

DEPARTMENT OF JUSTICE
OFFICE OF THE SOLICITOR GENERAL
INDICATIVE ANNUAL PROCUREMENT PLAN FY 2023

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity						Estimated Budget (PHP)			Remarks (brief description of Project)
					Advertisement/Posting of IBREI	Submission/Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE	CO		
	Water - Drinking	Divisions & Services	YES	NP-53.9 - Small Value Procurement	Nov-22	Dec 2022 to Jan 2023	Jan 2023	Jan 2023	GOP	550,000	550,000	0	0 Annual contract of supply and delivery of drinking water with free usage of hot and cold dispensers.	
	Local and Foreign Travel	Divisions & Services	YES	NP-53.9 Agency-to-Agency	N/A	Nov 2022 to Dec 2022	Jan 2023	Jan 2023	GOP	2,500,000	2,500,000	0	0 PS-Philleges-GF-A-OSG for the provision of airline tickets requirement for local and foreign travels needed for hearings, arbitration cases, conferences, trainings and other official business transactions. (Procurement as the need arises. delegated to Admin Division)	
	Foreign Travel and Local Travel thru Travel Agency	Divisions & Services	YES	NP-Direct Retail Purchase of Airline Tickets	Nov 2022 to Dec 2022	Nov 2022 to Dec 2022	Jan 2023	Jan 2023	GOP	1,500,000	1,500,000	0	0 Provision of airline tickets requirement for foreign and local travels not catered by the GFA with PSDBM needed for arbitration cases, conferences, trainings and other official business transactions.	
	Postage and Deliveries	DMS / Administrative Division	YES	NP-53.5 Agency-to-Agency	N/A	Nov 2022 to Dec 2022	Jan 2023	Jan 2023	GOP	2,000,000	2,000,000	0	0 Contracting with Philippine Postal Corporation for the annual expenses of postage stamps, telegram and other related expenses	
	Postage and Deliveries (Courier Services)	DMS / Administrative Division	YES	NP-53.9 - Small Value Procurement	Nov 2022 to Dec 2022	Nov 2022 to Dec 2022	Jan 2023	Jan 2023	GOP	850,000	850,000	0	0 Outsourced annual expenses for postage stamps, telegram, courier services, deliveries, and other related expenses.	
	Repair and refurbishment of OSG leased office space / rooms / common areas including electrical wirings, structured cabling, and other works for the good working condition of offices	Divisions & Services	NO	Competitive Bidding	Mar 2022	Apr 2022	Jun 2022	Jun 2022	GOP	11,000,000	11,000,000	0	0 Repair and refurbishment of OSG offices and common areas including existing leased office spaces and newly leased office space for relocated offices including but not limited to installation of walls, cubicles, electrical wirings, structured cabling, flooring, and other works for good working condition of OSG Offices.	
	Minor repairs/refurbishment on OSG Office Space/ Rooms/ Common Areas	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	GOP	3,161,000	3,161,000	0	0 Minor repairs such as repainting/refurbishing of walls, partitions, repair of flooring or wall/cubicles, repair of electrical wiring and structured cabling, and other repairs in OSG's office spaces/common areas (including existing leased office spaces and newly leased office spaces for relocated offices) for good working condition (Procurement upon the need arises. delegated to Admin Division)	
	Repair of various office equipments	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	GOP	102,000	102,000	0	0 Repair of air-conditioning units, pinkey bows, binding machine, fire/lighting and other office equipment, including replacement of minor parts. (Procurement as the need arises. delegated to Admin Division)	
	Repair of various furniture and fixtures	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	GOP	500,000	500,000	0	0 Replacement / installation of vertical / comb blinds, repair of doors, walls and other office furniture and fixtures. (Procurement as the need arises. delegated to Admin Division)	
	Repair of various IT equipment	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	GOP	200,000	200,000	0	0 Allocated cost for the repair of desktops, laptops, printers, scanners, UPS, and other IT equipment. (Procurement as the need arises. delegated to Admin Division)	
	Repair of various communication equipment	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	GOP	100,000	100,000	0	0 Allocated cost for the repair of fax machine, radio, telephone and other communication equipment. (Procurement as the need arises. delegated to Admin Division)	
	Preventive maintenance of two (2) units Schindler elevator located at OSG Building	Divisions & Services	YES	Direct Contracting	Nov 2022 to Dec 2022	Nov 2022 to Dec 2022	Jan 2023	Jan 2023	GOP	323,000	323,000	0	0 Preventive maintenance cost to maintain the good running condition and repair of the two (2) Schindler elevators of the OSG Building	
	Preventive maintenance and repair of Pinkey Bows and other Printing Machines and repair of two (2) units of Schindler Elevator at OSG Building	Divisions & Services	NO	Direct Contracting	N/A	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	GOP	23,000	23,000	0	0 Preventive maintenance cost and repair to maintain the good running condition of Pinkey Bows, Rapid Print and other Printing Machines, and repair of the two (2) Schindler elevators of the OSG Building (Procurement as the need arises. delegated to Admin Division)	
	Repair of water motor pumps, Genset, roll-up shutters and other machineries	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	GOP	100,000	100,000	0	0 Allocated cost for the repair of two (2) units vertical water motor pumps, system motor pumps, submersible pumps, router, aluminum shutters and other machineries. (Procurement as the need arises. delegated to Admin Division)	
	Preventive maintenance and repairs of OSG shuttle buses	Divisions & Services	NO	Direct Contracting	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	GOP	1,000,000	1,000,000	0	0 Preventive maintenance, kilometer check-up, and other repairs of OSG buses. (Procurement as the need arises. delegated to Admin Division)	
	Preventive maintenance and repairs of OSG shuttle buses	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	GOP	500,000	500,000	0	0 Other expenses for repairs of OSG buses. (Procurement as the need arises. delegated to Admin Division)	
	Preventive maintenance and repairs of OSG motor vehicles	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	Jan 2023 to Dec 2023	GOP	1,000,000	1,000,000	0	0 Preventive maintenance, kilometer check-up, and other repairs of motorcycles, wagons, vans, and SUVs sedans listed as OSG Service Vehicles. (Procurement as the need arises. delegated to Admin Division)	