



05G190527Y0004142

**DEPARTMENT OF JUSTICE
OFFICE OF THE SOLICITOR GENERAL
PROPOSED INDICATIVE ANNUAL PROCUREMENT PLAN FY 2020**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds			Remarks (Brief Description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		MOOE	CO	
MAINTENANCE AND OTHER OPERATING EXPENSES											
UTILITY EXPENSES											
	Water - Drinking	Divisions & Services	NP-Small Value Procurement	Delegated to the Administrative Division				GoP	509,604		Annual contract of supply and delivery of drinking water with free usage of hot and cold dispensers.
SUB-TOTAL									509,604		
TRAVELING EXPENSES											
	Foreign Travel	Divisions & Services	Agency to Agency	As the need arises				GoP	5,824,518		PS-Philgeps-GFA-OSG for the provision of airline tickets requirement for foreign and local travels needed for arbitration cases, conferences, trainings and other official business transactions.
	Local Travel								1,603,980		
SUB-TOTAL									7,428,498		
TRAINING AND SCHOLARSHIP											
	Training program for OSG officials and employees	HRMD / Committees / Administrative Division	NP-Lease of Real Property or Venue	Delegated to the training section of HRMD, Capacity Building Committee and Administrative Division				GoP	40,358,917		Various training programs for OSG officials and employees including committees, these amount shall cover food and venue expenses
SUB-TOTAL									40,358,917		
COMMUNICATION SERVICES											
	Postage and Deliveries	DMS / Administrative Division	Agency to Agency	Not Applicable (Guidelines on Procurement of Water, Electricity, Telecommunication & Internet Service Providers)				GoP	2,000,000		Philpost annual expenses for postage stamps, telegram and other related expenses.
			NP-Small Value Procurement						600,000		Outsourced annual expenses for postage stamps, telegram and other related expenses.
SUB-TOTAL									2,600,000		
REPAIRS AND MAINTENANCE											
Buildings and Structures											
	Renovation and repair of OSG office space / rooms / common areas	Divisions & Services	Public Bidding	June 2020	July 2020	August 2020	GoP	7,500,000		Renovation / installation of walls, cubicles for the existing and additional divisions with repair of common areas of the OSG Building for good working condition.	
Office Equipment											
	Repair of various unserviceable office equipments	Divisions & Services	NP-Small Value Procurement	To procure as the need arises. Delegated to the Administrative Division				GoP	150,000		Repair of air-conditioning units, pitney bowes, binding machine, firefighting and other office equipment.