

**MARINA - R.O. VII 2025 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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
N/A	TRAVELLING EXPENSES - LOCAL	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	840,000.00	840,000.00	N/A	
N/A	TRAINING EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	1,330,000.00	1,330,000.00	N/A	GAD ACTIVITIES, SEMINARS & TRAININGS to be conducted by MARINA & other agencies, such as CSC, COA, NAP, DBM, NCTS, PAGBA, AGIA, POAP, AGAP, etc.
N/A	OFFICE SUPPLIES EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	1,192,000.00	1,192,000.00	N/A	
N/A	ACCOUNTABLE FORMS EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	600,000.00	600,000.00	N/A	
N/A	FUEL, OIL AND LUBRICANTS EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	360,000.00	360,000.00	N/A	
N/A	OTHER SUPPLIES AND MATERIALS EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	569,000.00	569,000.00	N/A	
N/A	WATER EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	463,000.00	463,000.00	N/A	
N/A	ELECTRICITY EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	2,400,000.00	2,400,000.00	N/A	
N/A	POSTAGE AND COURIER EXPENSE	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	120,000.00	120,000.00	N/A	
N/A	TELEPHONE - MOBILE	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	240,000.00	240,000.00	N/A	
N/A	TELEPHONE - LANDLINE	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	156,000.00	156,000.00	N/A	
N/A	INTERNET SUBSCRIPTION EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	300,000.00	300,000.00	N/A	
N/A	EXTRAORDINARY AND MISCELLANEOUS EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	117,000.00	117,000.00	N/A	
N/A	LEGAL SERVICES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	24,000.00	24,000.00	N/A	
N/A	JANITORIAL SERVICES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	1,040,000.00	1,040,000.00	N/A	
N/A	SECURITY SERVICES	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	1,280,000.00	1,280,000.00	N/A	
N/A	REPAIR & MAINTENANCE - OFFICE EQUIPMENT	MRO7/PExO/DExO/UExO/SRExO/ MExO	NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	120,000.00	120,000.00	N/A	

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N/A	REPAIR & MAINTENANCE - BUILDINGS	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	420,000.00	420,000.00	N/A	
N/A	REPAIR & MAINTENANCE - INFO AND COMM TECH EQUIPMENT	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	180,000.00	180,000.00	N/A	
N/A	REPAIR & MAINTENANCE - COMMUNICATION EQUIPMENT	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP			N/A	
N/A	REPAIR & MAINTENANCE - MOTOR VEHICLES	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	600,000.00	600,000.00	N/A	
N/A	REPAIR & MAINTENANCE - FURNITURES AND FIXTURES	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP			N/A	
N/A	TAXES, DUTIES AND LICENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	60,000.00	60,000.00	N/A	
N/A	FIDELITY BOND PREMIUMS	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	60,000.00	60,000.00	N/A	
N/A	INSURANCE EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	700,000.00	700,000.00	N/A	
N/A	LABOR AND WAGES	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	5,807,000.00	5,807,000.00	N/A	
N/A	PRINTING AND PUBLICATION EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	120,000.00	120,000.00	N/A	
N/A	REPRESENTATION EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	938,000.00	938,000.00	N/A	Anniversary, Maritime Week and Seafarer's Day
N/A	TRANSPORTATION AND DELIVERY EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	60,000.00	60,000.00	N/A	
N/A	RENTS - BUILDING AND STRUCTURES	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	430,000.00	430,000.00	N/A	
N/A	MEMBERSHIP DUES AND CONTRIBUTIONS TO ORG	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP			N/A	
N/A	OTHER MOOE	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP			N/A	
N/A	SUBSCRIPTION EXPENSES	MRO7/PExO/DExO/UExO/SRExO/ MExO		NP-Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter, 4th quarter				GOP	60,000.00	60,000.00	N/A	
	<b>GRAND TOTAL</b>									<b>20,586,000.00</b>	<b>20,586,000.00</b>	-	

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DEFINITION

1. **PROGRAM (BESF)**– A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
2. **PROJECT (BESF)**– Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
3. **PMO/End User** - Unit as proponent of program or project
4. **Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
5. **Schedule for Each Procurement Activity** - Major procurement activities (advertising/posting; submission and receipt/Opening of bids; award of contract; contract signing).
6. **Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund
7. **Estimated Budget** - Agency approved estimate of project/program costs
8. **Remarks** - brief description of program or project

Remarks  
Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.

Breakdown into mooe and co for tracking purposes; aligned with budget documents

Any remark that will help GPPB track programs and projects

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