DOST-SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

DOST Complex, Ge. Santos Ave., Bicutan, Taguig City

ANNUAL PROCUREMENT PLAN (APP) F.Y. 2023 - 2024

END-USER/UNIT : CRPD-DOSTv (SCIENCE PINAS)

Charged to GIA

Proiects.	Programs and Activities (PAPs)		YEAR 1 - 2023								YEAR 2 - 2024								
		QUANTITY/	ESTIMATED	Mode of		LE/MILEST							ONE OF AC						
CODE	GENERAL DESCRIPTION	SIZE	GIA	Procurement	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug			
	OTHER ITEMS NOT AVALABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																		
	COMMON OFFICE SUPPLIES					1													
	Sign Here (Index Tab)	92	7,360.00	Shopping															
	Epson Ink Bottle 65ml 003 (Cyan)	12	4,200.00																
	Epson Ink Bottle 65ml 003 (Magenta)	12	4,200.00																
	Epson Ink Bottle 65ml 003 (Black)	12	4,200.00	Shopping															
	Epson Ink Bottle 65ml 003 (Yellow)	12	4,200.00																
	PAPER, MULTICOPY, A4	96	24,000.00	Shopping															
	PAPER, MULTICOPY, legal	83	22,825.00	Shopping															
	SIGN PEN, Extra fine tip, blue	20	800.00	Shopping															
	STAPLE WIRE, standard	20 boxes	630.20	Shopping															
	STAPLER, standard type	2	446.20	Shopping															
	Staple Wire Remover (plier type)	1	80.00	Shopping															
	TAPE, packaging, 48mm	10	223.60	Shopping															
	Dated folder red	20	4,400.00	Shopping															
	Data File Box, Long	5	1,000.00	Shopping															
	Storage box 150L	5	7,500.00	Shopping															
	Tape (transparent 24mm)	20	800.00	Shopping															
	White folder long	20	160.00	Shopping															
	Extension Cord (Heavy Duty) 15m	2	4,000.00	Shopping															
	Extension Cord (8 gangs)	3	3,210.00	Shopping															
	Toner Cartridge HP CE285A	6	21,000.00	Shopping															
	Toner 17A	1	4,000.00	Shopping															
	Toner 35A	1	4,000.00	Shopping															
	Ink 673 -black	1	565.00	Shopping															
	EPSON L380 Ink 664, black		1,750.00	Shopping															
	EPSON L3210 Ink 003, black	4	1,600.00	Shopping															
	Carbon Film, Blue, long	1	750.00	Shopping															
	Ballpen, blue	10		Shopping															
	Sign Pen, Blue	10	450.00	Shopping															
	Heavy Duty Stapler	1		Shopping															
	Data File box, Red Long	5	1,000.00	Shopping															
	COMMON OFFICE DEVICES		- 1301L		1														



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COMMON JANITORIAL SUPPLIES		-					_									+
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COMMON COMPUTER SUPPLIES												-	-			+
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CONSUMABLES							-									$^{+}$
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OFFICE EQUIPMENT AND ACCESSORIES 3 laptop with accessories and software (3-MS 365 and 1-		_									-					+
Adobe Creative Cloud	3	3	80,000.00	Public bidding	. ,											4
																1
AUDIO AND VISUAL PRESENTATION AND COMPOSING EQUIPMENT																
Lapel microphone] Som: - expendule	2	/	40,000.00	Public bidding												1
External Hard drive	6	/	60,000.00	Public bidding												+
PHOTOGRAPHIC OR FILMING OR VIDEO EQUIPMENT																1
																4
																+
CLEANING EQUIPMENT AND SUPPLIES																+
																+
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FURNITURE AND FIXTURES AND ACCESSORIES																+
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ELECTRICAL EQUIPMENT & COMPONENT & SUPPLIES															-	+
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OTHER CATEGORIES	-	-					-	-		-			-			+
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			40.000.00				TO STORES									1
TOTAL Services (Assessed & Services		1 6	10,000.00						T DOMESTIC		100					-
Surveying Equipment/Accessories & Supplies		T				T	T							T	1	T
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E	OIL, LUBRICANTS, SPARE PARTS, ETC.											
F	Customized Items/Token											
	Travel Kit (for giveaway) (05 ME)	1	165,000.00	Public Bidding								
Н	Communication Expenses											
	Mobile		42,600.00	Public Bidding								
1	Advertising Expenses											
	1. Airtime Cost	1	2,600,000.00	Public Bidding								
	2. Digital Marketing	1	2,420,000.00	Public Bidding								
	3. LED Billboard Advertising	1	2,000,000.00	Public Bidding								
K	Professional Services											
	Labor and Wages	4	1,557,684.00	Public Bidding								
	Honorarium	10	441,600.00	Public Bidding								
	Legal	1	2,500.00	Public Bidding								
N	TRAINING/SEMINARS											
			-			+-+			-			
0	TRAVEL EXPENSES											
	TRAVEL EXPENSES (1 lot)	11	3,100,000.00	Public Bidding								
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Р	POSTAGE AND COURIER SERVICES		Т						T			
15,250												
Q	REPAIR & MAINTENANCE											

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D	MEDICAL AND DENTAL													
K	MEDICAL AND DENTAL				T			I						
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s	RENTAL/ LEASE													
	Vehicle	1	234,000.00	Public Bidding										
	Equipment	1	100,000.00	Public Bidding										
	Equipment		100,000,000											
т	INFRASTRUCTURE/CIVIL WORKS													
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U	OTHERS													
	Representation Expenses	11	555,000.00	Public Bidding										
	Other Professional Services													
	Hosts	2	520,000.00	Public Bidding										
	Social Media Influencers	2	480,000.00	Public Bidding										
	Production Team (Marketing Activation)	1	500,000.00	Public Bidding										
	Other MOOE	1	33,780.00	Public Bidding										
	TOTAL		14,752,164.00							N A DE				

TOTAL BUDGET:

15,362,164.00

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NOTE: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared By:

Submitted By:

RESTY R. BALILA Information Officer III RODOLFO P. DE GUZMAN

OIC-CRPD

Approved by:

RICHARD P. BURGOS

Directo