



Republic of the Philippines
Department of Science and Technology
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

30 January 2020

ATTY. ROWENA CANDICE M. RUIZ
Executive Director IV
Technical Support Office
Government Procurement Policy Board
Unit 2506 Raffles Corporate Center
F. Ortigas Jr. Rd., Pasig City

Attention: Monitoring Division

Dear Exec. Dir. Ruiz:

We are pleased to submit the SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE'S (DOST-STII) approved and final **Annual Procurement Plan for FY 2020** as per General Appropriations Act (GAA) 11465.

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 2020													
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/Project)	
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
1	Travelling Expenses Local Foreign	CRPD/IRAD/FAD CRPD/IRAD/FAD	Agency to Agency Agency to Agency					GAA	2,380,000.00	2,380,000.00		Registered at PS-Virtual Store/The Agency are yet to receive new password from PS as of 01/17/2020 Registered at PS-Virtual Store/The Agency are yet to receive new password from PS as of 01/17/2020	
								GAA	170,000.00	170,000.00			
2	Training and Seminars Expenses	CRPD/IRAD/FAD	Small Value Procurement					GAA	1,670,000.00	1,670,000.00			
3	Supplies and Materials Expenses Office Supplies ICT Other Supplies Fuel, Oil and Lubricant	CRPD/IRAD/FAD/DOSTV CRPD/IRAD/FAD/DOSTV STII FAD/STARBOOKS/DOSTV	Small Value Procurement Small Value Procurement Small Value Procurement Small Value Procurement	to be availed/ procured as the need arises/to be procured through PS-Virtual Store				GAA	2,021,000.00	2,021,000.00			
4	Utility Expenses Electricity Water	IRAD FAD/DOSTV FAD/DOSTV	Competitive Bidding Direct Contracting Direct Contracting	1st Posting- 11/12/2019 2nd Posting -1/7/2020	1st Opening-12/2/2019 2nd Opening - 1/28/2020	1/14/2020	Purchase Order- 1/28/2020	GAA	1,000,000.00	1,000,000.00			
5	Communication Expenses Postage and Deliveries Landline Mobile Internet	CRPD/IRAD/FAD/DOSTV CRPD/IRAD/FAD CRPD/IRAD/FAD/DOSTV CRPD/IRAD/FAD/DOSTV	Direct Contracting Direct Contracting Direct Contracting Direct Contracting					GAA	188,000.00	188,000.00			
6	Cable TV Subscription	CRPD/IRAD/FAD	Direct Contracting					GAA	56,000.00	56,000.00			
7	Professional Services Auditing Services	STII	Small Value Procurement					GAA	40,000.00	40,000.00		Bidded thru DOST-Centralized Procurement. NOA, Contract and ,NTP are still at the Office of the DOST Secretary for approval	
	Janitorial Services	STII	Competitive Bidding	11/25/2019	12/17/2019			GAA	1,050,000.00	1,050,000.00		Bidded thru DOST-Centralized Procurement. NOA, Contract and ,NTP are still at the Office of the DOST Secretary for approval	
	Security Services Legal Services	STII STII	Competitive Bidding Small Value Procurement	11/25/2019	12/17/2019			GAA GAA	1,025,000.00 263,000.00	1,025,000.00 263,000.00			

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8	Labor and Wages	STII	Small Value Procurement	12/6/2019	1/7/2020	1/14/2020	1/30/2020	GAA	7,399,000.00	7,399,000.00		1st Failed Bidding -Jan. 7, 2020, a motion for reconsideration is submitted by the bidder. This is for reposting for second competitive bidding NTP issued and Contract signed	
	Other Professional Services	STII	Competitive Bidding					GAA	5,222,000.00	5,222,000.00			
	Survey Commissioning	STII	Competitive Bidding	1st Posting- 11/12/2019 2nd Posting -12/6/2019	1st Opening-12/22/2019 2nd Opening -1/7/2020			GAA	1,000,000.00	1,000,000.00			
	Audit Surveillance	STII	Small Value Procurement					GAA	60,000.00	60,000.00			
	Repair and Maintenance	Building	STII	Small Value Procurement		To be awarded/ procured as the need arises			GAA	375,000.00	375,000.00		
		Office Equipment	CRPD/RAD/FAD	Small Value Procurement		To be awarded/ procured as the need arises			GAA	5,000.00	5,000.00		
		ICT Equipment	CRPD/RAD/FAD	Small Value Procurement		To be awarded/ procured as the need arises			GAA	5,000.00	5,000.00		
		Motor Vehicle	FAD	Small Value Procurement		To be awarded/ procured as the need arises			GAA	300,000.00	300,000.00		
		Furniture and Fixtures	CRPD/RAD/FAD	Small Value Procurement		To be awarded/ procured as the need arises			GAA	30,000.00	30,000.00		
		Machineries	CRPD/RAD/FAD	Small Value Procurement		To be awarded/ procured as the need arises			GAA	5,000.00	5,000.00		
9	Advertising Expenses	FAD/DOST/CRPD	Competitive Bidding	12/6/2019	1/7/2020	1/14/2020	1/28/2020	GAA	9,550,000.00	9,550,000.00		Contract Signed-NTP issued	
10	Printing and Publication Expenses	CRPD	Competitive Bidding	1st Posting- 11/12/2019 2nd Posting -1/7/2020	1st Opening-12/22/2019 2nd Opening - 1/28/2020			GAA	1,810,000.00	1,810,000.00		STII Publication includes: S&T Post, S&T Digest and Baitiang RapDOST RFQ to be posted Included in the conducted competitive bidding for STII Publications	
								GAA	150,000.00	150,000.00			
								GAA	700,000.00	700,000.00			
								GAA	136,000.00	136,000.00			
11	Representation Expenses	STII	Small Value Procurement	1st Posting- 11/12/2019 2nd Posting -1/7/2020	1st Opening-12/22/2019 2nd Opening - 1/28/2020			GAA	6,042,000.00	6,042,000.00			
DOST-STII	Competitive Bidding	GAA											
		GAA											
		GAA											
12	Equipment Rental Expenses	CRPD/RAD/FAD	Small Value Procurement		To be awarded/ procured as the need arises			GAA	765,000.00	765,000.00			
13	Motor Vehicle Rental Expenses	STII	Small Value Procurement		To be awarded/ procured as the need arises			GAA	435,000.00	435,000.00			

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14	Other Subscription Expenses	STII	Small Value Procurement		To be availed/ procured as the need arises			GAA	92,000.00	92,000.00	1st Failed bidding-Dec 2, 2019 2nd competitive bidding is successful, evaluation and post-qualification is on going. Procurement of Two (2) units Mobile Compactor System/Contract Signed-NTP issued	
15	Other MOOE	CRPD/IRAD/OD	Small Value Procurement		To be availed/ procured as the need arises			GAA	684,000.00	684,000.00		
16	Extra-ordinary & Miscellaneous Expenses	FAD		To be availed/ procured as the need arises			GAA	118,000.00	118,000.00			
17	Tax, Duties and Licenses	FAD		To be availed/ procured as the need arises			GAA	5,000.00	5,000.00			
18	Fidelity Bond Premium	FAD		To be availed/ procured as the need arises			GAA	60,000.00	60,000.00			
19	Insurance Expenses	FAD					GAA	70,000.00	70,000.00			
20	Office Equipment	CRPD/IRAD/FAD	Competitive Bidding	1st Posting- 11/12/2019 2nd Posting - 11/7/2020		1st Opening-12/2/2019 2nd Opening - 1/28/2020	1/14/2020			3,780,000.00		
				11/12/2019	12/2/2019	1/14/2020	1/29/2020					
				11/12/2019	12/2/2019	1/14/2020	Purchase Order- 1/28/2020					
21	ICT, Communication and Printing Equipment	DOST-STII	Competitive Bidding	11/12/2019	12/2/2019	1/14/2020		GAA	1,797,000.00	1,797,000.00	Revision of Technical Specifications and Request for relligment of fund to the DBM	
22	Other Machinery and Equipment	CRPD/IRAD/FAD	Competitive Bidding					GAA	200,000.00	200,000.00		
23	Furniture and Fixtures	IRAD	Competitive Bidding					GAA	255,000.00	255,000.00	Revision of Technical Specifications and Request for relligment of fund to the DBM	

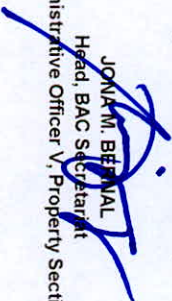
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TOTAL 58,949,000.00

Prepared and Consolidated by:


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

Recommending Approval:


BENEDICT B. MAGSASANAN
BAC Chairperson
Supervising SRS, CRPD

Approved by:


RICHARD P. BURGOS
MOPE/Director