

**NATIONAL TELECOMMUNICATIONS COMMISSION REGION 1  
2022 ANNUAL PROCUREMENT PLAN FOR NON-CSE**

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/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>OFFICE SUPPLIES</b>											
5-02-03-010	<b>Office Supplies</b>											
	Cobweb Broom	FAD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	300.00	300.00		
	Dry Seal	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	2,500.00	2,500.00		
	Extension cord with switch (4-5 universal socket), 5 meters	EOD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	2,000.00	2,000.00		
	Extension cord with switch, (4-5 universal sockets), 10 meters	EOD	NP-53.9 - Small Value Procurement	21-Mar-22	24-Mar-22	28-Mar-22	29-Mar-22	GoP	-			
	Gun Tacker, Heavy Duty, With Staple Wire	EOD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	500.00	500.00		
	ID Card (8.60 cm x 5.40 cm)	FAD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	2,000.00	2,000.00		
	ID Holder / ID Sleeves	FAD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	250.00	250.00		
	ID Lace	FAD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	1,500.00	1,500.00		
	Steel Tape Measure, Retractable, 5m	EOD	NP-53.9 - Small Value Procurement	21-Mar-22	28-Mar-22	30-Mar-22	31-Mar-22	GoP	300.00	300.00		
	Wall Clock	FAD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	500.00	500.00		
	<b>IT Equipment/Supplies</b>											
	2-in-1 OTG USB 3.0, Type C, 64GB	FOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	3,200.00	3,200.00		
	Antivirus Software	ORD/EOD/FAD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	-			
	Dual Band WiFi Adapter	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	2,000.00	2,000.00		
	HDMI to DVI Cord	EOD	NP-53.9 - Small Value Procurement	04-Jul-22	11-Jul-22	13-Jul-22	14-Jul-22	GoP	750.00	750.00		
	HDMI to HDMI Cord	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	300.00	300.00		
	USB Hub	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	8,000.00	8,000.00		
	Wireless Numeric Keyboard	FOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	2,000.00	2,000.00		
	<b>Inspection, Validation</b>											
	Car Phone Holder	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	2,400.00	2,400.00		
	Car Television (ISDB-T Ready)	EOD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	8,000.00	8,000.00		
	Frequency Counter	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	9,000.00	9,000.00		
	Power Bank, 10,000mAh (Fast Charging)	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	-			
	Power Bank, 40,000mAh	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	2,000.00	2,000.00		
	Uniform for Inspection (Cotton)	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	12,600.00	12,600.00		
	<b>COVID-19 Essentials</b>											
	Digital Blood Pressure Monitor	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	2,000.00	2,000.00		
	First Aid Kit Supplies	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	1,000.00	1,000.00		
	UV Sterilization Box	FOD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	4,000.00	4,000.00		
	<b>Office Equipment</b>											
	Air Cooler	EOD/FAD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	10,000.00	10,000.00		
	Dual Way Counter Intercom	EOD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	3,000.00	3,000.00		
	Electric Air Purifier with UV-C and Ozonizer	EOD/FAD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	20,000.00	20,000.00		
	Oven Toaster	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	1,000.00	1,000.00		
	Paper Shredder	EOD	NP-53.9 - Small Value Procurement	18-Apr-22	25-Apr-22	27-Apr-22	28-Apr-22	GoP	11,000.00	11,000.00		
	Portable Car Air Purifier Negative Ion Generator	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	8,000.00	8,000.00		
	Tornado Industrial Stand Fan	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	7,000.00	7,000.00		
	Vacuum Cleaner, Heavy Duty	FAD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	5,800.00	5,800.00		
	<b>Office Furnitures</b>											
	High Back Leather Office Chair	FOD	NP-53.9 - Small Value Procurement	21-Mar-22	28-Mar-22	30-Mar-22	31-Mar-22	GoP	10,000.00	10,000.00		
	Record Shelves (Steel)	EOD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	7,000.00	7,000.00		
	Steel Filing Cabinet, Lateral, Heavy Duty	FAD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	12,000.00	12,000.00		
	Swing Glass Door Filing Cabinet	EOD	NP-53.9 - Small Value Procurement	17-Jan-22	24-Jan-22	26-Jan-22	27-Jan-22	GoP	14,500.00	14,500.00		
	<b>GAD Programs/Project</b>											
	Customized Face Mask	GAD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	2,000.00	2,000.00		
	Customized Face Shield	GAD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	2,000.00	2,000.00		
	GAD Shirt	GAD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	20,000.00	20,000.00		
	GAD Info Materials	GAD	NP-53.9 - Small Value Procurement	17-Oct-22	24-Oct-22	26-Oct-22	27-Oct-22	GoP	-			
	Plant Stand	GAD	NP-53.9 - Small Value Procurement	14-Feb-22	21-Feb-22	23-Feb-22	24-Feb-22	GoP	10,000.00	10,000.00		
	Plants	GAD	NP-53.9 - Small Value Procurement					GoP	-			
									<b>TOTAL</b>	<b>210,400.00</b>	<b>210,400.00</b>	

Date : January 07, 2022

Prepared by:

  
MS. MARIE C. FLORES  
SAC Secretariat

Recommending Approval by:  
Bids and Awards Committee

  
ENGR. SHELLY NICOLE B. LORENZANO  
Member

  
ENGR. KHEVIN S. GUZMAN  
Member

  
ENGR. FERFECTO A. COSTALES JR.  
Member

  
ENGR. ROLLY S. ALDIOSA  
Vice Chairperson

  
ENGR. JANE S. ATUERA  
Chairperson

Funds Availability by:

  
MS. MARIFE E. CABICO  
Accountant II

Approved:

  
ENGR. GLENN ANTHONY C. MERCADO  
HoPE / OIG-Regional Director

**NATIONAL TELECOMMUNICATIONS COMMISSION REGION 1  
2022 ANNUAL PROCUREMENT PLAN**

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/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>TRAVELS</b>											
5-02-01-010	Travels-Local	ORD, EOD, FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	485,000.00	485,000.00		Per diem, travel and other incidental expenses for trainings/seminars/conventions, inspection, validation, RLM seminars, meetings. To include COVID testing as requirement in some areas.
	<b>TRAININGS</b>											
	ICT Training	EOD	NP-53.9 - Small Value Procurement	First Semester				GoP	32,000.00	32,000.00		Trainings
5-02-02-010	Registration Fees for the Different Trainings/Seminars/Convention	ORD, EOD, FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	80,000.00	80,000.00		IECEP, PAGBA, AGAP/GACPA, PICPA, CSC, DBM, and others
	Other Trainings	ORD, EOD, FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	100,000.00	100,000.00		Technical Related Trainings 2021 Performance Assessment & Evaluation 2023 Operational planning & Team Building activities
	<b>OFFICE SUPPLIES</b>											
5-02-03-010	<b>Office Supplies</b>											
	Common Use Supplies	ORD, EOD, FAD	NP-53.5 - Agency-to-Agency	Quarterly				GoP	239,600.00	239,600.00		Various regular office supplies found in PS Catalogue
	Non-Common Use Supplies	ORD, EOD, FAD	NP-53.9 - Small Value Procurement	Quarterly				GoP	210,400.00	210,400.00		Various office supplies not available in PS Catalogue
5-02-03-090	Fuel, Oil and Lubricant	ORD, EOD, FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	332,000.00	332,000.00		For 4 Vehicles - 3 Old, 1-New
	<b>UTILITY SERVICES</b>											
5-02-04-010	Water Expenses	FAD	Direct Contracting	Delegated to the Finance and Admin. Division				GoP	60,000.00	60,000.00		Continuation of Contract-Metro San Fernando Water District
5-02-04-020	Electricity Expenses	FAD	Direct Contracting	Delegated to the Finance and Admin. Division				GoP	334,000.00	334,000.00		Continuation of Contract-LUECO
	<b>COMMUNICATIONS</b>											
5-02-05-010	Postage and Courier Deliveries	FAD	Direct Contracting	Delegated to the Finance and Admin. Division				GoP	30,000.00	30,000.00		Phil Post and other couriers
5-02-05-020	Landline	FAD	Direct Contracting	Delegated to the Finance and Admin. Division				GoP	242,000.00	242,000.00		For 3 Land Lines; Including Cellphone Load for Field Validation Activities
5-02-05-020-1	Mobile	FAD	Direct Contracting	Delegated to the Finance and Admin. Division				GoP	45,000.00	45,000.00		Load Allowances for RD, Chiefs- EOD & FAD; Accountant
5-02-10-030	<b>EXTRAORDINARY &amp; MISC. EXPENSES</b>	ORD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	116,000.00	116,000.00		In accordance with Sec. 50 of GAA 2022.
	<b>LEGAL SERVICES</b>											
5-02-11-020	Auditing Services	FAD	Direct Contracting	Delegated to the Finance and Admin. Division				GoP	5,000.00	5,000.00		Expenses for NTCR1 COA as needed
5-02-11-990	Other Professional Services	FAD	Direct Contracting	As Needed				GoP	240,000.00	240,000.00		For IT Professional services that may be needed
	<b>GENERAL SERVICES</b>											
5-02-12-020	Security Services	FAD	NP-53.9 - Small Value Procurement / Competitive Bidding	07-Feb-22	15-Feb-22	18-Feb-22	21-Feb-22	GoP	524,000.00	524,000.00		Provision of Security Service- (3 Guards covering 24 Hrs Duty)
5-02-12-990	Other General Services	FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	356,000.00	356,000.00		Provision of Job Orders (Utility, Driver, Encoder )
	<b>REPAIRS AND MAINTENANCE</b>											
5-02-13-040	Building and Other Structure	FAD	NP-53.9 - Small Value Procurement	As Needed				GoP	50,000.00	50,000.00		Ceiling, roof, floor tile repair and other building repair needs that may arise.
5-02-13-050	Office Equipment	FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	50,000.00	50,000.00		Printer, aircon repairs and others.
5-02-13-060	Motor Vehicles	FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	130,000.00	130,000.00		For 4 Vehicles - 3 Old, 1-New
5-02-13-070	Furnitures & Fixtures	FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	25,000.00	25,000.00		
	<b>TAXES, INSURANCE PREMIUMS</b>											
5-02-15-010	Taxes, Duties & Fees	FAD	Direct Contracting	Delegated to the Finance and Admin. Division				GoP	30,000.00	30,000.00		LTO Registration Fees for 4 Vehicles
5-02-15-020	Fidelity Bond Premiums	FAD	Direct Contracting	Delegated to the Finance and Admin. Division				GoP	15,000.00	15,000.00		Bonds for RD, CAO, 2 Cashiers
5-02-15-030	Insurance Expenses	FAD	Direct Contracting	Delegated to the Finance and Admin. Division				GoP	218,000.00	218,000.00		For 4 vehicles and office building
	<b>OTHER MOOE</b>											
5-02-15-010	Representation Expenses	FAD	NP-53.9 - Small Value Procurement	As Needed				GoP	50,000.00	50,000.00		Food Expenses during meetings/conferences
	<b>RENT/LEASE EXPENSES</b>											
5-02-99-050	Equipment	FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	125,000.00	125,000.00		Rent of any equipment that may be needed
5-02-99-060	Membership Dues and Contributions	FAD	NP-53.5 - Agency-to-Agency	Delegated to the Finance and Admin. Division				GoP	1,000.00	1,000.00		Membership dues to any recognized organization
	<b>SUBSCRIPTION EXPENSE</b>											
5-02-99-070	ICT Software Subscription	ORD, EOD, FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	51,000.00	51,000.00		Includes Zoom Account (May 2022), web hosting subscriptions.
5-02-99-070	Other Subscription Expenses	FAD	NP-53.9 - Small Value Procurement	Delegated to the Finance and Admin. Division				GoP	10,000.00	10,000.00		Includes newspaper subscriptions.
5-02-99-990	Other MOOE	FAD	NP-53.9 - Small Value Procurement	As Needed				GoP	50,000.00	50,000.00		For other expenses that may be needed
5-06-13-050	ICT Equipment	ORD, EOD, FAD	NP-53.9 - Small Value Procurement / Competitive Bidding	2nd Quarter				GoP	150,000.00	-	150,000.00	Laptop for RD and provision of the office's LAN and printer.
<b>GRAND TOTAL</b>								<b>4,386,000.00</b>	<b>4,236,000.00</b>	<b>150,000.00</b>		

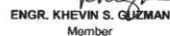
Date: January 07, 2022

Prepared by:

Recommending Approval by:  
Bids and Awards Committee

  
MS. MARIE C. FLORES  
BAC Secretariat

  
ENGR. SHELLY NICOLE B. LORENZANO  
Member

  
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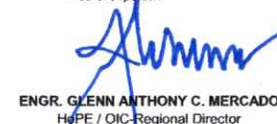
  
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