

**Office of the Press Secretary (OPS)**  
**Indicative Annual Procurement Plan FY 2023**  
*(as of 30 September 2022)*

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)		
					Advertisem ent/Posting of IB/REI	Submission / Opening of Bids	Notice of Award	Contract Signing		Total APP	MOOE	Capital Outlay			
50201010	STRATEGIC PLANNING: Lease of Venue with Meals and Accommodation	Accounting Division	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	1st Quarter	1st Quarter	GoP	P	200,000.00	P	200,000.00	-	-
50299050 03	STRATEGIC PLANNING: Van Rental	Accounting Division	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st Quarter	1st Quarter	GoP	P	40,000.00	P	40,000.00	-	-
50203010	STRATEGIC PLANNING: Polo Shirt	Accounting Division	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st Quarter	1st Quarter	GoP	P	12,000.00	P	12,000.00	-	-
50201010	TEAM BUILDING: Lease of Venue with Meals and Accommodation	Accounting Division	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	1st Quarter	1st Quarter	GoP	P	200,000.00	P	200,000.00	-	-
50299050 03	TEAM BUILDING: Van Rental	Accounting Division	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st Quarter	1st Quarter	GoP	P	40,000.00	P	40,000.00	-	-
50203010	TEAM BUILDING: Polo Shirt	Accounting Division	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st Quarter	1st Quarter	GoP	P	12,000.00	P	12,000.00	-	-
50201010	2023 STRATEGIC PLANNING: Lease of Venue with Meals and Accommodation	Budget Division	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	2nd Quarter	2nd Quarter	GoP	P	150,000.00	P	150,000.00	-	-
50299050 03	2023 STRATEGIC PLANNING: Van Rental	Budget Division	NO	NP-53.9 - Small Value Procurement	N/A	N/A	2nd Quarter	2nd Quarter	GoP	P	25,000.00	P	25,000.00	-	-
50203010	2023 STRATEGIC PLANNING: Polo Shirt	Budget Division	NO	NP-53.9 - Small Value Procurement	N/A	N/A	2nd Quarter	2nd Quarter	GoP	P	12,000.00	P	12,000.00	-	-
50201010	2023 Team Building: Lease of Venue with Meals and Accommodation	Budget Division	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	1st Quarter	1st Quarter	GoP	P	150,000.00	P	150,000.00	-	-
50299050 03	2023 Team Building: Van Rental	Budget Division	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st Quarter	1st Quarter	GoP	P	25,000.00	P	25,000.00	-	-
50203010	2023 Team Building: T-shirt	Budget Division	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st Quarter	1st Quarter	GoP	P	12,000.00	P	12,000.00	-	-
50203010	Ring Binder Machine	Budget Division	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st Quarter	1st Quarter	GoP	P	25,000.00	P	25,000.00	-	-
50201010 00	OPS Office Rental with Parking Space	General Services Division - Proper	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P	35,600,000.00	P	35,600,000.00	-	Awarded (under MYCA) - Authority Number: XXX  Authorize Amount per year  2023 - 35,600,000.00 2024 - 37,030,000.00 2025 - 38,505,500.00 2026 - 39,990,000.00
50203010	RT-PCR Swab Tests for OPS Officials and Employees	General Services Division - Proper	YES	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	3,404,000.00	P	3,404,000.00	-	-
50203010	Acrylic Office Signage	General Services Division - Proper	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	P	65,836.80	P	65,836.80	-	-
50203010	Self-inking Stamps & Dater	General Services Division - Proper	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st Quarter	1st Quarter	GoP	P	34,521.60	P	34,521.60	-	-
50201010	General Services Division Strategic Planning and Team Building (Lease of Venue with Meals and Accommodation)	General Services Division - Proper	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	3rd Quarter	3rd Quarter	GoP	P	1,400,000.00	P	1,400,000.00	-	-
50201010	Breakfast Meals for the General Services Division Strategic Planning and Team Building	General Services Division - Proper	NO	NP-53.9 - Small Value Procurement	N/A	N/A	3rd Quarter	3rd Quarter	GoP	P	17,112.00	P	17,112.00	-	-
50299050 03	Bus Rental for the General Services Division Strategic Planning and Team Building	General Services Division - Proper	NO	NP-53.9 - Small Value Procurement	N/A	N/A	3rd Quarter	3rd Quarter	GoP	P	43,200.00	P	43,200.00	-	-
50299050 03	Transportation Rental for the Tree Planting Activity	General Services Division - Proper	NO	NP-53.9 - Small Value Procurement	N/A	N/A	3rd Quarter	3rd Quarter	GoP	P	43,200.00	P	43,200.00	-	-
50201010	Tree Planting Activity Meals and Drinks (Breakfast, AM & PM Snacks, and Lunch)	General Services Division - Proper	NO	NP-53.9 - Small Value Procurement	N/A	N/A	3rd Quarter	3rd Quarter	GoP	P	30,000.00	P	30,000.00	-	-
50201010	Tree Planting Activity Equipment (Shovel, Spade, Wagon, Gardening Gloves, Wheelbarrow, Watering Can, etc.)	General Services Division - Proper	NO	NP-53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	P	41,800.00	P	41,800.00	-	-
50201010	Equipment for the "T Nurture": OPS Plant Growing Activity (Pots, Fertilizer, Garden Soil etc.)	General Services Division - Proper	NO	NP-53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	P	58,080.00	P	58,080.00	-	-
50203010	Procurement of OPS ID Case and Lanyard	Human Resource Development Division	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	20,000.00	P	20,000.00	-	-
50203010	Procurement of tokens, certificates, and plaques for various resource speakers	Human Resource Development Division	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	100,000.00	P	100,000.00	-	-
50203010	Procurement of Loyalty Memorabilia Awardees: Bracelet, ring and necklace	Human Resource Development Division	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	900,000.00	P	900,000.00	-	-
50203010	Procurement of Loyalty Plaques	Human Resource Development Division	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	15,000.00	P	15,000.00	-	-
50203010	PRAISE (Incentives, awards and tokens)	Human Resource Development Division	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	722,555.00	P	722,555.00	-	-
50203010	2023 OPS Family Day: Lease of Venue with meals and transportation	Human Resource Development Division	NO	NP-53.10 Lease of Real Property and Venue	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	2,000,000.00	P	2,000,000.00	-	-
50203010	2023 OPS Wide Team building and sports fest: Lease of venue with meals	Human Resource Development Division	NO	NP-53.10 Lease of Real Property and Venue	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	3,000,000.00	P	3,000,000.00	-	-
50203010	2023 OPS Wide Team building and Sports fest: Procurement of T-shirts	Human Resource Development Division	NO	Competitive Bidding	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	1,000,000.00	P	1,000,000.00	-	-
50203010	2023 OPS Wide Team building and Sports fest: Transportation	Human Resource Development Division	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	300,000.00	P	300,000.00	-	-
50203010	Lease of Venue: HRDD Team Building 2023	Human Resource Development Division	NO	NP-53.10 Lease of Real Property and Venue	4rt Quarter	4rt Quarter	4rt Quarter	4rt Quarter	GoP	P	250,000.00	P	250,000.00	-	-
50203010	Lease of Venue: HRDD Strategic Planning 2023	Human Resource Development Division	NO	NP-53.9 - Small Value Procurement	4rt Quarter	4rt Quarter	4rt Quarter	4rt Quarter	GoP	P	200,000.00	P	200,000.00	-	-
50203010	Procurement of Mobile Pedestal and steel cabinet	Human Resource Development Division	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	50,000.00	P	50,000.00	-	-
50203010	2023 OPS Wide Year-end Assessment: Lease of Venue with Meals	Human Resource Development Division	NO	NP-53.10 Lease of Real Property and Venue	4rt Quarter	4rt Quarter	4rt Quarter	4rt Quarter	GoP	P	1,000,000.00	P	1,000,000.00	-	-
50203010	2023 OPS Year-end Memento	Human Resource Development Division	NO	Competitive Bidding	4rt Quarter	4rt Quarter	4rt Quarter	4rt Quarter	GoP	P	500,000.00	P	500,000.00	-	-
50299070	Blank PVC Card, 0.76mm - White	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	7,680.00	P	7,680.00	-	-

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50299070	Type-C Adapter/Converter (7-in-1)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	42,000.00	P	42,000.00	-	-
50299070	Hard drive – 2TB	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	71,988.00	P	71,988.00	-	-
50299070	Flash Drive (64GB)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	13,080.00	P	13,080.00	-	-
50299070	USB-C (10 meters)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	4,500.00	P	4,500.00	-	-
50299070	Laser Presentation Remote	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	16,200.00	P	16,200.00	-	-
50299070	Hard drive enclosure	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	6,000.00	P	6,000.00	-	-
50299070	Flash Drive (128GB)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	9,360.00	P	9,360.00	-	-
50299070	Network Switch	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	3,600.00	P	3,600.00	-	-
50299070	Digital Multimeter	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	11,550.00	P	11,550.00	-	-
50299070	HDMI Cable	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	2,274.00	P	2,274.00	-	-
50299070	Uninterruptible Power Supply (UPS)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	81,540.00	P	81,540.00	-	-
50299070	Gun tacker	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	6,000.00	P	6,000.00	-	-
50299070	Wireless Headphone	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	33,600.00	P	33,600.00	-	-
50299070	Gun tacker staple(#T25), 9/16" 14mm	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	880.00	P	880.00	-	-
50299070	Tools (set)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	3,500.00	P	3,500.00	-	-
50299070	Internal Harddrive for desktop (1TB)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	19,000.00	P	19,000.00	-	-
50299070	Internal Harddrive for laptop (256GB, SSD)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	45,000.00	P	45,000.00	-	-
50299070	RAM for Desktop (16GB)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	70,000.00	P	70,000.00	-	-
50299070	RAM for Laptop (16GB)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	70,000.00	P	70,000.00	-	-
50299070	Power Supply for desktop	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	140,000.00	P	140,000.00	-	-
50299070	Keyboard	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	12,300.00	P	12,300.00	-	-
50299070	6-Gang Extension Cord	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	13,000.00	P	13,000.00	-	-
50299070	Biometric Finger Print Time Attendance Machine	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	33,000.00	P	33,000.00	-	-
50299070	Photo editing software (Canva)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	4,500.00	P	4,500.00	-	-
50299070	HDMI mini atleast 10 meters	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	4,800.00	P	4,800.00	-	-
50299070	Heavy duty Tripod	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	12,000.00	P	12,000.00	-	-
50299070	Audio Mixer	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	5,000.00	P	5,000.00	-	-
50299070	Wireless Microphone	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	7,000.00	P	7,000.00	-	-
50299070	Microphone Stand	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	1,200.00	P	1,200.00	-	-
50299070	Bluetooth Speaker	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	6,000.00	P	6,000.00	-	-
50299070	Video Capture	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	5,500.00	P	5,500.00	-	-
50299070	Braided HDMI cable 10meters	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	1,500.00	P	1,500.00	-	-
50299070	Audio jack to RCA 10 meters	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	1,000.00	P	1,000.00	-	-
50299070	Printing and Scanning Equipment: All-in-One Printer (print, copy, scan, fax, photo)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	128,098.00	P	128,098.00	-	-
50299070	Printer (Laser)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	51,120.00	P	51,120.00	-	-
50299070	Scanner	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	31,865.00	P	31,865.00	-	-
50299070	Repairs & Maintenance - ICT Equipment: Desktops, laptop, CCTV & other ICT equipment	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	300,000.00	P	300,000.00	-	-

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					Advertisem ent/Posting of IB/REI	Submission / Opening of Bids	Notice of Award	Contract Signing		Total APP	MOOE	Capital Outlay			
50299070	Internet Subscription Expenses: Internet access for 250Mbps at the Times Plaza	Information and Communications Technology Division	NO	Competitive Bidding	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	1,910,000.00	P	1,910,000.00	-	-
50299070	Internet access for 50 Mbps as backup for the DICT internet access at the New Exec Bldg.	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	690,680.00	P	690,680.00	-	-
50299070	Lease of Internet Access (Outside the office)	Information and Communications Technology Division	NO	Competitive Bidding	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	6,000,000.00	P	6,000,000.00	-	-
50299070	Internet access for 100 Mbps at Times Plaza Building (Backup)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	800,000.00	P	800,000.00	-	-
50299070	Fiber Gigaband Internet Service	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	69,408.00	P	69,408.00	-	-
50299070	Loads for disaster recovery (Satellite Phones)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	78,000.00	P	78,000.00	-	-
50299070	Subscription Expenses: Adobe Creative Cloud for Business Subscription	Information and Communications Technology Division	NO	Competitive Bidding	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	1,200,000.00	P	1,200,000.00	-	-
50299070	Gmail Hosting	Information and Communications Technology Division	NO	Competitive Bidding	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	1,339,872.60	P	1,339,872.60	-	-
50299070	Firewall License Renewal-Sophos	Information and Communications Technology Division	NO	Competitive Bidding	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	700,000.00	P	700,000.00	-	-
50299070	Firewall License XG300 (PANP)	Information and Communications Technology Division	NO	Competitive Bidding	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	788,440.00	P	788,440.00	-	-
50299070	Ruckus Zone Director 1205	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	35,000.00	P	35,000.00	-	-
50299070	Asset Management subscription	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	115,000.00	P	115,000.00	-	-
50299070	Payroll and biometric subscription	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	130,000.00	P	130,000.00	-	-
50299070	2 Factor Authentication	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	108,000.00	P	108,000.00	-	-
50299070	OPS website subscription for the service continuity program	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	90,000.00	P	90,000.00	-	-
50299070	Official Gazette website hosting for disaster recovery (Azure)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	250,000.00	P	250,000.00	-	-
50299070	Sophos SG230Endpoint AntiVirus	Information and Communications Technology Division	NO	Competitive Bidding	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	400,500.00	P	400,500.00	-	-
50299070	Adobe Acrobat PRo DC	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	264,000.00	P	264,000.00	-	-
50299070	Video Messaging Tool (Zoom Subscription)	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	319,000.00	P	319,000.00	-	-
50299070	SSL for OPS and Official Gazette websites	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	93,000.00	P	93,000.00	-	-
50299070	Intranet System	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	90,000.00	P	90,000.00	-	-
50299070	Apple Development	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	20,000.00	P	20,000.00	-	-
50299070	Wireless controller renewal of Support Service License	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	70,000.00	P	70,000.00	-	-
50299070	HP Server Renewal Warranty	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	400,000.00	P	400,000.00	-	-
50299070	Google drive storage	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	78,000.00	P	78,000.00	-	-
50299070	Share point subscription	Information and Communications Technology Division	NO	NP-53.5 Agency-to-Agency	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	125,000.00	P	125,000.00	-	-
50299070	One Drive Software Subscription	Information and Communications Technology Division	NO	NP-53.5 Agency-to-Agency	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	60,000.00	P	60,000.00	-	-
50299070	Licensed SQL version for 2019	Information and Communications Technology Division	NO	NP-53.5 Agency-to-Agency	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	140,800.00	P	140,800.00	-	-
50299070	Microsoft 365 Business Standard	Information and Communications Technology Division	NO	NP-53.5 Agency-to-Agency	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	350,274.67	P	350,274.67	-	-
50299070	MS Teams	Information and Communications Technology Division	NO	NP-53.5 Agency-to-Agency	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	50,993.80	P	50,993.80	-	-
50299070	MS Visio	Information and Communications Technology Division	NO	NP-53.5 Agency-to-Agency	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	36,000.00	P	36,000.00	-	-
50201010	Strategic Planning: Lease of Venue with Meals and Accomodation	Information and Communications Technology Division	NO	NP-53.10 Lease of Real Property and Venue	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	150,000.00	P	150,000.00	-	-
50604050 03	Strategic Planning: Van Rental	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	40,000.00	P	40,000.00	-	-
50201010	Strategic Planning: Polo Shirt	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	10,000.00	P	10,000.00	-	-
50201010	Team Building: Lease of Venue with Meals and Accomodation	Information and Communications Technology Division	NO	NP-53.10 Lease of Real Property and Venue	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	150,000.00	P	150,000.00	-	-
50604050 03	Team Building: Van Rental	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	40,000.00	P	40,000.00	-	-
50201010	Team Building: Polo Shirt	Information and Communications Technology Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	10,000.00	P	10,000.00	-	-

**Office of the Press Secretary (OPS)**  
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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)		
					Advertisem ent/Posting of IB/REI	Submission / Opening of Bids	Notice of Award	Contract Signing		Total APP	MOOE	Capital Outlay			
S	Janitorial Services (MYCA for 5 Years)	Maintenance Section, General Services Division	YES	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	3,015,000.00	P	3,015,000.00	-	Request for 5 Years Multi-Year Contract Agreement
50212030 00	Security Services (MYCA for 5 Years)	Maintenance Section, General Services Division	YES	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	3,474,000.00	P	3,474,000.00	-	Request for 5 Years Multi-Year Contract Agreement
50213050 02	Pest Control Services	Maintenance Section, General Services Division	YES	Competitive Bidding	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	646,470.00	P	646,470.00	-	Consumables: Procurement shall commence as need arises
50299070	Various Air-conditioning System Spare parts	Maintenance Section, General Services Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	300,000.00	P	300,000.00	-	-
50299070	Various Hardware Spare Parts	Maintenance Section, General Services Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	300,000.00	P	300,000.00	-	-
50299070	Various Tools/Equipment For Maintenance Technician	Maintenance Section, General Services Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	500,000.00	P	500,000.00	-	-
50299070	Repairs and Maintenance-Office Building (Procurement Proper Shall Commence as need arise)	Maintenance Section, General Services Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	8,328,530.00	P	8,328,530.00	-	-
50299050	Catering Services for Media Partners (2023 SONA and December event for MPC/MCA and PPA)	Media Accreditation and Relations Office	NO	NP-53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	P	500,000.00	P	500,000.00	-	-
50299050	Tent Rental for Media Partners (2023 SONA and December MPC/MCA/PPA event)	Media Accreditation and Relations Office	NO	NP-53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	P	240,000.00	P	240,000.00	-	-
50299050	Procurement of Tokens for Media Partners and Stakeholders	Media Accreditation and Relations Office	NO	NP-53.9 - Small Value Procurement	Within 2023	N/A	Within 2023	Within 2023	GoP	P	720,000.00	P	720,000.00	-	-
50201010	MARO Team Building	Media Accreditation and Relations Office	NO	NP-53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	P	500,000.00	P	500,000.00	-	-
50299050	Procurement of Attires for MARO Events	Media Accreditation and Relations Office	NO	NP-53.9 - Small Value Procurement	Within 2023	N/A	Within 2023	Within 2023	GoP	P	250,000.00	P	250,000.00	-	-
50213060 01	Procurement of Repair and Maintenance Services (Preventive and Periodic Maintenance) for MVs and necessary autoparts.	Motorpool Section	NO	NP-53.9 - Small Value Procurement	Within 2023	N/A	Within 2023	Within 2023	GoP	P	2,316,000.00	P	2,316,000.00	-	Consumables: Procurement shall commence as need arises
50203090	Procurement of POL Products for OPS MVs	Motorpool Section	YES	Competitive Bidding	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	4,980,000.00	P	4,980,000.00	-	-
50203010	Procurement of Dashcam for OPS MVs	Motorpool Section	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	P	162,000.00	P	162,000.00	-	-
50604050 03	Procurement of Two (3) Motor vehicles	Motorpool Section	YES	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	5,053,000.00	-	P 5,053,000.00	-	-
50213060 01	Procurement of Rental space/working area for checking, maintenance and repairs of OPS motor vehicles.	Motorpool Section	YES	NP-53.10 Lease of Real Property and Venue	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	2,400,000.00	P	2,400,000.00	-	-
50203010	Mobile Pedestal	Media Research and Development Staff	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	21,000.00	P	21,000.00	-	-
50203010	Procurement of Service for the Printing of Process Documentation Report (E-books and Materials)	Media Research and Development Staff	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	136,500.00	P	136,500.00	-	-
50203010	Procurement of Collaterals (notebook, tote bag, ballpen, mugs)	Media Research and Development Staff	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	330,000.00	P	330,000.00	-	-
50203010	Mid-Year Assessment and Planning (Hotel Accommodation, Van Rental and Resource Speaker)	Media Research and Development Staff	NO	NP-53.10 Lease of Real Property and Venue	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	P	1,394,563.80	P	1,394,563.80	-	-
50203010	2023 OPS Strategic Planning (Hotel Accommodation, Van Rental and Resource Speaker)	Media Research and Development Staff	NO	NP-53.10 Lease of Real Property and Venue	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	P	1,394,563.80	P	1,394,563.80	-	-
50203010	OPS Performance Management System (Meals and Resource Speaker)	Media Research and Development Staff	NO	NP-53.10 Lease of Real Property and Venue	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	P	113,793.80	P	113,793.80	-	-
50203010	MRDS Strategic Planning and Team Building (Hotel Accommodation, Venue and Van Rental)	Media Research and Development Staff	NO	NP-53.10 Lease of Real Property and Venue	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	332,725.52	P	332,725.52	-	-
50203010	Capacity Building Activity on March 2023: Lease of Venue with Meals and Accommodation	Office of the Director for Administration	NO	NP-53.10 Lease of Real Property and Venue	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	200,000.00	P	200,000.00	-	-
50299050 03	Capacity Building Activity on March 2023: Van Rental	Office of the Director for Administration	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	50,000.00	P	50,000.00	-	-
50203010	Procurement of Tokens for Stakeholders	Office of the Director for Administration	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	700,000.00	P	700,000.00	-	-
50203010	Procurement of Tarpaulin for OAFP events	Office of the Director for Administration	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	50,000.00	P	50,000.00	-	-
50203010	OPS Sportsfest on April 2023: Jersey Shirt	Office of the Director for Administration	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	P	100,000.00	P	100,000.00	-	-
50203010	OPS Sportsfest on April 2023: Tokens	Office of the Director for Administration	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	P	50,000.00	P	50,000.00	-	-
50203010	Procurement of Tokens for OPS Anniversary	Office of the Director for Administration	NO	Competitive Bidding	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	900,000.00	P	900,000.00	-	-
50203010	Procurement of Tokens for OPS Bazaar	Office of the Director for Administration	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	P	100,000.00	P	100,000.00	-	-
50203010	Rental of Kiosk/Stall for OPS Bazaar	Office of the Director for Administration	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	P	100,000.00	P	100,000.00	-	-
50203010	Lease of Venue for ISO Workshop	Office of the Director for Administration	NO	NP-53.10 Lease of Real Property and Venue	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	150,000.00	P	150,000.00	-	-
50299070	Procurement of Laptops	Office of the Director for Administration	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	180,000.00	P	180,000.00	-	-
50299050 03	Transportation / Van Rental	Office of the Secretary	YES	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	2,160,000.00	P	2,160,000.00	-	-
50203010	Management, Planning and other meetings of the Secretary	Office of the Secretary	YES	NP-53.10 Lease of Real Property and Venue	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	625,208.75	P	625,208.75	-	-
50203010	Tokens/Gifts for Local and Foreign Dignitaries and Media	Office of the Secretary	YES	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	860,000.00	P	860,000.00	-	-
50299050 03	Procurement of Van Rental for Official Local Travels of the OULA	Office of the Undersecretary for Legal Affairs	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	250,000.00	P	250,000.00	-	-
50203010	Venue for 2023 Legal Cluster Strategic Planning and Team Building	Office of the Undersecretary for Legal Affairs	NO	NP-53.10 Lease of Real Property and Venue	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	500,000.00	P	500,000.00	-	-
50203010	Team Building: Lease of Venue including Meals and Accommodation	Legal Division	NO	NP-53.10 Lease of Real Property and Venue	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	120,000.00	P	120,000.00	-	-

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					Advertisement/Posting of IB/REI	Submission / Opening of Bids	Notice of Award	Contract Signing		Total APP	MOOE	Capital Outlay			
50299050 03	Team Building: Van Rental	Legal Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	15,000.00	P	15,000.00	-	-
50299050	Team Building: T-shirt	Legal Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	3,000.00	P	3,000.00	-	-
50201010	Strategic planning: Lease of Venue including Meals and Accommodation	Legal Division	NO	NP-53.10 Lease of Real Property and Venue	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	120,000.00	P	120,000.00	-	-
50299050 03	Strategic planning: Van Rental	Legal Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	15,000.00	P	15,000.00	-	-
50201010	Strategic planning: T-shirt	Legal Division	NO	NP-53.9 - Small Value Procurement	Within 2023	Within 2023	Within 2023	Within 2023	GoP	P	6,000.00	P	6,000.00	-	-
50203010	Procurement of Collaterals for Government Spokesperson Guild and Strategic Communications Events	Office of the Undersecretary for Operations, GOCC, and Good Governance	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	80,000.00	P	80,000.00	-	-
50299070	Telephone Line for PANP	Philippine Administrative Network Project	YES	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	P	1,104,000.00	P	1,104,000.00	-	-
50205030 00	Internet Subscription for PANP	Philippine Administrative Network Project	YES	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	P	4,032,000.00	P	4,032,000.00	-	-
50205040 00	Satellite Communications: 6Mhz Transponder Bandwidth Space Segment	Philippine Administrative Network Project	YES	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	P	10,962,605.00	P	10,962,605.00	-	-
50205040 00	Repair and Maintenance of Satellite Indoor and Outdoor Equipment	Philippine Administrative Network Project	YES	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	P	1,506,862.40	P	1,506,862.40	-	-
50299070	Advertising Expense: Broadcast / Televisions	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP - 53.6 Media Services	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	4,836,720.00	P	4,836,720.00	-	-
50299070	Advertising Expense: Magazines / Newspapers	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP - 53.6 Media Services	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	682,577.28	P	682,577.28	-	-
50299070	Advertising Expense: Radio	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP - 53.6 Media Services	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	665,280.00	P	665,280.00	-	-
	Writers' Conference: Hotel Accommodation, Venue with Meals	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.10 Lease of Real Property and Venue	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	P	3,558,330.00	P	3,558,330.00	-	-
	Writers' Conference: Prizes	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	P	35,000.00	P	35,000.00	-	-
	Writers' Conference: Plaque of Appreciation	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	P	12,000.00	P	12,000.00	-	-
	Writers' Conference: Certificate of Participation	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	P	1,575.00	P	1,575.00	-	-
	Writers' Conference: Plagiarism-Detection Software	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	P	21,300.00	P	21,300.00	-	-
50201010	Writers' Conference: Van Rental	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	P	27,000.00	P	27,000.00	-	-
50299050 03	Comics Production: Van - Logistics for deliveries	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	1,000,000.00	P	1,000,000.00	-	As need arises.
50299070	Comics Production: Printing of comics	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	16,000,000.00	P	16,000,000.00	-	-
50299050 03	Mobile Library: Transportation Fees	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	20,000.00	P	20,000.00	-	-
50299070	Mobile Library: Sound system (speakers)	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	200,000.00	P	200,000.00	-	-
50299070	Mobile Library: Projector Screen	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	40,000.00	P	40,000.00	-	-
50299070	Mobile Library: Projector	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	52,000.00	P	52,000.00	-	-
50201010	Mobile Library: Meals	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	300,000.00	P	300,000.00	-	-
50201010	Strategic Planning: Venue with accommodation and meals	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.10 Lease of Real Property and Venue	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	180,000.00	P	180,000.00	-	-
50299050 03	Strategic Planning: Van Rental	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	9,000.00	P	9,000.00	-	-
50201010	Strategic Planning: Polo Shirt	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	4,990.00	P	4,990.00	-	-
50201010	Team Building: Venue accommodation with meals	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.10 Lease of Real Property and Venue	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	81,000.00	P	81,000.00	-	-

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					Advertisement/Posting of IB/REI	Submission / Opening of Bids	Notice of Award	Contract Signing		Total APP	MOOE	Capital Outlay			
50299050 03	Team Building: Van Rental	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	9,000.00	P	9,000.00	-	-
50201010	Team Building: Polo Shirt	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	4,990.00	P	4,990.00	-	-
	ICT Equipment and Devices	Office of the Undersecretary for Print Media Services, Attached Agencies and Related GOCCs	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	413,821.88	P	413,821.88	-	-
50201010	Media Literacy Training: Lease of Venue with Meals and Accommodation	Office of the Undersecretary for Digital Media Services	NO	NP-53.10 Lease of Real Property and Venue	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	3,669,240.00	P	3,669,240.00	-	-
50201010	Media Literacy Training: Collaterals	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	167,490.00	P	167,490.00	-	-
50201010	Media Literacy Training: Tokens	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	9,000.00	P	9,000.00	-	-
50201010	Media Literacy Training: Transportation	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	17,000.00	P	17,000.00	-	-
50299070	Media Literacy Training: Facebook Advertisement	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	499,999.00	P	499,999.00	-	-
50299070	Media Monitoring Tool	Office of the Undersecretary for Digital Media Services	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	4,360,524.00	P	4,360,524.00	-	-
50299070	Website Photo Sources: Software Subscription	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	17,940.00	P	17,940.00	-	-
50299070	Grammarly : Software Subscription	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	252,300.00	P	252,300.00	-	-
50201010	Job Skills Training in the Digital Landscape for Underserved Communities: Transportation	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	51,000.00	P	51,000.00	-	-
50201010	Job Skills Training in the Digital Landscape for Underserved Communities: Collaterals	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	40,125.00	P	40,125.00	-	-
50201010	Job Skills Training in the Digital Landscape for Underserved Communities: Technical Equipment	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	15,000.00	P	15,000.00	-	-
50201010	Job Skills Training in the Digital Landscape for Underserved Communities: Tokens	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	9,000.00	P	9,000.00	-	-
50201010	Job Skills Training in the Digital Landscape for Underserved Communities: Meals	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	60,600.00	P	60,600.00	-	-
50201010	Graphics Training: Lease of Venue with Meals and Accommodation	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	35,200.00	P	35,200.00	-	-
50201010	Graphics Training: Collaterals	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	13,375.00	P	13,375.00	-	-
50201010	Graphics Training: Technical Equipment	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	5,000.00	P	5,000.00	-	-
50201010	Graphics Training: Tokens	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	5,600.00	P	5,600.00	-	-
50299050 03	Graphics Training: Transportation	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	8,500.00	P	8,500.00	-	-
50299050 03	Financial Inclusivity Training: Transportation	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	8,500.00	P	8,500.00	-	-
50201010	Financial Inclusivity Training: Technical requirement	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	5,000.00	P	5,000.00	-	-
50201010	Financial Inclusivity Training: Token	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	4,480.00	P	4,480.00	-	-
50201010	Financial Inclusivity Training: Collaterals	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	24,000.00	P	24,000.00	-	-
50201010	Financial Inclusivity Training: Meals	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	31,108.00	P	31,108.00	-	-
50201010	Digital Media Services Team Building Strategic Planning: Lease of Venue with meals and accommodation	Office of the Undersecretary for Digital Media Services	NO	NP-53.10 Lease of Real Property and Venue	within 2023	within 2023	within 2023	within 2023	GoP	P	145,000.00	P	145,000.00	-	-
50201010	Digital Media Services Team Building Strategic Planning: Transportation	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	28,000.00	P	28,000.00	-	-
50201010	Digital Media Services Team Building: Lease of Venue with meals and accommodation	Office of the Undersecretary for Digital Media Services	NO	NP-53.10 Lease of Real Property and Venue	within 2023	within 2023	within 2023	within 2023	GoP	P	155,000.00	P	155,000.00	-	-
50299050 03	Digital Media Services Team Building: Transportation	Office of the Undersecretary for Digital Media Services	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P	50,000.00	P	50,000.00	-	-
50201010	Isang Boses, Isang Bayan: Lease of Venue with Meals	Office of the Undersecretary for Operations, Plans and Policies	NO	NP-53.10 Lease of Real Property and Venue	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	196,800.00	P	196,800.00	-	-
50201010	Isang Boses, Isang Bayan: Tokens	Office of the Undersecretary for Operations, Plans and Policies	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	35,040.00	P	35,040.00	-	-
50201010	Citizens Charter Workshop: Tokens	Office of the Undersecretary for Operations, Plans and Policies	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	47,904.00	P	47,904.00	-	-
50201010	Citizens Charter Workshop: Lease of Venue	Office of the Undersecretary for Operations, Plans and Policies	NO	NP-53.10 Lease of Real Property and Venue	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	196,800.00	P	196,800.00	-	-
50201010	Strategic Planning of the Procurement Division: Lease of Venue with Meals and Accommodation	Procurement Division	NO	NP-53.10 Lease of Real Property and Venue	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	100,000.00	P	100,000.00	-	-
50299050 03	Strategic Planning of the Procurement Division: Vehicle Rental	Procurement Division	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P	60,000.00	P	60,000.00	-	-
50201010	Dating and Stamping Machine	Procurement Division	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P	15,000.00	P	15,000.00	-	-

**Office of the Press Secretary (OPS)**  
**Indicative Annual Procurement Plan FY 2023**  
*(as of 30 September 2022)*

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 APP	MOOE	Capital Outlay	
50201010	Strategic Planning of the Procurement Division: Lease of Venue with Meals and Accommodation	Office of the Assistant Secretary for Procurement	NO	NP-53.10 Lease of Real Property and Venue	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	GoP	P 56,250.00	P 56,250.00	-	-
50299050 03	Strategic Planning of the Procurement Division: Van Rental	Office of the Assistant Secretary for Procurement	NO	NP-53.9 - Small Value Procurement	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	GoP	P 19,500.00	P 19,500.00	-	-
50201010	Strategic Planning: Lease of Venue with Meals and Accommodation	Office of the Assistant Secretary for Finance	NO	NP-53.10 Lease of Real Property and Venue	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P 85,000.00	P 85,000.00	-	-
50299050 03	Strategic Planning: Van Rental	Office of the Assistant Secretary for Finance	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P 15,000.00	P 15,000.00	-	-
50201010	Strategic Planning: Polo Shirt	Office of the Assistant Secretary for Finance	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	P 7,500.00	P 7,500.00	-	-
50201010	Team building: Lease of Venue with Meals and Accommodation	Office of the Assistant Secretary for Finance	NO	NP-53.10 Lease of Real Property and Venue	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P 85,000.00	P 85,000.00	-	-
50299050 03	Team building: Van Rental	Office of the Assistant Secretary for Finance	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P 15,000.00	P 15,000.00	-	-
50201010	Team building: Polo Shirt	Office of the Assistant Secretary for Finance	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P 7,500.00	P 7,500.00	-	-
50212990 00	Repairs and Maintenance - Office Equipment	GSD-Property and Supply Section	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P 408,100.00	P 408,100.00	-	As need arises.
50203010	Procurement of Common-use Supplies and Equipment available at DBM-PS	GSD-Property and Supply Section	YES	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	P 4,141,858.74	P 4,141,858.74	-	-
50203010	Procurement of Common-use Supplies and Equipment NOT available at DBM-PS	GSD-Property and Supply Section	YES	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	P 9,123,034.66	P 9,123,034.66	-	-
50203010	Printing of Accountable Forms	GSD-Property and Supply Section	YES	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	P 20,000.00	P 20,000.00	-	-
50203010	Procurement of Covid-19 essentials	GSD-Property and Supply Section	YES	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	P 1,098,000.00	P 1,098,000.00	-	-
50205020 01	Procurement of Prepaid Load Cards	GSD-Property and Supply Section	YES	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	P 1,756,920.00	P 1,756,920.00	-	-
50299070	Newspaper Subscription for OPS	GSD-Property and Supply Section	YES	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	P 550,000.00	P 550,000.00	-	-
50299050 04	Rent Expenses - Photocopier Rental (9 copies)	GSD-Property and Supply Section	YES	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	P 1,296,000.00	P 1,296,000.00	-	-
50204010 00	Procurement of Purified Drinking Water of OPS	GSD-Property and Supply Section	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P 213,840.00	P 213,840.00	-	-
50213050 02	Procurement of Office Equipment	GSD-Property and Supply Section	YES	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	P 465,300.00	P 465,300.00	-	Camera (Mirrorless Camera and Wireless Lapel); Audio (Portable PA System, Wireless ;Microphone dual Vocal System with transmitter, and Hand Grip type megaphone)
50203010	Procurement of Industrial Printer for Property and Inventory Tagging	GSD-Property and Supply Section	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P 116,000.00	P 116,000.00	-	-
50203010	Procurement of OPS Asset Management System in partnership with UP-Diliman Supply and Property Management System	GSD-Property and Supply Section	NO	NP-53.5 Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P 2,000,000.00	P 2,000,000.00	-	-
50213050 02	Lease of Storage Space/Warehouse	GSD-Records Management Office	NO	NP-53.10 Lease of Real Property and Venue	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	P 360,000.00	P 360,000.00	-	-
50201020	Airline Ticket - Local	GSD-Special Administrative Concerns Office	NO	NP-53.5 Agency-to-Agency	within 2023	within 2023	within 2023	within 2023	GoP	P 10,000,000.00	P 10,000,000.00	-	-
50201020	Airline Ticket - Foreign	GSD-Special Administrative Concerns Office	NO	NP-53.5 Agency-to-Agency	within 2023	within 2023	within 2023	within 2023	GoP	P 12,000,000.00	P 12,000,000.00	-	-
50203010	Steel Cabinet	GSD-Special Administrative Concerns Office	NO	NP-53.9 - Small Value Procurement	within 2023	within 2023	within 2023	within 2023	GoP	P 22,000.00	P 22,000.00	-	-

**Total**

**P 214,879,645.10 P 209,826,645.10 P 5,053,000.00**

**Prepared by:**

(Original signed)  
**JAYSON C. ERQUIZA**  
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(Original signed)  
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(Original signed)  
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 Member, Bids and Awards Committee

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 Vice-Chairperson, Bids and Awards Committee

(Original signed)  
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 Chairperson, Bids and Awards Committee

(Original signed)  
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 Head of the Procuring Entity