

## Philippine Information Agency Annual Procurement Plan for FY 2024

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Office Supplies	Admin	NO	NP-53.5 Agency-to-Agency	Quarterly	N/A	Quarterly	Quarterly	GoP	13,135,000.00	13,135,000.00	-	Office Supplies under APP-CSE
	Supplies and Materials for building repair and maintenance	CO/ RO	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Mar-24	Mar-24	GoP	500,000.00	500,000.00	-	For the maintenance of office building facilities
	Supplies and materials for vehicle repair and maintenance	CO/ RO	NO	NP-53.9 - Small Value Procurement	Apr-24	N/A	Apr-24	Apr-24	GoP	1,287,000.00	1,287,000.00	-	for the preventive maintenance of all office motor vehicles
	Materials, and Repair services for ICT equipment	MISD	NO	NP-53.9 - Small Value Procurement	As need arises	N/A	As need arises	As need arises	GoP	223,000.00	223,000.00	-	Allocated cost for repair and maintenance of ICT equipment as the need arises
	Materials, and repair services for office equipment	Admin	NO	NP-53.9 - Small Value Procurement	As need arises	N/A	As need arises	As need arises	GoP	1,246,000.00	1,246,000.00	-	for the repairs of non-ICT equipment
	Fuel, oil and lubricants	CO/RO	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products	N/A	N/A	as needed	as needed	GoP	5,228,000.00	5,228,000.00	-	for PIA motor vehicles
	Potable drinking water	Admin	NO	NP-53.9 - Small Value Procurement	Feb-24	N/A	Feb-24	Feb-24	GoP	150,000.00	150,000.00	-	Annual contract for supply and delivery of drinking water with free usage of hot and cold dispensers
	Janitorial Services	Admin	NO	Competitive Bidding	Feb-24	Feb-24	Mar-24	Mar-24	GoP	7,500,000.00	7,500,000.00	-	Contract for one (1) lot Janitorial services for PIA Central Office & NCR Regional office
	Security Services	Admin	NO	Competitive Bidding	Feb-24	Feb-24	Mar-24	Mar-24	GoP	5,110,000.00	5,110,000.00	-	Annual contract for one (1) lot Security services for PIA Central Office
	Firewall License	MISD	YES	NP-53.9 - Small Value Procurement	Apr-24	N/A	May-24	May-24	GoP	350,000.00	350,000.00	-	One (1) lot of Firewall License subscription for one (1) year
	Airfare / Travelling expenses	Admin	YES	NP-53.5 Agency-to-Agency	N/A	N/A	as needed	as needed	GoP	7,069,000.00	7,069,000.00	-	includes airfare, and other travelling related expenses
	Postage and Courier Service	CO / RO	YES	NP-53.9 - Small Value Procurement	As need arises	N/A	As need arises	As need arises	GoP	724,000.00	724,000.00	-	Contract for courier services, deliveries, and other related items
	Office Rentals	ROs	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Feb-24	Feb-24	GoP	8,230,000.00	8,230,000.00	-	for Regional offices
	Construction of Office Building of PIA Region 3	R3	NO	Competitive Bidding	Mar-24	Apr-24	Apr-24	May-24	GoP	35,000,000.00	-	35,000,000.00	
	Acquisition of new vehicles	Admin	NO	Competitive Bidding	Apr-24	May-24	May-24	Jun-24	GoP	26,000,000.00	-	26,000,000.00	
	Acquisition of Furnitures, Fixture and books	CO/RO	NO	NP-53.9 - Small Value Procurement	May-24	N/A	May-24	May-24	GoP	13,700,000.00	-	13,700,000.00	Various furnitures and fixtures
	Electricity	CO / RO	NO	Direct Contracting	N/A	N/A	Feb-24	Feb-24	GoP	10,848,000.00	10,848,000.00	-	recurring expense
	Water	CO / RO	NO	Direct Contracting	N/A	N/A	Feb-24	Feb-24	GoP	2,093,000.00	2,093,000.00	-	recurring expense
	Landline Telephones	CO/RO	NO	Direct Contracting	N/A	N/A	Feb-24	Feb-24	GoP	150,000.00	150,000.00	-	recurring expense
	Subscription of Email Services	MISD	NO	Competitive Bidding	Feb-24	Feb-24	Mar-24	Mar-24	GoP	1,804,000.00	1,804,000.00	-	continuing subscription
	Acquisition of AC units	CO/RO	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Apr-24	Apr-24	GoP	3,400,000.00	-	3,400,000.00	replacement of old/unserviceable AC units

Prepare by

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Recommending Approval

**ATTY. ALLAN VINCENT B. LORENZO**  
Chair, CO-Bids and Awards Committee

Approved by

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Duly Authorized Head of Procuring Entity