



Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE



30 January 2020

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

Attention: Monitoring Division

Dear Atty. Ruiz:

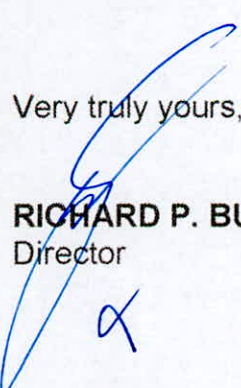
We are pleased to submit the Science and Technology Information Institute's (STII) **CERTIFICATE OF COMPLIANCE** for **Early Procurement Activities** for **FY 2020** and **EPA Monitoring Report**.

Also attached is the agency's updated **Annual Procurement Plan Non-CSE (APP Non-CSE) FY 2020** as indication and reference that we have successfully undertaken **Early Procurement Activities (EPA)** for at least **50%** of the eligible Procurement Projects based on the agency's approved 2020 GAA.

We hope that you find the documents in order.

Thank you.

Very truly yours,


RICHARD P. BURGOS
Director

ANNEX A

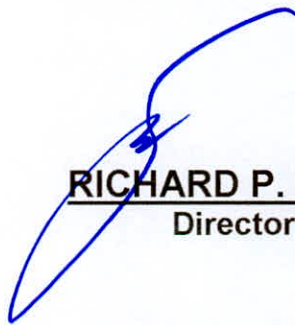
CERTIFICATE OF COMPLIANCE
Early Procurement Activities

I hereby certify that **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE (STII)** has successfully undertaken Early Procurement Activities for at least **50%** of the eligible Procurement Projects based on the agency's Indicative Annual Procurement Plan/s or APP consistent with the National Expenditure Plan (NEP) for Fiscal Year 2020.

This Certification in being made in compliance with the 2.7 Section 5.4f— Undertaking of Early Procurement for at least 50% of the value of goods and services based on the department/agency's budget submitted to the Congress consistent with the NEP of the Guidelines on Grant of the Performance-Based Bonus for Fiscal Year 2019 in the Administrative Order No. 2019-1 and 2019-2 of the Inter-Agency Task force on the Harmonization of National Government Performance Monitoring, Information, and reporting Systems Memorandum Circular No. 2018-12.

The undersigned attest to the accuracy of all information contained herein based on available records and information that can be verified with the **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE** and the Philippine Government Procurement System (PhilGEPS).


IN WITNESS HEREOF, I have hereunto affixed my signature on _____ in _____, Philippines.


RICHARD P. BURGOS
Director, STII

SUBSCRIBED AND to before me this JAN 30 2020, in TAGUIG CITY, Philippines, with affiant exhibiting me his _____ issued on _____ at _____.

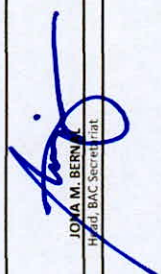
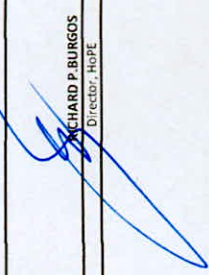
NOTARY PUBLIC

Doc. No. 167
Page No. 35
Book No. XXIV
Series of 2020


ATTY. MARION IVY DE LA CRUZ DECENA
NOTARY PUBLIC
For the City of Taguig
Appointment No. 18 (2020-2021)
DOST-TAPI, Gen. Santos Ave., Bicutan, Taguig City
Roll of Attorneys 52998
PTR No. A-4228855; 1/2/20; Taguig City
IBP No. 093156; 10/14/20; Pasig City
MCLE Compliance No. VI- 0021661
Valid Until 4-14/2022

ANNEX B

DOST- SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE (DOST-STII) Early Procurement Activities based on Annual Procurement Plan (APP) FY 2020 Monitoring Report

No.	Code (PAP)	Procurement Program/ Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity					Estimated Budget (Php)			Remarks (brief description of Program/ Activity/ Project)	
					Advertisement/Posting of Bids	Submission/ Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MODE	CO		
1		Procurement of Janitorial Services	STII	Competitive Bidding	11/25/2019	12/17/2019				GAA 2020 (RA11485)	1,246,666.20	1,246,666.20		Bidder thru DOST-Centralized Procurement. NOA, Contract and NTP are still at the Office of the DOST Secretary for approval
2		Procurement of Security Services	STII	Competitive Bidding	11/25/2019	12/17/2019				GAA 2020 (RA11485)	1,705,389.48	1,705,389.48		Bidder thru DOST-Centralized Procurement. NOA, Contract and NTP are still at the Office of the DOST Secretary for approval
3		Procurement of various ICT and AV equipment	ITU	Competitive Bidding	11/12/2019	12/22/2019	1/14/2020	Purchase Order- 1/28/2020		GAA 2020 (RA11485)	1,297,000.00	1,297,000.00		Partially awarded for Lot 1 only (P446,000.00); for reposting as per RFQ (Lot 2,3,4&5)
4		Procurement of Two (2) units Mobile Compactor System	IRAD	Competitive Bidding	11/12/2019	12/22/2019	1/14/2020	1/29/2020		GAA 2020 (RA11485)	2,400,000.00	2,400,000.00		Contract Signed-NTP issued
5		Commissioning Conduct of National Survey	CRPD	Competitive Bidding	1st Posting- 11/12/2019, 2nd Posting -12/6/2019	1st Opening- 12/22/2019, 2nd Opening - 1/7/2020	1/14/2020	1/30/2020		GAA 2020 (RA11485)	1,000,000	1,000,000		1st failure of bidding Dec. 2, 2019. 2nd Competitive Bidding is successful- Jan. 7, 2020 Contract Signed-NTP issued
6		Procurement of Library References	IRAD	Competitive Bidding	1st Posting- 11/12/2019, 2nd Posting -1/7/2020	1st Opening- 12/22/2019, 2nd Opening - 1/28/2020	1/14/2020	1/28/2020		GAA 2020 (RA11485)	1,000,000.00	1,000,000.00		1st Failed bidding-Dec 2, 2019; 2nd posting, partially awarded for Lot 1 only (P411,807.75); for reposting of Lot 2 as RFQ Contract Signed-NTP issued
7		Animation Phase 2 Animation Series (DOSTV, Sineksensar)	DOSTV	Competitive Bidding	12/6/2019	1/7/2020	1/14/2020	1/28/2020		GAA 2020 (RA11485)	3,500,000.00	3,500,000.00		Contract Signed-NTP issued
8		Media Monitoring Services	CRPD	Competitive Bidding	12/6/2019	1/7/2020				GAA 2020 (RA11485)	1,232,000.00	1,232,000.00		1st Failed Bidding -Jan. 7, 2020, a motion for reconsideration is submitted by the bidder. This is for reposting for second competitive bidding
9		Procurement of Two (2) units Book Scanner	IRAD	Competitive Bidding	1st Posting- 11/12/2019, 2nd Posting -1/7/2020	1st Opening- 12/22/2019, 2nd Opening - 1/28/2020				GAA 2020 (RA11485)	1,300,000.00	1,300,000.00	1,300,000.00	1st Failed bidding-Dec 2, 2019 2nd competitive bidding is successful, evaluation and post-qualification is on going.
10		Printing of DOST-STII Publications for CY 2020	CRPD	Competitive Bidding	1st Posting- 11/12/2019, 2nd Posting -1/7/2020	1st Opening- 12/22/2019, 2nd Opening - 1/28/2020				GAA 2020 (RA11485)	2,620,000.00	2,620,000.00		1st Failed Competitive Bidding-Dec 2, 2019. 2nd Failed Competitive Bidding -Jan. 28, 2020 this project will be posted as RFQ
11		One (1) lot Supply, delivery, and installation of airconditioning unit	IRAD	Negotiated - SVP (Sec. 53.9)	1/3/2020	1/7/2020	1/20/2020	1/20/2020		GAA 2020 (RA11485)	580,000.00	580,000.00	580,000.00	Purchase Order Awarded-NTP issued
12		Procurement of various Library Equipment	IRAD	Negotiated - SVP (Sec. 53.9)	1/3/2020	1/7/2020				GAA 2020 (RA11485)	455,000.00	455,000.00		Revision of Technical Specifications and Request for relignment of fund to the DBM
13		Common-use Supplies	STII	Agency-to-Agency / Shopping						GAA 2020 (RA11485)	2,379,755.69	2,379,755.69		Registered at PS-Virtual Store/The Agency are yet to receive new password from PS as of 01/17/2020
14		DOSTV Advertisement and Airtime Expenses	CRPD	R.A. 9184, Section 53.6, letter E and Agency-to-Agency			1/24/2020	1/24/2020		GAA 2020 (RA11485)	6,038,000.00	6,038,000.00		Contract with PTVA signed
Prepared by:													Approval:	
													 JONA M. BERNAPE Head, BAC Secretariat	
													 RICHARD P. BURGOS Director, HoPE	

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	
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
						To be availed/ procured as the need arises To be availed/ procured as the need arises			GAA	170,000.00	170,000.00	
						Based on the training schedules or as need arises			GAA	1,670,000.00	1,670,000.00	
2	Training and Seminars Expenses	CRPD/IRAD/FAD		Small Value Procurement					GAA	2,021,000.00	2,021,000.00	Registered at PS-Virtual Store/The Agency are yet to receive new password from PS as of 01/17/2020
						to be availed/ procured as the need arises/to be procured through PS-Virtual Store			GAA	960,000.00	960,000.00	
3	Supplies and Materials Expenses	CRPD/IRAD/FAD/DOSTV CRPD/IRAD/FAD/DOSTV	STII	Small Value Procurement Small Value Procurement					GAA	3,388,000.00	3,388,000.00	Registered at PS-Virtual Store/The Agency are yet to receive new password from PS as of 01/17/2020
						to be availed/ procured as the need arises			GAA	320,000.00	320,000.00	
						1st Posting- 11/12/2019 2nd Posting -17/2020	1st Opening-12/22/2019 2nd Opening - 1/28/2020	1/14/2020	Purchase Order- 1/28/2020	GAA	1,000,000.00	
4	Utility Expenses Electricity Water	FAD/DOSTV FAD/DOSTV	IRAD	Competitive Bidding					GAA	2,130,000.00	2,130,000.00	
						Paid monthly			GAA	91,000.00	91,000.00	
5	Communication Expenses	CRPD/IRAD/FAD/DOSTV CRPD/IRAD/FAD CRPD/IRAD/FAD/DOSTV CRPD/IRAD/FAD/DOSTV		Direct Contracting Direct Contracting					GAA	188,000.00	188,000.00	
						Subscription paid monthly			GAA	310,000.00	310,000.00	
						Subscription paid monthly			GAA	512,000.00	512,000.00	
						Subscription paid monthly			GAA	325,000.00	325,000.00	
6	Cable TV Subscription	CRPD/IRAD/FAD		Direct Contracting					GAA	56,000.00	56,000.00	Bidded thru DOST-Centralized Procurement NOA, Contract and .NTP are still at the Office of the DOST Secretary for approval
						Subscription paid monthly			GAA	40,000.00	40,000.00	
7	Professional Services Auditing Services	STII		Small Value Procurement					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
						11/25/2019	12/17/2019		GAA	1,025,000.00	1,025,000.00	
	Janitorial Services	STII		Competitive Bidding					GAA	263,000.00	263,000.00	
						11/25/2019	12/17/2019		GAA	1,025,000.00	1,025,000.00	
	Security Services Legal Services	STII STII		Competitive Bidding Small Value Procurement					GAA	1,025,000.00	1,025,000.00	
						11/25/2019	12/17/2019		GAA	263,000.00	263,000.00	

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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	
8	Labor and Wages		STII	Small Value Procurement	12/6/2019	1/7/2020		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	1st Posting- 11/12/2019 2nd Posting -12/6/2019	1st Opening-12/2/2019 2nd Opening -1/7/2020	1/14/2020	GAA	5,222,000.00	5,222,000.00	
	Survey Commissioning		STII	Competitive Bidding				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		STII	Small Value Procurement				GAA	375,000.00	375,000.00	
	Building		CRPD/RAD/FAD	Small Value Procurement				GAA	5,000.00	5,000.00	
	Office Equipment		CRPD/RAD/FAD	Small Value Procurement				GAA	5,000.00	5,000.00	
	ICT Equipment		CRPD/RAD/FAD	Small Value Procurement				GAA	300,000.00	300,000.00	
	Motor Vehicle		FAD	Small Value Procurement				GAA	30,000.00	30,000.00	
	Furnitures and Fixtures		CRPD/RAD/FAD	Small Value Procurement				GAA	5,000.00	5,000.00	
Machineries		CRPD/RAD/FAD	Small Value Procurement				GAA	9,550,000.00	9,550,000.00		
Advertising Expenses		FAD/DOSTv/CRPD		Competitive Bidding	12/6/2019	1/7/2020	1/14/2020	GAA			Contract Signed-NTP issued
10	Printing and Publication Expenses										
	Printing of STII Publication CY 2020		CRPD	Competitive Bidding	1st Posting- 11/12/2019 2nd Posting -1/7/2020	1st Opening-12/2/2019 2nd Opening -1/28/2020		GAA	1,810,000.00	1,810,000.00	STII Publication includes: S&T Post, S&T Digest and Balitang RapidDOST
11	Printing of STII 2019 Annual Report		CRPD	Small Value Procurement				GAA	150,000.00	150,000.00	RFQ to be posted
	Printing of Phil. Science of Journal (regular issue)		CRPD	Competitive Bidding	1st Posting- 11/12/2019 2nd Posting -1/7/2020	1st Opening-12/2/2019 2nd Opening -1/28/2020		GAA	700,000.00	700,000.00	Included in the conducted competitive bidding for STII Publications
12	Other Printing and Publication expenses		STII	Small Value Procurement				GAA	136,000.00	136,000.00	
	Representation Expenses		DOST-STII	Competitive Bidding				GAA	6,042,000.00	6,042,000.00	
13	Equipment Rental Expenses		CRPD/RAD/FAD	Small Value Procurement				GAA	765,000.00	765,000.00	
	Motor Vehicle Rental Expenses		STII	Small Value Procurement				GAA	435,000.00	435,000.00	

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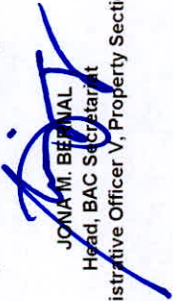
Department of Science and Technology - Science and Technology Information Institute (DOST-STII) Annual Procurement Plan for FY 2020


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)
				Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	
14	Other Subscription Expenses	STII	Small Value Procurement				GAA	92,000.00	92,000.00	
15	Other MOOE	CRPD/IRAD/IOD	Small Value Procurement				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		To be availed/ procured as the need arises			GAA	70,000.00	70,000.00	
20	Office Equipment	CRPD/IRAD/FAD	Competitive Bidding	1st Posting- 11/12/2019 2nd Posting - 1/7/2020			GAA	3,780,000.00	3,780,000.00	1st Failed bidding-Dec 2, 2019 2nd competitive bidding is successful, evaluation and post-qualification is on going
21	ICT, Communication and Printing Equipment	DOST-STII	Competitive Bidding	11/12/2019	1/14/2020	1/29/2020	GAA	1,797,000.00	1,797,000.00	Procurement of Two (2) units Mobile Compactor System/Contract Signed-NTP issued
22	Other Machinery and Equipment	CRPD/IRAD/FAD	Competitive Bidding	12/2/2019	1/14/2020	Purchase Order- 1/28/2020	GAA	200,000.00	200,000.00	Revision of Technical Specifications and Request for relignment of fund to the DBM
23	Furniture and Fixtures	IRAD	Competitive Bidding	11/12/2019	1/14/2020		GAA	255,000.00	255,000.00	Revision of Technical Specifications and Request for relignment of fund to the DBM

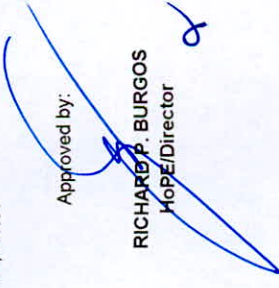
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Department of Science and Technology - Science and Technology Information Institute (DOST-STII) Annual Procurement Plan for FY 2020

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	
TOTAL											58,949,000.00	

Prepared and Consolidated by:

JONAM BERNAL
 Head, BAC Secretary
 Administrative Officer V, Property Section

Recommending Approval:

BENEDICT BACCAGANAN
 BAC Chairperson
 Supervising SRS, CRPD

Approved by:

RICHARD P. BURGOS
 MOPE/Director