

Department of Transportation  
MARITIME INDUSTRY AUTHORITY ROXII - Annual Procurement Plan for FY 2024

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	
1	Conduct of Regular Staff Conference	MRO12	NO	Shopping		Q1-Q4			Gop	25,000.00	25,000.00	-	
2	National Women's Month Ceremony/Honor for Retirees	MRO12	NO	NP-53.9 - Small Value Procurement		Q1	Q1-Q4		Gop	65,000.00	65,000.00	-	
3	Various Trainings for MARINA12 Personnel (Registration Fees)	MRO12	NO	NP-53.5 Agency-to-Agency		Q1-Q4			Gop	20,000.00	20,000.00	-	
4	Meals provision for various training of MRO12 personnel	MRO12	NO	Shopping		Q1-Q4			Gop	360,000.00	360,000.00	-	
5	Inter-Agency Meeting	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4			Gop	40,000.00	40,000.00	-	
6	GAD Plans & Program-Organizational focused (Midyear)	MRO12	NO	NP-53.9 - Small Value Procurement		Q2			Gop	50,000.00	50,000.00	-	
7	GAD Plans & Program-Organizational focused (Year-End)	MRO12	NO	NP-53.9 - Small Value Procurement		Q4			Gop	50,000.00	50,000.00	-	
8	GAD Plans & Program-Client focused (Midyear)	MRO12	NO	NP-53.9 - Small Value Procurement		Q2			Gop	35,000.00	35,000.00	-	
9	GAD Plans & Program-Client focused (Year-End)	MRO12	NO	NP-53.9 - Small Value Procurement		Q4			Gop	35,000.00	35,000.00	-	
10	Multi-Sectoral Advisory Board Meeting (MSAB)	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4			Gop	65,000.00	65,000.00	-	
11	Conduct of Mid-Year Office Performance Assessment & Target Setting	MRO12	NO	NP-53.9 - Small Value Procurement		Q2			Gop	90,000.00	90,000.00	-	
12	Conduct of Year-End Office Performance Assessment & Target Setting	MRO12	NO	NP-53.9 - Small Value Procurement		Q4			Gop	150,000.00	150,000.00	-	
13	MARINA Anniversary (June 01)	MRO12	NO	NP-53.9 - Small Value Procurement		Q2			Gop	100,000.00	100,000.00	-	
14	MARINA 12 Founding Anniversary (November 16)	MRO12	NO	NP-53.9 - Small Value Procurement		Q4			Gop	50,000.00	50,000.00	-	
15	Seafarer's Day (June 25)	MRO12	NO	Shopping		Q2			Gop	50,000.00	50,000.00	-	
16	National Maritime Week (September)	MRO12	NO	NP-53.9 - Small Value Procurement		Q3			Gop	75,000.00	75,000.00	-	
17	Violence Against Women and Children (VAWC) Month	MRO12	NO	NP-53.9 - Small Value Procurement		Q4			Gop	50,000.00	50,000.00	-	
18	Conduct of MARINA-PCG Forum	MRO12	NO	Shopping		Q1-Q4			Gop	25,000.00	25,000.00	-	
19	Provision of Meals during 3s Convention	MRO12	NO	Shopping		Q4			Gop	6,000.00	6,000.00	-	
20	Exit/Entrance Conference with COA Auditors	MRO12	NO	Shopping		Q1-Q4			Gop	5,000.00	5,000.00	-	
21	Zoom Account Subscriptions	MRO12	NO	Shopping		Monthly			Gop	9,000.00	9,000.00	-	
22	Office Building Rental	MRO12	NO	Direct Contracting		Monthly			Gop	730,000.00	730,000.00	-	
23	Procurement of various office supplies	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4			Gop	520,000.00	520,000.00	-	
24	Security Services	MRO12	NO	Direct Contracting		Monthly			Gop	50,000.00	50,000.00	-	
25	Repair & Maintenance of Motor Vehicle (Honda Mobilio/Commuter Van/ Mitsubishi)	MRO12	NO	Direct Contracting		Q1-Q4			Gop	150,000.00	150,000.00	-	
26	Repair and Maintenance of Airconditioning Unit (13 units)	MRO12	NO	Direct Contracting		Q1-Q4			Gop	60,000.00	60,000.00	-	
27	Repair of Laptops/Desktops etc. -ICT Equipments	MRO12	NO	Direct Contracting		Q1-Q4			Gop	8,000.00	8,000.00	-	
28	Fuel including lubricants for Motor Vehicle (Honda/Commuter Van/Mitsubishi)	MRO12	NO	Direct Contracting		Q1-Q4			Gop	250,000.00	250,000.00	-	
29	Insurance premium of Motor Vehicle (Honda Mobilio, Commuter Van & Mitsubishi)	MRO12	NO	NP-53.5 Agency-to-Agency		Q2			Gop	50,000.00	50,000.00	-	
30	Insurance of Property Plant & Equipment	MRO12	NO	NP-53.5 Agency-to-Agency		Q1			Gop	15,000.00	15,000.00	-	
31	Fidelity Bond Renewal (3 Personnel)	MRO12	NO	NP-53.5 Agency-to-Agency		Q1-Q4			Gop	23,000.00	23,000.00	-	
32	Purchase of Accountable Form No 51-C (Official Receipt)	MRO12	NO	NP-53.5 Agency-to-Agency		Q1-Q4			Gop	12,000.00	12,000.00	-	
33	Purchase of IT Supplies (Ink/Toner)	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4			Gop	50,000.00	50,000.00	-	
34	Reograph of MARINA Forms (Newsprint & Labo)	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4			Gop	20,000.00	20,000.00	-	
35	Postage & Courier	MRO12	NO	Direct Contracting		Monthly			Gop	30,000.00	30,000.00	-	
36	Plumbing works of comfort rooms with accessories (9)	MRO12	NO	Shopping		Q1-Q4			Gop	10,000.00	10,000.00	-	
37	Purchase of office tables, chairs, podium (furniture & Fixtures)	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4			Gop	80,000.00	80,000.00	-	
38	Purchase of medicine & medical supplies (facemask/vitamin/alcohol)	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4			Gop	10,000.00	10,000.00	-	
39	Procurement of potable water/drinking water supply	MRO12	NO	Direct Contracting		Monthly			Gop	15,000.00	15,000.00	-	
40	Utility - Electricity and water consumption	MRO12	NO	Direct Contracting		Monthly			Gop	440,000.00	440,000.00	-	
41	Communication Expenses (landlines/internet & postpaid) (lines)	MRO12	NO	Direct Contracting		Monthly			Gop	220,000.00	220,000.00	-	
42	Cable subscription	MRO12	NO	Direct Contracting		Monthly			Gop	6,000.00	6,000.00	-	
43	Photocopy of MRO12 documents	MRO12	NO	Shopping		Monthly			Gop	45,000.00	45,000.00	-	
44	Token/plaques	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4			Gop	60,000.00	60,000.00	-	
45													

TOTAL APP: 4,239,000.00  
TOTAL MOOE: 4,239,000.00  
TOTAL CO: 0

Recommended by:  
  
CECILIA B. JARABELO  
BAC Chairman

Approved by:  
  
FARIDA B. BACCARA  
Officer-In-Charge



Department of Transportation  
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					Advertisement/ Posting of IB/R/EI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1	Conduct of Regular Staff Conference	MRO12	NO	Shopping		Q1-Q4	Q1	Gop	25,000.00	25,000.00	-		
2	National Women's Month	MRO12	NO	Shopping		Q1	Q1-Q4	Gop	65,000.00	65,000.00	-		
3	Ceremony/Honor for Retirees	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4	Q1-Q4	Gop	20,000.00	20,000.00	-		
4	Various Trainings for MARRINA12 Personnel (Registration Fees)	MRO12	NO	NP-53.5 Agency-to-Agency		Q1-Q4	Q1-Q4	Gop	360,000.00	360,000.00	-		
5	Meals provision for various training of MRO12 Personnel	MRO12	NO	Shopping		Q1-Q4	Q1-Q4	Gop	40,000.00	40,000.00	-		
6	Inter-Agency Meeting	MRO12	NO	Shopping		Q1-Q4	Q1-Q4	Gop	30,000.00	30,000.00	-		
7	GAD Plans & Program-Organizational focused (Midyear)	MRO12	NO	NP-53.9 - Small Value Procurement		Q2	Q2	Gop	50,000.00	50,000.00	-		
8	GAD Plans & Program-Organizational focused (Year-End)	MRO12	NO	NP-53.9 - Small Value Procurement		Q4	Q4	Gop	50,000.00	50,000.00	-		
9	GAD Plans & Program-Client focused (Midyear)	MRO12	NO	NP-53.9 - Small Value Procurement		Q2	Q2	Gop	35,000.00	35,000.00	-		
10	GAD Plans & Program-Client focused (Year-End)	MRO12	NO	NP-53.9 - Small Value Procurement		Q4	Q4	Gop	35,000.00	35,000.00	-		
11	Multi-Sectoral Advisory Board Meeting (MSAB)	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4	Q1-Q4	Gop	65,000.00	65,000.00	-		
12	Conduct of Mid-Year Office Performance Assessment & Target Setting	MRO12	NO	NP-53.9 - Small Value Procurement		Q2	Q2	Gop	90,000.00	90,000.00	-		
13	Conduct of Year-End Office Performance Assessment & Target Setting	MRO12	NO	NP-53.9 - Small Value Procurement		Q4	Q4	Gop	150,000.00	150,000.00	-		
14	MARRINA Anniversary (June 01)	MRO12	NO	NP-53.9 - Small Value Procurement		Q2	Q2	Gop	100,000.00	100,000.00	-		
15	MARRINA 12 Founding Anniversary (November 16)	MRO12	NO	NP-53.9 - Small Value Procurement		Q4	Q4	Gop	50,000.00	50,000.00	-		
16	Seafarer's Day (June 25)	MRO12	NO	Shopping		Q2	Q2	Gop	50,000.00	50,000.00	-		
17	National Maritime Week (September)	MRO12	NO	NP-53.9 - Small Value Procurement		Q3	Q3	Gop	75,000.00	75,000.00	-		
18	Violence Against Women and Children (NAWC) Month	MRO12	NO	NP-53.9 - Small Value Procurement		Q4	Q4	Gop	50,000.00	50,000.00	-		
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20	Provision of Meals during 3s Convention	MRO12	NO	Shopping		Q4	Q4	Gop	6,000.00	6,000.00	-		
21	Exit/Entrance Conference with COA Auditors	MRO12	NO	Shopping		Q1-Q4	Q1-Q4	Gop	5,000.00	5,000.00	-		
22	Zoom Account Subscriptions	MRO12	NO	Shopping		Monthly	Monthly	Gop	9,000.00	9,000.00	-		
23	Office Building Rental	MRO12	NO	Direct Contracting		Q1-Q4	Q1-Q4	Gop	730,000.00	730,000.00	-		
24	Procurement of various office supplies	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4	Q1-Q4	Gop	520,000.00	520,000.00	-		
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26	Repair & Maintenance of Motor Vehicle (Honda Mobilio/Commuter Van/ Mitsubishi)	MRO12	NO	Direct Contracting		Q1-Q4	Q1-Q4	Gop	150,000.00	150,000.00	-		
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28	Repair of Laptops/Desktops etc. -ICT Equipments	MRO12	NO	Direct Contracting		Q1-Q4	Q1-Q4	Gop	8,000.00	8,000.00	-		
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32	Fidelity Bond Renewal (3 Personnel)	MRO12	NO	NP-53.5 Agency-to-Agency		Q1-Q4	Q1-Q4	Gop	23,000.00	23,000.00	-		
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35	Risograph of MARRINA Forms (Newsprint & Labor)	MRO12	NO	NP-53.9 - Small Value Procurement		Monthly	Monthly	Gop	30,000.00	30,000.00	-		
36	Postage & Courier	MRO12	NO	Direct Contracting		Q1-Q4	Q1-Q4	Gop	10,000.00	10,000.00	-		
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41	Utility - Electricity and water consumption	MRO12	NO	Direct Contracting		Monthly	Monthly	Gop	220,000.00	220,000.00	-		
42	Communication Expenses (landlines/Internet & postpaid) (5lines)	MRO12	NO	Direct Contracting		Monthly	Monthly	Gop	6,000.00	6,000.00	-		
43	Cable subscription	MRO12	NO	Direct Contracting		Monthly	Monthly	Gop	45,000.00	45,000.00	-		
44	Photocopy of MRO12 documents	MRO12	NO	Shopping		Monthly	Monthly	Gop	60,000.00	60,000.00	-		
45	Token/packages	MRO12	NO	NP-53.9 - Small Value Procurement		Q1-Q4	Q1-Q4	Gop	60,000.00	60,000.00	-		

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Recommended by:  
  
CECILIA G. PARABELO  
BAC Chair/Man

Approved by:  
  
FARIDA B. GVARANO  
Officer-In-Charge