



Republic of the Philippines
Department of Justice
Bureau of Corrections
SABLAYAN PRISON & PENAL FARM
Occidental Mindoro



OFFICE OF THE SUPERINTENDENT

30 September 2019

GPPB-TSO Monitoring Division
Unit 2506, Raffles Corporate Center,
F. Ortigas Jr. Road, Ortigas Center,
Pasig City

Sir/Ma'am,

This is to submit the herein attached Indicative **Annual Procurement Plan (IAPP) 2020** of the Bureau of Corrections - Sablayan Prison and Penal Farm (BuCor-SPPF) pursuant to DBM Memorandum Circular 2019-1 dated 03 September 2019.

Please acknowledge receipt hereof. Thank you!

Respectfully,

A handwritten signature in black ink, appearing to read "Raul P. Levita".

CSUPT RAUL P LEVITA

**Bureau of Corrections- Sablayan Prison Penal Farm
Indicative Annual Procurement Plan 2020**

Code (PAP)	Procurement Program/ Project	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
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ITEM A.	TRAVELLING EXPENSES											
A.1	Traveling Expenses -Local	AS	N/A	N/A	N/A	N/A	N/A	GoP	4,082,000.00	4,082,000.00		For travelling expenses of Custodial Personnel in transporting PDL for turn-over to different courts in the country & for attending conferences/seminars and other official functions within Mindoro Provinces and other parts of the country.
ITEM B.	TRAINING EXPENSES											
		AS	N/A	N/A	N/A	N/A	N/A	GoP	211,000.00	211,000.00		Professionalization of the BAC/TWG/Secretariat, Admin/Personnel, I.T., Accounting/Budget, Agro, Security Personnel & SPPF Officers & Employees
ITEM C.	SUPPLIES AND MATERIALS EXPENSES											
C.1	Office Supplies Expense Common- Use Supplies and Equipment AVAILABLE in PS-DBM	AS	NP-53.5-Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	1,026,000.00	1,026,000.00		Various common-use office supplies AVAILABLE at PS-DBM for all units of SPPF
C.1.1	Common- Use Supplies and Equipment NOT AVAILABLE in PS-DBM	AS	Shopping	To be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP				
C.2	Food Supplies	AS	Competitive Bidding	10/08/2019	10/28/2019	-	-	GoP	69,956,000.00	69,956,000.00		Provision of Food Supplies for Persons Deprived of Liberty (Short of Award- An Early Procurement Activity)
C.3	Drugs and Medicines Expense							GoP				Supply and delivery of Medicine for PDL Use
	January-March 2020	General Hospital	Competitive Bidding	01/03/2020	01/23/2020	01/28/2020	02/03/2020		3,747,750.00	3,747,750.00		
	April-June 2020		Competitive Bidding	04/02/2020	04/22/2020	04/28/2020	05/02/2020		3,747,750.00	3,747,750.00		
	July-September 2020		Competitive Bidding	07/01/2020	07/21/2020	07/27/2020	08/03/2020		3,747,750.00	3,747,750.00		
	October-December 2020		Competitive Bidding	10/01/2020	10/21/2020	10/26/2020	11/03/2020		3,747,750.00	3,747,750.00		
C.4	Medical, Dental and Laboratory Expense											Supply and delivery of Medical, Dental and laboratory Supplies for PDL
	1st Quarter	General Hospital	Competitive Bidding	01/03/2020	01/23/2020	01/28/2020	02/03/2020	GoP	215,250.00	215,250.00		
	2nd Quarter		Competitive Bidding	04/02/2020	04/22/2020	04/28/2020	05/02/2020	GoP	215,250.00	215,250.00		

**Bureau of Corrections- Sablayan Prison Penal Farm
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	3rd Quarter	General Hospital	Competitive Bidding	07/01/2020	07/21/2020	07/27/2020	08/03/2020	GoP	215,250.00	215,250.00		Use
	4th Quarter	General Hospital	Competitive Bidding	10/01/2020	10/21/2020	10/26/2020	11/03/2020	GoP	215,250.00	215,250.00		
C.5	Fuel, Oil, and Lubricants Expense											
	January-March 2020	GSS	Competitive Bidding	10/7/2019	08/15/2019	-	-	GoP	795,750.00	795,750.00		Supply and delivery of Petroleum Oil and Lubricant for SPPF vehicles and equipment use (First Quarter Procurement - An Early Procurement Activity)
	April-June 2020	GSS	Competitive Bidding	4/3/2020	4/10/2020	4/15/2020	4/21/2020	GoP	795,750.00	795,750.00		
	July-September 2020	GSS	Competitive Bidding	7/10/2020	7/17/2020	7/23/2020	7/28/2020	GoP	795,750.00	795,750.00		
	October-December 2020	GSS	Competitive Bidding	10/9/2020	10/16/2020	10/21/2020	10/27/2020	GoP	795,750.00	795,750.00		
C.6	Other Supplies and Materials Expenses											
	Fabrication of Bedbunks	GSS	Competitive Bidding	11/4/2019	11/11/2019	-	-	GoP	300,000.00	300,000.00		Supply and delivery of materials for the fabrication of bedbunks for PDL Use (An Early Procurement Activity)
	Repainting of Various Offices	GSS	Competitive Bidding	06/01/2020	06/08/2020	06/15/2020	06/22/2020	GoP	300,000.00	300,000.00		Procurement of materials for painting of various SPPF Offices
	PDL's Gratuity/Compensation	AS	N/A	N/A	N/A	N/A	N/A	GoP	840,000.00	840,000.00		Compensation of Persons Deprived of Liberty
	Laundry Soap (Hygiene Kit)	Supply Section	Competitive Bidding	11/5/2019	11/25/2019	-	-	GoP	480,000.00	480,000.00		Supply and delivery of Laundry Soap for SPPF PDL use (Semi-Annual/First Semester - An Early Procurement Activity)
	Bath Towel (Hygiene Kit)	Supply Section	Competitive Bidding	11/5/2019	11/25/2019	-	-	GoP	260,000.00	260,000.00		Supply and delivery of Bath Towel for SPPF PDL use (Semi-Annual/First Semester - An Early Procurement Activity)
	Bath Soap (Hygiene Kit)	Supply Section	Competitive Bidding	11/5/2019	11/25/2019	-	-	GoP	360,000.00	360,000.00		Supply and delivery of Bath Soap for SPPF PDL use (Semi-Annual/First Semester - An Early Procurement Activity)
	Toothbrush (Hygiene Kit)	Supply Section	Competitive Bidding	11/5/2019	11/25/2019	-	-	GoP	68,000.00	68,000.00		Supply and delivery of Toothbrush for SPPF PDL use (Semi-Annual/First Semester - An Early Procurement Activity)
	Toothpaste (Hygiene Kit)	Supply Section	Competitive Bidding	11/5/2019	11/25/2019	-	-	GoP	216,000.00	216,000.00		Supply and delivery of Toothpaste for SPPF PDL use (Semi-Annual/First Semester - An Early Procurement Activity)

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	Procurement of PDL's Uniform (T-Shirt) with Prison Markings	Supply Section	Competitive Bidding	7/21/2020	7/21/2020	9/30/2020	10/15/2020	GoP	480,000.00	480,000.00		Supply and delivery of Uniform (T-shirt) for SPPF PDL use
	PDL's Due for release (FARE)	AS	N/A	N/A	N/A	N/A	N/A	GoP	1,200,000.00	1,200,000.00		Released PDL Fare
	GAD Conference Microphone System	AS	NP-53.9-Small Value Procurement	02/03/2020	02/10/2020	02/12/2020	02/14/2020	GoP	100,000.00	100,000.00		Procurement of Mic System for GAD Conference
	SARO	SARO	Competitive Bidding	02/03/2020	02/10/2020	02/12/2020	02/14/2020	GoP	200,000.00	200,000.00		SARO Supply & Materials Expense
	Educ	Educ	NP-53.9-Small Value Procurement	02/03/2020	02/10/2020	02/12/2020	02/14/2020	GoP	120,000.00	120,000.00		Educ Supply & Materials Expense
	Moral & Spiritual	Moral & Spiritual	NP-53.9-Small Value Procurement	02/03/2020	02/10/2020	02/12/2020	02/14/2020	GoP	50,000.00	50,000.00		Moral & Spiritual Supply & Materials Expense
	Behavioral Modification (TC)	TC	NP-53.9-Small Value Procurement	02/03/2020	02/10/2020	02/12/2020	02/14/2020	GoP	100,000.00	100,000.00		TC Supply & Materials Expense
	ERS Programs/Trainings/Activities	ERS	N/A	02/03/2020	02/10/2020	02/12/2020	02/14/2020	GoP	200,000.00	200,000.00		ERS expense for programs/trainings/activities
	Foundation Day CSP	CSP	Shopping	01/03/2020	01/10/2020	01/13/2020	01/14/2020	GoP	100,000.00	100,000.00		CSP Foundation Expense
	Foundation Day PSP	PSP	Shopping	01/03/2020	02/10/2020	01/13/2020	01/14/2020	GoP	20,000.00	20,000.00		PSP Foundation Expense
	Foundation Day SSP	SSP	Shopping	01/03/2020	03/10/2020	01/13/2020	01/14/2020	GoP	20,000.00	20,000.00		SSP Foundation Expense
	Foundation Day SISP	SISP	Shopping	01/03/2020	04/10/2020	01/13/2020	01/14/2020	GoP	20,000.00	20,000.00		SISP Foundation Expense
	NCCW (Local Celebration)	AS	Shopping	09/01/2020	09/08/2020	09/10/2020	09/14/2020	GoP	150,000.00	150,000.00		NCCW Expense
	Airconditioning	Supply Section	NP-53.9-Small Value Procurement	03/02/2020	03/09/2020	03/11/2020	03/13/2020	GoP	150,000.00	150,000.00		For various SPPF Offices
	Swivel Chair	Supply Section	NP-53.9-Small Value Procurement	03/02/2020	03/09/2020	03/11/2020	03/13/2020	GoP	60,000.00	60,000.00		For various SPPF Offices
	Official Visitor's Accomodation (DG etc)	AS	Shopping/ NP-53.9-Small Value Procurement	To be Scheduled as needed				GoP	628,000.00	628,000.00		Official Visitor's Accomodation Expense
ITEM D.	UTILITIES EXPENSES											
D.1	Water Expenses	AS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	948,000.00	948,000.00		SPPF Water Supply
D.2	Electricity Expenses	AS		N/A	N/A	Occidental Mindoro Electric Cooperative (OMECE) Monthly		GoP	4,282,000.00	4,282,000.00		SPPF Power Supply
ITEM E.	COMMUNICATION EXPENSES											
E.1	Postage and courier Services	AS	Shopping	To be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP	91,000.00	91,000.00		Postage and Delivery and Courier requirements of SPPF
	Telephone Expenses- Mobile	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP	47,000.00	47,000.00		Provision of Prepaid Cards to SPPF officials and authorized personnel for long distance telephone calls
E.3	Telephone Expenses-Landline	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP	92,000.00	92,000.00		

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E.4	Internet Subscriptions Expense	AS	Shopping	To be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP	139,000.00	139,000.00		
E.5	Cable Subscription Expense	AS	Shopping	To be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP	17,000.00	17,000.00		Subscription of cable television services for SPPF offices
ITEM F.	CONSULTANCY SERVICES								69,000.00	69,000.00		
F.1	Other Professional Services	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP	60,000.00	60,000.00		SPPF Other Professional Services
ITEM G.	RM Buildings and Other Structures							GoP				
G.1	RM Other Infrastructure Assets							GoP				
	R/M Building							GoP				
	Central Prison Dong Zhen Building Perimeter Fence	GSS	Competitive Bidding	11/04/2019	11/11/2019	-	-	GoP	200,000.00	200,000.00		Repair of SPPF Buildings & Other infra assets (An Early Procurement Activity)
	Central Prison Dormitories Comfort Room	GSS	NP-53.9-Small Value Procurement	02/05/2020	02/10/2020	02/12/2020	02/14/2020	GoP	50,000.00	50,000.00		Repair of SPPF Buildings & Other infra assets
	Refurbishment of SPPF Orientation Dormitory	GSS	NP-53.9-Small Value Procurement	02/05/2020	02/10/2020	02/12/2020	02/14/2020	GoP	100,000.00	100,000.00		Repair of SPPF Buildings & Other infra assets
	ERS Building	GSS	NP-53.9-Small Value Procurement	02/05/2020	02/10/2020	02/12/2020	02/14/2020	GoP	50,000.00	50,000.00		Repair of SPPF Buildings & Other infra assets
	Minimum Camp Annex (BRSS)	GSS	Competitive Bidding	12/02/2020	12/09/2020	-	-	GoP	200,000.00	200,000.00		Repair of SPPF Buildings & Other infra assets (An Early Procurement Activity)
	BAC Glass Partition, Conference Table & Chairs, P.A. System, Cubicle & Window Grills	GSS	NP-53.9-Small Value Procurement	04/13/2020	04/20/2020	04/22/2020	04/24/2020	GoP	100,000.00	100,000.00		Repair of SPPF Buildings & Other infra assets
	Preventive Cell	GSS	NP-53.9-Small Value Procurement	04/13/2020	04/20/2020	04/22/2020	04/24/2020	GoP	150,000.00	150,000.00		Repair of SPPF Buildings & Other infra assets
	Post Tower	GSS	NP-53.9-Small Value Procurement	04/13/2020	04/20/2020	04/22/2020	04/24/2020	GoP	100,000.00	100,000.00		Repair of SPPF Buildings & Other infra assets
	SISP's Perimeter Fence	SISP	Competitive Bidding	05/11/2020	05/18/2020	05/25/2020	05/29/2020	GoP	150,000.00	150,000.00		Repair of SPPF Buildings & Other infra assets
	SISP's Visiting Area	SISP	Competitive Bidding	05/11/2020	05/18/2020	05/25/2020	05/29/2020	GoP	50,000.00	50,000.00		Repair of SPPF Buildings & Other infra assets
	SISP's Command Post	SISP	Competitive Bidding	05/11/2020	05/18/2020	05/25/2020	05/29/2020	GoP	50,000.00	50,000.00		Repair of SPPF Buildings & Other infra assets
	SISP's Dormitory	SISP	Competitive Bidding	05/11/2020	05/18/2020	05/25/2020	05/29/2020	GoP	200,000.00	200,000.00		Repair of SPPF Buildings & Other infra assets
	PSP's Septic Tank (TC)	PSP	Competitive Bidding	06/01/2020	06/08/2020	06/10/2020	06/12/2020	GoP	100,000.00	100,000.00		Repair of SPPF Buildings & Other infra assets
	PSP's Perimeter Fence	PSP	Competitive Bidding	06/01/2020	06/08/2020	06/10/2020	06/12/2020	GoP	300,000.00	300,000.00		Repair of SPPF Buildings & Other infra assets
	PSP's Overseer	PSP	Competitive Bidding	06/01/2020	06/08/2020	06/10/2020	06/12/2020	GoP	70,000.00	70,000.00		Repair of SPPF Buildings & Other infra assets
	PSP's Dormitory 1,2 & 3	PSP	Competitive Bidding	06/01/2020	06/08/2020	06/10/2020	06/12/2020	GoP	100,000.00	100,000.00		Repair of SPPF Buildings & Other infra assets
	SSP's Dormitory	SSP	Competitive Bidding	04/13/2020	04/20/2020	04/22/2020	04/24/2020	GoP	100,000.00	100,000.00		Repair of SPPF Buildings & Other infra assets

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	H&W - Hospital	GSS	Competitive Bidding	07/01/2020	07/08/2020	07/10/2020	07/13/2020	GoP	291,000.00	291,000.00		Repair of SPPF Buildings & Other infra assets
	T&E - Educ. Building	GSS	Competitive Bidding	07/01/2020	07/08/2020	07/10/2020	07/13/2020	GoP	200,000.00	200,000.00		Repair of SPPF Buildings & Other infra assets
	T&E - School of Carving	GSS	NP-53.9-Small Value Procurement	02/05/2020	02/10/2020	02/12/2020	02/14/2020	GoP	50,000.00	50,000.00		Repair of SPPF Buildings & Other infra assets
	SARO - Stock room & Office	GSS	Competitive Bidding	07/01/2020	07/08/2020	07/10/2020	07/13/2020	GoP	100,000.00	100,000.00		Repair of SPPF Buildings & Other infra assets
	TC (Repair Kitchen)	TC	Competitive Bidding	07/01/2020	07/08/2020	07/10/2020	07/13/2020	GoP	100,000.00	100,000.00		Repair of SPPF Buildings & Other infra assets
	GSS Storage room	GSS	NP-53.9-Small Value Procurement	02/05/2020	02/10/2020	02/12/2020	02/14/2020	GoP	50,000.00	50,000.00		Repair of SPPF Buildings & Other infra assets
	Contingency	AS	NP-53.9-Small Value Procurement/Shopping/ Direct Contracting	to be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP	24,000.00	24,000.00		Pursuant to Rule II, Section 7.1 of 2016 Revised IRR of RA 9184 "a lumpsum to cover for foreseeable emergencies/contingencies based on historical records.
G.3	RM Machinery	GSS	NP-53.9-Small Value Procurement	to be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP	529,000.00	529,000.00		Repair & Maintenance of Other machinery, Equipment and implements
G.4	RM Office Equipment	GSS	NP-53.9-Small Value Procurement	to be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP	177,000.00	177,000.00		Repair & Maintenance of Office Equipment
G.5	RM Motor vehicles	GSS	NP-53.9-Small Value Procurement/ Direct Contracting	to be Scheduled by the Bids & Awards Committee (BAC) as needed				GoP	564,000.00	564,000.00		Quarterly maintenance of government vehicle
ITEM H.	FIDELITY BOND PREMIUMS											
	Fidelity Bond Premiums	AS	NP-53.5-Agency-to-Agency	To be Scheduled as needed				GoP	10,000.00	10,000.00		For Petty Cash Fund (PCF) accountable officers
ITEM I.	INSURANCE EXPENSE											
I.1	Insurance Expense	AS	NP-53.9-Small Value Procurement	To be Scheduled as needed				GoP	27,000.00	27,000.00		Vehicle & Building Insurance
ITEM J.	ADVERTISING EXPENSE											
J.1	Advertising Expense	AS	NP-53.9-Small Value Procurement	To be Scheduled as needed				GoP	23,000.00	23,000.00		SPPF information Drive/Campaign/ Dissemination
J.2	Printing and Publication Expenses	AS	NP-53.9-Small Value Procurement	To be Scheduled as needed				GoP	41,000.00	41,000.00		Publication and printing of SPPF Publication/Newsletter & ARTA/GAD/FOI Tarpaulins
ITEM K.	REPRESENTATION EXPENSES											
K.1	Representation Expenses	AS	Shopping	To be Scheduled as needed				GoP	182,000.00	182,000.00		Representation for SPPF visitors
ITEM L.	RENTALS											
L.1	Rent - Equipment	AS	NP-53.9-Small Value Procurement	To be Scheduled as needed				GoP	45,000.00	45,000.00		Rentals for Equipment as needed

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ITEM M.	OTHER MOOE											
M.1	Other Maintenance & Operating Expenses											
	1. Other MOOE	AS	N/A		N/A		GoP	638,000.00	638,000.00			Compensation of Persons Deprived of Liberty
									M.O.O.E.			
									₱111,598,000.00			

Prepared by:


CO2 RUBEN FABRIGAS
BAC Secretariat

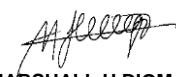
Checked by:


CTINP ARSENIO E. SIGNAO, DVM
Head, BAC Secretariat

Recommending Approval:


CO1 RUBILYN C. BACANI
Head, Budget Unit


CO2 REYNALDO D. LOPEZ
Head, Accounting Unit


CSO4 MARSHALL H. DIOMAMPO
Vice Chairperson, Bids & Awards Committee

Approved by:


CSUPT RAUL P. LEVITA
Superintendent, SPPF