

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

ANNUAL PROCUREMENT PLAN, CY 2019

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/Opn 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)	N/A	Oct week 2	N/A	Oct week 2	Oct week 2	N/A	Oct week 3	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	200,000	200,000		CDD	
b. Audiobooks (Foreign)	NLP	SVP (Sect. 53.9)	N/A	Oct week 2	N/A	Oct week 2	Oct week 2	N/A	Oct week 3	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	200,000	200,000		CDD	
2 Serial Subscription																				
a. e-Journals	NLP	Public Bidding		Oct week 2		Oct week 3	N/A	Oct week 4	Oct week 4	Oct week 4	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	2,415,000	2,415,000		CDD
b. Newspaper and Journals (Print)	NLP	Public Bidding		Oct week 2		Oct week 3	N/A	Oct week 4	Oct week 4	Oct week 4	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	650,000	650,000		CDD
3 Books (Print)																				
Foreign Books																				
a.1 Foreign General Books	NLP	Public Bidding		Oct week 2		Oct week 3	N/A	Oct week 4	Oct week 4	Oct week 4	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	700,000	700,000		
a.2 Ready Reference Materials	NLP	SVP (Sect. 53.9)	N/A	Oct week 2	N/A	Oct week 2	Oct week 2	N/A	Oct week 3	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	300,000	300,000			
a.3 Children's/Young Adult Book	NLP	SVP (Sect. 53.9)	N/A	Oct week 2	N/A	Oct week 2	Oct week 2	N/A	Oct week 3	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	200,000	200,000		CDD	
Filipiniana Books																				
a.1 Filipiniana General Books/Reference	NLP	Public Bidding		Oct week 2		Oct week 3	N/A	Oct week 4	Oct week 4	Oct week 4	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	658,000	658,000		
a.2 Children's/Young Adult Book	NLP	SVP (Sect. 53.9)	N/A	Oct week 2	N/A	Oct week 2	Oct week 2	N/A	Oct week 3	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	100,000	100,000		CDD	
a.3 CDD Exchange Materials	NLP	SVP (Sect. 53.9)	N/A	Oct week 2	N/A	Oct week 2	Oct week 2	N/A	Oct week 3	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	200,000	200,000			
a.4 Maps	NLP	SVP (Sect. 53.9)	N/A	Oct week 2	N/A	Oct week 2	Oct week 2	N/A	Oct week 3	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	50,000	50,000		CDD	
																5,673,000	5,673,000			
II. Library Materials - Locally Funded Projects																				
1 Tondo Congressional Library TCL																				
a. Books (Print)		Public Bidding		Oct week 2		Oct week 3	N/A	Oct week 4	Oct week 4	Oct week 4	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	237,000	237,000		CDD/PLD
b. Subscription		SVP (Sect. 53.9)		Not Applicable											Jan week 1	GAA	68,000	68,000		CDD/PLD
																	305,000	305,000		
III. Book Allocation																				
1 Filipiniana, General References and Childrens' Books (Print)	PLD	Public Bidding		Oct week 2		Oct week 3	N/A	Oct week 4	Oct week 4	Oct week 4	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	5,407,000	5,407,000		
2 Filipiniana, General References and Childrens' Books (Multimedia)	PLD	Public Bidding		Oct week 2		Oct week 3	N/A	Oct week 4	Oct week 4	Oct week 4	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	800,000	800,000		
3 Maps and Globes	PLD	SVP (Sect. 53.9)	N/A	Oct week 2	N/A	Oct week 2	Oct week 2	N/A	Oct week 3	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	200,000	200,000			
4 Electronic Resources	PLD																3,000,000	3,000,000		
																	9,407,000	9,407,000		
IV. Building																				
a. Other Infrastructure Assets																				
b. Building																				
IV. Supplies and Materials																				
1 Common-Use Supplies available at Procurement Service	NLP, LFP																			
Electrical Supplies		NLP-Agency to Agency		To be procured as need arises by the FAD-Property Section											GAA	6,828.14	6,828.14			
Office Supplies		NLP-Agency to Agency		To be procured as need arises by the FAD-Property Section											GAA	247,825.91	247,825.91			
Office Devices		NLP-Agency to Agency		To be procured as need arises by the FAD-Property Section											GAA	0.00	0.00			

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Janitorial Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	128,333.78	128,333.78		
Office Equipment		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	247,293.60	247,293.60		
Computer Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	328,614.40	328,614.40		
Consumables		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	260,847.66	260,847.66		
																	1,219,743.49	1,219,743.49		
2 Common-Use Supplies not available at Procurement Service																				
Electrical Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	158,990.00	158,990.00		
Office Equipment		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	0.00	0.00		
Office Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	99,898.40	99,898.40		
Janitorial Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	72,150.00	72,150.00		
Consumables		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	567,051.60	567,051.60		
																	898,090.00	898,090.00		
3 Uncommon-Use Supplies and Equipments																				
Office Equipment & Accessories		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	103,000.00	103,000.00		
Office Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	195,210.00	195,210.00		
Audio and Visual presentation and composing equipment		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	4,400.00	4,400.00		
Photographic or filming or video equipment		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	4,500.00	4,500.00		
Cleaning Equipment and Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	96,800.00	96,800.00		
Paper Materials and Products		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	55,430.00	55,430.00		
Lighting and fixtures and accessories		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	65,000.00	65,000.00		
Electrical equipment and components and supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	59,100.00	59,100.00		
Computer Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	101,086.00	101,086.00		
Computer Equipment and Accessories		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	393,000.00	393,000.00		
*Other Categories		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section													GAA	973,275.00	973,275.00		
																	2,050,801.00	2,050,801.00		
4 Archival supplies	NLP(Fil)	SVP (Sect. 53.9)	N/A	Oct week 2	N/A	Oct week 2	Oct week 2	N/A	Oct week 3	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	404,500.00	404,500.00		FIL	
5 Bookbinding supplies	NLP(Fil)	SVP (Sect. 53.9)	N/A	Oct week 2	N/A	Oct week 2	Oct week 2	N/A	Oct week 3	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	250,000.00	250,000.00		FIL	
4 Drugs, medicines	NLP	Section 52.1	To be procured as need arises by the FAD-Property Section													GAA	20,000	20,000		
5 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		
6 Petroleum, Oil, Lubricants	NLP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section													GAA	300,000	300,000		
																	1,034,500	1,034,500		
V. Office Equipment																				
1	Office Equipment																			
2	ICT Equipment																			
3	Transportation Equipment																			
																	0	0		
VI. Professional Services																				

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1 Security Services	NLP & LFP	Public Bidding	Oct week 2	Oct week 2	Oct week 3	N/A	Oct week 4	Oct week 4	Oct week 4	Jan week 1	Jan week 2	Jan week 3	Jan week 3	Jan week 4	GAA	7,353,000	7,353,000		FAD+LFP		
2 Legal and Legislative Consultants	NLP	NGA to NGA	Not Applicable											GAA	300,000	300,000		FAD			
3 Consultancy Services	NLP	Direct Contracting	Not Applicable												935,000	935,000		FAD + ITD			
3 Other Professional Services	FAD	Direct Contracting	Not Applicable												120,000	120,000		FAD + FIL			
	FIL	Direct Contracting	Not Applicable												151,000	151,000		FIL			
4 Other General Services	NLP	Direct Contracting	Not Applicable											GAA	9,535,000	9,535,000		FAD+CAT+REF+CDD+FIL+ITD+PLD+LFP			
																18,394,000	18,394,000				
VII. Utilities																					
NLP																					
1 Water Services	NLP	Direct Contracting	Not Applicable											GAA	1,327,000	1,327,000					
2 Electricity Services	NLP	Direct Contracting	Not Applicable											GAA	6,613,000	6,613,000					
LFP																					
1 Water Services	LFP	Direct Contracting	Not Applicable											GAA	114,000	114,000					
2 Electricity Services	LFP	Direct Contracting	Not Applicable											GAA	477,000	477,000					
																8,531,000	8,531,000				
VIII. Communication																					
NLP																					
1 Telecommunication Services	NLP																				
a. Landline		Direct Contracting	Not Applicable											GAA	249,000	249,000					
b. Cellular Phone Lines		Direct Contracting	Not Applicable											GAA	235,000	235,000					
2 Internet Services	NLP	Direct Contracting	Not Applicable											GAA	4,521,000	4,521,000					
3 Postage and Courier Services	NLP	Section 52.1	Delegated to FAD-Property Section											GAA	387,000	387,000					
LFP																					
1 Telecommunication Services	LFP																				
a. Landline		Direct Contracting	Not Applicable											GAA	84,000	84,000					
b. Cellular Phone Lines		Direct Contracting	Not Applicable											GAA	32,000	32,000					
2 Internet Services	LFP	Direct Contracting	Not Applicable											GAA	50,000	50,000					
3 Postage and Courier Services	LFP	Section 52.1	Delegated to FAD-Property Section											GAA	37,000	37,000					
																5,595,000	5,595,000				
IX. Repair and Maintenance																					
NLP																					
1 Building	NLP	SVP (Sect. 53.9)												GAA	650,000	650,000					
2 Machinery	NLP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section											GAA	100,000	100,000					
3 Office Equipment	NLP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section											GAA	591,000	591,000					
4 ICT Equipment	NLP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section											GAA	100,000	100,000					
5 Motor Vehicles	NLP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section											GAA	300,000	300,000					
LFP																					
1 Building	LFP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section											GAA	29,000	29,000					
2 Office Equipment	LFP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section											GAA	40,000	40,000					
3 ICT Equipment	LFP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section											GAA	50,000	50,000					
																1,860,000	1,860,000				

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X. Others																				
1	2018 Proposals for NCCA Funding																			
	a.Capacity Building Program	Ref																		
	a.1 Promotion of Philippine Culture and Values among Children																	519,600	519,600	
	a.2 International Conference on Children and Young Adult Librarianship																	50,000	50,000	
	a.3Philippine Language and Culture Promotion to PWD's																	728,000	728,000	
	a.4Appropriate Paper-based Technology																	50,000	50,000	
	a.5Multicultural Librarianship Seminar																	50,000	50,000	
	a.6Workshop on Storytelling																	50,000	50,000	
	a.7Workshop on Audio Production																	50,000	50,000	
	b.Patimpalak Para sa Bagong Kwentista	REF																50,000	50,000	
2	ICT Training	ITD														GAA		304,000	304,000	Amount from approved budget
																		1,851,600	1,851,600	
XI. Insurance																				
1	Insurance	NLP	NGA to NGA													GAA		1,075,000	1,075,000	
2	Fidelity Bond Premiums	NLP	NGA to NGA													GAA		72,000	72,000	
																		1,147,000	1,147,000	


TOTAL

39,572,734.49


39,572,734.49

0.00

Recommending Approval:

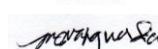

Edgardo B. Quiros
BAC Chairperson


Maureen C. Terrenal
Vice - Chairperson



Jennifer B. Dimasaca
Member


Maricel M. Diaz
Member


Danilo B. Fernandez
Member


Marvin S. Vanguaria
Budget Officer

Approved by:


Cesar Gilbert O. Adriano
Head of the Procuring Entity