

**Department of Science and Technology - Science and Technology Information Institute (DOST-STII) Annual Procurement Plan for FY 2018**

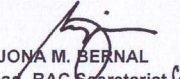
Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)			
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO				
1	Travelling Expenses	CRPD/IRAD/FAD		Agency to Agency					GAA	1,721,000.00	1,721,000.00					
	Local				Agency to Agency									GAA	855,000.00	855,000.00
2	Training and Seminars Expenses	CRPD/IRAD/FAD		Small Value Procurement					GAA	1,412,000.00	1,412,000.00					
					Based on the training schedules or as need arises											
3	Supplies and Materials Expenses	CRPD/IRAD/FAD		Small Value Procurement					GAA	3,558,000.00	3,558,000.00					
	Office Supplies				To be availed/ procured as the need arises											
	ICT				To be availed/ procured as the need arises											
	Other Supplies				To be availed/ procured as the need arises											
4	Fuel, Oil and Lubricant	FAD/STARBOOKS/DOS		Small Value Procurement					GAA	518,000.00	518,000.00					
	Books and References				To be availed/ procured as the need arises											
					To be availed/ procured as the need arises											
					To be availed/ procured as the need arises											
4	Utility Expenses	FAD/DOSTv		Direct Contracting					GAA	2,130,000.00	2,130,000.00					
	Electricity				Paid monthly											
5	Water	FAD/DOSTv		Direct Contracting					GAA	91,000.00	91,000.00					
					Paid monthly											
5	Communication Expenses	CRPD/IRAD/FAD		Direct Contracting					GAA	188,000.00	188,000.00					
	Postage and Deliveries				Subscription paid monthly											
	Landline				Subscription paid monthly											
	Mobile				Subscription paid monthly											
6	Internet	CRPD/IRAD/FAD		Direct Contracting					GAA	307,000.00	307,000.00					
					Subscription paid monthly											
6	Cable TV Subscription	CRPD/IRAD/FAD		Direct Contracting					GAA	57,000.00	57,000.00					
					Subscription paid monthly											
7	Professional Services	STII		Small Value Procurement					GAA	65,000.00	65,000.00					
	Auditing Services				To be availed/ procured as the need arises											
	Janitorial Services				To be availed/ procured as the need arises											
	Security Services				To be availed/ procured as the need arises											
	Legal Services				To be availed/ procured as the need arises											
	Labor and Wages				To be availed/ procured as the need arises											
	Other Professional Services				To be availed/ procured as the need arises											
8	Repair and Maintenance	CRPD/IRAD/FAD		Small Value Procurement					GAA	190,000.00	190,000.00					
	Building				To be availed/ procured as the need arises											
	Office Equipment				To be availed/ procured as the need arises											
	ICT Equipment				To be availed/ procured as the need arises											
	Motor Vehicle				To be availed/ procured as the need arises											
	Furnitures and Fixtures				To be availed/ procured as the need arises											
	Machineries				To be availed/ procured as the need arises											
	Other PPE				To be availed/ procured as the need arises											
9	Advertising Expenses	FAD/DOSTv/CRPD		Competitive Bidding					GAA	6,057,000.00	6,057,000.00					
					To be availed/ procured as the need arises											

**Department of Science and Technology - Science and Technology Information Institute (DOST-STII) Annual Procurement Plan for FY 2018**

Code (PAP)	Procurement Program/Project	PMO/ User	End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
10	Printing and Publication Expenses Printing of STII Publication CY 2018	CRPD		Competitive Bidding	7-14 December 2017	27 December 2017	08 January 2018	09 January 2018	GAA	1,780,000.00	1,780,000.00		STII Publication includes: S&T Post, S&T Digest and Balitang RapiDOST
11	Representation Expenses	DOST-STII		Competitive Bidding	To be availed/ procured as the need arises				GAA	5,661,000.00	5,661,000.00		
12	Equipment Rental Expenses	CRPD/IRAD/FAD		Small Value Procurement	To be availed/ procured as the need arises				GAA	1,075,000.00	1,075,000.00		
13	Motor Vehicle Rental Expenses	STARBOOKS		Small Value Procurement	To be availed/ procured as the need arises				GAA	400,000.00	400,000.00		
14	Other Subscription Expenses	CRPD/IRAD/OD		Small Value Procurement	To be availed/ procured as the need arises				GAA	309,000.00	309,000.00		
15	Other MOOE	CRPD/IRAD/OD		Small Value Procurement	To be availed/ procured as the need arises				GAA	710,000.00	710,000.00		
16	Supply and Delivery of ICT Equipment	CRPD/IRAD/FAD		Competitive Bidding					GAA	1,760,000.00		1,760,000.00	
17	Infrastructure Rehabilitation and Improvement of STII Building	DOST-STII		Competitive Bidding					GAA	10,937,000.00		10,937,000.00	

TOTAL **61,067,000.00**

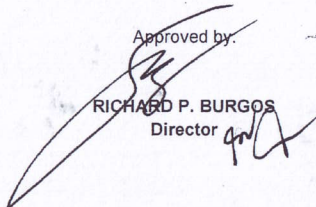
Prepared and Consolidated by:

  
**JONA M. BERNAL**  
 Head, BAC Secretariat  
 Administrative Officer V, Property Section

Recommending Approval:

  
**BENEDICT P. CAGAANAN**  
 BAC Chairperson

Approved by:

  
**RICHARD P. BURGOS**  
 Director