

SPPF COMMUNICATION AND TACTICAL OPERATION SECTION MESSAGE SLIP

Control Number No.
2409-104623
(To be filled up by CTOS Staff)

NAME OF SENDER: *CTOS Arunly Janat*

DATE: *9/10/2024*

DESIGNATION: *PAE Secretariat*

OFFICE:

MESSAGE RECIPIENT (e-mail address/name of recipient):
ICTD

TYPE OF MESSAGE: EMAIL SMS RADIO MESSENGER

SUBJECT/TITLE OF MESSAGE: *SPPF Inducative APP 2025*

MESSAGE TO BE SEND OR TRANSMITTED:
For printing on the bucor website.

RECEIVED
CTOS 1120H
1 0 SEP 2024
[Signature]

Arunly Janat
SIGNATURE OVER PRINTED NAME



sppfctos@bucor.gov.ph
sppf.operations@gmail.com



**Bureau of Corrections- Sablayan Prison and Penal Farm
Indicative Annual Procurement Plan 2025**

UACS Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Fund s	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/ Open of Bids	Notice of Award	Contract Signing/ P.O.		Total	MOOE	CO	
TRAVELLING EXPENSES												
5-02-01-010-00	Traveling Expenses -Local	AS	N/A	N/A	N/A	N/A	N/A	GoP	3,965,000.00	3,965,000.00		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.
5-02-01-020-00	Traveling Expenses -Foreign	AS	N/A	N/A	N/A	N/A	N/A	GoP	70,000.00	70,000.00		
5-02-01-010-02	TRAINING EXPENSES	AS	N/A	N/A	N/A	N/A	N/A	GoP	136,000.00	136,000.00		Professionalization of the BAC/TWG/Secretariat, Admin/Personnel, I.T., Accounting/Budget, Agro, Security Personnel & SPPF Officers & Employees
5-02-03-010-02	SUPPLIES AND MATERIALS EXPENSES											
	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	1,000,000.00	1,000,000.00		Various common-use office supplies AVAILABLE at PS-DBM for all units of SPPF
	Common- Use Supplies and Equipment NOT AVAILABLE In PS-DBM	AS	Shopping	To be Scheduled by the Local Bids & Awards Committee (BAC) as needed				GoP				Various common-use office supplies NOT available at PS-DBM for all units of SPPF
5-02-03-050-00	Food Supplies	AS	Competitive Bidding	To be Scheduled by the Bids & Awards Committee (BAC) NHQ				GoP	112,599,000.00	112,599,000.00		Bidding for the Provision of Food Supplies for Persons Deprived of Liberty shall be processed at the NHQ under centralized procurement

**Bureau of Corrections- Sablayan Prison and Penal Farm
Indicative Annual Procurement Plan 2025**

UACS Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Fund s	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/ Open of Bids	Notice of Award	Contract Signing/ P.O.		Total	MOOE	CO	
5-02-03-080-00	Drugs and Medicines Expense							GoP	24,128,000.00			Bidding for the Supply and delivery of Medicine for PDL. Use shall be processed at the NHQ under centralized procurement
	January-March 2024	General Hospital	Competitive Bidding	To be Scheduled by the Bids & Awards Committee (BAC) NHQ				GoP	6,032,000.00	6,032,000.00		
	April-June 2024	General Hospital	Competitive Bidding	To be Scheduled by the Bids & Awards Committee (BAC) NHQ				GoP	6,032,000.00	6,032,000.00		
	July-September 2024	General Hospital	Competitive Bidding	To be Scheduled by the Bids & Awards Committee (BAC) NHQ				GoP	6,032,000.00	6,032,000.00		
	October-December 2024	General Hospital	Competitive Bidding	To be Scheduled by the Bids & Awards Committee (BAC) NHQ				GoP	6,032,000.00	6,032,000.00		
5-02-03-080-00	Medical, Dental and Laboratory Expense							GoP	972,000.00			Bidding for the Supply and Delivery of Medical, Dental and laboratory Supplies for PDL. Use shall be processed at the NHQ under centralized procurement
	1st Quarter 2024	General Hospital	Competitive Bidding	To be Scheduled by the Bids & Awards Committee (BAC) NHQ				GoP	243,000.00	243,000.00		
	2nd Quarter 2024	General Hospital	Competitive Bidding	To be Scheduled by the Bids & Awards Committee (BAC) NHQ				GoP	243,000.00	243,000.00		
	3rd Quarter 2024	General Hospital	Competitive Bidding	To be Scheduled by the Bids & Awards Committee (BAC) NHQ				GoP	243,000.00	243,000.00		
	4th Quarter 2024	General Hospital	Competitive Bidding	To be Scheduled by the Bids & Awards Committee (BAC) NHQ				GoP	243,000.00	243,000.00		
5-02-03-090-00	Fuel, Oil, and Lubricants Expense							GoP	3,101,000.00			Supply and delivery of Petroleum Oil and Lubricant for SPPF vehicles and equipment use
	January-March 2024	GSS	Competitive Bidding	1/20/2025	1/27/2025	2/3/2025	2/10/2025	GoP	775,250.00	775,250.00		
	April-June 2024	GSS	Competitive Bidding	4/2/2025	4/9/2025	4/14/2025	4/20/2025	GoP	775,250.00	775,250.00		
	July-September 2024	GSS	Competitive Bidding	7/9/2025	7/16/2025	7/22/2025	7/27/2025	GoP	775,250.00	775,250.00		
	October-December 2024	GSS	Competitive Bidding	10/8/2025	10/15/2025	10/20/2025	10/26/2025	GoP	775,250.00	775,250.00		
5-02-03-990-00	Other Supplies and Materials Expenses							GoP	6,253,000.00	6,253,000.00		Supply and Delivery of Various Supplies and materials for SPPF Offices operations
	NCCW 2025 Celebration	AS	SVP	10/1/2025	10/5/2025	10/5/2025	10/5/2025	GoP	300,000.00	300,000.00		
	SPPF Founding Anniversary 2025	AS	SVP	1/6/2025	1/10/2025	1/10/2025	1/10/2025	GoP	350,000.00	350,000.00		
	Sub-prisons Founding Anniversary (PSP, SISP and SSP)	AS	SVP	To be Scheduled by the Bids & Awards Committee (BAC)				GoP	90,000.00	90,000.00		
	GAD Activities (Women's Month)	AS	SVP	2/14/2025	2/17/2025	2/17/2025	2/17/2025	GoP	120,000.00	120,000.00		

**Bureau of Corrections- Sablayan Prison and Penal Farm
Indicative Annual Procurement Plan 2025**

UACS Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Fund s	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/ Open of Bids	Notice of Award	Contract Signing/ P.O.		Total	MOOE	CO	
	CSC Month	AS	SVP	8/13/2025	8/17/2025	8/17/2025	8/17/2025	GoP	150,000.00	150,000.00		
	PMT VALIDATION	AS	SVP	To be Scheduled by the Bids & Awards Committee (BAC)				GoP	250,000.00	250,000.00		
	ISO AUDIT	AS	SVP	To be Scheduled by the Bids & Awards Committee (BAC)				GoP	250,000.00	250,000.00		
	Year-end Forum	AS	SVP	11/15/2025	11/18/2025	11/18/2025	11/18/2025	GoP	250,000.00	250,000.00		
	BuCor Founding Anniversary	AS	SVP	10/25/2025	10/30/2025	10/30/2025	10/30/2025	GoP	150,000.00	150,000.00		
	Procurement of ICT equipment	ICTS	SVP	1/4/2025	1/8/2025	1/8/2025	1/8/2025	GoP	500,000.00	500,000.00		
	LDS Training Supplies	AS	SVP	To be Scheduled by the Bids & Awards Committee				GoP	250,000.00	250,000.00		
	Senior Citizen payout	AS	SVP	To be Scheduled by the Bids & Awards Committee				GoP	50,000.00	50,000.00		
	SPPF Hospital Various Programs	AS	SVP	To be Scheduled by the Bids & Awards Committee				GoP	200,000.00	200,000.00		
	Retirement Honors	AS	SVP	1/5/2025	1/9/2025	1/9/2025	1/9/2025	GoP	150,000.00	150,000.00		
	Conduct of Recruitment and Inventory of Personnel	AS	SVP	To be Scheduled by the Bids & Awards Committee (BAC)					120,000.00	120,000.00		
	Procurement of Furnitures and Fixtures for Planning and	AS	SVP	To be Scheduled by the Bids & Awards Committee (BAC)					33,750.00	33,750.00		
	Procurement of Storage/Archive Room Equipment for Records	AS	SVP	1/4/2025	1/4/2025	1/4/2025	1/4/2025		33,750.00	33,750.00		
	Meals, Snacks and supplies during Finance and COA visits	AS	SVP	To be Scheduled by the Bids & Awards Committee (BAC)					134,000.00	134,000.00		
	Supplies and Materials for ARTA Info-drive	AS	SHOPPING	1/4/2025	1/4/2025	1/4/2025	1/4/2025		40,000.00	40,000.00		
	Supplies and Materials for regular staff meeting	AS	SVP	1/4/2025	1/4/2025	1/4/2025	1/4/2025		300,000.00	300,000.00		
	Procurement of school supplies for SY 2025	REFO	SVP	5/5/2025	5/10/2025	5/10/2025	5/10/2025		53,238.00	53,238.00		
	Education and training monthly activities	REFO	SVP	1/4/2025	1/4/2025	1/4/2025	1/4/2025		37,500.00	37,500.00		
	Procurement of white shirt for EAS culminating activity	REFO	SVP	1/4/2025	1/4/2025	1/4/2025	1/4/2025		60,000.00	60,000.00		
	Procurement of hygiene kits during culminating activity	REFO	SVP	1/4/2025	1/4/2025	1/4/2025	1/4/2025		18,000.00	18,000.00		
	Procurement of tarpaulin during culminating activity	REFO	SHOPPING	1/4/2025	1/4/2025	1/4/2025	1/4/2025		12,000.00	12,000.00		
	Supplies and Materials for Behavior Modification monthly	REFO	SVP	10/1/2025	10/5/2025	10/5/2025	10/5/2025		90,000.00	90,000.00		
	Official visit form NHQ	DSSO	SVP	To be Scheduled by the Bids & Awards Committee (BAC)					400,000.00	400,000.00		
	Procurement of Steel Rack for DSSO cluster	DSSO	SVP	To be Scheduled by the Bids & Awards Committee (BAC)					72,000.00	72,000.00		
	Procurement of Office Tables for DSSO cluster	DSSO	SVP	To be Scheduled by the Bids & Awards Committee (BAC)					250,000.00	250,000.00		
	Procurement of Filing Cabinet for DSSO cluster	DSSO	SVP	To be Scheduled by the Bids & Awards Committee (BAC)					108,000.00	108,000.00		
	Procurement of computer tables for DSO cluster	DSSO	SVP	To be Scheduled by the Bids & Awards Committee (BAC)					120,000.00	120,000.00		
	Contingency	AS/DSSO	PUBLIC BIDDING	To be Scheduled by the Bids & Awards Committee (BAC)					1,310,762.00	1,310,762.00		

**Bureau of Corrections- Sablayan Prison and Penal Farm
Indicative Annual Procurement Plan 2025**

UACS Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Fund s	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/ Open of Bids	Notice of Award	Contract Signing/ P.O.		Total	MOOE	CO	
	UTILITIES EXPENSES											
5-02-04-010-00	Water Expenses	AS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	917,000.00	917,000.00		SPPF Water Supply
5-02-04-020-00	Electricity Expenses	AS		N/A	N/A	Occidental Mindoro Electric Cooperative (OMECCO)		GoP	5,536,000.00	5,536,000.00		SPPF Power Supply
	COMMUNICATION EXPENSES											
5-02-05-010-00	Postage and courier Services	AS	Shopping	To be scheduled as needed				GoP	89,000.00	89,000.00		Postage and Delivery and Courier
5-02-05-020-01	Telephone Expenses- Mobile	AS	NP-53.9-Small Value Procurement	To be scheduled as needed				GoP	45,000.00	45,000.00		Provision of Prepaid Cards to SPPF officials and authorized
5-02-05-020-02	Telephone Expenses-Landline	AS	NP-53.9-Small Value Procurement	To be scheduled as needed				GoP	89,000.00	89,000.00		personnel for long Provision of prepaid internet expense for
5-02-05-030-00	Internet Subscriptions Expense	AS	Shopping	To be scheduled as needed				GoP	133,000.00	133,000.00		Subscription of cable television services for
5-02-05-040-00	Cable, Satellite, Telegraph and Radio Subscription Expenses	AS	Shopping	To be scheduled as needed				GoP	16,000.00	16,000.00		
5-02-11-030-00	CONSULTANCY SERVICES											
5-02-11-990-00	Other Professional Services	AS	NP-53.9-Small Value Procurement	To be scheduled as needed				GoP	111,000.00	111,000.00		SPPF Other Professional Services
	RM Buildings and Other Structures											
5-02-13-030-99	RM Other Infrastructure Assets							GoP	388,000.00			
	Repair and Maintenance of SPPF Other Infrastructure Assets	AS	NP-53.9-Small Value Procurement	To be scheduled as needed					388,000.00	388,000.00		Supply & Delivery of various materials for
5-02-13-040-01	RM Building							GoP	2,393,000.00			Supply & Delivery of Various materials for
	Repair and Maintenance of Superintendent's Office	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					100,000.00	100,000.00		
	Repair and Maintenance of SPPF Administrative Building	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					63,000.00	63,000.00		
	Repair and Maintenance of ARTA Office ceiling	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					10,000.00	10,000.00		
	Repair and Maintenance of HR & PMS Building	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					100,000.00	100,000.00		
	Repair and Maintenance of GSS Building	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					100,000.00	100,000.00		
	Repair and Maintenance of Supply Office and Storage Room	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					158,550.00	158,550.00		
	Installation of window Grills at Cashier's Office	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					40,000.00	40,000.00		
	Repair and Maintenance of Budget Section Office	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					20,000.00	20,000.00		
	Repair and Maintenance of Education Building	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					200,000.00	200,000.00		


**Bureau of Corrections- Sablayan Prison and Penal Farm
Indicative Annual Procurement Plan 2025**

UACS Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Fund s	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/ Open of Bids	Notice of Award	Contract Signing/ P.O.		Total	MOOE	CO	
	Repair and Maintenance of SARO stage	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					350,000.00	350,000.00		
	Repair and maintenance of CSP Outer Perimeter Fence	DSO	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					300,000.00	300,000.00		
	Repair and maintenance of CSP Inner Perimeter Fence	DSO	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					200,000.00	200,000.00		
	Repair and maintenance of PSP Perimeter Fence	DSO	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					400,000.00	400,000.00		
	Repair and maintenance of SISP Perimeter Fence	DSO	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					150,000.00	150,000.00		
	Repair of DSSO Office	DSO	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)					201,450.00	201,450.00		
	RM Machinery	GSS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)				GoP	515,000.00			Repair & Maintenance of Other machinery,
	Repair and Maintenance of SPPF Various Machinerles	GSS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)				GoP	515,000.00	515,000.00		
5-02-13-060-01	RM Office Equipment	ICTS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)				GoP	103,000.00			Repair & Maintenance of Office Equipment
	RM Motor vehicles	GSS	Public Bidding/ NP-53.9-Small Value	To be Scheduled by the Bids & Awards Committee (BAC)				GoP	548,000.00			Quarterly maintenance of government vehicle
5-02-15-020-00	FIDELITY BOND PREMIUMS											
	Fidelity Bond Premiums	AS	NP-53.5-Agency-to-Agency	To be Scheduled by the Bids & Awards Committee (BAC)				GoP	9,000.00			For Petty Cash Fund (PCF) accountable
5-02-15-030-00	INSURANCE EXPENSE											
	Insurance Expense	AS	NP-53.9-Small Value Procurement	To be Scheduled by the Bids & Awards Committee (BAC)				GoP	23,000.00			Vehicle & Building Insurance
5-02-99-010-00	ADVERTISING EXPENSE											
5-02-99-020-00	Advertising Expense	AS	NP-53.9-Small Value Procurement	To be scheduled as needed				GoP	21,000.00			SPPF Information Drive/Campaign/ Dissemination
	Printing and Publication Expenses	AS	NP-53.9-Small Value Procurement	To be scheduled as needed				GoP	40,000.00			Publication and printing of SPPF Publication/Newsletter & ARTA/GAD/FOI Taraulins


**Bureau of Corrections- Sablayan Prison and Penal Farm
Indicative Annual Procurement Plan 2025**

UACS Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Fund s	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/ Open of Bids	Notice of Award	Contract Signing/ P.O.		Total	MOOE	CO	
5-02-99-030-00	REPRESENTATION EXPENSES											
	Representation Expenses	AS	Shopping	To be scheduled as needed				GoP	310,000.00			Representation for SPPF visitors
5-02-99-050-04	RENTALS											
	Rent - Equipment	AS	NP-53.9-Small Value Procurement	To be scheduled as needed				GoP	46,000.00			Rentals for Equipment as needed
	OTHER MOOE											
	Other Maintenance & Operating Expenses											
	1. Other MOOE (Gratuity, FARE of release PDL)	AS	N/A	N/A				GoP	500,000.00			Compensation of Persons Deprived of Liberty
	CAPITAL OUTLAY											
	Buidlings	Public Bidding		To be Scheduled by the Bids & Awards Committee (BAC)				GoP			300,000,000.00	Contruction of additional dormitory at SPPF
	Motor Vehicles	Public Bidding		To be Scheduled by the Bids & Awards Committee (BAC)				GoP			4,200,000.00	Procurement of service vehicles for SPPF.
									TOTAL	M.O.O.E.	CO	
									164,056,000.00		304,200,000.00	468,256,000.00


Prepared by:


CTSO2 ARNULFO A JACINTO
Head, BAC Secretariat

Recommending Approval:


CCINSP DIOMEDES D DADOR JR
BAC Chairperson

Approved by:


RUBIDYNE C BACANI
Chief, Budget Section


CSINSP ABEL DR YINUELA, MSCA
Acting Superintendent, SPPF