

AUGUST 29, 2018

ATTY. DENNIS S. SANTIAGO

Executive Director

Government Procurement Policy Board

Unit 2506 Raffles Corporate Center

F. Ortigas Jr. Road, Ortigas Center Pasig City

Dear **Atty. Santiago**:

In response to the requirements of Government Procurement Policy Board (GPPB), we are submitting our 2019 Annual Procurement Plan of the Metals Industry Research and Development Center, an attached Agency of the Department of Science and Technology (DOST).

Thank you.

Very truly yours,



ROBERT O. DIZON

Executive Director, MIRDC

**MIRDO**

DEPARTMENT OF SCIENCE AND TECHNOLOGY
METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER
ANNUAL PROCUREMENT PLAN FOR FY 2019

(In Thousand Pesos)

| Code (PAP) | Procurement Activity / Project | Common-Use Supply & Equipment/ Non Common-Use | PMO / End-User | Mode of Procurement | Schedule for Each Procurement Activity | | | | Source of Funds | Estimated Budget (Php) | | | Remarks (Brief Description of Program/Project) |
|-----------------|--|---|----------------|--|--|--|--|--|-----------------|------------------------|-------|----|--|
| | | | | | Ads/Post of IB/REI | Subs/Open of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| 103001000100000 | Security Services | N-CUSE | MIRDC-GASS | Public Bidding | October 2018 | November 2018 | December 2018 | December 2018 | GAA | 3,550 | 3,550 | | With 3 years contract; contract to expire on Dec. 2021 |
| 103001000100000 | Janitorial Services | N-CUSE | MIRDC-GASS | Public Bidding | October 2018 | November 2018 | December 2018 | December 2018 | GAA | 1,800 | 1,800 | | With 3 years contract; contract to expire on Dec. 2021 |
| 103001000100000 | Office Supplies, Drugs and Medicines and Accountable Forms | CUSE | MIRDC-GASS | Procurement Service, Shopping, Small Value Procurement | Semi-Annual/ Quarterly/ As Needed | Semi-Annual/ Quarterly/ As Needed | Semi-Annual/ Quarterly/ As Needed | Semi-Annual/ Quarterly/ As Needed | GAA | 450 | 450 | | |
| 103001000100000 | Training | N-CUSE | MIRDC-GASS | Small Value Procurement/ Agency to Agency | As Per Approved Annual Learning Dev't Plan | As Per Approved Annual Learning Dev't Plan | As Per Approved Annual Learning Dev't Plan | As Per Approved Annual Learning Dev't Plan | GAA | 500 | 500 | | |
| 103001000100000 | Gasoline, Oil and Lubricants | N-CUSE | MIRDC-GASS | Shopping | As Needed | As Needed | As Needed | As Needed | GAA | 400 | 400 | | |
| 103001000100000 | Consultancy Services | N-CUSE | MIRDC-GASS | Small Value Procurement | Monthly | Monthly | Monthly | Monthly | GAA | 180 | 180 | | |
| 103001000100000 | General Services | N-CUSE | MIRDC-GASS | Small Value Procurement | As Needed | As Needed | As Needed | As Needed | GAA | 84 | 84 | | |
| 103001000100000 | Advertising Services | N-CUSE | MIRDC-GASS | Scientific, etc. | As Needed | As Needed | As Needed | As Needed | GAA | 20 | 20 | | |
| 103001000100000 | Subscription (Software Licenses and ICT Online Services) | N-CUSE | MIRDC-GASS | Scientific, etc./ SVP | Monthly/ As Needed | Monthly/ As Needed | Monthly/ As Needed | Monthly/ As Needed | GAA | 1,640 | 1,640 | | |
| 103001000100000 | Building and Structures (Repairs and Maintenance) | N-CUSE | MIRDC-GASS | Shopping, Small Value Procurement | As Needed | As Needed | As Needed | As Needed | GAA | 1,000 | 1,000 | | |



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| | | | | | Ads/Post of IB/REI | Subs/Open of Bids | Notice of Award | Contract Signing | | | Total | MOOE | CO | |
| 103001000100000 | Office Equipment, Furnitures and Fixtures (Repairs and Maintenance) | CUSE | MIRDC-GASS | Shopping, Small Value Procurement | As Needed | As Needed | As Needed | As Needed | | GAA | 500 | 500 | | |
| 103001000100000 | Motor Vehicles (Repairs and Maintenance) | N-CUSE | MIRDC-GASS | Small Value Procurement | As Needed | As Needed | As Needed | As Needed | | GAA | 300 | 300 | | |
| 103001000100000 | Rental of Equipment | N-CUSE | MIRDC-GASS | Small Value Procurement | Monthly, As Needed | Monthly, As Needed | Monthly, As Needed | Monthly, As Needed | | GAA | 500 | 500 | | |
| 103001000100000 | ICT Equipment/ Software | N-CUSE | MIRDC-GASS | Agency to Agency | Second - Third Quarter | Second - Third Quarter | Fourth Quarter | Fourth Quarter | | GAA | 4,544 | | 4,544 | |
| 168003010100001 | Security Services | N-CUSE | MIRDC-MPRD | Small Value Procurement | Monthly, As Needed | Monthly, As Needed | Monthly, As Needed | Monthly, As Needed | | GAA | 1,300 | 1,300 | | |
| 168003010100001 | Office Supplies, Medical, Dental and Laboratory Supplies | CUSE | MIRDC-MPRD | Procurement Service, Shopping, Small Value Procurement | Quarterly/ As Needed | Quarterly/ As Needed | Quarterly/ As Needed | Quarterly/ As Needed | | GAA | 662 | 662 | | |
| 168003010100001 | Building and Structures (Repairs and Maintenance) | N-CUSE | MIRDC-MPRD | Shopping, Small Value Procurement | As Needed | As Needed | As Needed | As Needed | | GAA | 400 | 400 | | |
| 168003010100001 | Technical Equipment, IT Equipment, Office Furnitures and Fixtures (Repairs and Maintenance) | N-CUSE | MIRDC-MPRD | Shopping, Small Value Procurement | As Needed | As Needed | As Needed | As Needed | | GAA | 300 | 300 | | |
| 168003010100001 | Other Professional Services | N-CUSE | MIRDC-MPRD | Small Value Procurement | Monthly/ Quarterly | Monthly/ Quarterly | Monthly/ Quarterly | Monthly/ Quarterly | | GAA | 430 | 430 | | |



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|-----------------|---|--|----------------|--|--|----------------------|----------------------|----------------------|-----------------|------------------------|------|----|--|
| | | | | | Ads/Post of IB/REI | Subs/Open of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| 168003010100001 | Office Supplies, Medical, Dental and Laboratory Supplies | CUSE | MIRDC-PD | Procurement Service, Shopping, Small Value Procurement | Quarterly/ As Needed | Quarterly/ As Needed | Quarterly/ As Needed | Quarterly/ As Needed | GAA | 657 | 657 | | |
| 168003010100001 | Building and Structures (Repairs and Maintenance) | N-CUSE | MIRDC-PD | Shopping, Small Value Procurement | As Needed | As Needed | As Needed | As Needed | GAA | 200 | 200 | | |
| 168003010100001 | Technical Equipment, IT Equipment, Office Furnitures and Fixtures (Repairs and Maintenance) | N-CUSE | MIRDC-PD | Shopping, Small Value Procurement | As Needed | As Needed | As Needed | As Needed | GAA | 300 | 300 | | |
| 168003010100001 | Other Professional Services | N-CUSE | MIRDC-PD | Small Value Procurement | Monthly/ Quarterly | Monthly/ Quarterly | Monthly/ Quarterly | Monthly/ Quarterly | GAA | 430 | 430 | | |
| 168003020100000 | Office Supplies, Medical, Dental and Laboratory Supplies, Other Supplies | CUSE | MIRDC-TDD | Procurement Service, Shopping, Small Value Procurement | Monthly/ Quarterly | Monthly/ Quarterly | Monthly/ Quarterly | Monthly/ Quarterly | GAA | 465 | 465 | | |
| 168003020100000 | Printing and Binding | N-CUSE | MIRDC-TDD | Small Value Procurement | Quarterly, As Needed | Quarterly, As Needed | Quarterly, As Needed | Quarterly, As Needed | GAA | 200 | 200 | | |
| 168003020100000 | Transportation and Delivery | N-CUSE | MIRDC-TDD | Small Value Procurement | As Needed | As Needed | As Needed | As Needed | GAA | 40 | 40 | | |
| 168003020100000 | Subscription (Newspapers, journals, etc) | N-CUSE | MIRDC-TDD | Scientific, etc. | January/ Monthly | January/ Monthly | January/ Monthly | January/ Monthly | GAA | 50 | 50 | | |



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|------------------|---|---|----------------|--|--|----------------------|----------------------|----------------------|-----------------|------------------------|-------|-------|--|
| | | | | | Ads/Post of IB/REI | Subs/Open of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| 1680030201000000 | Other Professional Services | N-CUSE | MIRDC-TDD | Shopping, Small Value Procurement | Quarterly/ As Needed | Quarterly/ As Needed | Quarterly/ As Needed | Quarterly/ As Needed | GAA | 430 | 430 | | |
| 1680030201000000 | Rental of Equipment | N-CUSE | MIRDC-TDD | Small Value Procurement | Monthly, As Needed | Monthly, As Needed | Monthly, As Needed | Monthly, As Needed | GAA | 200 | 200 | | |
| 1680030201000000 | Advertising Services | N-CUSE | MIRDC-TDD | Scientific, etc. | As Needed | As Needed | As Needed | As Needed | GAA | 50 | 50 | | |
| 1680030202000000 | Office Supplies, Medical, Dental and Laboratory Supplies | CUSE | MIRDC-ATD | Procurement Service, Shopping, Small Value Procurement | Quarterly/ As Needed | Quarterly/ As Needed | Quarterly/ As Needed | Quarterly/ As Needed | GAA | 1,625 | 1,625 | | |
| 1680030202000000 | Technical Equipment, IT Equipment, Office Furnitures and Fixtures (Repairs and Maintenance) | N-CUSE | MIRDC-ATD | Shopping, Small Value Procurement | As Needed | As Needed | As Needed | As Needed | GAA | 400 | 400 | | |
| 1680030202000000 | Transportation and Delivery | N-CUSE | MIRDC-ATD | Small Value Procurement | As Needed | As Needed | As Needed | As Needed | GAA | 160 | 160 | | |
| 1680030202000000 | General Services and Other Professional Services | N-CUSE | MIRDC-ATD | Small Value Procurement | As Needed/ Monthly | As Needed/ Monthly | As Needed/ Monthly | As Needed/ Monthly | GAA | 680 | 680 | | |
| 3101002000130000 | Training | N-CUSE | MIRDC-ICT | Small Value Procurement | As Needed | As Needed | As Needed | As Needed | GAA | 500 | 500 | | |
| 3101002000130000 | Consultancy Services | N-CUSE | MIRDC-ICT | Small Value Procurement | As Needed | As Needed | As Needed | As Needed | GAA | 1,440 | 1,440 | | |
| 3101002000130000 | Technical Equipment, IT Equipment | N-CUSE | MIRDC-ICT | Small Value Procurement | First Quarter | First Quarter | First Quarter | First Quarter | GAA | 1,500 | | 1,500 | |



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|---|---|---|---------------------------------------|---------------------|--|------------------|-----------------|------------------|-----------------|------------------------|--------|--------|---|
| | | | | | Ads/Post of IB/REI | Sub/Open of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| 103001000100000 | Upgrading of MIRDO Laboratory and Administration Building | N-CUSE | MIRDO | Public Bidding | November 2018 | December 2018 | January 2019 | January 2019 | GAA | 12,000 | | 12,000 | Retrofitting and Renovation of Identified Offices (Phase IV) |
| 103001000100000 | Repair of Perimeter Fence | N-CUSE | MIRDO | Public Bidding | November 2018 | December 2018 | January 2019 | January 2019 | GAA | 8,000 | | 8,000 | Construction of Retaining Wall on Identified Areas of the Center |
| 103001000100000 | New Cistern Tank and Upgrading of the Center's Water and Sanitary Lines | N-CUSE | MIRDO | Public Bidding | November 2018 | December 2018 | January 2019 | January 2019 | GAA | 15,000 | | 15,000 | Installation of Fire Protection System, Construction of Culvert Box and Rehabilitation of Drainage System |
| 103001000100000 | Renovation of Mechanical Workshop II Building | N-CUSE | MIRDO | Public Bidding | November 2018 | December 2018 | January 2019 | January 2019 | GAA | 18,344 | | 18,344 | Renovation of Mechanical Workshop II Building (Phase VI) |
| 103001000100000, 168003010100001, 168003020100000, 168003020200000 | Supply of Electricity | N-CUSE | MIRDO-GASS, MPRD, PD, TDD & ATD | Direct Contracting | Monthly | Monthly | Monthly | Monthly | GAA | 13,266 | 13,266 | | |
| 103001000100000, 168003010100001, 168003020100000, 168003020200000 | Supply of Water | N-CUSE | MIRDO-GASS, MPRD, PD, TDD & ATD | Direct Contracting | Monthly | Monthly | Monthly | Monthly | GAA | 1,580 | 1,200 | | |
| 103001000100000, 168003010100001, 168003020100000, 168003020200000 | Telephone, Internet, Postage and Delivery | N-CUSE | MIRDO-GASS, MPRD, PD, TDD & ATD | Direct Contracting | Monthly | Monthly | Monthly | Monthly | GAA | 780 | 780 | | |
| TOTAL NON COMMON-USE SUPPLIES AND EQUIPMENT | | | | | | | | | | 92,498 | | | |
| TOTAL COMMON-USE SUPPLIES AND EQUIPMENT | | | | | | | | | | 4,359 | | | |



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|---------------|-----------------------------------|---|-------------------|------------------------|--|----------------------|--------------------|---------------------|-----------------------|------------------------|------|----|--|
| | | | | | Advs/Post of IB/REI | Subs/Open of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |

Recommend for Approval by:


MARCELA R. CAGALINGAN
Budget Officer


GINA A. CATALAN
BAC Member


MERCEDITA G. ABUTAL
BAC Vice Chairman


ISIDRO D. MILLIO
BAC Member


ATTY. TRIXIE HAZEL C. VELUZ
BAC Member


AUREA T. MOTAS
BAC Chairman

Approved by:


ROBERT Q. DIZON
Executive Director

