sep to Nov 2023	Sep to Nov 2023	GoP	40000	40,000.00	For official use in the CDA RO3 office
Conduct of Koopbalitaan Cooperative Month Celebration	Admin	NO	Shopping	4th quarter 2023	N/A	4th quarter 2023	4th quarter 2023	GoP	1000	1,000.00	For official use in the CDA RO3 office
Business Continuty Management for CDA RO3 and Cooperative	Admin	NO	Shopping	Oct-23	N/A	Oct-23	Oct-23	GoP	25000	25,000.00	For official use in the CDA RO3 office
CDA Regional Gawad Parangal	Admin	NO	Shopping	2nd sem 2023	N/A	2nd sem 2023	2nd sem 2023	GoP	15000	15,000.00	For official use in the CDA RO3 office
Anti-Virus License	Admin	NO	Shopping	4th quarter 2023	N/A	4th quarter 2023	4th quarter 2023	GoP	25000	25,000.00	For official use in the CDA RO3 office
				1st quarter 2023	N/A	1st quarter 2023	1st quarter 2023	GoP	20000	20,000.00	For official use in the CDA RO3 office

Prepared by:


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