

Philippine Ports Authority,PMO-Bataan/Aurora Annual Procurement Plan for FY 2025
Procurement of Goods and Services (Rev 2)

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/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
MOOE	Supplies & Materials (Supply and Delivery)												
BP Form 305	Common-use office supplies available at DBM-Procurement Service	PMO/ End-User	NO	NP-53.5 Agency-to-Agency	1st to 4th quarter requirement				Corporate Budget	390,000.00	390,000.00		DBM-PS
BP Form 305	Common-use office supplies and materials not-available at DBM-PS	PMO/ End-User	NO	Shopping	1st to 4th quarter requirement				Corporate Budget	715,000.00	715,000.00		
BP Form 305	Office supplies and materials not-available at DBM-PS	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	195,000.00	195,000.00		
BP Form 306	Accountable Forms	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	160,000.00	160,000.00		by Treasury Dept.
BP Form 307	Medical, Dental and Laboratory Supplies	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	183,000.00	183,000.00		
BP Form 308	Fuel, Oil and Lubricant Products	PMO/ End-User	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	1st to 2nd quarter				Corporate Budget	1,645,498.00	1,645,498.00		
BP Form 312	Other Supplies & Materials	PMO/ End-User	NO	Shopping	1st to 4th quarter requirement				Corporate Budget	51,200.00	51,200.00		
BP Form 315	Other Maintenance & Operating Expenses (Other Utility Expenses-Laundry services)	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	15,000.00	15,000.00		
BP Form 315	Printing and Publication	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter as need arises				Corporate Budget	10,000.00	10,000.00		
	Semi-Expendable (Supply and Delivery)												
BP Form 310	Machinery and Equipment	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	100,000.00	100,000.00		
BP Form 311	Furniture, Fixtures and Books	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	200,000.00	200,000.00		
	Utility Services												
BP Form 313	Water Services	PMO/ End-User	NO	Direct Contracting	Monthly				Corporate Budget	200,000.00	200,000.00		
BP Form 314	Electricity Services	PMO/ End-User	NO	Direct Contracting	Monthly				Corporate Budget	4,000,000.00	4,000,000.00		
	Postage and Courier Services												
BP Form 316	Postage of documents to diff. Gov't, Private and Non-Gov't Agencies	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter as need arises				Corporate Budget	20,000.00	20,000.00		
	Communication/Telecommunication Services												
BP Form 316	Telephone expenses -Landline (PLDT)	PMO/ End-User	NO	Direct Contracting	Monthly				Corporate Budget	120,000.00	120,000.00		
BP Form 317	Telephone expenses -Mobile	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	Quarterly				Corporate Budget	144,000.00	144,000.00		
BP Form 316	Internet subscription (PLDT & Converge)	PMO/ End-User	NO	Direct Contracting	Monthly				Corporate Budget	500,000.00	500,000.00		
BP Form 340	Advertising, Promotional & Marketing	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter as need arises				Corporate Budget	50,000.00	50,000.00		
	Subscription (Supply and Delivery)												
BP Form 315	Cable, Satellite, Telegraph & Radio Expenses	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	Monthly				Corporate Budget	5,000.00	5,000.00		
	General Services												
BP Form 325	Other Professional Services	PMO/ End-User	NO	Direct Contracting	Yearly contract-for bid out as scheduled by H.O.				Corporate Budget	7,523,341.00	7,523,341.00		
BP Form 327	Environment/Sanitary Services	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	2nd to 4th quarter as need arises				Corporate Budget	20,000.00	20,000.00		

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					Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
BP Form 328	Janitorial Services	PMO/ End-User	NO	Direct Contracting	Yearly contract-for bid out as scheduled by H.O.				Corporate Budget	3,127,364.00	3,127,364.00		
BP Form 329	Security Services - Agency Fee	PMO/ End-User	NO	Competitive Bidding	Yearly contract-for bid out as scheduled by H.O.				Corporate Budget	2,830,332.00	2,830,332.00		
BP Form 329	Security Services - Security Guard Salaries	PMO/ End-User	NO	Competitive Bidding	Yearly contract-for bid out as scheduled by H.O.				Corporate Budget	12,542,445.00	12,542,445.00		
BP Form 330	Other General Services	PMO/ End-User	NO	Direct Contracting	Yearly contract-for bid out as scheduled by H.O.				Corporate Budget	2,224,291.00	2,224,291.00		
	Repair & Maintenance												
BP Form 331	Repair & Maint - Building and Other Structures (Procurement of General Pest Control and Termite Extermination Services CY 2025)	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	3rd to 4th quarter requirement				Corporate Budget	997,000.00	997,000.00		
BP Form 332	Repair & Maint - Office equipment (including replacement of parts)	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	100,000.00	100,000.00		
BP Form 332	Repair & Maint - Information & Communication Equipment (including replacement of parts)	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	20,000.00	20,000.00		
BP Form 332	Repair & Maint - Military, Police & Security Equipment (including replacement of parts)	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	20,000.00	20,000.00		
BP Form 332	Repair & Maint - Technical and Scientific Equipment (including replacement of parts)	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	20,000.00	20,000.00		
BP Form 332	Repair & Maint - Other Machinery & Equipment (including replacement of parts)	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	100,000.00	100,000.00		
BP Form 333	Repair & Maint - Motor Vehicles (including replacement of tires & batteries)	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	500,000.00	500,000.00		
	Registration, Insurance and Licenses												
BP Form 308	Motor Vehicle-Registration	PMO/ End-User	NO	NP-53.5 Agency-to-Agency	1st to 4th quarter requirement				Corporate Budget	68,861.00	68,861.00		with LTO
BP Form 337	Other Taxes, Duties and Premiums	PMO/ End-User	NO	NP-53.5 Agency-to-Agency	1st to 4th quarter requirement				Corporate Budget	10,000.00	10,000.00		
BP Form 338	Fidelity Bond Premium	PMO/ End-User	NO	NP-53.5 Agency-to-Agency	1st to 4th quarter requirement				Corporate Budget	373,180.00	373,180.00		with Bureau of Treasury
BP Form 308	Motor Vehicle-Insurance	PMO/ End-User	NO	NP-53.5 Agency-to-Agency	1st to 4th quarter requirement				Corporate Budget	111,826.00	111,826.00		with GSIS
	Representation												
BP Form 342	Regular-Conduct of meetings & conferences	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	920,000.00	920,000.00		
	Rent/Lease Expenses (Supply & Delivery)												
BP Form 344	Rental - Copier machine	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	3rd quarter requirement				Corporate Budget	130,000.00	130,000.00		
	Subscription (Supply and Delivery)												
BP Form 344	Subscription expenses (newspaper)	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	1st to 4th quarter requirement				Corporate Budget	10,000.00	10,000.00		
	Cultural and Athletics												
BP Form 348	Cultural and Athletic Expenses - Regular	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	2nd to 4th Quarter Requirement				Corporate Budget	457,000.00	457,000.00		
BP Form 348	Cultural and Athletic Expenses - Regular - GAD	PMO/ End-User	NO	NP-53.9 - Small Value Procurement	2nd to 4th Quarter Requirement				Corporate Budget	51,000.00	51,000.00		

40,850,338.00

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