

NATIONAL LIBRARY OF THE PHILIPPINES
T.M. Kalaw Street, Ermita, Manila

ANNUAL PROCUREMENT PLAN, CY 2018

Program/ Activity/ Project	End-User	Mode of Procurement	Schedule for Each Procurement Activity													Estimated Budget Php			Remarks (Brief Description of Program/Project/Activity)	
			Pre-Proc Conf	Ads/Post of ITB	Pre-Bid Conf.	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post-Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/ Turn-Over	Source of Fund	Total	MOOE	CO		
I. Library Materials - NLP																				
1 E-Resources & Multimedia																				
a. Multimedia	NLP	SVP (Sect. 53.9)	June week 1	N/A	June week 2	June week 2	June week 2	N/A	June week 3	June week 3	June week 3	June week 3	June week 4	June week 4	GAA	150,000	150,000		CDD	
b. Audiobooks (Foreign)	NLP	SVP (Sect. 53.9)	June week 1	N/A	June week 2	June week 2	June week 2	N/A	June week 3	June week 3	June week 3	June week 3	June week 4	June week 4	GAA	200,000	200,000		CDD	
c. Microform Collections	File (NLP)	SVP (Sect. 53.9)	June week 1	N/A	June week 2	June week 2	June week 2	N/A	June week 3	June week 3	June week 3	June week 3	June week 4	June week 4	GAA	150,000	150,000		FIL	
2 Serial Subscription																				
a. e-Journals	NLP	Public Bidding	Jul week 1	Jul week 1	Jul week 2	N/A	Jul week 3	Jul week 3	Jul week 3	Jul week 4	Aug week 1	Aug week 2	Aug week 2	Aug week 3	GAA	2,925,000	2,925,000		CDD	
b. Newspaper and Journals (Print)	NLP	Public Bidding	Feb week 1	Feb week 1	Feb week 2	N/A	Feb week 3	Feb week 3	Feb week 3	Feb week 4	Mar week 1	Mar week 2	Mar week 2	Mar week 3	GAA	600,000	600,000		CDD	
3 Books (Print)																				
a.1 Foreign Books	NLP	Public Bidding	May week 1	May week 1	May week 2	N/A	May week 3	May week 3	May week 3	May week 4	June week 1	June week 2	June week 2	June week 3	GAA	1,000,000	1,000,000		CDD	
a.2 Children's Library Books	NLP	SVP (Sect. 53.9)	June week 1	N/A	June week 2	June week 2	June week 2	N/A	June week 3	June week 3	June week 3	June week 3	June week 4	June week 4	GAA	250,000	250,000		CDD	
a.3 Maps and globes	NLP	SVP (Sect. 53.9)	June week 1	N/A	June week 2	June week 2	June week 2	N/A	June week 3	June week 3	June week 3	June week 3	June week 4	June week 4	GAA	50,000	50,000			
b. Filipiniana Books																				
b.1 Filipiniana Print Books	NLP	Public Bidding	May week 1	May week 1	May week 2	N/A	May week 3	May week 3	May week 3	May week 4	June week 1	June week 2	June week 2	June week 3	GAA	800,000	800,000			
	NLP	SVP (Sect. 53.9)	June week 1	N/A	June week 2	June week 2	June week 2	N/A	June week 3	June week 3	June week 3	June week 3	June week 4	June week 4	GAA	200,000	200,000			
b.2 Filipiniana Print Books (Government Publication)	NLP	NLP-Agency to Agency	May week 1	May week 1	May week 2	N/A	May week 3	May week 3	May week 3	May week 4	June week 1	June week 2	June week 2	June week 3	GAA	150,000	150,000		CDD	
b.3. Rare Materials/maps	NLP	SVP (Sect. 53.9)	June week 1	N/A	June week 2	June week 2	June week 2	N/A	June week 3	June week 3	June week 3	June week 3	June week 4	June week 4	GAA	200,000	200,000			
4 CDD Exchange	NLP	SVP (Sect. 53.9)	June week 1	N/A	June week 2	June week 2	June week 2	N/A	June week 3	June week 3	June week 3	June week 3	June week 4	June week 4	GAA	187,000	187,000		CDD	
5 IPEL Database	NLP	Public Bidding	Jul week 1	Jul week 1	Jul week 2	N/A	Jul week 3	Jul week 3	Jul week 3	Jul week 4	Aug week 1	Aug week 2	Aug week 2	Aug week 3	GAA	23,000,000	23,000,000		CDD	
		Public Bidding	Nov week 1	Nov week 1	Nov week 2	N/A	Nov week 3	Nov week 3	Nov week 3	Nov week 4	Dec week 1	Dec week 2	Dec week 2	Dec week 3	GAA	14,000,000	14,000,000		CDD	
																39,837,000	39,837,000			
II. Library Materials - Locally Funded Projects																				
1 Tondo Congressional Library																				
a. Books (Print)		Public Bidding	Aug week 1	Aug week 1	Aug week 2	N/A	Aug week 3	Aug week 3	Aug week 3	Aug week 4	Sept week 1	Sept week 2	Sept week 2	Sept week 3	GAA	689,000	689,000		CDD/PLD	
b. Subscription		SVP (Sect. 53.9)	Not Applicable											Mar week 1	GAA	100,000	100,000		CDD/PLD	
2 Bohol Congressional Library																				
a. Books (Print)		SVP (Sect. 53.9)	Not Applicable												GAA	360,000		360,000		CDD/PLD
b. Subscription		SVP (Sect. 53.9)	Not Applicable											Mar week 1	GAA	47,000	47,000		CDD/PLD	
3 Batanes Provincial Library																				
a. Books (Print)		Public Bidding	Aug week 1	Aug week 1	Aug week 2	N/A	Aug week 3	Aug week 3	Aug week 3	Aug week 4	Sept week 1	Sept week 2	Sept week 2	Sept week 3	GAA	850,000	850,000		CDD/PLD	
b. Subscription		SVP (Sect. 53.9)	Not Applicable											Mar week 1	GAA	389,000	389,000		CDD/PLD	
																2,435,000	2,075,000	360,000		

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III. Book Allocation																						
1	Filipiniana, General References and Childrens' Books (Print)	PLD	Public Bidding	Feb week 2	Feb week 2	Feb week 3	N/A	Feb week 4	Feb week 4	Feb week 4	Mar week 1	Mar week 2	Mar week 3	Mar week 3	Mar week 4	GAA	3,889,000	3,889,000				
2	Filipiniana, General References and Childrens' Books (Electronic)	PLD	Public Bidding	Feb week 2	Feb week 2	Feb week 3	N/A	Feb week 4	Feb week 4	Feb week 4	Mar week 1	Mar week 2	Mar week 3	Mar week 3	Mar week 4	GAA	3,000,000		3,000,000			
3	Audiobooks, CDs, DVDs, journals and other non-print materials	PLD	SVP (Sect. 53.9)	Feb week 2	N/A	Feb week 3	Feb week 3	Feb week 3	N/A	Feb week 4	Feb week 4	Feb week 4	Feb week 4	Mar week 1	Mar week 1	GAA	500,000	500,000				
																	7,389,000	4,389,000	3,000,000			
IV. Building																						
a.	Other Infrastructure Assets	NLP	Direct Contracting														180,000		180,000			
b.	Building	NLP	Public Bidding														160,310,000		160,310,000			
																	160,490,000		160,490,000			
IV. Supplies and Materials																						
1	Office Supplies	NLP, LFP	NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	4,105,000.00	4,105,000.00			
2	Other Supplies	NLP, LFP	NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	1,693,000.00	1,693,000.00			
3	Drugs, medicines	NLP	Section 52.1	To be procured as need arises by the FAD-Property Section													GAA	20,000	20,000			
4	Medical Dental and & Lab. Supplies Expenses	NLP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section													GAA	60,000	60,000			
5	Petroleum, Oil, Lubricants	NLP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section													GAA	250,000	250,000			
																	6,128,000	6,128,000				
V. Office Equipment																						
1	Office Equipment	NLP		To be procured as need arises by the FAD-Property Section														2,855,000		2,855,000		
2	ICT Equipment	NLP		To be procured as need arises by the FAD-Property Section														2,060,000		2,060,000		
3	Transportation Equipment	NLP	Public Bidding	Feb week 2	Feb week 2	Feb week 3	N/A	Feb week 4	Feb week 4	Feb week 4	Mar week 1	Mar week 2	Mar week 3	Mar week 3	Mar week 4		1,400,000		1,400,000			
																	6,315,000		6,315,000			
VI. Professional Services																						
1	Security Services	NLP & TCL	Public Bidding	Not Applicable													GAA	5,024,000	5,024,000		FAD+LF	
2	Legal and Legislative Consultants	NLP	NGA to NGA	Not Applicable													GAA	300,000	300,000		FAD	
	Consultancy Services	NLP		Not Applicable														100,000	100,000		FAD	
3	Other Professional Services	RPD	Direct Contracting	Not Applicable													Mar week 1	GAA	100,000	100,000		RPD
		FAD		Not Applicable															170,000	170,000		FAD
		FIL	Direct Contracting	Not Applicable													Apr week 1		174,000	174,000		FIL
4	Other General Services	ITD	Direct Contracting	Not Applicable													June week 1	GAA	30,000	30,000		
	ICT Consultancy Services	ITD	Direct Contracting	Not Applicable															960,000	960,000		
	Outsource printing	RPD	SVP (Sect. 53.9)	June week 1	N/A	June week 2	June week 2	June week 2	N/A	June week 3	June week 3	June week 3	June week 3	June week 4	June week 4	GAA	200,000	200,000				
				Nov week 1	N/A	Nov week 2	Nov week 2	Nov week 2	N/A	Nov week 3	Nov week 3	Nov week 3	Nov week 3	Nov week 4	Nov week 4	GAA						
																	7,058,000	7,058,000				

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VII. Utilities																				
NLP																				
1	Water Services	NLP	Direct Contracting														GAA	1,250,000	1,250,000	
2	Electricity Services	NLP	Direct Contracting														GAA	6,800,000	6,800,000	
LFP																				
1	Water Services	LFP	Direct Contracting														GAA	125,000	125,000	
2	Electricity Services	LFP	Direct Contracting														GAA	550,000	550,000	
																		8,725,000	8,725,000	
VIII. Communication																				
NLP																				
1	Telecommunication Services	NLP																		
	a. Landline		Direct Contracting														GAA	248,000	248,000	
	b. Cellular Phone Lines		Direct Contracting														GAA	232,000	232,000	
2	Internet Services	NLP	Direct Contracting														GAA	4,862,000	4,862,000	
3	Postage and Courier Services	NLP	Section 52.1														GAA	360,000	360,000	
LFP																				
1	Telecommunication Services	LFP																		
	a. Landline		Direct Contracting														GAA	94,000	94,000	
	b. Cellular Phone Lines		Direct Contracting														GAA	42,000	42,000	
2	Internet Services	LFP	Direct Contracting														GAA	90,000	90,000	
3	Postage and Courier Services	LFP	Section 52.1														GAA	53,000	53,000	
																		5,981,000	5,981,000	
IX. Repair and Maintenance																				
NLP																				
1	Building	NLP	SVP (Sect. 53.9)														GAA	100,000	100,000	
2	Machinery	NLP	SVP (Sect. 53.9)														GAA	100,000	100,000	
3	Office Equipment	NLP	SVP (Sect. 53.9)														GAA	600,000	600,000	
4	ICT Equipment	NLP	SVP (Sect. 53.9)														GAA	100,000	100,000	
5	Motor Vehicles	NLP	SVP (Sect. 53.9)														GAA	240,000	240,000	
6	Maintenance and Repair of Microfilm Readers	Fil (NLP)	Direct Contracting														GAA	420,000	420,000	FIL
7	Rewashing of Microfilms	Fil (NLP)	Direct Contracting														GAA	80,000	80,000	FIL
LFP																				
1	Building	LFP	SVP (Sect. 53.9)														GAA	80,000	80,000	

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2	Office Equipment	LFP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section												GAA	100,000	100,000		
3	ICT Equipment	LFP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section												GAA	75,000	75,000		
																1,895,000	1,895,000			
X. Others																				
1	INELI Project														Foreign Fund	636,500	636,500			
2	ICT Training	ITD		Not Applicable												GAA	344,000	344,000		
3	2018 Proposals for NCCA Funding														NCCA					
	National Conference of Librarians 2018 : Limang K para maging OK sa Aklatan														NCCA	656,100	656,100		604,900-NCCA 51,200-NLP	
	Training Workshop on the Development of Mother Tongue Children's Books														NCCA	1,183,000	1,183,000		1,133,000-NCCA 50,000-NLP	
	Disability Awareness Training														NCCA	862,500	862,500		712,500-NCCA 150,000-NLP	
	Conference on Children and Young Adult Librarianship														NCCA	409,000	409,000		359,000-NCCA 50,000-NLP	
	²⁶ th Library and Information Service Month Celebration														NCCA	482,000	482,000		422,000-NCCA 60,000-NLP	
	Research Training and Materials Development for Public Librarians														NCCA	881,100	881,100		721,100-NCCA 160,000-NLP	
	Tracer Study of Philippine Libraries and Librarianship														NCCA	806,500	806,500		691,500-NCCA 115,000-NLP	
	Orientation, Training and Allocation of Library Resources of Newly Affiliated Public Library														NCCA	436,000	436,000		356,000-NCCA 80,000-NLP	
																6,696,700	6,696,700			
XI. Insurance																				
1	Insurance	NLP	NGA to NGA	Not Applicable												GAA	1,075,000	1,075,000		
2	Fidelity Bond Premiums	NLP	NGA to NGA	Not Applicable												GAA	72,000	72,000		
																1,147,000	1,147,000			

TOTAL

254,096,700.00 83,931,700.00 170,165,000.00

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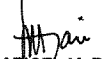
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RECOMMENDING APPROVAL:



EDGARDO B. QUIROS

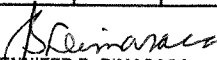
Chairperson, BAC


MARCEL M. DIAZ
Member, BAC

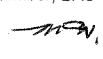

MAUREEN C. TERRENAL

Vice-Chair, BAC


DANILO B. FERNANDEZ
Member, BAC


JENNIFER B. DIMASACA

Member, BAC


MARVIN S. VANGUARDIA
Budget Officer

Approved by: 
CESAR GILBERT Q. ADRIANO
Head of Procuring Entity