



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

BAC-165-M-2021-GCQ

**OFFICE OF THE UNDERSECRETARY FOR STRATEGIC COMMUNICATION AND  
RESEARCH AND ACTING HEAD OF PROCURING ENTITY**

Ma'am:

The Department of Foreign Affairs is pleased to submit its Supplemental Annual Procurement Plan (SAPP) for the Period of January to June 2021, in compliance with Procurement Rules and Regulations and GPPB Circular 02-2020.

Very truly yours,

  
**ERNESTO C. ABELLA**  
Undersecretary and  
Head of Procuring Entity

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**DEPARTMENT OF FOREIGN AFFAIRS**  
**Supplemental Annual Procurement Plan January 2021 - June 2021**


Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/RFI	Submission/Opening of Bids	Notice of Award		Contract Signing	Total	MOOE	
	Transportation	ASEAN	No	Small Value Procurement	N/A	N/A		GAA 2021	800,000.00	800,000.00	-	
	Tokens	ASEAN	No	Small Value Procurement	N/A	N/A		GAA 2021	300,000.00	300,000.00	-	
	Delegate Kits	ASEAN	No	Small Value Procurement	N/A	N/A		GAA 2021	400,000.00	400,000.00	-	
	Communication Expenses	ASEAN	No	N/A	N/A	N/A		GAA 2021	15,000.00	15,000.00	-	
	Preventive Maintenance - Signal Booster - Upgrade and maintenance of Communication System of OCA Aseana	OCA	No		N/A	N/A		GAA 2021	100,000.00	100,000.00	-	
	Preventive Maintenance of PA System - Upgrade and maintenance of Communication System of OCA Aseana	OCA	No		N/A	N/A		GAA 2021	500,000.00	500,000.00	-	
	Procurement of ICT Equipment - Supply and delivery of ICT Equipment (Semi-Expendable)	OCA	No	Small Value Procurement	N/A	N/A		GAA 2021	55,100.00	55,100.00	-	
	Procurement of Furniture and Fixtures (Semi-Expendable)	OCA	No	Small Value Procurement	N/A	N/A		GAA 2021	84,100.00	84,100.00	-	
	Repairs and Maintenance for the Procurement of Car tubeless wheels	OCA	No	Small Value Procurement	N/A	N/A		GAA 2021	27,500.00	27,500.00	-	
	Subscription of Internet - Additional Internet Subscription for CO SaN Nicolas	OCA	No	Small Value Procurement / Direct Contracting	N/A	N/A		GAA 2021	11,460.00	11,460.00	-	
	Mobile Subscription of CO - Provision for Postpaid Plan with Mobiles of CO Iloilo	OCA	No	Direct Contracting / Sec. 53.6	N/A	N/A		GAA 2021	1,600.00	1,600.00	-	
	Face shield (200 pcs)	OUMWA	No	Emergency Procurement	N/A	N/A		GAA 2021	24,960.00	24,960.00	-	
	Goggles (400 pcs)	OUMWA	No	Emergency Procurement	N/A	N/A		GAA 2021	62,400.00	62,400.00	-	
	Thermo gun (5 pcs.)	OUMWA	No	Emergency Procurement	N/A	N/A		GAA 2021	39,795.00	39,795.00	-	
	Email Management Services	OUMWA	No	Emergency Procurement	N/A	N/A		GAA 2021	2,400,000.00	2,400,000.00	-	
	GAD Activities / Wellness	ASPAC	No	Emergency Procurement	N/A	N/A		GAA 2021	163,000.00	163,000.00	-	
	Supplies and Materials - Drugs and Medicines Expenses	ASPAC	No	Emergency Procurement	N/A	N/A		GAA 2021	214,600.00	214,600.00	-	
	Semi-Expendable Expenses - Other Supplies and Materials Expenses	ASPAC	No	Emergency Procurement	N/A	N/A		GAA 2021	500,000.00	500,000.00	-	
	Communication Services - Mobile	ASPAC	No	Emergency Procurement	N/A	N/A		GAA 2021	200,000.00	200,000.00	-	
	Procurement of Personal Protective Supplies	IAS	No	Emergency Procurement	N/A	N/A		GAA 2021	51,900.00	51,900.00	-	
	Lease of Motor Vehicle	IAS	No	Emergency Procurement	N/A	N/A		GAA 2021	47,362.20	47,362.20	-	
	Procurement of Local and Foreign Newspaper and Magazine	IAS	No	Emergency Procurement	N/A	N/A		GAA 2021	46,000.00	46,000.00	-	
	Representation Expenses - for MANA Mo 2020 (food, honoraria, token, supplies and personalized facemasks)	MOAO	No	Small Value Procurement	N/A	N/A		GAA 2021	420,000.00	420,000.00	-	
	Other Supplies and Materials - Emergency Procurement of Medical Supplies	MOAO	No	Small Value Procurement	N/A	N/A		GAA 2021	5,000.00	5,000.00	-	
	Other Supplies and Materials	OSEC	No	Small Value Procurement	N/A	N/A		GAA 2021	210,755.17	210,755.17	-	
	Library and Other Reading Materials Subscription Expenses	OSEC	No	Small Value Procurement	N/A	N/A		GAA 2021	200,000.00	200,000.00	-	
	Rent - Motor Vehicle	OSEC	No	Competitive Bidding	N/A	N/A		GAA 2021	451,034.00	451,034.00	-	
	R&M Building - Repair of Kitchen / Pantry	OSEC	No	Small Value Procurement	N/A	N/A		GAA 2021	50,000.00	50,000.00	-	
	Environmental / Sanitary Services	OSEC	No	Shopping	N/A	N/A		GAA 2021	18,000.00	18,000.00	-	
	ICT Software Subscription	OSEC	No	Small Value Procurement	N/A	N/A		GAA 2021	50,000.00	50,000.00	-	
	Training Expenses	OSEC	No	Small Value Procurement	N/A	N/A		GAA 2021	75,000.00	75,000.00	-	

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Other Supplies and Materials Expenses - Alcohol, surgical gloves, disinfectant spray, hand sanitizer, paper towel, face shield and etc.	OFMS	No	Small Value Procurement	N/A	N/A			GAA 2021	350,000.00	350,000.00	-	
	Desktop computer, laptop Universal Services Protocol (USP) Server and Lot Network attached storage	OFMS	No		N/A	N/A			GAA 2021	8,600,000.00	8,600,000.00	-	
	Representation Expenses	OSEC	No		N/A	N/A			GAA 2021	575,000.00	575,000.00	-	
	Furniture and Fixtures (Semi Expendable)	OSEC	No		N/A	N/A			GAA 2021	25,000.00	25,000.00	-	
	ICT Software Subscription - Email management Services (additional Email Account)	OAMSS	No		N/A	N/A			GAA 2021	2,400,000.00	2,400,000.00	-	
	Legal Services - Notarial fees	GAD	No		N/A	N/A			GAA 2021	5,000.00	5,000.00	-	
	Other Supplies and Materials	UP	No		N/A	N/A			GAA 2021	186,000.00	186,000.00	-	
	ICT Equipment (Semi Expendable)	UP	No		N/A	N/A			GAA 2021	90,000.00	90,000.00	-	
	Library and Other Reading Materials Subscription Expenses	UP	No		N/A	N/A			GAA 2021	119,948.00	119,948.00	-	
	Drugs and Medicines	UP	No		N/A	N/A			GAA 2021	56,099.36	56,099.36	-	
	General Services - Environmental / Sanitary Services - Office disinfection	OUMWA	No		N/A	N/A			GAA 2021	50,000.00	50,000.00	-	
	Augmentation - Office Supplies - Purchase of various paper materials & products, office equipment & accessories	DFA-Mindanao	No	Small Value Procurement	N/A	N/A			GAA 2021	13,714.97	13,714.97	-	
	Augmentation - Other Supplies / Materials Expense - Purchase of various electrical equipment / components / supplies	DFA-Mindanao	No	Small Value Procurement	N/A	N/A			GAA 2021	57,825.12	57,825.12	-	
	Augmentation - Other supplies / Materials / components / supplies Purchase of PPEs and other Covid-19 related materials for official use	DFA-Mindanao	No	Small Value Procurement	N/A	N/A			GAA 2021	25,000.00	25,000.00	-	
	Augmentation - ICT Office Supplies - Purchase of printer supplies / consumables	DFA-Mindanao	No	Small Value Procurement	N/A	N/A			GAA 2021	39,888.80	39,888.80	-	
	Augmentation - Semi Expendable - Equipment / ICT - Purchase of various / common ICT equipment devices and accessories, Purchase of one (1) IP Phone unit (VOIP)	DFA-Mindanao	No	Small Value Procurement	N/A	N/A			GAA 2021	116,398.00	116,398.00	-	
	Augmentation - Repairs and Maintenance (motor vehicle) - Purchase of a new battery, car cover, tail light (LH), car mat & Tires for DFA Min's Official vehicle	DFA-Mindanao	No		N/A	N/A			GAA 2021	50,000.00	50,000.00	-	
	Adjustment - Taxes, Duties & License - Renewal of GSIS Insurance of Toyota Innova	DFA-Mindanao	No		N/A	N/A			GAA 2021	2,000.00	2,000.00	-	
	Augmentation - Printing / Binding publication expense - Printing / Bonding of 2019 Annual Report	DFA-Mindanao	No		N/A	N/A			GAA 2021	6,000.00	6,000.00	-	
	Augmentation of the Representation Expenses	OUCSCC	No		N/A	N/A			GAA 2021	250,000.00	250,000.00	-	
	ICT Services for the Highly Technical Consultancy - DPA Compliance Phase 2	OAMSS	No		N/A	N/A			GAA 2021	900,000.00	900,000.00	-	
	Augmentation of Environment / Sanitary Services	DLU	No		N/A	N/A			GAA 2021	3,000.00	3,000.00	-	
	Library and Other Reading Materials Subscription Expenses	OTLA	No		N/A	N/A			GAA 2021	50,000.00	50,000.00	-	

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Prepared by:

  
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Recommended for Approval by:

  
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Approved by:

  
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Undersecretary and  
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