



Bureau of Corrections  
**IWAHIG PRISON AND PENAL FARM**  
 Iwahig, 5301 Puerto Princesa City  
 Palawan



**(Bureau Of Corrections - Puerto Princesa City) Annual Procurement Plan for FY 2025**

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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>TRAVELLING EXPENSES</b>	AS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	January to December				GoP	5,537,000.00	5,537,000.00		Official business/travel to NHQ and other travelling expenses/escorting of PDL for turnovers/release fugitive recovery operations (possible apprehension of escapees, surveillance and data gathering.
	<b>TRAININGS/SEMINAR Expenses</b>										205,000.00		for seminar expenses (list of venues, meals and snacks and honoraria)
	Gender Sensitivity Training	TRAINING SECTION	NO	NP-53.9 - Small Value Procurement	Mar-25				GoP	64,500.00			for seminar expenses (list of venues, meals and snacks and
	Basic Office Communication/ Correspondence Writing	TRAINING SECTION	NO	NP-53.9 - Small Value Procurement	January to December 2025				GoP	37,500.00			for seminar expenses (list of venues, meals and snacks and
	Anti-riot Management Training	TRAINING SECTION	NO	NP-53.9 - Small Value Procurement	January to December 2025				GoP	64,500.00			for seminar expenses (list of venues, meals and snacks and
	other trainings attended outside IPPF	TRAINING SECTION	NO	NP-53.9 - Small Value Procurement	January to December 2025				GoP	28,500.00			for seminar expenses (list of venues, meals and snacks and
	Other Training Expense	TRAINING SECTION	NO	NP-53.9 - Small Value Procurement	January to December 2025				GoP	10,000.00			Other Training Expense
	<b>OFFICE SUPPLIES EXPENSES</b>										999,000.00		for Common IPPF Office Supplies
	Common- Use Supplies	SUPPLY	NO	NP-53.5 Agency-to-Agency	January to December 2025				GoP	499,000.00			Procurement of Common-Use supplies
	Other Office Supplies	SUPPLY	NO	Shopping	Quarterly Procurement				GoP				Procurement of office supplies not available at PS-DBM
	1st Qrt Office Supplies	SUPPLY	NO	NP-53.9 - Small Value Procurement	January to February 2025				GoP	125,000.00			Supply and Delivery of Office Supplies
	2nd Qrt Office Supplies	SUPPLY	NO	NP-53.9 - Small Value Procurement	April to May 2025				GoP	125,000.00			Supply and Delivery of Office Supplies
	3rd Qrt Office Supplies	SUPPLY	NO	NP-53.9 - Small Value Procurement	July to August 2025				GoP	125,000.00			Supply and Delivery of Office Supplies
	4th Qrt Office Supplies	SUPPLY	NO	NP-53.9 - Small Value Procurement	November to December 2025				GoP	125,000.00			Supply and Delivery of Office Supplies

FOOD SUPPLIES	SUPPLY	YES	Competitive Bidding	Centralized Procurement at NHQ				GoP	130,126,000.00	130,126,000.00	Provision of Food Supplies for PDL Centralized procurement at NHQ
DRUGS AND MEDICINE	HOSP	YES	Competitive Bidding					GoP		27,884,000.00	Supply and delivery of Medicine for pdls
DRUGS AND MEDICINE (JAN-JUNE)	HOSP	YES	Competitive Bidding	12-20-24	01-20-25	01-27-25	01-29-25	GoP	14,329,367.90		Supply and delivery of Medicine for pdls
DRUGS AND MEDICINE (JULY-DEC)	HOSP	YES	Competitive Bidding	04/22/25	05/12/2025	05/16/25	05/22/25	GoP	13,454,632.10		Supply and delivery of Medicine for pdls
Other Drugs and Medicine	HOSP	NO	NP-53.9 - Small Value Procurement	04/22/25	05/12/2025	05/16/25	05/22/25	GoP	100,000.00		Other Drugs and Medicine
MEDICAL, DENTAL & LABORATORY SUPPLIES EXPENSES	HOSP	YES	Competitive Bidding					GoP		1,200,000.00	Supply and delivery of Medical, Dental and laboratory Supplies for PDL
MEDICAL, DENTAL & LABORATORY SUPPLIES EXPENSES (JAN-JUNE)	HOSP	YES	Competitive Bidding	12-20-24	01-20-25	01-27-25	01-29-25	GoP	531,250.00		Supply and delivery of Medical, Dental and laboratory Supplies for PDL
MEDICAL, DENTAL & LABORATORY SUPPLIES EXPENSES (JULY-DEC)	HOSP	YES	Competitive Bidding	04/22/25	05/12/2025	05/16/25	05/22/25	GoP	618,750.00		Supply and delivery of Medical, Dental and laboratory Supplies for PDL
OTHER MEDICAL, DENTAL, & LABOATORY SUPPLIES	HOSP	NO	NP-53.9 - Small Value Procurement	04/22/25	05/12/2025	05/16/25	05/22/25	GoP	50,000.00		OTHER MEDICAL, DENTAL, & LABOATORY SUPPLIES
FUEL OIL AND LUBRICANT				To be scheduled upon receipt of Purchase Request and other pertinent documents				GoP		3,100,000.00	
1st Qrt FOL	SUPPLY	YES	NP-53.9 - Small Value Procurement	01-15-22	01-20-25	01-22-25	01/24/2025	GoP	775,000.00		Supply and delivery of Petroleum Oil and Lubricant for IPPF Government vehicles
2nd Qrt FOL	SUPPLY	YES	NP-53.9 - Small Value Procurement	03/05/2025	03/07/2025	3/10/25	3/12/2025	GoP	775,000.00		Supply and delivery of Petroleum Oil and Lubricant for IPPF Government vehicles
3rd Qrt FOL	SUPPLY	YES	NP-53.9 - Small Value Procurement	05/07/25	05/30/25	6/02/25	06/05/25	GoP	775,000.00		Supply and delivery of Petroleum Oil and Lubricant for IPPF Government vehicles
4th Qrt FOL	SUPPLY	YES	NP-53.9 - Small Value Procurement	09/03/2025	09/05/2025	09/8/25	09/10/25	GoP	775,000.00		Supply and delivery of Petroleum Oil and Lubricant for IPPF Government vehicles
OTHER SUPPLIES AND MATERIALS EXPENSES										2,544,000.00	Procurement of basic needs and other supplies and materials
Basic Needs		YES	Competitive Bidding	Centralized Procurement at NHQ				GoP	2,000,000.00		Procurement of basic needs- Centralized procurement at NHQ
Electrical and Building Supplies	GSS	NO	NP-53.9 - Small Value Procurement	Apr-25				GoP	220,000.00		Procurement of Electrica; & Building Supplies
Printers	MSC	NO	NP-53.9 - Small Value Procurement	Mach 2025				GoP	10,000.00		Procurement of printer
Materials for RDC	RDC	NO	NP-53.9 - Small Value Procurement	January to December 2025				GoP	30,000.00		Supply and Delivery of Materials for RDC

Airconditioners	ADMIN	NO	NP-53.9 - Small Value Procurement	Mar-25	GoP				Procurement of Airconditioners
Quarter 2 Supplies and Materials	ADMIN	NO	NP-53.9 - Small Value Procurement	01/22/25 01/27/25 01/27/25 01/30/25	GoP	75,000.00			Supply and Delivery of Quarter 2 Supplies and Materials
Cleaning Materials for IPPF Buildings	ADMIN	NO	NP-53.9 - Small Value Procurement	01/22/25 01/27/25 01/27/25 01/30/25	GoP	100,000.00			Supply an delivery of Cleaning materials
Microphone Set & Video Splitter	PIO	NO	NP-53.9 - Small Value Procurement	01/22/25 01/27/25 01/27/25 01/30/25	GoP	44,000.00			Procurement of Microphone Set & Video Splitter
Other supplies and materials	ADMIN	YES	NP-53.9 - Small Value Procurement	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	20,000.00			Other supplies and materials
<b>WATER EXPENSES</b>	ADMIN	NO	Direct Contracting	Puerto Princesa Water District Monthly Billing System	GoP	45,000.00			IPPF water supply
<b>ELECTRICITY EXPENSES</b>	ADMIN	NO	Direct Contracting	Palawan Electric Cooperative (PALECO) Monthly Billing System	GoP	1,445,000.00	1,445,000.00		IPPF power supply
<b>POSTAGE &amp; COURIER SERVICES</b>	ADMIN.	NO	NP-53.9 - Small Value	January to December	GoP	6,031,000.00	6,031,000.00		Postage and delivery and courier services
<b>MOBILE Expenses</b>	SUPPLY	NO	NP-53.9 - Small Value Procurement	01/22/25 01/27/25 01/27/25 01/30/25	GoP	93,000.00	93,000.00		Provision of mobile cellular cards to IPPF officials and authorized personnel
<b>LANDLINE Expenses</b>	ADMIN	NO	NP-53.9 - Small Value	January to December	GoP	72,000.00	72,000.00		Provision of prepaid cards for long distance telephone calls of IPPF officials and authorized personnel
<b>INTERNET SUBSCRIPTION EXPENSES</b>	ADMIN	NO	NP-53.9 - Small Value Procurement	January to December	GoP	136,000.00	136,000.00		subscription of unlimited data plan for IPPF Operation Center
<b>ADVERTISING EXPENSES</b>	ADMIN	NO	NP-53.9 - Small Value Procurement	January to December	GoP	153,000.00	153,000.00		Advertising Expenses
<b>CABLE, Satellite, Telegraph and Radio Expenses</b>	ADMIN	NO	NP-53.9 - Small Value Procurement	January to December	GoP	23,000.00	23,000.00		Supply and delivery of cable & other expenses
<b>OTHER PROFESSIONAL SERVICES</b>	ADMIN	NO	NP-53.9 - Small Value Procurement	January to December	GoP	16,000.00	16,000.00		Professional services
<b>REPAIR &amp; MAINTENANCE - BUILDINGS</b>									
Other Minor Repairs	GSS	NO	NP-53.9 - Small Value	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	163,000.00	163,000.00		Procurement of supplies and mterials for other minor repairs
<b>R &amp; M -Other Infrastructure Assets</b>									
Other Minor Repairs	GSS	NO	NP-53.9 - Small Value Procurement	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	100,000.00	100,000.00		Procurement of supplies and mterials for other minor repairs
<b>RM MACHINERIES AND OTHER EQUIPMENT</b>					GoP		515,000.00		


Generator Set and Other Machineries	GSS	NO	NP-53.9 - Small Value Procurement	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	159,100.00		Procurement of Generator Set and Other Machineries
Other Minor Repairs	GSS	NO	NP-53.9 - Small Value Procurement	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	355,900.00		Other Minor Repairs
<b>R &amp; M OFFICE EQUIPMENT</b>	SUPPLY	NO	NP-53.9 - Small Value Procurement	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	138,000.00	138,000.00	R & M OFFICE EQUIPMENT
<b>R &amp; M MOTOR VEHICLES</b>	GSS	NO	NP-53.9 - Small Value Procurement	01/22/25 01/27/25 01/27/25 01/30/25	GoP	809,000.00	809,000.00	Repair and maintenance of Tires, Batteries & other spare parts
<b>FIDELITY BOND PREMIUMS</b>	ADMIN	NO	NP-53.5 Agency-to-Agency	January to December	GoP	9,000.00	9,000.00	Fidelity Bond Premiums
<b>INSURANCE EXPENSE</b>	ADMIN	NO	NP-53.5 Agency-to-Agency	January to December	GoP	23,000.00	23,000.00	Payment for Insurances
<b>PRINTING AND PUBLICATION EXPENSES</b>	ADMIN	NO	NP-53.9 - Small Value Procurement	January to December	GoP	40,000.00	40,000.00	Printing and Publication Expenses
<b>REPRESENTATION EXPENSES</b>	ADMIN	NO	NP-53.9 - Small Value Procurement	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	310,000.00	310,000.00	Representation Expenses
<b>RENTS-EQUIPMENT</b>	SUPPLY	NO	NP-53.9 - Small Value Procurement	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	46,000.00	46,000.00	Rent - Equipment Expenses
<b>OTHER MAINTENANCE AND OPERATING EXPENSES</b>							500,000.00	
Transportation & Gratuity of Released PDL	ADMIN	NO	NP-53.9 - Small Value Procurement	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	200,000.00		Fund for the transportation and gratuity for the released pdl
Women's Month	ADMIN	NO	NP-53.9 - Small Value Procurement	Feb-24	GoP	100,000.00		meals and other expenses for the celebration of women's month
Other Maintenance & Operating Expenses	ADMIN	NO	NP-53.9 - Small Value Procurement	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	50,000.00		Other Maintenance & Operating Expenses
Reformation Programs	REF	NO	NP-53.9 - Small Value Procurement	To be scheduled upon receipt of Purchase Request and other pertinent documents	GoP	150,000.00		meals and other expenses for the reformation programs of PDL
<b>SECURITY SERVICES</b>								
Rental of K9 Security Services	DSO	YES	Competitive Bidding	Centralized Procurement at NHQ	GoP	9,900,000.00	9,900,000.00	Rental of K9 Security Services
<b>MOTOR VEHICLES</b>								
Procurement of Multipurpose Vehicle	TRANSP	YES	Competitive Bidding	Centralized Procurement at NHQ	GoP	2,900,000.00	2,900,000.00	Procurement of Multipurpose Vehicle
<b>BUILDINGS</b>								

	Design and build of Bureau of Corrections Regional Prison Facility at Iwahig Prison & Penal Farm -Phase 3	GSS	YES	Competitive Bidding	Centralized Procurement at NHQ	GoP	273,179,000.00	*****	Design and build of Bureau of Corrections Regional Prison Facility at Iwahig Prison & Penal Farm -Phase 3	
<b>GRAND TOTAL</b>							468,296,000.00	192,217,000.00	276,079,000.00	

Prepared by:

  
**MONETTE M MARTIN, DVM**  
 Corrections Technical Senior Officer 4  
 Head, Bac Secretariat

Attested by:

  
**CHRISTINE C SALDEVIA, CPA**  
 Accountant 1  
 Chief, Budget Section

Recommending approval:

  
**FRANCISCO C CAABAY, DMD**  
 Corrections Technical Inspector  
 BAC Chairman

Approved by:

  
**C/SUPT GARY A GARCIA RCrIm, MSCA**  
 Superintendent, IPPF



Telephone No: (048) 717 1368  
 E-mail Address: [www.bucor.gov.ph](http://www.bucor.gov.ph) | [ippfctos@bucor.gov.ph](mailto:ippfctos@bucor.gov.ph)

