

**Philippine Institute for Development Studies
Revised Annual Procurement Plan for FY 2019**

as of September 12, 2019

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	
A. Capital Outlay												
1000000000000000	Motor Vehicle	GASS	Competitive Bidding	October	November	November	November	Corporate Budget	2,000,000.00		2,000,000.00	
2000000000000000	Desktop Computers	GASS, RES, RID, PSD, MIS	Competitive Bidding	March	March	May	May	Corporate Budget	2,656,800.00		2,656,800.00	
2000000000000000	Laptop/Notebook computers	GASS, RES, RID, MIS	NP-53.9 - Small Value Procurement	May	N/A	N/A	June	Corporate Budget	775,960.00		775,960.00	
2000000000000000	Server rack mounted	MIS	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	Corporate Budget	325,945.00		325,945.00	
2000000000000000	Server Grade UPS	MIS	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	Corporate Budget	108,695.00		108,695.00	
2000000000000000	KVM High Density Switch	MIS	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	Corporate Budget	249,938.00		249,938.00	
2000000000000000	Laserjet Printer, Color	RID-PA	Shopping	June	N/A	N/A	July	Corporate Budget	296,400.00		296,400.00	
2000000000000000	Network Laserjet Printer Enterprise, big	Res, RID-Pub, AFD	Shopping	June	N/A	N/A	July	Corporate Budget	407,535.00		407,535.00	
2000000000000000	Network Laserjet Printer Enterprise, small	Res, PSD	Shopping	June	N/A	N/A	July	Corporate Budget	199,200.00		199,200.00	
2000000000000000	Document Scanner	Res, AFD	Shopping	June	N/A	N/A	July	Corporate Budget	74,790.00		74,790.00	
2000000000000000	Potable Tablets	Res	Shopping	June	N/A	N/A	July	Corporate Budget	210,000.00		210,000.00	
2000000000000000	VOIP Phone/PBX Handset	GASS, RID-PA	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	Corporate Budget	78,200.00		78,200.00	
2000000000000000	Teleconference System	MIS	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	Corporate Budget	74,429.00		74,429.00	
2000000000000000	Livestreaming equipment storage cases	RID-PA	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	Corporate Budget	64,950.00		64,950.00	
2000000000000000	Wireless Communication set	RID-PA	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	Corporate Budget	92,000.00		92,000.00	
2000000000000000	Cabinet, all fire proof	RID-PA	Shopping	June	N/A	N/A	July	Corporate Budget	109,434.50		109,434.50	
2000000000000000	2 units 86-inch TV with mobile stand/rack	Res, RID, MIS, GASS	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	Corporate Budget	720,000.00		720,000.00	
2000000000000000	DSLR body (fullframe)	RID-PA	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	Corporate Budget	220,000.00		220,000.00	

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2000000000000000	External Storage	MIS	Shopping	June	N/A	N/A	July	Corporate Budget	80,000.00		80,000.00	
2000000000000000	Network Switch	MIS	Shopping	June	N/A	N/A	July	Corporate Budget	50,000.00		50,000.00	
2000000000000000	Wireless Router	MIS	Shopping	June	N/A	N/A	July	Corporate Budget	30,000.00		30,000.00	
2000000000000000	Leasehold improvement & other IT equipment	GASS, Res, MIS	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	Corporate Budget	72,023.50		72,023.50	
Subtotal (A)									8,896,300.00			
B. Supplies, Materials, and Semi-Expendable Equipment												
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	1,009,000.00	1,009,000.00		
			Shopping	N/A	N/A	N/A	Monthly					
2000000000000000	Semi-Expendable Equipment	PSD, MIS, RID, RES	Shopping	N/A	N/A	N/A	Monthly	Corporate Budget	348,000.00	348,000.00		
2000000000000000	IT Hardware and Software Maintenance (IT-related software, maintenance support, etc)	MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	200,000.00	200,000.00		
2000000000000000	IT Equipment (software license)	PCD-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	January	Corporate Budget	50,000.00	50,000.00		
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	499,000.00	499,000.00		
Subtotal (B)									2,106,000.00			
C. Printing, Lay-outing, Binding, & Publication												
2000000000000000	Policy Notes	PCD-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	225,000.00	225,000.00		
2000000000000000	Development Research News	PCD-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	100,000.00	100,000.00		
2000000000000000	Research Papers	PCD-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	160,000.00	160,000.00		
2000000000000000	Philippine Journal of Development	PCD-RID	NP-53.9 - Small Value Procurement	Feb, Oct	N/A	N/A	Feb, Oct	Corporate Budget	180,000.00	180,000.00		
2000000000000000	Books	PCD-RID	NP-53.9 - Small Value Procurement	Jun, Sep	N/A	N/A	Jun, Sep	Corporate Budget	250,000.00	250,000.00		
2000000000000000	Economic Policy Monitor	PCD-RID	NP-53.9 - Small Value Procurement	July	N/A	N/A	July	Corporate Budget	120,000.00	120,000.00		
2000000000000000	APPC Proceedings	PCD-RID	NP-53.9 - Small Value Procurement	August	N/A	N/A	August	Corporate Budget	200,000.00	200,000.00		
2000000000000000	Annual Report	PCD-RID	NP-53.9 - Small Value Procurement	July	N/A	N/A	July	Corporate Budget	180,000.00	180,000.00		

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				Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
2000000000000000	PIDS Flyer	PCD-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	February	Corporate Budget	20,000.00	20,000.00		
2000000000000000	Other Printing and Publications	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	775,000.00	775,000.00		
Subtotal (C)									2,210,000.00			
D. Repairs and Maintenance												
2000000000000000	Machinery & Equipment	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	485,000.00	485,000.00		as needed
2000000000000000	Transportation Equipment (Motor Vehicles)	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	786,000.00	786,000.00		as needed
2000000000000000	Furniture and Fixtures	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	270,000.00	270,000.00		as needed
2000000000000000	Leased Assets Improvements	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Sept.	Corporate Budget	500,000.00	500,000.00		
Subtotal (D)									2,041,000.00			
E. Communication												
2000000000000000	Telephone	GASS, AFD, RES, PASCN, PSD, RID, MIS	GPPB Resolution 19-2006	N/A	N/A	N/A	Monthly	Corporate Budget	749,000.00	749,000.00		
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	412,000.00	412,000.00		
2000000000000000	Internet	MIS	NP-53.9 - Small Value Procurement	August	N/A	N/A	August	Corporate Budget	572,000.00	572,000.00		Primary and Secondary Internet
Subtotal (E)									1,733,000.00			
F. Subscription												
3000000000000000	Subscription Expenses	RES	NP-53.9 - Small Value Procurement	January	N/A	N/A	January	Corporate Budget	1,283,000.00	1,283,000.00		
2000000000000000	Subscription (ICT Software, OS Licenses, etc)	MIS	NP-53.9 - Small Value Procurement	Feb - Oct	N/A	N/A	Feb - Oct	Corporate Budget	1,600,000.00	1,600,000.00		Feb. to Oct.
2000000000000000	Subscriptions (Journals, magazines, newspapers, books)	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	Jun, Oct	N/A	N/A	Jun, Oct	Corporate Budget	483,000.00	483,000.00		June & October
Subtotal (F)									3,366,000.00			
G. Utilities												

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)
				Advertisement /Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1000000000000000	Water	GASS	GPPB Resolution 19-2006	N/A	N/A	N/A	Monthly	Corporate Budget	400,000.00	400,000.00		
1000000000000000	Electricity	GASS	GPPB Resolution 19-2006	N/A	N/A	N/A	Monthly	Corporate Budget	2,200,000.00	2,200,000.00		
Subtotal (G)									2,600,000.00			
H. Training & Travelling, Seminars and Workshops, Meetings												
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	11,548,000.00	11,548,000.00		Airfares, transportations, and others
			NP-53.10 Lease of Real Property and Venue									
2000000000000000	Annual Public Policy Conference	PA-RID	NP-53.10 Lease of Real Property and Venue	June	N/A	N/A	June	Corporate Budget	1,230,000.00	1,230,000.00		Services & supplies
			NP-53.9 - Small Value Procurement									
2000000000000000	PIDS Seminar Series	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Feb - March	Corporate Budget	96,000.00	96,000.00		
2000000000000000	PIDS-CPBRB Legislators Forum Series & PIDS -SEPO	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	March - June	Corporate Budget	60,000.00	60,000.00		
2000000000000000	PIDS-MinDA Policy Forum	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	September	Corporate Budget	40,000.00	40,000.00		
2000000000000000	Regional seminars with press conferences	PA-RID	NP-53.9 - Small Value Procurement	September	N/A	N/A	September	Corporate Budget	126,000.00	126,000.00		
2000000000000000	Press Conferences (kickoff)	PA-RID	NP-53.9 - Small Value Procurement	September	N/A	N/A	September	Corporate Budget	75,000.00	75,000.00		
2000000000000000	Media guesting	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	August	Corporate Budget	15,000.00	15,000.00		
2000000000000000	PIDS Corner	PA-RID	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	October	Corporate Budget	24,500.00	24,500.00		
2000000000000000	Training, Staff development, Skills enhancement	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	1,105,500.00	1,105,500.00		
1000000000000000	Major Events (Anniv/Parangal/Testimonial/Yearend)	GASS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3rd Quarter	Corporate Budget	300,000.00	300,000.00		
1000000000000000	PIDS Teambuilding	GASS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	May	Corporate Budget	700,000.00	700,000.00		

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1000000000000000	Other Training Seminars and Workshops, Meetings	GASS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	May	Corporate Budget	2,797,000.00	2,797,000.00		
Subtotal (H)									18,117,000.00			
I. General Services												
1000000000000000	Janitorial Services	GASS	Competitive Bidding	June	June	July	July	Corporate Budget	1,040,000.00	1,040,000.00		
1000000000000000	Security Services	GASS	Competitive Bidding	June	June	July	July	Corporate Budget	1,809,000.00	1,809,000.00		
Subtotal (I)									2,849,000.00			
J. Rent												
1000000000000000	Rent of Office Space	GASS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	June	Corporate Budget	31,000,000.00	31,000,000.00		Existing contract
Subtotal (J)									31,000,000.00			
K. Other Expenses												
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	4,194,000.00	4,194,000.00		as needed
1000000000000000	Athletic and Cultural Program	GASS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3rd Quarter	Corporate Budget	151,000.00	151,000.00		
2000000000000000	Miscellaneous	GASS, AFD, RES, PASCN, PSD, RID, MIS	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	500,000.00	500,000.00		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		
Subtotal (K)									4,855,000.00			
L. Professional/Consulting Services (COB)												
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	140,000.00	140,000.00		
2000000000000000	Other Professional Fees	AFD,PASCN, GASS,RES, PASCN	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Monthly	Corporate Budget	888,000.00	888,000.00		
2000000000000000	Editorial Assistant for the Philippine Journal of Development (PJD) and	RID	NP-53.9 - Small Value Procurement	July	N/A	N/A	August	Corporate Budget	250,000.00	250,000.00		
1000000000000000	Technical Assistance for the Continual Improvement of the PIDS Compliance to the CSC's PRIME-HRM	GASS	NP-53.9 - Small Value Procurement	April	N/A	N/A	May	Corporate Budget	450,000.00	450,000.00		

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3000000000000000	Research Associate for the Formulation of PIDS Research Agenda 2020-2025	RES	NP-53.9 - Small Value Procurement	January	N/A	N/A	February	Corporate Budget	300,000.00	300,000.00		
	Logistics Assistant for the Formulation of PIDS Research Agenda 2020-2025	RES	NP-53.9 - Small Value Procurement	January	N/A	N/A	February	Corporate Budget	150,000.00	150,000.00		
3000000000000000	Co-Principal Investigator for the Process Evaluation of the Implementation of the Performance-Based Bonus	RES	NP-53.9 - Small Value Procurement	April	N/A	N/A	May	Corporate Budget	450,000.00	450,000.00		
	Cluster Consultant for the Evaluation of the Performance-Based Bonus (PBB) – Year 1 (Cluster 1 – National Government Agencies/NGAs and attached agencies, GOCCs, Constitutional Commissions and other Executive Offices)	RES	NP-53.9 - Small Value Procurement	April	N/A	N/A	May	Corporate Budget	315,000.00	315,000.00		
3000000000000000	Cluster Consultant for the Evaluation of the Performance-Based Bonus (PBB) – Year 1 (Cluster 2 – DepEd Schools)	RES	NP-53.9 - Small Value Procurement	March	N/A	N/A	April	Corporate Budget	315,000.00	315,000.00		
	Research Associate for the study Answering Critical Questions on Mining in the Philippines: Phase 2	RES	NP-53.9 - Small Value Procurement	March	N/A	N/A	April	Corporate Budget	450,000.00	450,000.00		
3000000000000000	Assessment of the Land Records Digitalization Program of the DENR and LRA	RES	NP-53.9 - Small Value Procurement	March	N/A	N/A	April	Corporate Budget	540,000.00	540,000.00		
	Cluster Consultant for the Evaluation of the Performance-Based Bonus (PBB) – Year 1 (Cluster 3 – State Universities and Colleges/SUCs)	RES	NP-53.9 - Small Value Procurement	April	N/A	N/A	May	Corporate Budget	210,000.00	210,000.00		
3000000000000000	Research Associate for Analysis of the 2014 Graduate Tracer Survey (including Research Assistance)	RES	NP-53.9 - Small Value Procurement	April	N/A	N/A	May	Corporate Budget	412,500.00	412,500.00		
	Assessment of the Implementation of the Tertiary Education Subsidy under the Universal Access to Quality Tertiary Education Act	RESEARCH	Small Value Procurement	October	November	November	December	Corporate Budget	577,500.00	577,500.00		
	Consultancy Services for the Conduct of PIDS Survey on Effects of Performance-Based Bonus (PSEPBB)	RESEARCH	Competitive Bidding	October	November	November	December	Corporate Budget	3,300,000.00	3,300,000.00		

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2000000000000000	Consultancy Services	PSD	NP-53.9 - Small Value Procurement	May	N/A	May	May	Corporate Budget	100,000.00	100,000.00		
2000000000000000	Professional fees (Reviewers, Editors, etc.)	PCD-RID	NP-53.9 - Small Value Procurement	October	N/A	N/A	October	Corporate Budget	160,000.00	160,000.00		
3000000000000000	Consultancy Services	RES	Competitive Bidding	April	May	June	June	Corporate Budget	21,832,000.00	21,832,000.00		
			NP-53.9 - Small Value Procurement	Quarterly	N/A	N/A	Quarterly					
2000000000000000	Consultancy Services (Research/TDAP grants)*	PASCN	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Quarterly	Corporate Budget	400,000.00	400,000.00		
Subtotal (L)									31,540,000.00			

M. Professional/Consulting Services (External Fund)

	Conduct of a Baseline Survey for the Impact Evaluation of the ConVERGE Project	RES	Competitive Bidding	April	May	May	May	IFAD (DILG)	2,616,350.00	2,616,350.00		
	Sector Expert for the Conduct of a Baseline Survey for the Impact Evaluation of the ConVERGE Project	RES	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	IFAD (DILG)	778,350.00	778,350.00		
	Co-Principal Investigator for the conduct of the study "Future S&T Human Resource Requirements in the Philippines: A Labor Market Analysis"	RES	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	DOST	225,000.00	225,000.00		
	Government Sector Consultant for the conduct of the study "Future S&T Human Resource Requirements in the Philippines: A Labor Market Analysis"	RES	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	DOST	225,000.00	225,000.00		
	Higher Education Sector Consultant for the conduct of the study "Future S&T Human Resource Requirements in the Philippines: A Labor Market Analysis"	RES	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	DOST	189,000.00	189,000.00		
	Private Sector Consultant for the conduct of the study "Future S&T Human Resource Requirements in the Philippines: A Labor Market Analysis"	RES	NP-53.9 - Small Value Procurement	June	N/A	N/A	July	DOST	225,000.00	225,000.00		
	Procurement of Survey Firm for the Follow-up survey for the project "Improving the Chances of Success of Poor Households through Better Beneficiary Sorting and Employment Facilitation in the Philippines"	RESEARCH	Agency-to-Agency	October	November	November	December	3ie	5,400,000.00	5,400,000.00		

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	Co-Principal Investigator/ Sector Expert for the "Assessment of the Credit Demand of Small Farmers and Fisherfolk"	RESEARCH	Small Value Procurement	October	November	November	December	ACPC	450,000.00	450,000.00		
Subtotal (M: External Funds)									10,108,700.00	10,108,700.00	-	
Subtotal (A to L: COB)									111,313,300.00	102,417,000.00	8,896,300.00	
Grand Total									121,422,000.00	112,525,700.00	8,896,300.00	

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:



JOSUE O. MIRABITE
 Division Chief III
 Procurement Management Division

Recommending Approval:



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

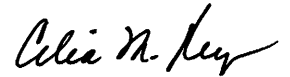


SONNY N. DOMINGO
 BAC Chair-Consulting Services



ANDREA S. AGCAOILI
 Department Manager III
 Administrative and Finance Department

Approved by:



CELIA M. REYES
 President