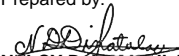
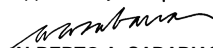


**Cooperative Development Authority MIMAROPA Annual Procurement Plan for FY 2025**

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 Various Office Supplies	RO	NO	NP-53.5 Agency-to-Agency	Year Round	N/A			GoP	90,000.00	90,000.00		Supplies available at PS
	Procurement of Various :	RO	NO	NP-53.9 - Small Value Procurement									
	- Common Use Office Supplies				January and July 2025				GoP	210,000.00	210,000.00		Supplies based on the approved CSE but not available at PS
	- Semi-expendable office equipment				Year Round				GoP	200,000.00	200,000.00		
	- Semi-expendable furniture and fixtures												
	- Semi-expendable and other machinery equipment												
	Travelling Expenses	All personnel	NO	NP-53.9 - Small Value Procurement	Year Round	N/A			GoP	3,062,000.00	3,062,000.00		For official use of MIMAROPA personnel for attending seminars/travels/conferences
	Trainings/Capacity Building/Year Round Assessment	All personnel	NO	NP-53.9 - Small Value Procurement	Year Round	N/A			GoP	1,299,000.00	1,299,000.00		Training Expenses for conduct of various trainings/Year-end Assessment
	Security Expenses	RO	NO	Direct Contracting	Jan-25			Jan-25	GoP	200,000.00	200,000.00		Provision of security guard
	Office space rentals	RO	NO	NP-53.10 Lease of Real Property and Venue	Jan-25	N/A		Jan-25	GoP	720,000.00	720,000.00		Monthly rental of office space from Jan-Dec 2025
	Fuel, Oil and Lubricant Expenses	RO	NO	Direct Contracting	Year Round	N/A			GoP	85,000.00	85,000.00		Consumables for office vehicle
	Water Expenses	RO	NO	Direct Contracting	Year Round	N/A			GoP	30,000.00	30,000.00		Monthly water bill/Drinking water from Jan-Dec 2025
	Electricity Expenses	RO	NO	Direct Contracting	Year Round	N/A			GoP	350,000.00	350,000.00		Monthly electricity from Jan-Dec 2025
	Postage and Courier Expenses	RO	NO	Direct Contracting	Year Round	N/A			GoP	158,000.00	158,000.00		Mailing of documents of CDA MIMAROPA
	Internet Subscription Expense	RO	NO	Direct Contracting	Year Round	N/A			GoP	44,000.00	44,000.00		Monthly subscription of internet service
	Legal Services	RO	NO	Direct Contracting	Year Round	N/A			GoP	10,000.00	10,000.00		
	Mobile Expenses	RD	NO	Direct Contracting	Year Round	N/A			GoP	60,000.00	60,000.00		Mobile allowance for Director
	Fidelity Bond Premium	Cashier	NO	NP-53.5 Agency-to-Agency	1st and 2nd Sem of 2025	N/A			GoP	15,000.00	15,000.00		Fidelity Bond of Cashier, SDO, Accountant and RD to Bureau of Treasury
	Procurement of Accountable Forms	Cashier	NO	NP-53.5 Agency-to-Agency	1st Sem of 2025					7,000.00	7,000.00		AF 51
	Extra and Miscellaneous Expenses	RD	NO	NP-53.9 - Small Value Procurement	Year Round	N/A			GoP	98,000.00	98,000.00		For official use
	Representation Expenses	RO	NO	Direct Contracting	Year Round	N/A			GoP	690,000.00	690,000.00		Various expenses such as visitor/guest meals, etc.
	Insurance/Reinsurance of vehicle	GSS	NO	NP-53.5 Agency-to-Agency	1st and 2nd Sem of 2025				GoP	60,000.00	60,000.00		GSIS Insurance of Vehicles, PPEs
	Printing and Publication	GSS	NO	NP-53.5 Agency-to-Agency	Year Round				GoP	20,000.00	20,000.00		
	Repair and Maintenance	RO	NO	NP-53.9 - Small Value Procurement	Year Round	N/A			GoP	50,000.00	50,000.00		Maintenance of Office Equipment and Motor Vehicle
	Other General Services	RO	NO	NP-53.9 - Small Value Procurement	Year Round	N/A			GoP	500,000.00	500,000.00		JO wages and other office expenses
	Other MOOE Expenses	RO	NO	NP-53.9 - Small Value Procurement	Year Round	N/A			GoP	40,000.00	40,000.00		
									<b>GRAND TOTAL</b>	<b>7,998,000.00</b>	<b>7,998,000.00</b>	<b>-</b>	

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