



Republic of the Philippines
 Department of the Interior and Local Government
BUREAU OF FIRE PROTECTION
REGIONAL HEADQUARTERS IV-A, CALABARZON



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Indicative Annual Procurement Plan for FY 2020

Code (PAP)	Procurement Program/Project	PMO/ User	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	
	1. Special Projects/Activities Annual Celebrations/Observance)												
	New Year's Call	Stn,OPFM,RHQ		NP - SVP	02-Jan-20	06-Jan-20	08-Jan-20	13-Jan-20	GAA	117,500.00	117,500.00		
	BFP Anniversary Celebration	Stn,OPFM,RHQ		NP - SVP	07-Aug-20	12-Aug-20	14-Aug-20	17-Aug-20	GAA	368,000.00	368,000.00		
	Fire Service Recognition Day	Stn,OPFM,RHQ		NP - SVP	04-Dec-20	09-Dec-20	11-Dec-20	14-Dec-20	GAA	368,000.00	368,000.00		
	Conduct of Commander's Time	Stn,OPFM,RHQ		NP - SVP	04-Dec-20	09-Dec-20	11-Dec-20	14-Dec-20	GAA	208,000.00	208,000.00		
	Conduct Drug Test	Stn,OPFM,RHQ		NP - SVP	13-Mar-20	18-Mar-20	20-Mar-20	23-Mar-20	GAA	750,000.00	750,000.00		
	Quarterly Command Conference	Stn,OPFM,RHQ		NP - SVP					GAA	252,000.00	252,000.00		
	Inventory of BFP Property, Plant & Equipment and Annual Collection of Unserviceable Equipment and Waste Materials	Stn,OPFM,RHQ		Shopping	05-May-20	11-May-20	13-May-20	14-May-20	GAA	41,000.00	41,000.00		
	Conduct of Cash Count of Collecting Officers and Agents and Random Monitoring of Business One-Stop-Shop	Stn,OPFM,RHQ		Shopping	02-Jan-20	06-Jan-20	08-Jan-20	13-Jan-20	GAA	41,000.00	41,000.00		
	Monitoring of Infrastructure Projects	Stn,OPFM,RHQ		NP - SVP	02-Jan-20	06-Jan-20	08-Jan-20	13-Jan-20	GAA	246,390.00	246,390.00		
	Regular Staff Meetings	Stn,OPFM,RHQ		NP - SVP					GAA	144,000.00	144,000.00		
	Regionwide Personnel Headcount	Stn,OPFM,RHQ		Shopping	03-Jul-20	08-Jul-20	10-Jul-20	13-Jul-20	GAA	41,000.00	41,000.00		
	Publication of ViewPoint Magazine/Coffeetable Book	Stn,OPFM,RHQ		NP - SVP	04-Dec-20	09-Dec-20	11-Dec-20	14-Dec-20	GAA	90,000.00	90,000.00		
	GAD Activity/Women's Month Celebration	Stn,OPFM,RHQ		NP - SVP	13-Mar-20	18-Mar-20	20-Mar-20	23-Mar-20	GAA	112,000.00	112,000.00		
	Recruitment Activities	Stn,OPFM,RHQ		NP - SVP	13-Mar-20	18-Mar-20	20-Mar-20	23-Mar-20	GAA	75,000.00	75,000.00		
	Promotion Activities	Stn,OPFM,RHQ		NP - SVP	13-Mar-20	18-Mar-20	20-Mar-20	23-Mar-20	GAA	75,000.00	75,000.00		
	Conduct of PRAISE Awards to BFP Personnel	Stn,OPFM,RHQ		NP - SVP	13-Mar-20	18-Mar-20	20-Mar-20	23-Mar-20	GAA	109,500.00	109,500.00		

Conduct of Inventory of Pensioners	Stn,OPFM,RHQ	Shopping						GAA	60,000.00	60,000.00	
Annual Teambuilding	Stn,OPFM,RHQ	NP - SVP	10-Apr-20	15-Apr-20	17-Apr-20	20-Apr-20		GAA	304,000.00	304,000.00	
Annual Sportsfest	Stn,OPFM,RHQ	NP - SVP	04-Sep-20	09-Sep-20	11-Sep-20	14-Sep-20		GAA	731,501.65	731,501.65	
Health and Wellness Maintenance of Personnel (drugs and med)	Stn,OPFM,RHQ	NP - SVP						GAA	524,616.59	524,616.59	
Conduct of Physical Fitness Test	Stn,OPFM,RHQ	Shopping	05-May-20	11-May-20	13-May-20	14-May-20		GAA	32,000.00	32,000.00	
Handang Pamayanan Program	Stn,OPFM,RHQ	NP - SVP	02-Jan-20	06-Jan-20	08-Jan-20	13-Jan-20		GAA	530,000.00	530,000.00	
Bayanihan Program	Stn,OPFM,RHQ	NP - SVP	03-Jul-20	08-Jul-20	10-Jul-20	13-Jul-20		GAA	397,500.00	397,500.00	
Kaagapay Program	Stn,OPFM,RHQ	NP - SVP	09-Oct-20	14-Oct-20	16-Oct-20	19-Oct-20		GAA	-	-	
Lingap Program	Stn,OPFM,RHQ	NP - SVP	10-Apr-20	15-Apr-20	17-Apr-20	20-Apr-20		GAA	2,241,900.00	2,241,900.00	
Kick-Off Ceremony	Stn,OPFM,RHQ	NP - SVP	21-Feb-20	28-Feb-20	03-Mar-20	05-Mar-20		GAA	203,680.00	203,680.00	
Attend Kick-Off Ceremony National	Stn,OPFM,RHQ	Shopping	21-Feb-20	28-Feb-20	03-Mar-20	05-Mar-20		GAA	-	-	
Roving / Motorcade of Fire Trucks Regionwide	Stn,OPFM,RHQ	NP - SVP	21-Feb-20	28-Feb-20	03-Mar-20	05-Mar-20		GAA	114,400.00	114,400.00	
Takbo Laban sa Sunog - Region	Stn,OPFM,RHQ	NP - SVP	19-Feb-20	24-Feb-20	27-Feb-20	02-Mar-20		GAA	152,000.00	152,000.00	
Sayaw Laban sa Sunog - Region	Stn,OPFM,RHQ	NP - SVP	19-Feb-20	24-Feb-20	27-Feb-20	02-Mar-20		GAA	154,500.00	154,500.00	
Musika Laban sa Sunog	Stn,OPFM,RHQ	NP - SVP	19-Feb-20	24-Feb-20	27-Feb-20	02-Mar-20		GAA	133,849.06	133,849.06	
BFP Capability Exhibits and Arts Contests	Stn,OPFM,RHQ	NP - SVP	19-Feb-20	24-Feb-20	27-Feb-20	02-Mar-20		GAA	89,069.69	89,069.69	
Fire Prevention Month Culminating Activity	Stn,OPFM,RHQ	NP - SVP	19-Feb-20	24-Feb-20	27-Feb-20	02-Mar-20		GAA	116,517.25	116,517.25	
Conduct of Provincial Fire Olympics	Stn,OPFM,RHQ	NP - SVP	27-Mar-20	01-Apr-20	03-Apr-20	06-Apr-20		GAA	609,000.00	609,000.00	
Conduct of Urban Fire Olympics	Stn,OPFM,RHQ	NP - SVP	27-Mar-20	01-Apr-20	03-Apr-20	06-Apr-20		GAA	613,877.00	613,877.00	
Participation in the National Fire Olympics	Stn,OPFM,RHQ	NP - SVP	19-Feb-20	24-Feb-20	27-Feb-20	02-Mar-20		GAA	319,000.00	319,000.00	
SUB-TOTAL:									9,285,774.55	9,285,774.55	
2. Conduct of Training/Seminars											
Basic Fire Safety Enforcement Course	Stn,OPFM,RHQ	NP - SVP	29-Jan-20	03-Feb-20	05-Feb-20	06-Feb-20		GAA	500,000.00	500,000.00	
Fire Arson Investigatio Operations Course	Stn,OPFM,RHQ	NP - SVP	29-Jan-20	03-Feb-20	05-Feb-20	06-Feb-20		GAA	500,000.00	500,000.00	
GAD Seminar - Women's Month Celebration	Stn,OPFM,RHQ	NP - SVP	21-Feb-20	28-Feb-20	03-Mar-20	05-Mar-20		GAA	173,500.00	173,500.00	
FMD Summit 2020	Stn,OPFM,RHQ	NP - SVP	04-May-20	11-May-20	13-May-20	14-May-20		GAA	360,000.00	360,000.00	
Seminar on Administrative Justice	Stn,OPFM,RHQ	NP - SVP	04-May-20	11-May-20	13-May-20	14-May-20		GAA	88,200.00	88,200.00	
Seminar on Investigative Report Writing	Stn,OPFM,RHQ	NP - SVP	28-Aug-20	02-Sep-20	04-Sep-20	07-Sep-20		GAA	88,200.00	88,200.00	
Special Radio Operator for Government	Stn,OPFM,RHQ	NP - SVP	02-Jun-20	08-Jun-20	10-Jun-20	11-Jun-20		GAA	180,000.00	180,000.00	
PIU Seminar	Stn,OPFM,RHQ	NP - SVP	06-Nov-20	11-Nov-20	13-Nov-20	16-Nov-20		GAA	188,513.74	188,513.74	
SUB-TOTAL									2,078,413.74	2,078,413.74	
3. Repair of Buildings/Fire Stations											
Repair and Improvement of Lemery FS	Stn,OPFM,RHQ	Public Bidding	22-Jun-20	13-Jul-20	15-Jul-20	16-Jul-20		GAA	4,089,912.42	4,089,912.42	
Storage of San Pablo Fire Station	Stn,OPFM,RHQ	NP - SVP	03-Apr-20	08-Apr-20	10-Apr-20	13-Apr-20		GAA	415,401.47	415,401.47	
Unisan Fire Station, Phase 2	Stn,OPFM,RHQ	Public Bidding	26-Jun-20	17-Jul-20	19-Jul-20	20-Jul-20		GAA	2,722,612.89	2,722,612.89	

	SAPD Building - 2nd Floor CR	Stn,OPFM,RHQ	NP - SVP	03-Apr-20	08-Apr-20	10-Apr-20	13-Apr-20	GAA	291,553.60	291,553.60		
	RHQ - Container Van Storage with footing and pedestal	Stn,OPFM,RHQ	NP - SVP	03-Apr-20	08-Apr-20	10-Apr-20	13-Apr-20	GAA	564,993.08	564,993.08		
	General Mariano Alvarez FS, Cavite Roofing	Stn,OPFM,RHQ	NP - SVP	03-Apr-20	08-Apr-20	10-Apr-20	13-Apr-20	GAA	283,101.00	283,101.00		
	SUB-TOTAL								8,367,574.46	8,367,574.46		
	4. Printing of Accountable Forms	Stn,OPFM,RHQ	NP-Agency to Agency					GAA	300,000.00	300,000.00		
	5. Printing/Reproduction Services											
	Printing of Fire Safety Evaluation Certificate and Checklist Forms	Stn,OPFM,RHQ	NP-A to A					GAA	200,000.00	200,000.00		
	Printing of Inspection Order Form	Stn,OPFM,RHQ	NP-A to A					GAA	2,400,000.00	2,400,000.00		
	Printing of Fire Safety Inspection Certificate	Stn,OPFM,RHQ	NP-A to A					GAA	1,200,000.00	1,200,000.00		
	Printing of OPS	Stn,OPFM,RHQ	NP-A to A					GAA	450,000.00	450,000.00		
	Printing of Investigation Report Form	Stn,OPFM,RHQ	NP - SVP					GAA	46,103.40	46,103.40		
	Printing of Other Forms	Stn,OPFM,RHQ	PB					GAA	1,552,400.00	1,552,400.00		
	SUB-TOTAL								5,848,503.40	5,848,503.40		
	6. Travel Expenses							GAA	5,907,201.95	5,907,201.95		
	7. Fidelity Bond							GAA	372,404.26	372,404.26		
	8. Insurance Expense							GAA	3,761,385.31	3,761,385.31		
	9. Mandatory Expenses											
	Payment of Utility Expenses (Water)		Direct Contracting					GAA	254,355.47	254,355.47		
	Payment of Utility Expenses (Electricity)		Direct Contracting					GAA	4,020,812.07	4,020,812.07		
	Payment of Utility Expenses (Landline/Mobile)		Direct Contracting					GAA	1,696,186.17	1,696,186.17		
	Payment of Utility Expenses (Rents)		NP-Lease of Real Property					GAA	455,160.00	455,160.00		
	Payment of Utility Expenses (Internet)		Direct Contracting					GAA	995,864.39	995,864.39		
	SUB-TOTAL								7,422,378.10	7,422,378.10		
	10. Fuel, lubricants and Oil											
	Gasoline - XCS	Stn,OPFM,RHQ	Public Bidding	03-Apr-20	24-Apr-20	26-Apr-20	27-Apr-20	GAA	4,010,000.00	4,010,000.00		
	Diesel - ADO	Stn,OPFM,RHQ	Public Bidding	03-Apr-20	24-Apr-20	26-Apr-20	27-Apr-20	GAA	14,151,000.00	14,151,000.00		
	Multi-grade Engine Motor Oil	Stn,OPFM,RHQ	Public Bidding	03-Apr-20	24-Apr-20	26-Apr-20	27-Apr-20	GAA	363,333.05	363,333.05		
	Motor Oil Diesel	Stn,OPFM,RHQ	Public Bidding	03-Apr-20	24-Apr-20	26-Apr-20	27-Apr-20	GAA	334,528.00	334,528.00		
	Motor Oil Gasoline	Stn,OPFM,RHQ	Public Bidding	03-Apr-20	24-Apr-20	26-Apr-20	27-Apr-20	GAA	331,166.39	331,166.39		
	Gear Oil	Stn,OPFM,RHQ	Public Bidding	03-Apr-20	24-Apr-20	26-Apr-20	27-Apr-20	GAA	198,373.23	198,373.23		

Brake Fluid	Stn,OPFM,RHQ	Public Bidding	03-Apr-20	24-Apr-20	26-Apr-20	27-Apr-20	GAA	332,432.00	332,432.00		
Transmission Fluid	Stn,OPFM,RHQ	Public Bidding	03-Apr-20	24-Apr-20	26-Apr-20	27-Apr-20	GAA	331,342.40	331,342.40		
Grease	Stn,OPFM,RHQ	Public Bidding	03-Apr-20	24-Apr-20	26-Apr-20	27-Apr-20	GAA	246,713.29	246,713.29		
Flushing Oil	Stn,OPFM,RHQ	Public Bidding	03-Apr-20	24-Apr-20	26-Apr-20	27-Apr-20	GAA	521,762.69	521,762.69		
SUB-TOTAL								20,820,651.05	20,820,651.05		
11. Medical and Dental/lab supplies	Stn,OPFM,RHQ	Shopping		08-Apr-20	10-Apr-20	13-Apr-20	GAA	49,250.08	49,250.08		
12. Other Supplies											
Maintenance of Base and Handheld Radio	Stn,OPFM,RHQ	NP-SVP					GAA	855,026.18	855,026.18		
Maintenance of orderliness and operational readiness of fire stations	Stn,OPFM,RHQ	Public Bidding					GAA	2,530,866.05	2,530,866.05		
Procurement of Tires	Stn,OPFM,RHQ	Public Bidding	24-Apr-20	15-May-20	17-May-20	18-May-20	GAA	2,427,698.48	2,427,698.48		
Procurement of Batteries	Stn,OPFM,RHQ	Public Bidding	24-Apr-20	15-May-20	17-May-20	18-May-20	GAA	1,404,885.51	1,404,885.51		
Procurement of Coat and Trouser	Stn,OPFM,RHQ	Public Bidding	25-May-20	15-Jun-20	17-Jun-20	18-Jun-20	GAA	7,261,650.66	7,261,650.66		
Procurement of Fire Safety Inspection Tools	Stn,OPFM,RHQ	Public Bidding	22-Jun-20	13-Jul-20	15-Jul-20	16-Jul-20	GAA	1,753,282.26	1,753,282.26		
Procurement of Fixed Furnitures/Office Equipment	Stn,OPFM,RHQ	Public Bidding	20-Apr-20	11-May-20	13-May-20	14-May-20	GAA	3,372,213.74	3,372,213.74		
Procurement of Rescue Equipment	Stn,OPFM,RHQ	Public Bidding	27-Mar-20	17-Apr-20	19-Apr-20	20-Apr-20	GAA	3,437,928.05	3,437,928.05		
Procurement of Arson Tool Kit	Stn,OPFM,RHQ	NP-SVP	04-May-20	11-May-20	13-May-20	14-May-20	GAA	372,336.87	372,336.87		
Procurement of BFP Medical Kit	Stn,OPFM,RHQ	NP-SVP	03-Apr-20	08-Apr-20	10-Apr-20	13-Apr-20	GAA	718,715.37	718,715.37		
SUB-TOTAL								24,134,603.17	24,134,603.17		
OVERALL TOTAL								88,348,140.07	88,348,140.07		

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