

OFFICE OF THE
SOLICITOR GENERAL

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DEPARTMENT OF JUSTICE
OFFICE OF THE SOLICITOR GENERAL
(SUPPLEMENTAL 1) ANNUAL PROCUREMENT PLAN 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	MOOE	CO	Remarks (Brief Description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing				
MAINTENANCE AND OTHER OPERATING EXPENSES											
REPAIRS AND MAINTENANCE											
Office Equipments											
	Repair of various office equipment's	Divisions & Services	NP-Small Value Procurement	To procure as the need arises. Delegated to the Administrative Division				GoP	350,000		Additional funding for repair of air-conditioning units, binding machine, firefighting and other office equipment with existing budget of P102,000.00.
Machineries and Equipment											
	Preventive maintenance of two (2) units Schindler elevator and automatic printing machines	Divisions & Services	Direct Contracting	Delegated to the Administrative Division				GoP	200,000		Additional Funding for the Preventive maintenance cost to maintain the good running condition of the two (2) Schindler elevators and automatic printing machines of the OSG Building with existing budget in the original APP of P300,000.00. (Realignment from Renovation - Public Bidding)
SUPPLIES AND MATERIALS											
Office Supplies											
	Common-use office supplies & equipment (not available at PS store)*	Divisions & Services	Shopping	To procure as the need arises. Delegated to the Administrative Division				GoP	851,751		Additional funding for Procurement of additional covid supplies and office supplies including IT Supplies not available at PS-DBM, with original budget of P 2,141,280.00 (Realignment from Common-use office supplies & equipment - Agency
	Semi-Expendable Furniture & Fixtures**	Divisions & Services	NP-Small Value Procurement	Delegated to the Administrative Division				GoP	968,000		Various furnitures & fixtures requested by different legal division and services. (New item and Realignment from Common-use office supplies & equipment - NP Small Value Procurement)
	Semi-Expendable Office Equipments**	Divisions & Services	NP-Small Value Procurement	Delegated to the Administrative Division				GoP	436,000		Various office equipments requested by different legal division and services. (New item and Realignment from Common-use office supplies & equipment - NP Small Value Procurement)
	Library Books (semi-expendable local and foreign books)*	Library / Administrative Division	Direct Contracting	Delegated to the Administrative Division				GoP	415,000		Various books and other printed legal resources for cybercrime, arbitration, international & constitutional law among others for OSG lawyers/employees. (semi-expendable) (New item and Realignment from Common-use office supplies & equipment - NP Small Value Procurement of P300,000, and Common-use office supplies & equipment - Direct
	Semi-Expendable (ICT Hardware)	Divisions & Services	Public Bidding	July 2021	August 2021	September 2021	GoP	1,200,000		Procurement of Solid State Drives (SSD) for old mobile workstations used by the Legal Divisions and Services. (New item)	

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MAINTENANCE AND OTHER OPERATING EXPENSES											
PROFESSIONAL AND OTHER PROFESSIONAL SERVICES											
	Other Professional Services	Divisions & Services	NP - Small Value Procurement	Delegated to the Administrative Division				GoP	100,000		Professional Services for the architectural plans and other requirements needed in compliance for the Building/Occupancy Permit of OSG as required by the Makati City Hall. (New item)
TRAINING AND SCHOLARSHIP EXPENSES											
	OSG Committees	Divisions & Services	NP - Small Value Procurement	Delegated to the Administrative Division				GoP	499,800		Inclusion of other expenses of committee's planning and programs of the Bids & Awards Committee (BAC), GAD, PADC, QMS, Solo Parent, Internal Audit, Praise, Senior Citizen & PWD Committee and Legal Internship Program. No changes to original budget included in the approved APP 2021
RENT EXPENSE											
	Office Space Rental	Divisions & Services	Negotiated Procurement - Lease of Real Property or	Delegated to the Administrative Division				GoP	4,300,000.00		Additional funding for the new rental of office space unit 4B located at 4th Flr., APMC Bldg.
SUBSCRIPTION EXPENSE											
	ICT Subscription Virtual Machine Software with Operating Management	Divisions & Services	Public Bidding	August 2021	September 2021	October 2021	GoP	100,000.00		Continuing subscription of ICT license for VM software with initial budget of P3,150,000 plus additional budget of P100,000 the new amount is P3,250,000. (new item)	
TOTAL AMOUNT								9,420,551.00			

*Php 3,370,551.00 of the total is already included in the original APP, some items are realignment from other items.

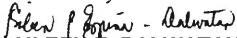
**Php 6,050,000.00 of the total is new item and additional to the original APP.

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Prepared/Submitted by:


EDITHA R. BUENDIA
OIC-Director IV
Human Resource Management and Administrative Service

Recommending Approval:


AILEEN E. DALWATAN
Senior State Solicitor
Vice Chairperson, Bids and Awards Committee

Approved by:


SHARON E. MILLAN-DECANO
Assistant Solicitor General
Chairperson, Bids and Awards Committee


JOSE C. CALIDA
Solicitor General

Checked by:


SSII JOHN DALE A. BALLINAN
Head, BAC Secretariat

BAC Members:


SSS ARLEEN T. REYES


ASIII ALANNA GAYLE ASHLEY B. KHIO


DIR. BERNADETTE M. LIM


SSI JOCELYN P. CASTILLO-SARMIENTO


ASII EMILE JUSTIN D. CEBRIAN



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