

**Philippine Institute for Development Studies  
Annual Procurement Plan for FY 2020**

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/Activity/ Project)
				Advertisemen t /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>A. Capital Outlay</b>												
2000000000000000	42 units Desktop computers	RES, PSD, MIS, RID, AFD	Competitive Bidding	October	November	January	January	Corporate Budget	3,150,000.00		3,150,000.00	
2000000000000000	15 units Notebook computer	RES, PSD, RID, AFD	Competitive Bidding	February	March	April	April	Corporate Budget	1,500,000.00		1,500,000.00	
2000000000000000	3 units Server, rack mounted	MIS	Competitive Bidding	February	March	April	April	Corporate Budget	1,050,000.00		1,050,000.00	
2000000000000000	Server Grade UPS	MIS	NP-53.9 - Small Value Procurement	February	March	April	April	Corporate Budget	120,000.00		120,000.00	
2000000000000000	Network Switch	MIS	NP-53.9 - Small Value Procurement	February	March	April	April	Corporate Budget	500,000.00		500,000.00	
2000000000000000	Wireless Router	MIS	Shopping	February	March	April	April	Corporate Budget	25,000.00		25,000.00	
2000000000000000	Document Scanner	RES, RID	NP-53.9 - Small Value Procurement	February	March	April	April	Corporate Budget	300,000.00		300,000.00	
2000000000000000	Network Laserjet Printer, small	RID	Shopping	February	March	April	April	Corporate Budget	150,000.00		150,000.00	
2000000000000000	Network Laserjet Printer Enterprise, big	RES, MIS	NP-53.9 - Small Value Procurement	February	March	April	April	Corporate Budget	150,000.00		150,000.00	
2000000000000000	HDD Storage	MIS	Shopping	February	March	April	April	Corporate Budget	80,000.00		80,000.00	
2000000000000000	Power Distribution Unit	MIS	NP-53.9 - Small Value Procurement	February	March	April	April	Corporate Budget	240,000.00		240,000.00	
2000000000000000	IP Phone Expansion	MIS	NP-53.9 - Small Value Procurement	February	March	April	April	Corporate Budget	30,000.00		30,000.00	
	VOIP Phone/PBX Headset	MIS	Shopping						180,000.00		180,000.00	
	Mobile Phones	MIS	Shopping						120,000.00		120,000.00	
1000000000000000	Leasehold Improvement & Others	GASS	NP-53.9 - Small Value Procurement	April	May	June	June	Corporate Budget	500,000.00		500,000.00	
1000000000000000	Construction of Bldg.	GASS	Competitive Bidding	January	February	March	March	Corporate Budget	82,427,000.00		82,427,000.00	
									-			
								<b>Subtotal (A)</b>	<b>90,522,000.00</b>			

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				Advertisemen t /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>B. Supplies, Materials, and Semi-Expendable Equipment</b>												
2000000000000000	Office Supplies	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.5 Agency-to- Agency	N/A	N/A	N/A	monthly	Corporate Budget	615,500.00	615,500.00		
			Shopping	N/A	N/A	N/A	monthly	Corporate Budget	565,900.00	565,900.00		
2000000000000000	Semi-Expendable Equipment	PSD,MIS,RID, RES	Shopping	N/A	N/A	N/A	quarterly	Corporate Budget	392,200.00	392,200.00		
2000000000000000	Semi-Expendable books	RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	quarterly	Corporate Budget	148,600.00	148,600.00		
2000000000000000	IT Hardware and Software (IT-related software, maintenance support,etc)	MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	quarterly	Corporate Budget	420,500.00	420,500.00		
2000000000000000	Fuel, Oil and Lubricants	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	monthly	Corporate Budget	534,700.00	534,700.00		
<b>Subtotal (B)</b>									<b>2,677,400.00</b>			
<b>C. Printing, Lay-outing, Binding, &amp; Publication</b>												
2000000000000000	Policy Notes	PCD-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	400,000.00	400,000.00		
2000000000000000	Development Research News	PCD-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	201,600.00	201,600.00		
2000000000000000	Research Papers	PCD-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	156,000.00	156,000.00		
2000000000000000	Philippine Journal of Development	PCD-RID	NP-53.9 - Small Value Procurement	Feb, Oct	N/A	N/A	Jun, Dec	Corporate Budget	89,000.00	89,000.00		
2000000000000000	Books	PCD-RID	NP-53.9 - Small Value Procurement	Jun, Sep	N/A	N/A	Jun, Sep	Corporate Budget	130,000.00	130,000.00		
2000000000000000	Economic Policy Monitor	PCD-RID	NP-53.9 - Small Value Procurement	July	N/A	N/A	Jun	Corporate Budget	140,000.00	140,000.00		
2000000000000000	APPC Proceedings	PCD-RID	NP-53.9 - Small Value Procurement	August	N/A	N/A	Apr	Corporate Budget	160,000.00	160,000.00		
2000000000000000	Annual Report	PCD-RID	NP-53.9 - Small Value Procurement	July	N/A	N/A	May	Corporate Budget	148,000.00	148,000.00		
2000000000000000	Printing and Publication Expenses (DPRM banners)	RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Aug, Sep	Corporate Budget	30,000.00	30,000.00		
2000000000000000	Other Printing and Publications	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	740,900.00	740,900.00		
<b>Subtotal (C)</b>									<b>2,195,500.00</b>			

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				Advertisemen t /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>D. Repairs and Maintenance</b>												
2000000000000000	Building maintenance	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	500,000.00	500,000.00		as needed
2000000000000000	Motor Vehicles maintenance and repairs	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	802,000.00	802,000.00		as needed
2000000000000000	Other repairs and maintenance	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	278,000.00	278,000.00		as needed
<b>Subtotal (D)</b>									<b>1,580,000.00</b>			
<b>E. Communication</b>												
2000000000000000	Telephone	GASS, AFD, RES, PASCN, PSD, RID, MIS	GPPB Resolution 19-2006	N/A	N/A	N/A	Monthly	Corporate Budget	790,042.00	790,042.00		
2000000000000000	Postage and Courier Services	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.5 Agency-to- Agency	N/A	N/A	N/A	Monthly	Corporate Budget	399,200.00	399,200.00		
2000000000000000	Internet	MIS	NP-53.9 - Small Value Procurement	August	N/A	N/A	August	Corporate Budget	520,000.00	520,000.00		Primary and Secondary Internet
<b>Subtotal (E)</b>									<b>1,709,242.00</b>			
<b>F. Subscription</b>												
2000000000000000	Subscription (ICT Software, OS Licenses, etc)	MIS	NP-53.9 - Small Value Procurement	Feb - Oct	N/A	N/A	Feb - Oct	Corporate Budget	1,900,000.00	1,900,000.00		
2000000000000000	Subscriptions (magazines, newspapers, iThenticate, online journals)	RID	NP-53.9 - Small Value Procurement / Direct Contracting	Jun, Oct	N/A	N/A	Jun, Oct	Corporate Budget	1,578,000.00	1,578,000.00		
3000000000000000	Other Subscriptions	RES, AFD, RID, PSD	NP-53.9 - Small Value Procurement	January	N/A	N/A	January	Corporate Budget	382,023.00	382,023.00		
<b>Subtotal (F)</b>									<b>3,860,023.00</b>			
<b>G. Utilities</b>												
1000000000000000	Water	GASS	GPPB Resolution 19-2006	N/A	N/A	N/A	Monthly	Corporate Budget	240,000.00	240,000.00		
1000000000000000	Electricity	GASS	GPPB Resolution 19-2006	N/A	N/A	N/A	Monthly	Corporate Budget	2,640,000.00	2,640,000.00		
<b>Subtotal (G)</b>									<b>2,880,000.00</b>			

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				Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>H. Training &amp; Travelling, Seminars and Workshops, Meetings</b>												
2000000000000000	Travel costs (air, land travel, and hotel accomodation) for PIDS staff attending regional events	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	5,925,265.00	5,925,265.00		Airfares, transportations, and others
			NP-53.10 Lease of Real Property and Venue									
2000000000000000	Training expenses	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	5,040,000.00	5,040,000.00		
			NP-53.10 Lease of Real Property and Venue									
2000000000000000	Travelling Expenses (team bldg)	GASS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	2nd Quarter	Corporate Budget	700,000.00	700,000.00		
2000000000000000	Training/Seminar Expenses (team bldg)	GASS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	2nd Quarter	Corporate Budget	700,000.00	700,000.00		
2000000000000000	Annual Public Policy Conference	PA-RID	NP-53.10 Lease of Real Property and Venue	June	N/A	N/A	3rd Quarter	Corporate Budget	1,677,500.00	1,677,500.00		Venue
			NP-53.9 - Small Value Procurement									Services & supplies
2000000000000000	DPRM activities	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3rd Quarter	Corporate Budget	70,000.00	70,000.00		
2000000000000000	PIDS Public Seminars	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	monthly	Corporate Budget	144,000.00	144,000.00		
2000000000000000	Traveling	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3rd Quarter	Corporate Budget	233,000.00	233,000.00		
2000000000000000	PIDS-CPBRB Legislators Forum Series & PIDS -SEPO	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Mar-Nov	Corporate Budget	30,000.00	30,000.00		
2000000000000000	PIDS-MinDA Policy Forum	PA-RID	NP-53.9 - Small Value Procurement	September	N/A	N/A	3rd Quarter	Corporate Budget	127,200.00	127,200.00		
2000000000000000	Metro Manila forum	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3rd Quarter	Corporate Budget	734,500.00	734,500.00		
2000000000000000	Regional seminar with press conference	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3rd Quarter	Corporate Budget	185,000.00	185,000.00		

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				Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
2000000000000000	Press Conferences (kickoff)	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3rd Quarter	Corporate Budget	68,000.00	68,000.00		
2000000000000000	Inauguration of PIDS Corner	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3rd Quarter	Corporate Budget	89,500.00	89,500.00		
2000000000000000	Staff development/Skills enhancement	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	May-Dec	Corporate Budget	80,000.00	80,000.00		
1000000000000000	Major Events (Anniv/Parangal/Testimonial/Yearend)	GASS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3rd Quarter	Corporate Budget	1,362,000.00	1,362,000.00		
<b>Subtotal (H)</b>									<b>17,165,965.00</b>			
<b>I. General Services</b>												
1000000000000000	Janitorial Services	GASS	Competitive Bidding	June	June	July	July	Corporate Budget	1,096,000.00	1,096,000.00		
1000000000000000	Security Services	GASS	Competitive Bidding	June	June	July	July	Corporate Budget	2,987,000.00	2,987,000.00		
<b>Subtotal (I)</b>									<b>4,083,000.00</b>			
<b>J. Rent</b>												
1000000000000000	Rental/Lease of Lot	GASS	Agency-to-Agency	N/A	N/A	N/A	February	Corporate Budget	72,576,000.00	72,576,000.00		
1000000000000000	Rental/Lease of Office Space	GASS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	June	Corporate Budget	32,000,000.00	32,000,000.00		Existing contract
<b>Subtotal (J)</b>									<b>104,576,000.00</b>			
<b>K. Other Expenses</b>												
2000000000000000	Representation Expenses	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	5,294,350.00	5,294,350.00		as needed
1000000000000000	Athletic and Cultural Program	GASS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3rd Quarter	Corporate Budget	162,000.00	162,000.00		
2000000000000000	Miscellaneous	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	218,100.00	218,100.00		as needed
1000000000000000	Advertising	GASS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	10,000.00	10,000.00		
1000000000000000	Fidelity Bond Premium	GASS	Agency-to-Agency	N/A	N/A	N/A	Monthly	Corporate Budget	120,000.00	120,000.00		
1000000000000000	Insurance and Licenses	GASS	Agency-to-Agency	N/A	N/A	N/A	Monthly	Corporate Budget	655,000.00	655,000.00		
<b>Subtotal (K)</b>									<b>6,459,450.00</b>			

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<b>L. Professional/Consulting Services (COB)</b>													
1000000000000000	Legal Services	GASS	NP-53.5 Agency-to-Agency	March	March	April	April	Corporate Budget	300,000.00	300,000.00			
1000000000000000	Auditing Services	GASS	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	Monthly	Corporate Budget	3,379,000.00	3,379,000.00			
	Research Consultants including Reviewers, Editors, etc.	RES	Competitive Bidding/ NP-53.9 - Small Value Procurement/ Agency-to-Agency				Mar-Sep		28,240,772.00	28,240,772.00			
	Access to healthcare among the elderly												
	Review of policies with implications on social mobility												
	Panel analysis using Pantawid Pamilya IE1, 2, and 3 impact evaluation sample households												
	Qualitative follow-up study on the 3rd impact evaluation of Pantawid Pamilya												
	Senior High School Implementation Impact Evaluation												
	MTB-MLE Impact Evaluation												
	Assessment of the Current State of Interventions to Improve the Quality of Philippine Basic Education												
	Evaluation of the Free Tuition Policy												
	Study on Assessing the CSC eligibility qualifications												
	Assessment of TESDA-Private Sector Collaboration on Training												
	A Review of the Policy and Institutional framework for Bottom-up Disaster Risk Reduction and Management in the Philippines												
	Public Investment and Policy Initiative Towards Disaster Risk Reduction and Management (DRRM)												
	An Analysis of Regulatory Policies on Solid Waste Management in the Philippines: Ways Forward												

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	Migration of workers from agriculture to services and industry: causes, implications, and prospects											
	The Philippine Local Government Water System											
	Assessing the implications of the Build Build Build Program											
	An Examination of Efforts to Develop a Digital Economy in the Philippines											
	Assessing the Current Statistical Frameworks Capturing the Platform Economy											
	Estimating the Trends, Patterns and Implications of the Forms of Digital Labor Markets											
	How Does the Digital Divide Affect the Development of the Platform Economy?											
	How Does the Philippines Fare in Meeting ASEAN Economic Community Vision 2025?											
	The Philippines' bilateral trade in services											
	A review of the Philippines' participation in Services FTAs											
	Utilizing Data Science to Improve the APEC Policy Tools											
	Consultancy for the Assessment of the Implementation of the Tertiary Education Subsidy under the Universal Access to Quality Tertiary Education Act		Small Value Procurement							557,500.00	557,500.00	
20000000000000	Other Professional Fees	AFD,PASCN, GASS,RES, PASCN	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget		917,600.00	917,600.00	
	Consultant for Property Inventory System	GASS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	June			1,000,000.00	1,000,000.00	
20000000000000	Consultancy Services (Research/TDAP grants)*	PASCN	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget		800,000.00	800,000.00	
<b>Subtotal (L)</b>										<b>35,194,872.00</b>		

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<b>M. Professional/Consulting Services (External Fund)</b>												
	Assessment of the Credit Demand of Small Farmers and Fisherfolk	RES	NP-53.9 - Small Value Procurement	Jan	Jan	Feb	Feb	ACPC	450,000.00	450,000.00		
	Research Associate for Process Evaluation of Selected Programs of the Department of Health (DOH): RPRH Law Implementatio	RES	NP-53.9 - Small Value Procurement	Jan	Jan	Feb	Feb	DOH	262,500.00	262,500.00		
	Research Assistant to the Process Evaluation of Selected Programs of the Department of Health (DOH): RPRH Law Implementation	RES	NP-53.9 - Small Value Procurement	Jan	Jan	Feb	Feb	DOH	150,000.00	150,000.00		
	Education and Communication Consultant for the Process Evaluation of Selected Programs of the Department of Health (DOH): RPRH Education and Communications Consultant	RES	NP-53.9 - Small Value Procurement	Jan	Jan	Feb	Feb	DOH	375,000.00	375,000.00		
	Research Specialist (Consultant) for the Evaluation of Governance and Financing of Reproductive Health Law and National Immunization Program	RES	Competitive Bidding	Jan	Jan	Feb	Feb	DOH	240,000.00	240,000.00		
	Research Associate for Process Evaluation of Selected Programs of the Department of Health (DOH): RPRH Law Implementation (Local Service Delivery Component)	RES	NP-53.9 - Small Value Procurement	Jan	Jan	Feb	Feb	DOH	210,000.00	210,000.00		
	Research Associate for Process Evaluation of Selected Programs of the Department of Health (DOH): DOH Health Human Resource Deployment Program	RES	NP-53.9 - Small Value Procurement	Jan	Jan	Feb	Feb	DOH	210,000.00	210,000.00		



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	Ethics Review for the DOH Project	RES	NP-53.9 - Small Value Procurement	Jan	Jan	Feb	Feb	DOH	50,000.00	50,000.00		
<b>Subtotal (M: External Funds)</b>									<b>1,947,500.00</b>	<b>1,947,500.00</b>	<b>-</b>	
<b>Subtotal (A to L: COB)</b>									<b>272,903,452.00</b>	<b>182,381,452.00</b>	<b>80,522,000.00</b>	
<b>Grand Total</b>									<b>274,850,952.00</b>	<b>184,328,952.00</b>	<b>80,522,000.00</b>	

**Definition:**

GASS - General Administrative and Support Services  
 AFD - Administrative and Finance Department  
 PSD - Project Services Department

RES - Research Department  
 MIS - Management Information Staff  
 PASCN - Philippine APEC Study Center Network


RID - Research Information Department  
 PA- Public Affairs  
 PCD - Publications and Circulation Division  
 SERP-P - Socio Economic Research Portal of the Philippines

Prepared by:


Recommending Approval:

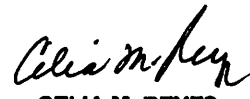
Approved by:

  
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