

National Commission on Indigenous Peoples-CAR

Annual Procurement Plan for FY 2019

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)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A.	GENERAL ADMINISTRATIVE AND SUPPORT SERVICES												
	Training and Scholarship Expenses												
	Lease of venue/Catering (workshop/seminar/meetings)		RO	Negotiated		Quarterly		GoP	200,000.00	200,000.00			
	Supplies and Materials Expenses												
	Office supplies and other materials		CSC, PO, RO	Shopping/SVP/Sec 53.5		Quarterly		GoP	353,593.05	353,593.05			
	Fuel, oil, lubricants		RO, Benguet, MP	Shopping/SVP		As need arises		GoP	50,000.00	50,000.00			
	Semi-expendable ICT (Printer with built-in ink tank)		RO	Shopping/SVP		First Quarter		GoP	36,406.95	36,406.95			
	Utility Expenses												
	Water services		CSC, PO, RO	Direct Contracting		Monthly		GoP	40,000.00	40,000.00			
	Electricity services		CSC, PO, RO	Direct Contracting		Monthly		GoP	177,000.00	177,000.00			
	Utility Expenses												
	Postages/waybills		CSC, PO, RO	By admin		As need arises		GoP	188,000.00	188,000.00			
	Prepaid cell cards/postpaid mobile		CSC, PO, RO	Direct Contracting		Monthly		GoP	161,000.00	161,000.00			
	Telephone/landline		RO, Benguet	Direct Contracting		Renewal of existing contract		GoP	134,000.00	134,000.00			
	Internet subscription		CSC, PO, RO	Direct Contracting		Renewal of existing contract		GoP	53,000.00	53,000.00			
	Professional Services												
	Other professional services		RO	Negotiated		Renewal of existing contract		GoP	94,000.00	94,000.00			
	Repair and Maintenance												
	Office equipment		RO	Negotiated		Renewal of existing contract		GoP	10,000.00	10,000.00			
	ICT Equipment		RO	Negotiated		Renewal of existing contract		GoP	10,000.00	10,000.00			
	Technical and scientific equipment		RO	Negotiated		Monthly		GoP	5,000.00	5,000.00			
	Building		RO	Negotiated		Monthly		GoP	10,000.00	10,000.00			
	Motor vehicles		RO, Benguet, MP	Negotiated		As need arises		GoP	200,000.00	200,000.00			
	Furnitures and fixtures		RO	Negotiated		As need arises		GoP	10,000.00	10,000.00			
	Leased assets (building and other structures)		RO	Negotiated		Renewal of existing contract		GoP	10,000.00	10,000.00			
	Semi-expendable office equipment		RO	Negotiated		Renewal of existing contract		GoP	5,000.00	5,000.00			
	Semi-expendable ICT equipment		RO	Negotiated		Quarterly/Semestral		GoP	5,000.00	5,000.00			
	Taxes, Insurance Premiums and Others												
	Insurance		RO	By admin		Renewal of existing contract		GoP	50,000.00	50,000.00			
	Other Maintenance and Other Operating Expenses												
	Advertising expenses		RO	Negotiated		As need arises		GoP	5,000.00	5,000.00			
	Printing and publication expenses		RO	Negotiated		As need arises		GoP	20,000.00	20,000.00			
	Rent/Lease of Private Properties for Office Use		RO, Baguio CSC, Ifugao PO, Banaue CSC, Sabata CSC, Aguinakdo CSC	Direct Contracting		Renewal of existing contract		GoP	2,162,000.00	2,162,000.00			
	Subscription of hosting		RO	Direct Contracting		Renewal of existing contract		GoP	6,000.00	6,000.00			
	Program 1: Ancestral Domain/Land Security and Deveopment Program												
I B	Assistance to ADSDPP Formulation												
I B.a	Continuation of ADSDPP Formulation of Calaoan AD; Conner, Apayao		Conner CSC, Apayao			First Quarter							
	Catering service/Lease of Venue for Workshops			NP-LOV/SVP				GoP	195,000.00	195,000.00			

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				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
	Office supplies		Shopping/SVP/Sec 53.5					GoP	10,000.00	10,000.00			
	Other professional services		Direct Contracting					GoP	11,000.00	11,000.00			
	Printing and publication expenses		NP - SVP					GoP	7,000.00	7,000.00			
Program 2: Human, Socio-Economic and Ecology Development and Protection Program													
II A	Culturally Appropriate/Responsive and Gender Sensitive Socio-Economic and Ecology Development and Protection Services												
II A.a	Cordillera IP Youth Agroforestry and AD Ecology Drive: Attachment to ADs; Regionwide	Regionwide		Second Quarter									
	Procurement of Seedlings		NP - SVP					GoP	765,600.00	765,600.00			
II A.b	Establishing a Sustainable Enterprise for IP Coconut Farmers; Dumayco, Pennarubia, Abra	San Gregorio CSC		Second Quarter									
	Catering services		NP - SVP					GoP	13,200.00	13,200.00			
	Materials		NP - SVP					GoP	6,000.00	6,000.00			
II A.c	Light is Hope: Establishing a Lighting System for the IPs; Naglibacan, Tineg, Abra	San Gregorio CSC		Second Quarter									
	Catering services		NP - SVP					GoP	6,250.00	6,250.00			
	Materials		NP - SVP					GoP	69,000.00	69,000.00			
II A.d	Masustansyang Gulaya Para sa Masaganang Buhay: Establishment of Backyard Gardening towards sustainable Agta Community; Calabigan, Zumigui, Luna, Apayao	Apayao PO		Second Quarter				GoP	-				
	Catering services		NP - SVP					GoP	13,000.00	13,000.00			
	Seedlings and Fertilizer		NP - SVP					GoP	77,000.00	77,000.00			
II A.e	Enhancement of the Rattan Crafts Industry; Antipolo, Asipulo, Ifugao	Tinoc CSC, Ifugao		Second Quarter									
	Catering services		NP - SVP					GoP	3,000.00	3,000.00			
	Lease of venue		NP - LOV					GoP	47,500.00	47,500.00			
	Materials		NP - SVP					GoP	200,460.00	200,460.00			
	Communication expenses		Shopping/SVP					GoP	900.00	900.00			
	Supplies/token		Shopping/SVP/Sec 53.5					GoP	3,140.00	3,140.00			
II A.g	Expanding the Source of Income of the IPs thru Bee Keeping Venture; Calaccad, Tabuk City, Kalinga	Tanudan CSC		First Quarter									
	Catering services		NP - SVP					GoP	6,300.00	6,300.00			
	Labor services		NP - SVP					GoP	3,600.00	3,600.00			
	Vehicle hire		NP - SVP					GoP	15,000.00	15,000.00			
	Procurement of Materials		NP - SVP					GoP	84,250.00	84,250.00			
II A.h	Transferring Indigenous Technology on Bamboo Crafts to the Younger IP Generation; Tulgao West, Tinglayan, Kalinga	Tinglayan CSC, Kalinga PO		First Quarter									
	Catering services		NP - SVP					GoP	49,500.00	49,500.00			
	Procurement of Materials		NP - SVP					GoP	77,500.00	77,500.00			
II A.o	Enhancement of Tadian Batangan	Sabata CSC, MP PO		First Quarter									
	Catering services		NP - SVP					GoP	55,000.00	55,000.00			
	Procurement of Materials for Maintenance		NP - SVP					GoP	100,000.00	100,000.00			
	Construction of Perimeter Fence (Infrastructure)		NP - SVP					GoP	950,000.00	950,000.00			

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	Office supplies			Shopping/SVP/Sec 53.5					GoP	5,000.00	5,000.00		
	Vehicle hire			NP - SVP					GoP	5,000.00	5,000.00		
	Labor for the Establishment of Fire Breaks			NP - SVP					GoP	225,000.00	225,000.00		
2b	IP Education and Advocacy Services												
	Lease of venue/catering for workshop/meetings	CSC, PO, RO		NP - LOV/SVP				Quarterly	GoP	316,000.00	316,000.00		
	Office supplies	CSC, PO, RO		Shopping/SVP/Sec 53.5				Quarterly	GoP	175,000.00	175,000.00		
	Fuel, oil, lubricants	RO		By admin				As need arises	GoP	50,000.00	50,000.00		
	Postages/waybills	CSC, PO, RO		By admin				As need arises	GoP	5,000.00	5,000.00		
	Prepaid cell cards/postpaid mobile	CSC, PO, RO		Direct Contracting				Monthly	GoP	189,000.00	189,000.00		
	Other professional services	RO		Direct Contracting				As need arises	GoP	360,000.00	360,000.00		
	Consultancy services	RO		Direct Contracting				As need arises	GoP	400,000.00	400,000.00		
	Repair and maintenance of ICT equipment	RO		Direct Contracting				As need arises	GoP	61,000.00	61,000.00		
	Repairs and maintenance of motor vehicles	CSC, PO, RO		NP - SVP				As need arises	GoP	10,000.00	10,000.00		
	Repair and maintance of furnitures and fixtures	CSC, PO, RO		Direct Contracting				Monthly	GoP	5,000.00	5,000.00		
	Advertising expenses	RO		Negotiated				As need arises	GoP	30,000.00	30,000.00		
	Printing and publication expenses	RO		Negotiated				As need arises	GoP	30,000.00	30,000.00		
2c	IP Culture Services							Third Quarter					
	Lease of venue/catering for workshop/ seminar/meetings	CSC, PO, RO		NP - LOV/SVP					GoP	298,000.00	298,000.00		
	Office supplies, ethnic attires and instruments	RO		Shopping/SVP/Sec 53.5					GoP	15,000.00	15,000.00		
	Postages/waybills	CSC, PO, RO		Direct Contracting					GoP	3,000.00	3,000.00		
	Prepaid cell cards/postpaid mobile	CSC, PO, RO		Direct Contracting					GoP	2,000.00	2,000.00		
	Awards/rewards, prizes	RO		NP - SVP					GoP	120,000.00	120,000.00		
IID	IP Health Services			NP - SVP									
II D.a	Documentation and Promotion of IP Traditional Health Beliefs and Practices of the Binongan ICCs; Licuan-Baay, Abra	Abra PO						First Quarter	GoP				
	Catering services			NP - SVP					GoP	99,120.00	99,120.00		
	Lease of venue			NP - LOV					GoP	44,700.00	44,700.00		
	Office supplies			Shopping/SVP/Sec 53.5					GoP	2,210.00	2,210.00		
	Printing services			NP - SVP					GoP	3,600.00	3,600.00		
II D.b	Knowledge Sharing on the Use of Herbal Plants as Alternative Medications, Benguet	Benguet PO						First Quarter	GoP				
	Lease of venue			NP - LOV					GoP	181,200.00	181,200.00		
	Office supplies			Shopping/SVP/Sec 53.5					GoP	8,185.00	8,185.00		
II D.e	Documentation of Magangan IKSP on Healing Rituals; Tikey, Bokod, Benguet	Bokod CSC, Benguet PO						First Quarter	GoP	-			
	Catering services			NP - SVP					GoP	46,480.00	46,480.00		
	Professional/job order			NP - SVP					GoP	3,000.00	3,000.00		
	Office supplies			Shopping/SVP/Sec 53.5					GoP	12,000.00	12,000.00		
	Printing services			Shopping					GoP	6,000.00	6,000.00		
Program 3: Indigenous Peoples Rights Protection Program													
III.A	Legal Services												

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III A.a	IP Legal Assistance								-			
	Supplies for Ifugao and Kalinga		Shopping/SVP/Sec 53.5							8,000.00		
	IEC on IPRA (Abra)	Abra PO										
	Catering services		NP - SVP	First Quarter				GoP	40,000.00	40,000.00		
	IEC on IPRA (Benguet)	Benguet PO										
	Catering services		NP - SVP				GoP	27,600.00	27,600.00			
	Office supplies/token		Shopping/Sec 53.5				GoP	5,400.00	5,400.00			
	IEC on IPRA and NCIP Admin Orders (Kalinga)	Kalinga PO		First Quarter								
	Catering services		NP - SVP				GoP	24,000.00	24,000.00			
	Office supplies/token		Shopping/Sec 53.5				GoP	20,700.00	20,700.00			
	Vehicle hire		NP - LOV				GoP	5,000.00	5,000.00			
	Postage/waybills		By admin				GoP	300.00	300.00			
	IEC on IPRA and NCIP Guidelines (Apayao)	Apayao PO		First Quarter								
	Catering services		NP - SVP				GoP	30,000.00	30,000.00			
	Office supplies		Shopping/SVP/Sec 53.5				GoP	2,900.00	2,900.00			
	IEC on IPRA and NCIP Admin Orders (Baguio/RO)	Baguio CSC/RO		First Quarter								
	Catering services		NP - SVP				GoP	108,075.00	108,075.00			
	Fuel/Oil/Lubricant		By admin				GoP	400.00	400.00			
III A.b	Paralegal Training of IPS in Ifugao	Ifugao PO		First Quarter						-		
	Lease of venue		NP - LOV				GoP	35,200.00	35,200.00			
	Catering services		NP - SVP					4,650.00	4,650.00			
	Supplies		Shopping/SVP/Sec 53.5						3,150.00			
	Documentation of Customary Laws (Abra)	Abra PO		First Quarter						-		
	Lease of venue		NP - LOV				GoP	42,270.00	42,270.00			
	Office supplies		Shopping/SVP/Sec 53.5				GoP	2,680.00	2,680.00			
	Printing services		NP - SVP				GoP	2,250.00	2,250.00			
	Documentation of Customary Laws (Baguio)	Baguio		First Quarter								
	Catering services		NP - SVP				GoP	52,575.00	52,575.00			
	Office supplies and Token		Shopping/SVP/Sec 53.5				GoP	14,759.00	14,759.00			
	Other professional services		Direct Contracting				GoP	38,466.00	38,466.00			
	Documentation of Customary Laws (Benguet)	Benguet PO		First Quarter								
	Catering services		NP - SVP				GoP	22,560.00	22,560.00			
	Office supplies		Shopping/SVP/Sec 53.5				GoP	13,240.00	13,240.00			
	Fuel/Oil/Lubricant		By admin					4,280.00	4,280.00			
	Documentation of Customary Laws (Ifugao)	Ifugao PO		First Quarter								
	Catering services		NP - SVP				GoP	20,000.00	20,000.00			
	Office supplies		Shopping/SVP/Sec 53.5				GoP	3,100.00	3,100.00			
	Communication expenses		Shopping/SVP				GoP	900.00	900.00			
	Documentation of Customary Laws (Mountain Province)	Mountain Province		First Quarter								
	Lease of venue		NP - LOV				GoP	46,970.00	46,970.00			
	Office supplies		Shopping/SVP/Sec 53.5				GoP	2,430.00	2,430.00			

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	Communication expenses			Shopping/SVP					GoP	600.00	600.00		
III.B	Gender and Rights-Based Services												
III B.a	Empowering IP thru IPMR Selection and Capability Building												
	Capability Building of IPMR												
	Lease of venue for the CapB for Kalinga	Tanudan CSC		NP - LOV					GoP	25,800.00	25,800.00		
	Catering services for Region	RO		NP - SVP					GoP	3,220.00	3,220.00		
	Office supplies for Region	RO		Shopping/SVP/Sec 53.5					GoP	3,180.00	3,180.00		
	Fuel/Oil/Lubricant for Region	RO		By admin					GoP	5,000.00	5,000.00		
	Office supplies for Abra	Abra PO		Shopping/SVP/Sec 53.5					GoP	9,400.00	9,400.00		
	Office supplies for Mountain Province	MP PO		Shopping/SVP/Sec 53.5					GoP	3,500.00	3,500.00		
	Catering services for Mountain Province	MP PO		NP - SVP					GoP	25,500.00	25,500.00		
	Office supplies/token for Benguet	Benguet PO		Shopping/SVP/Sec 53.5					GoP	5,400.00	5,400.00		
	Catering services for Benguet	Benguet PO		NP - SVP					GoP	27,600.00	27,600.00		
	Catering services for Baguio	Baguio CSC		NP - SVP					GoP	33,000.00	33,000.00		
	Fuel/Oil/Lubricant for Baguio	Baguio CSC		By admin					GoP	2,000.00	2,000.00		
	Office supplies for Ifugao	Ifugao PO		Shopping/SVP/Sec 53.5					GoP	3,000.00	3,000.00		
	Lease of venue for Ifugao	Ifugao PO		NP - SVP					GoP	20,000.00	20,000.00		
III.C	IP Rights Advocacy and Monitoring of Treaty Obligations												
III C.a	Quick Response to IPS/ICCs												
	Lease of Venue	RO		NP - LOV					GoP	16,000.00	16,000.00		
III D	Adjudication Services												
	Professional services/job order	RHO		Direct Contracting						646,920.00	646,920.00		
	Lease of venue	RHO		NP - LOV					GoP	90,000.00	90,000.00		
	Office supplies	RHO		Shopping/SVP/Sec 53.5					GoP	20,000.00	20,000.00		
	Fuel/Oil/Lubricant	RHO		By admin					GoP	10,000.00	10,000.00		
	Communication expenses	RHO		Shopping/SVP						3,000.00	3,000.00		
	Lease of Private Properties for Office Use for RHO	RHO		Direct Contracting						65,000.00	65,000.00		
	Water expenses	RHO		Direct Contracting						2,000.00	2,000.00		
	Electric expenses	RHO		Direct Contracting						3,000.00	3,000.00		
	Postages/waybills	RHO		By admin						2,000.00	2,000.00		
	TOTAL									11,070,520.00	11,081,670.00		

Prepared by BAC SECRETARIAT:

RECOMMENDING APPROVAL:

ATTY. BRAIN S. MASWENA
BAC Chairperson

ATTY. MYRA A. KALANG-AD
BAC Vice Chairperson

VILMA L. EPI
BAC Member

EMILIA K. CHALLENGEN
BAC Member

ENGR. VICTOR BUMATNONG
BAC Member

[/] Approved
[] Disapproved

ATTY. ROLAND P. CALDE
Regional Director
Date: August 24, 2018