

**DEPARTMENT OF JUSTICE
OFFICE OF THE SOLICITOR GENERAL
ANNUAL PROCUREMENT for FY2021**

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/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
3104353	Water - Drinking	Division & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	550,000	550,000	-	Annual contract of supply and delivery of drinking water with free usage of hot and cold dispensers. Procurement is upon the need arises
3104353	Local Travel	Division & Services	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	301,000	301,000	-	Provision for airline tickets requirement for local travels needed for attending conferences and other business transactions. Procurement is upon the need arises
3104353	Foreign Travel	Division & Services	NO	Shopping	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	500,000	500,000	-	Provision for airline tickets for foreign travels needed for attending conferences and other business transactions. Procurement is upon the need arises
3104353	Postage and Deliveries	Docket Management Service / Administrative Division	YES	NP-53.5 Agency-to-Agency	N/A	N/A	EPA December 2020	EPA December 2020	GoP	2,000,000	2,000,000	-	Philpost annual expenses for postage stamps, telegram and other related expenses. Procurement is upon the need arises
3104353	Postage and Deliveries	Docket Management Service / Administrative Division	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	850,000	850,000	-	Outsourced annual expenses for postage stamps, telegram and other related expenses. Procurement is upon the need arises
3104353	Repair and refurbishment of OSG office space / rooms / common areas	Divisions & Services	NO	Competitive Bidding	Oct 21	Nov 21	Dec 21	Dec 21	GoP	3,000,000	3,000,000	-	Repair and refurbishment of walls, cabinets, cubicles for the Felix Bautista and Querube Makalintal Divisions.
3104353	Repair and refurbishment of OSG office space / rooms / common areas	Divisions & Services	NO	Competitive Bidding	Oct 21	Nov 21	Dec 21	Dec 21	Foreign	8,400,000	8,400,000	-	Repair and refurbishment of walls, cubicles for the existing and additional divisions with repair of common areas of the OSG Building for good working condition.
3104353	Minor repairs of the OSG offices	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	850,000	850,000	-	Minors repairs of OSG offices and common areas for good working conditions. Procurement is upon the need arises
3104353	Automation of existing submersible pump located at the basement of the OSG Building	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	600,000	600,000	-	Additional of piping and electrical works for the existing submersible pump located at the OSG basement parking area. Procurement is upon the need arises
3104353	Additional electrical works of the existing aluminum roller shutter	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	250,000	250,000	-	Repair of electrical wirings of the existing automatic aluminum roller shutter located at the Amoroso side of the OSG Building. Procurement is upon the need arises
3104353	Repair of various office equipment's	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	102,000	102,000	-	Repair of air-conditioning units, binding machine, firefighting and other office equipment. Procurement is upon the need arises

**DEPARTMENT OF JUSTICE
OFFICE OF THE SOLICITOR GENERAL
ANNUAL PROCUREMENT for FY2021**

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/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
3104353	Repair of various furniture and fixtures	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	500,000	500,000	-	Replacement of vertical / combi blinds, repair of doors, walls and other office furniture and fixtures. Procurement is upon the need arises
3104353	Repair of various IT equipment	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	200,000	200,000	-	Allocated cost for the repair of desktops, laptops, printers, UPS and other IT equipment. Procurement is upon the need arises
3104353	Repair of various communication equipment	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	100,000	100,000	-	Allocated cost for the repair of fax machine, radio, telephone and other communication equipment. Procurement is upon the need arises
3104353	Preventive maintenance of two (2) units Schindler elevator and automatic printing machines.	Divisions & Services	YES	Direct Contracting	N/A	N/A	EPA December 2020	EPA December 2020	GoP	300,000	300,000	-	Preventive maintenance cost to maintain the good running condition of the two (2) Schindler elevators (includes repair) and automatic printing machines of the OSG Building.
3104353	Repairs of Automatic Printing Machines	Divisions & Services	NO	Direct Contracting	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	46,000	46,000	-	Allocated cost for the repair of automatic printing machine used by the Legal Division and Services.
3104353	Repair of water motor pumps, Genset, roll-up shutters and other machineries	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	100,000	100,000	-	Allocated cost for the repair of two (2) units vertical water motor pumps, cistern motor pumps, submersible pumps, router, aluminum shutters and other machineries
3104353	Preventive maintenance and repairs of five (5) OSG shuttle bus	Divisions & Services	NO	Direct Contracting	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	1,500,000	1,500,000	-	Preventive Maintenance, kilometer check-up and other repairs of five (5) OSG buses. Procurement is upon the need arises
3104353	Preventive maintenance and repairs of forty eight (48) OSG motor vehicles	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	1,000,000	1,000,000	-	Preventive maintenance, kilometer check-up and other repairs of nine (9) motorcycles, fourteen (14) wagons, four (4) vans, eleven (11) mid SUVs, ten (10) sedans. Procurement is upon the need arises
3104353	Repair of fire fighting equipment's, etc.	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	100,000	100,000	-	Allocated cost for the repair of fire fighting equipment's and building location signage's. Procurement is upon the need arises
3104353	Common-use office supplies & equipment (available at PS store)	Divisions & Services	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	1,851,751	1,851,751	-	Procurement of office supplies, equipment and provision for covid supplies expenses from PS-DBM.. Procurement is upon the need arises
3104353	Common-use office supplies & equipment (not available at PS store)	Divisions & Services	NO	Shopping	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	2,141,280	2,141,280	-	Procurement of ballpen, sign pen, wind bind covers and other office supplies, equipment and provision for covid supplies expenses not available at PS-DBM..Procurement is upon the need arises
3104353	Common-use office supplies & equipment (not available at PS store)	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	2,407,920	2,407,920	-	Procurement of calling cards, signage's, rubber stamp and other office supplies, equipments not available at PS-DBM. Procurement is upon the need arises

**DEPARTMENT OF JUSTICE
OFFICE OF THE SOLICITOR GENERAL
ANNUAL PROCUREMENT for FY2021**

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/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
3104353	Common-use office supplies & equipment (not available at PS store)	Divisions & Services	NO	Direct Contracting	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	338,048	338,048		Procurement of consumables for pitney bowes, rapid print and other office supplies, equipments not available at PS-DBM.
3104353	Managed Printing	Divisions & Services	YES	Competitive Bidding	EPA December 2020	EPA December 2020	EPA December 2020	EPA December 2020	GoP	4,000,000	4,000,000		Annual contract for supply and delivery of toners with free use of printers for the use of Legal Divisions and Services .
3104353	Security Services	Divisions & Services	YES	Competitive Bidding	EPA December 2020	EPA December 2020	EPA December 2020	EPA December 2020	GoP	10,000,000	10,000,000		Annual contract for the outsourcing of twenty (20) security personnel for security purposes
3104353	Janitorial Services (including materials/ supplies)	Divisions & Services	YES	Competitive Bidding	EPA December 2020	EPA December 2020	EPA December 2020	EPA December 2020	GoP	6,600,000	6,600,000		Annual contract for the outsourcing of janitorial services for the 36 divisions including equipment and material supplies
3104353	Environmental and Sanitary Services	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	180,000	180,000		Annual pest control services for the OSG Building and extension offices.. Procurement is upon the need arises
3104353	Other General Services	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	135,000.00	135,000.00		Other general services such as carpet cleaning and laundry services (curtains of OSG buses and Padilla Hall). Procurement is upon the need arises
3104353	Consultancy Services	Divisions & Services	NO	Competitive Bidding	Apr 21	May 21	Jun 21	-	GoP	1,000,000.00	1,000,000.00		Expanded consultancy services for expanded ISO intended for the legal divisions.
3104353	Training Programs for Legal and Admin	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	961,800.00	961,800.00		Allocated amount to cover food meals for attending officers and employees on trainings/seminars. Procurement is upon the need arises
3104353	OSG Committees	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	499,800.00	499,800.00		Allocated amount to cover food meals and other expenses for committee's planning and programs of the Bids & Awards Committee (BAC), GAD, PADC, QMS, Solo Parent, Internal Audit, Praise, Senior Citizen & PWD Committee and Legal Internship Program.Procurement is upon the need arises
3104353	Printing and Publication Expense	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	50,000.00	50,000.00		Printing and Publication: cost of printing and binding of documents, forms, manuals and the like. Procurement is upon the need arises
3104353	Advertising Expense	BAC / HRMAS	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	100,000.00	100,000.00		Publication costs for job vacancies/sponsorship to universities. Procurement is upon the need arises
3104353	Covid Testing for OSG Employees	Divisions & Services	NO	NP-53.2 Emergency Cases	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	2,240,000.00	2,240,000.00		Procurement of a service provider to conduct covid testing to OSG employees. Procurement is upon the need arises
3104353	Drug Testing for OSG Employees	Divisions & Services	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	546,000.00	546,000.00		Procurement of a service provider to conduct drug testing to OSG employees. Procurement is upon the need arises

**DEPARTMENT OF JUSTICE
OFFICE OF THE SOLICITOR GENERAL
ANNUAL PROCUREMENT for FY2021**


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/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
3104353	Other Maintenance and Operating Expenses	Divisions & Services	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	3,106,259.00	3,106,259.00	-	Various expenses in relation with the agency's social activities, P/A/PS of committees and other operating expenses. Procurement is upon the need arises
3104353	P.O. Box Rental	Divisions & Services	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	2,000.00	2,000.00	-	Philpost mailbox rental. Procurement is upon the need arises
3104353	Printing Equipment (Photocopier)	Divisions & Services	YES	Competitive Bidding	EPA December 2020	EPA December 2020	EPA December 2020	EPA December 2020	GoP	6,500,000.00	6,500,000.00	-	Annual rental of photocopying machines necessary for the reproduction of legal and non-legal documents.
3104353	GSIS insurance	Divisions & Services	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	1,000,000.00	1,000,000.00	-	Provision for GSIS insurance premium of OSG motor vehicles and building.
3104353	Magazines and Newspapers	Divisions & Services	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	372,000.00	372,000.00	-	Annual subscription of newspapers, magazines and other reading materials. Procurement is upon the need arises
3104353	Official Gazettes	Divisions & Services	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	12,000.00	12,000.00	-	Annual issuances of Official Gazettes.
3104353	Cable Subscriptions	Divisions & Services	NO	Direct Contracting	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	35,000.00	35,000.00	-	Annual cable subscription for Secretariat.
3104353	Library Books (expendable local and foreign books)	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	158,000.00	158,000.00	-	Various books and other printed legal resources for cybercrime, arbitration, international & constitutional law among others for OSG lawyers/employees. (expendable). Procurement is upon the need arises
3104353	Microsoft Exchange Online email, Microsoft 365 E3, Microsoft Office 365 Pro Plus	Divisions & Services	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	4,960,000.00	4,960,000.00	-	Continuing subscription of ICT licenses needed for Server Consolidation and Virtualization, Case Management Information System, Legal Information Resources, Office Productivity and Disaster Management and Risk Reduction. Procurement is upon the need arises
3104353	Cloud Computing Service, eSCRA, Lex Libris, Lexis Nexis, My Legal Whiz, Secured Socket Layer Certification for Website, Unified Threat Management License	Divisions & Services	NO	Direct Contracting	N/A	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	2,453,000.00	2,453,000.00	-	Continuing subscription of ICT licenses needed for Server Consolidation and Virtualization, Case Management Information System, Legal Information Resources, Office Productivity and Disaster Management and Risk Reduction.
3104353	Desktop Management Software	Divisions & Services	NO	Competitive Bidding	Mar 21	Apr 21	May 21	Aug 21	GoP	2,000,000.00	2,000,000.00	-	Continuing subscription of ICT licenses needed for Server Consolidation and Virtualization, Case Management Information System, Legal Information Resources, Office Productivity and Disaster Management and Risk Reduction.

**DEPARTMENT OF JUSTICE
OFFICE OF THE SOLICITOR GENERAL
ANNUAL PROCUREMENT for FY2021**

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/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
3104353	Virtual Machine Software with Operating Management (including V-center)	Divisions & Services	NO	Competitive Bidding	Aug 21	Sep 21	Oct 21	Nov 21	GoP	3,150,000.00	3,150,000.00	-	Continuing subscription of ICT licenses needed for Server Consolidation and Virtualization, Case Management Information System, Legal Information Resources, Office Productivity and Disaster Management and Risk Reduction.
3104353	Anti Virus, VEEAM Back Up and Replication Solution with VM Monitoring Software Maintenance License	Divisions & Services	NO	NP-53.9 - Small Value Procurement	Jan 2021 to Dec 2021	N/A	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	980,000.00	980,000.00	-	Continuing subscription of ICT licenses needed for Server Consolidation and Virtualization, Case Management Information System, Legal Information Resources, Office Productivity and Disaster Management and Risk Reduction. Procurement is upon the need arises
3104353	Retrofitting of the OSG Building	Divisions & Services	NO	Competitive Bidding	Jan 2021 to Dec 2021	-	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	49,148,000.00	-	49,148,000.00	Initial funds to cover the consulting services for the detailed engineering design for the repair and retrofitting of the Office of the Solicitor General (OSG) Building.
3104353	Retrofitting of the OSG Building	Divisions & Services	NO	Competitive Bidding	Jan 2021 to Dec 2021	-	Jan 2021 to Dec 2021	Jan 2021 to Dec 2021	GoP	19,200,000.00	-	19,200,000.00	Continuing appropriation FY 2020-FY 2021

DEPARTMENT OF JUSTICE
OFFICE OF THE SOLICITOR GENERAL
ANNUAL PROCUREMENT for FY2021

Prepared/Submitted by:


EDITHA R. BUENDIA
Director IV
Human Resource Management and Administrative Service

Recommending Approval:


AILEEN E. DALWATAN
Senior State Solicitor
Vice Chairperson, Bids and Awards Committee

Approved by:


SHARON E. MILLAN-DECANO
Assistant Solicitor General
Chairperson, Bids and Awards Committee


JOSE C. CALIDA
Solicitor General

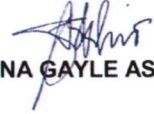
Checked by:

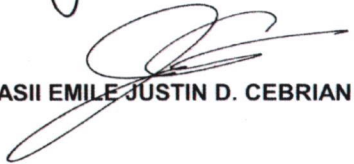

SSI JOHN DALE A. BALLINAN
Head, BAC Secretariat

BAC Members:


SSS ARLEEN J. REYES


SSI JOCELYN P. CASTILLO-SARMIENTO


ASIII ALANNA GAYLE ASHLEY B. KHIO


ASII EMILE JUSTIN D. CEBRIAN


DIR. BERNADETTE M. LIM



OSG20110Y0000109