

PHILIPPINE INSTITUTE FOR DEVELOPMENT STUDIES
Annual Procurement Plan for FY 2016

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)		
				Pro-Proc Conference	Ads/Post of IAEB	Pro-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion		Acceptance/ Turnover	Total	MOOE		CO	
Capital Outlay																					
	Desktop computer	RES/PSD/MIS/RIS/ADM/COA	Public Bidding														COB	2,550,000.00		2,550,000.00	
	Desktop computer (higher specs)	RIS	Public Bidding														COB	200,000.00		200,000.00	
	Document scanner	RES/PSD/ADM	Public Bidding														COB	300,000.00		300,000.00	
	External storage device	RES/PSD/MIS	Shopping														COB	45,000.00		45,000.00	
	ICT Software and Equipment	MIS	Shopping														COB	500,000.00		500,000.00	
	Multimedia Projector	RES/PSD	Public Bidding														COB	150,000.00		150,000.00	
	Network Laserjet Printer	RES	Shopping														COB	40,000.00		40,000.00	
	Notebook computer	RES/MIS/MIS	Public Bidding														COB	700,000.00		700,000.00	
	Notebook computer (higher specs)	RIS	Public Bidding														COB	130,000.00		130,000.00	
	Server Grade UPS	MIS	Shopping														COB	200,000.00		200,000.00	
	Voice Recorder	PSD/Research	NP-Agency to Agency														COB	20,000.00		20,000.00	
	VOIP Phone/PBX Handset	RES/PSD/MIS/ADM	Shopping														COB	180,000.00		180,000.00	
	Wireless Router	MIS	Shopping														COB	15,000.00		15,000.00	
	Communication Equipment (Cellular Phones)	RES/PSD/RIS/ADM	Shopping														COB	150,000.00		150,000.00	
	Library Materials (Books)	RIS	Shopping														COB	150,000.00		150,000.00	
	Staff Chair	GASS	Shopping														COB	250,000.00		250,000.00	
	Conference Chair	GASS	Shopping														COB	225,000.00		225,000.00	
	Free Standing Table	GASS	Shopping														COB	160,000.00		160,000.00	
	Acrylic Rostrum	GASS	Shopping														COB	60,000.00		60,000.00	
	Executive Table	RES	Shopping														COB	64,000.00		64,000.00	
	Cabinet (with half glass)	RES	Shopping														COB	96,000.00		96,000.00	
	Executive Chair	RES	Shopping														COB	20,000.00		20,000.00	
	Visitors' Chair	RES	Shopping														COB	20,000.00		20,000.00	
	Mobile Pedestal	RES	Shopping														COB	10,000.00		10,000.00	
	Reception Table	GASS	Shopping														COB	50,000.00		50,000.00	
	TV Stand (Fabricated)	GASS	NP-Small Value														COB	60,000.00		60,000.00	
	Leasehold Improvement	GASS	NP-Small Value														COB	500,000.00		500,000.00	
	Tablets for Survey Component of the study, "Poverty Alleviation of Women and Children with Disabilities"	PIDS/IDE PROJECT	Shopping														PIDS/IDE PROJECT	71,000.00		71,000.00	
	IT/Communication Equipment for "Action ready climate knowledge to improve disaster risk management for small holder farmers in the Philippines"																				
	- Mobile Phones	PIDS/ACIAR PROJECT	Shopping															60,000.00		60,000.00	
	- Tablets	PIDS/ACIAR PROJECT	Shopping															75,000.00		75,000.00	
	- Laptop	PIDS/ACIAR PROJECT	Shopping															200,000.00		200,000.00	
Supplies and Materials																					
	Common-Use Supplies available at Procurement Service	RES/PSD/RIS/ADM	NP-Agency to Agency															225,000.00	225,000.00		
	Supplies and materials not available at Procurement Service	RES/PSD/RIS/ADM	Shopping															260,500.00	260,500.00		
	Computer Toners/Supplies	RES/PSD/RIS/ADM	Shopping															420,000.00	420,000.00		
	Gasoline, Oil and Lubricants	RES/PSD/RIS/ADM	Shopping															548,000.00	548,000.00		
	Tires	RES/PSD/RIS/ADM	NP-Small Value/Shopping															60,000.00	60,000.00		
	Motor Vehicle Batteries	RES/PSD/RIS/ADM	Shopping															89,000.00	89,000.00		
	Electrical Supplies	GASS	Shopping															20,000.00	20,000.00		
Utilities																					
	Electricity Services	GASS	Direct Contracting															COB	3,600,000.00	3,600,000.00	
	Water Services	GASS	Direct Contracting															COB	230,400.00	230,400.00	
	Drinking Water	GASS	Shopping															COB	57,600.00	57,600.00	
Communication																					
	Postage, Deliveries and Courier	RES/PSD/RIS/ADM	NP-Agency to Agency/Small Value															COB	296,000.00	296,000.00	
	Telephone Lines	RES/PSD/RIS/ADM	Direct Contracting															COB	496,000.00	496,000.00	
	Internet Connection	RES/PSD/RIS/ADM	Public Bidding															COB	650,000.00	650,000.00	
	Mobile Phones	RES/PSD/RIS/ADM	Direct Contracting															COB	72,000.00	72,000.00	
Advertising																					
	Publication/Posting of Notices in Newspaper	GASS	NP-Small Value Procurement															COB	60,000.00	60,000.00	
Printing, Lay-outting and Binding																					
	PIDS Publications																				
	Policy Notes (PN)	RIS	NP-Small Value															COB	250,000.00	250,000.00	
	Development Research News (DRN)	RIS	NP-Small Value															COB	100,000.00	100,000.00	
	Research Paper Series (RPS)	RIS	NP-Small Value															COB	200,000.00	200,000.00	

PHILIPPINE INSTITUTE FOR DEVELOPMENT STUDIES
Annual Procurement Plan for FY 2016


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)	
				Pre-Proc Conference	Ads/Post of IABE	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover		Total	MOOE	CO		
	Philippine Journal of Development (PJD)	RIS	NP-Small Value														COB	200,000.00	200,000.00		
	Books	RIS	NP-Small Value														COB	240,000.00	240,000.00		
	Economic Policy Monitor (EPM)	RIS	NP-Small Value														COB	100,000.00	100,000.00		
	Economic Issue of the Day (EID)	RIS	NP-Small Value														COB	20,000.00	20,000.00		
	Annual Report	RIS	NP-Small Value														COB	90,000.00	90,000.00		
	Printing of PIDS envelopes, letterhead, memo pad, calling cards and other office supplies	GASS	NP-Small Value														COB	40,000.00	40,000.00		
	Reproduction of seminar materials and other documents, binding services, etc.	GASS	NP-Small Value														COB	141,523.00	141,523.00		
	Training Expenses/Seminars and Workshops/Cost of Meetings																				
	Annual Public Policy	RIS	NP-Small Value/Lease of Venue														COB	320,000.00	320,000.00		
	Pulong Saliksikan	RIS	NP-Small Value Procurement														COB	45,000.00	45,000.00		
	PIDS-CPBRB Legislators' Forum Series	RIS	NP-Small Value/Lease of Venue														COB	60,000.00	60,000.00		
	Network/Project Related Fora - Regular	RIS	NP-Small Value/Lease of Venue														COB	480,000.00	480,000.00		
	Network/Project Related Fora - Regional	RIS	NP-Small Value/Lease of Venue														COB	240,000.00	240,000.00		
	Press Conference-Regular	RIS	NP-Small Value/Lease of Venue														COB	30,000.00	30,000.00		
	Press Conference-Regional	RIS	NP-Small Value/Lease of Venue														COB	90,000.00	90,000.00		
	PIDS Corner	RIS	NP-Small Value/Lease of Venue														COB	30,000.00	30,000.00		
	SERP-P Biennial Meeting	RIS	NP-Small Value/Lease of Venue														COB	150,000.00	150,000.00		
	EADN Annual Forum	EADN Project	NP-Small Value/Lease of Venue														EADN Project	500,000.00	500,000.00		
	EADN Welcome Dinner for Participants	EADN Project	NP-Small Value/Lease of Venue														EADN Project	60,000.00	60,000.00		
	Various presentation of PIDS and Projects researches	RIS	NP-Small Value/Lease of Venue														COB	500,000.00	500,000.00		
	Loyalty Awarding Ceremony, Year-end Assessment Program, Parangal at Pasasalamat Program, Testimonial and Welcome Dinner and Meetings of the Board of Trustees, etc.	RIS	NP-Small Value/Lease of Venue/Agency to Agency														COB	400,000.00	400,000.00		
	Staff training, team building and planning workshops, etc.	RIS	NP-Small Value/Lease of Venue/Agency to Agency														COB	1,342,000.00	1,342,000.00		
	Rent																				
	Office Space and Parking Slots	GASS	With existing contract until 2018														COB	30,994,000.00	30,994,000.00		
	Safety deposit box	GASS	NP-Agency to Agency														COB	1,000.00	1,000.00		
	Travelling																				
	Bus, Van, and Rent-a-Car Requirements	RES/RIS/Projects	NP-Small Value														COB/Projects	600,000.00	600,000.00		
	Purchase of Plane Tickets	RES/RIS/PSD/ADM	Shopping														COB/Projects	500,000.00	500,000.00		
	DSA, Travel tax, Pre-travel Expenses, etc.	RES/RIS/PSD/ADM	EO 248														COB/Projects	36,500.00	36,500.00		
	Subscription																				
	Newspapers and Magazines	GASS	Direct Contracting														COB	50,000.00	50,000.00		
	IT applications, filtering, IPS, Gateway Security Packages	RES/PSD/RIS/ADM	NP-Small Value														COB	284,000.00	284,000.00		
	Professional and Other Services																				
	Engagement of Technical Research Consultants/Conduct of Surveys various PIDS Projects																				
	- Program Evaluation of the Public Management Development Program (PMDP)	PIDS/DAP Project	Negotiated Procurement-SVP														PIDS/DAP Project	250,000.00	250,000.00		


PHILIPPINE INSTITUTE FOR DEVELOPMENT STUDIES
Annual Procurement Plan for FY 2016


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)	
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover		Total	MOOE	CO		
	-Drink Deeply and Be Sober' Book Project	Research	Negotiated Procurement-SVP														COB	915,000.00	915,000.00		
	-Assessment of Bus Transport Operator Consolidation along EDSA as a Regulatory Strategy, Benefits, Costs, and Implications for Market Competition	PIDS/CUTS-CREW PROJ	Negotiated Procurement-SVP														PIDS/CUTS-CREW PROJECT	300,000.00	300,000.00		
	-Measuring and Examining Innovation in Philippine Business and Industry	PIDS/IE PROJECT	Agency-to-Agency														PIDS/IE PROJECT	28,000,000.00	28,000,000.00		
	-Pilot testing of survey instruments for the Assessment of the Bottom-up Budgeting Program: Alleviating Poverty and Strengthening Social Capital	PIDS/DILG PROJECT	Negotiated Procurement-SVP														PIDS/DILG PROJECT	400,000.00	400,000.00		
	-Conduct of survey for the Assessment of the Bottom-up Budgeting Program: Alleviating Poverty and Strengthening Social Capital	PIDS/DILG PROJECT	Negotiated Procurement-SVP														PIDS/DILG PROJECT	8,400,000.00	8,400,000.00		
	-Engendering "Informed Regulatory Conversations" for "Reducing Unnecessary Regulatory Burdens (RURB) in Priority Integrations Sectors in ASEAN"	PIDS/ERIA PROJECT	Negotiated Procurement-SVP														PIDS/ERIA PROJECT	50,000.00	50,000.00		
	-Consultancy service for the "Statistics Development in the Philippines"	Research	Highly Technical Consultant														COB	900,000.00	900,000.00		
	-Resilience to Natural Disasters of Households, Firms, and Communities in Selected Sites in the Philippines	Research	Negotiated Procurement-SVP														COB	2,000,000.00	2,000,000.00		
	-Value Chain of the Wood Industry of the Philippines	Research	Negotiated Procurement-SVP														COB	1,000,000.00	1,000,000.00		
	-Improving the Chances of Success in Assisting Poor Households through Better Beneficiary Sorting and Employment Facilitation in the Philippines	PIDS/3IE PROJECT	Negotiated Procurement-SVP														PIDS/3IE PROJECT	5,436,489.00	5,436,489.00		
	-Poverty Alleviation of Women and Children with Disabilities	PIDS/IDE PROJECT	Negotiated Procurement-SVP														PIDS/IDE PROJECT	205,000.00	205,000.00		
	-Development of the New Online PIDS Socioeconomic Database and GIS-based Philippine Socioeconomic Profile	Research	Negotiated Procurement-SVP														COB	500,000.00	500,000.00		
	Auditing Services	GASS	NP-Agency to Agency														COB	666,000.00	666,000.00		
	Legal Services of OGCC	GASS	NP-Agency to Agency														COB	300,000.00	300,000.00		
	ISO Certification	GASS	NP-Agency to Agency														COB	500,000.00	500,000.00		
	Consultant for Legal, Research and Administrative Matters	GASS	NP-Small Value/Highly Technical														COB	300,000.00	300,000.00		
	Engagement of Services for Competency Assessment Program	GASS	NP-Small Value														COB	150,000.00	150,000.00		
	Consultant for MIS Services	MIS	NP-Small Value														COB	240,000.00	240,000.00		
	Consultant for Production of AVP	RIS	NP-Agency to Agency														COB	200,000.00	200,000.00		
	Consultant for Redesign of PIDS Website	RIS	NP-Small Value														COB	450,000.00	450,000.00		
	Resource Persons, Discussants, Enumerators, etc.	GASS/PROJECTS	DBM Cir. 2007-1														COB	31,000.00	31,000.00		
	Janitorial Services	GASS	NP-Small Value														COB	1,360,000.00	1,360,000.00		
	Security Services	GASS	NP-Small Value														COB	1,500,000.00	1,500,000.00		
	Conduct of Annual Physical Examination	GASS	NP-Small Value														COB	45,000.00	45,000.00		
Repairs and Maintenance																					
	Repairs and Maintenance of Motor Vehicles	RES/PSD/RIS/ADM	NP-Small Value														COB	362,000.00	362,000.00		
	Repairs and Maintenance of Office Equipment	RES/PSD/RIS/ADM	NP-Small Value														COB	19,000.00	19,000.00		
	IT Software and Hardware Maintenance	RES/PSD/RIS/ADM	NP-Small Value														COB	1,127,000.00	1,127,000.00		
	Repairs and Maintenance of Furniture and Fixtures	RES/PSD/RIS/ADM	NP-Small Value														COB	15,000.00	15,000.00		
	Repairs and Maintenance of Leased Area	GASS	NP-Small Value														COB	500,000.00	500,000.00		
	Other Repairs and Maintenance	RES/PSD/RIS/ADM	NP-Small Value														COB	10,000.00	10,000.00		
Taxes, Premiums and Other Fees																					
	Directors and Officers Liability Insurance	GASS	NP-Agency to Agency														COB	250,000.00	250,000.00		
	Fidelity Bond	GASS	NP-Agency to Agency														COB	110,000.00	110,000.00		
	Registration and insurance of motor vehicles	GASS	NP-Agency to Agency														COB	28,000.00	28,000.00		
	Insurance of PIDS Properties (CGL, Fire, etc)	GASS	NP-Agency to Agency														COB	617,000.00	617,000.00		
																	TOTAL	109,566,012.00	102,315,012.00	7,251,000.00	

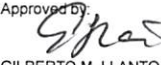
Prepared by:

NORLITO S. ATIENZA
BAC Secretariat-Good and Other Services


JAN MICHAEL M. OSEO
BAC Secretariat-Consulting Services

Recommending Approval:

ANICETO C. ORBETA, JR.
BAC Chair-Goods and Other Services


ADORACION M. NAVARRO
BAC Chair-Consulting Services

Approved by:

GILBERTO M. LLANTO
President