

22 August 2018

ATTY. DENNIS S. SANTIAGO
Executive Director V
Technical Support Officer
Government Procurement Policy Board
Unit 2506 Raffles Corporate Center
F. Ortigas Jr. Road, Pasig City

Received

DONE

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Technical Support Officer

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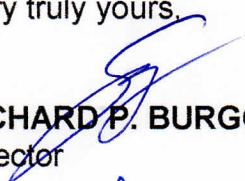
Attention: Monitoring Division

Dear Atty. Santiago:

We are pleased to submit the Science and Technology Information Institute's (STII) **Annual Procurement Plan (APP) for FY 2019.**

Thank you.

Very truly yours,


RICHARD P. BURGOS
Director

Department of Science and Technology - Science and Technology Information Institute (DOST-STII) Annual Procurement Plan for FY 2019

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/Project)
			Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
Travelling Expenses											
Local	CRPD/IRAD/FAD	Agency to Agency					GAA	2,475,000.00	2,475,000.00		
Foreign	CRPD/IRAD/FAD	Agency to Agency					GAA	855,000.00	855,000.00		
Training and Seminars Expenses	CRPD/IRAD/FAD	Small Value Procurement	Based on the training schedules or as need arises				GAA	1,600,000.00	1,600,000.00		
Supplies and Materials Expenses											
Office Supplies	CRPD/IRAD/FAD	Small Value Procurement	To be availed/ procured as the need arises				GAA	2,443,000.00	2,443,000.00		
ICT	CRPD/IRAD/FAD	Small Value Procurement	To be availed/ procured as the need arises				GAA	521,000.00	521,000.00		
Accountable Forms	FAD	Small Value Procurement	To be availed/ procured as the need arises				GAA	11,000.00	11,000.00		
Other Supplies	STII	Small Value Procurement	To be availed/ procured as the need arises				GAA	2,391,000.00	2,391,000.00		
Fuel, Oil and Lubricant	FAD/STARBOOKS/DO	Small Value Procurement	To be availed/ procured as the need arises				GAA	360,000.00	360,000.00		
Books and References	STV IRAD	Small Value Procurement	To be availed/ procured as the need arises				GAA	1,000,000.00	1,000,000.00		
Utility Expenses											
Electricity	FAD/DOSTv	Direct Contracting	Paid monthly				GAA	2,192,000.00	2,192,000.00		
Water	FAD/DOSTv	Direct Contracting	Paid monthly				GAA	96,000.00	96,000.00		
Communication Expenses											
Postage and Deliveries	CRPD/IRAD/FAD	Direct Contracting					GAA	441,000.00	441,000.00		
Landline	CRPD/IRAD/FAD	Direct Contracting	Subscription paid monthly				GAA	325,000.00	325,000.00		
Mobile	CRPD/IRAD/FAD	Direct Contracting	Subscription paid monthly				GAA	485,000.00	485,000.00		
Internet	CRPD/IRAD/FAD	Direct Contracting	Subscription paid monthly				GAA	285,000.00	285,000.00		
Cable TV Subscription	CRPD/IRAD/FAD	Direct Contracting	Subscription paid monthly				GAA	57,000.00	57,000.00		
Professional Services											
Auditing Services	DOST-STII	Small Value Procurement					GAA	40,000.00	40,000.00		
Janitorial Services	DOST-STII	Small Value Procurement					GAA	1,050,000.00	1,050,000.00		
Security Services	DOST-STII	Small Value Procurement					GAA	1,025,000.00	1,025,000.00		
Legal Services	DOST-STII	Small Value Procurement					GAA	213,000.00	213,000.00		
Labor and Wages	DOST-STII	Small Value Procurement					GAA	10,563,000.00	10,563,000.00		
Other Professional Services	DOST-STII	Small Value Procurement					GAA	4,176,000.00	4,176,000.00		
Survey Commissioning	DOST-STII	Small Value Procurement					GAA	500,000.00	500,000.00		The survey will be commissioned by 3rd and 4th quarter of 2019
Repair and Maintenance											
Building	DOST-STII	Small Value Procurement	To be availed/ procured as the need arises				GAA	600,000.00	600,000.00		
Office Equipment	CRPD/IRAD/FAD	Small Value Procurement	To be availed/ procured as the need arises				GAA	10,000.00	10,000.00		
ICT Equipment	CRPD/IRAD/FAD	Small Value Procurement	To be availed/ procured as the need arises				GAA	5,000.00	5,000.00		
Motor Vehicle	FAD	Small Value Procurement	To be availed/ procured as the need arises				GAA	308,000.00	308,000.00		
Furnitures and Fixtures	CRPD/IRAD/FAD	Small Value Procurement	To be availed/ procured as the need arises				GAA	31,000.00	31,000.00		
Machineries	CRPD/IRAD/FAD	Small Value Procurement	To be availed/ procured as the need arises				GAA	5,000.00	5,000.00		
Advertising Expenses	FAD/DOSTv/CRPD	Competitive Bidding	To be availed/ procured as the need arises				GAA	6,142,000.00	6,142,000.00		

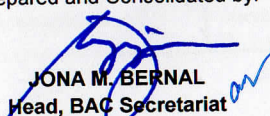
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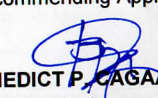
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Department of Science and Technology - Science and Technology Information Institute (DOST-STII) Annual Procurement Plan for FY 2019

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/Project)
			Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
Printing and Publication Expenses											
Printing of STII Publication CY 2019	CRPD	Competitive Bidding					GAA	1,540,000.00	1,540,000.00		STII Publication includes: S&T Post, S&T Digest and Balitang RapiDOST 18 AGO 23 P1:51 Reserve DOST Technical Support Office
Printing of STII 2018 Annual Report	CRPD	Small Value Procurement					GAA	150,000.00	150,000.00		
Printing of Phil. Science of Journal (regular issue)	CRPD	Small Value Procurement					GAA	680,000.00	680,000.00		
Other Printing and Publication expenses	DOST-STII	Small Value Procurement					GAA	713,000.00	713,000.00		
Representation Expenses	DOST-STII	Competitive Bidding	To be availed/ procured as the need arises				GAA	3,990,000.00	3,990,000.00		
Equipment Rental Expenses	CRPD/IRAD/FAD	Small Value Procurement	To be availed/ procured as the need arises				GAA	1,073,000.00	1,073,000.00		
Motor Vehicle Rental Expenses	DOST-STII	Small Value Procurement	To be availed/ procured as the need arises				GAA	500,000.00	500,000.00		
Other Subscription Expenses	CRPD/IRAD/OD	Small Value Procurement	To be availed/ procured as the need arises				GAA	81,000.00	81,000.00		
Other MOOE	CRPD/IRAD/OD	Small Value Procurement	To be availed/ procured as the need arises				GAA	665,000.00	665,000.00		
Extra-ordinary & Miscellaneous Expenses	FAD		To be availed/ procured as the need arises				GAA	120,000.00	120,000.00		
Tax, Duties and Licenses	FAD		To be availed/ procured as the need arises				GAA	10,000.00	10,000.00		
Fidelity Bond Premium	FAD						GAA	65,000.00	65,000.00		
Insurance Expenses	FAD						GAA	75,000.00	75,000.00		
Installation and Delivery of Air Conditioning Units	DOST-STII	Competitive Bidding					GAA	1,575,000.00		1,575,000.00	
Installation and Delivery of Office Partition	DOST-STII	Small Value Procurement					GAA	999,000.00		999,000.00	
ICT, Communication and Printing Equipment	DOST-STII	Competitive Bidding					GAA	4,215,000.00		4,215,000.00	
TOTAL								56,656,000.00			

*Based on FY 2019 NEP

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