

Department of Social Welfare and Development Cordillera Administrative Region 4th Supplemental Annual Procurement Plan for FY 2025

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	
20 001 0300014	REIMBURSEMENT OF FUEL EXPENSES OF RPV C4J 552 FOR THE MONTH OF FEBRUARY 2025 THROUGH CASH ADVANCE	RSCC	NO	Shopping	February	February	February	February	GoP	1,000.06	1,000.06	0	
20 001 0300014	Purchase of Plane Ticket to attend the Transition and Communication Planning Workshop for ICT Management Team from March 16 to 21, 2025 at DSWD Field Office VI	ICTS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions	March	March	March	March	GoP	12,864.52	12,864.52	0	
20 001 0300014	Reimbursement of fuel expenses for RPV bearing plate # SND 1190.	SWAD-ABRA-GSS	NO	Shopping	January	January	January	January	GoP	7,420.81	7,420.81	0	
20 001 0300014	repair and maintenance of RPV SKA 369 Ford Ranger 2009	GSS	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	12,250.00	12,250.00	0	
20 001 0300014	Empowering Women and Girls: Mastering Basic Self-Defense, Online and Offline	SECTORS	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	52,500.00	52,500.00	0	
20 001 0300014	Fostering Inclusion: Gender and Disability Sensitivity Orientation Batch 1	SECTORS	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	13,500.00	13,500.00	0	
20 001 0300014	Fostering Inclusion: Gender and Disability Sensitivity Orientation Batch 2	SECTORS	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	13,500.00	13,500.00	0	
20 001 0300014	Purchase of Plane Ticket to attend the Workshop on Building Excellence in DSWD Software Quality Assurance, Field Office VI from March 11 to 14, 2025.	ICTS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions	March	March	March	March	GoP	12,255.44	12,255.44	0	
20 001 0300014	Payment for Water Expenses of DRMD Office for January to June 2025	DRMD	NO	Direct Contracting	January-June	January-June	January-June	January-June	GoP	9,000.00	9,000.00	0	
20 001 0300014	Payment for Electricity Expenses of DRMD Office for January to June 2025	DRMD	NO	Direct Contracting	January-June	January-June	January-June	January-June	GoP	54,000.00	54,000.00	0	
20 001 0300014	PCF reimbursement of fuel expenses during official travel	RLMS-LU	NO	Shopping	February	February	February	February	GoP	4,301.81	4,301.81	0	
20 001 0300014	Institutional Development Activities for Operationalization of the Regional Inter-Agency Committee on SHIELD Program (RIAC-SHIELD), Regional Inter-Agency Committee on Filipino Family (RIAC-FF) and Inter-agency Coordinating and Monitoring Committee (IACMC)	SECTORS	NO	NP-53.10 Lease of Real Property and Venue	April-October	April-October	April-October	April-October	GoP	32,000.00	32,000.00	0	
20 001 0300014	Notarial fee of documents (Sworn Statement, undertaking, Certification, etc) for Account opening, BIR compliance and other finance-related concerns (for reimbursement)	CS-RCU	NO	Shopping	February	February	February	February	GoP	1,400.00	1,400.00	0	
20 001 0300014	Courier Delivery Service for Outgoing Documents to the Central Office, other Field Offices and Stakeholders for the period of February 6-14, 2025 charged to Petty Cash Fund	RAMS	NO	Shopping	February	February	February	February	GoP	2,040.00	2,040.00	0	
20 001 0300014	2025 SWAD Mountain Province Semestral Learning Conversation and PMANCOM Monthly Meeting	SWAD MT. PROVINCE	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9 - Small Value Procurement	April-November	April-November	April-November	April-November	GoP	173,000.00	173,000.00	0	
20 001 0300014	Provincial Stakeholder's Consultation Meeting with Education Partners-Catering with Hall Rental-Abra	4PS	NO	NP-53.10 Lease of Real Property and Venue	August	August	August	August	GoP	53,000.00	53,000.00	0	
20 001 0300014	Semestral Provincial Advisory Council (PAC) Meeting- Catering with Hall Rental-Abra	4PS	NO	NP-53.10 Lease of Real Property and Venue	April and August	April and August	April and August	April and August	GoP	56,000.00	56,000.00	0	
20 001 0300014	Semestral Provincial Civil Society Organization (CSO) Meeting-Catering with Hall Rental-Abra	4PS	NO	NP-53.10 Lease of Real Property and Venue	April and August	April and August	April and August	April and August	GoP	54,000.00	54,000.00	0	
20 001 0300014	Quarterly Technical Session on Program Implementation for Field Staff-Catering with Hall Rental-Abra	4PS	NO	NP-53.10 Lease of Real Property and Venue	April, May, July, October	April, May, July, October	April, May, July, October	April, May, July, October	GoP	440,000.00	440,000.00	0	
20 001 0300014	Semestral Civil Society Organization (CSO) Meeting-Catering with Hall Rental-MP	4PS	NO	NP-53.10 Lease of Real Property and Venue	July	July	July	July	GoP	12,000.00	12,000.00	0	
20 001 0300014	Semestral Provincial Advisory Council (PAC) Meeting (First Meeting)-Catering with Hall Rental-MP	4PS	NO	NP-53.10 Lease of Real Property and Venue	June and November	June and November	June and November	June and November	GoP	36,000.00	36,000.00	0	

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20 001 0300014	Provincial Stakeholders Consultation Meeting with Education and Health Partners-Catering with Hall Rental-MP	4PS	NO	NP-53.10 Lease of Real Property and Venue	May	May	May	May	GoP	23,500.00	23,500.00	0	
20 001 0300014	Technical Session on Program Implementation for Field Staff-Catering with Hall Rental-MP	4PS	NO	NP-53.10 Lease of Real Property and Venue	April, July and October	April, July and October	April, July and October	April, July and October	GoP	147,000.00	147,000.00	0	
20 001 0300014	Semestral Provincial Advisory Council (PAC) Meeting-Catering with Hall Rental-Benguet	4PS	NO	NP-53.10 Lease of Real Property and Venue	April and October	April and October	April and October	April and October	GoP	31,000.00	31,000.00	0	
20 001 0300014	Provincial Civil Society Organization (CSO) Meeting-Catering with Hall Rental-Benguet	4PS	NO	NP-53.10 Lease of Real Property and Venue	April and October	April and October	April and October	April and October	GoP	35,000.00	35,000.00	0	
20 001 0300014	Partner Stakeholders' Consultation Meeting with Education Partners-Catering with Hall Rental-Benguet	4PS	NO	NP-53.10 Lease of Real Property and Venue	June	June	June	June	GoP	24,000.00	24,000.00	0	
20 001 0300014	Partner Stakeholder's Consultation Meeting with Health Partners-Catering with Hall Rental-Benguet	4PS	NO	NP-53.10 Lease of Real Property and Venue	June	June	June	June	GoP	16,000.00	16,000.00	0	
20 001 0300014	Technical Session with POO Field Staff on Program Implementation-Catering with Hall Rental-Benguet	4PS	NO	NP-53.10 Lease of Real Property and Venue	April and July	April and July	April and July	April and July	GoP	128,000.00	128,000.00	0	
20 001 0300014	Courier Delivery Service for Outgoing Documents to the Central Office, other Field Offices, and External Stakeholders for the month of February, charged to Petty Cash Fund (PVC).	RAMS	NO	Shopping	February	February	February	February	GoP	2,186.00	2,186.00	0	
20 001 0300014	PAYMENT FOR THE HIRING OF ON-CALL HAULERS -PETTY CASH	PSS	NO	Shopping	JANUARY-FEB	JANUARY-FEB	JANUARY-FEB	JANUARY-FEB	GoP	30,080.00	30,080.00	0	
20 001 0300014	PMANCOM MEETING FOR SWAD APAYAO	SWAD APAYAO	NO	NP-53.9 - Small Value Procurement	March-December	March-December	March-December	March-December	GoP	60,000.00	60,000.00	0	
20 001 0300014	SEMESTRAL MEETING FOR SWAD APAYAO	SWAD APAYAO	NO	NP-53.10 Lease of Real Property and Venue	March and November	March and November	March and November	March and November	GoP	69,000.00	69,000.00	0	
20 001 0300014	Purchase of DSWD Banner for Innovation Division and Promotive Services Division	BGMS	NO	Shopping	March	March	March	March	GoP	4,200.00	4,200.00	0	for reimbursement.
20 001 0300014	Repair and Maintenance of RPV CBQ 5873 Periodic Maintenance	DRMD-LSU	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	82,850.00	82,850.00	0	
20 001 0300014	Repair and Maintenance of RPV CBQ 5873 Wing Van Hydraulic Boom Leaked	DRMD-LSU	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	21,600.00	21,600.00	0	
20 001 0300014	Refill and Reconditioning of Fire Extinguishers for RRCY	BGMS	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	23,950.00	23,950.00	0	
20 001 0300014	Refill and Reconditioning of Fire Extinguishers for RHWG Building	BGMS	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	14,000.00	14,000.00	0	
20 001 0300014	Reimbursement of fuel used during Socpen Payout in Ifugao	GSS	NO	Shopping	February	February	February	February	GoP	4,480.98	4,480.98	0	
20 001 0300014	Fuel Expenses of RPV A9M026 for month of February 2025(PCF)	RRCY	NO	Shopping	February	February	February	February	GoP	5,002.90	5,002.90	0	
20 001 0300014	Kilos-Unlad Social Case Management Technical Working Group Semestral Meeting	4PS	NO	NP-53.9 - Small Value Procurement	March and September	March and September	March and September	March and September	GoP	18,000.00	18,000.00	0	
20 001 0300014	Purchase and Delivery of Token for CCAM related trainings, sessions and activities for 2025	DRMD-CCAM	NO	NP-53.9 - Small Value Procurement	March-December	March-December	March-December	March-December	GoP	60,000.00	60,000.00	0	

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20 001 0300014	NATIONAL NEWSPAPER PUBLICATION RE: CASES OF RSCC CHILDREN	RSCC	NO	NP-53.9 - Small Value Procurement	April	April	April	April	GoP	25,500.00	25,500.00	0	
20 001 0300014	DIESEL EXHAUST FLUID (DEF) STOCK PILE FOR THE WHOLE YEAR 2025: USE EVERY TRAVEL OF RPV CBQ 5873	DRMD-LSU	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	42,000.00	42,000.00	0	
20 001 0300014	DSWD CAR Pag-abot Program Inter-Agency Committee Meeting	SOCTECH	NO	NP-53.9 - Small Value Procurement	April	April	April	April	GoP	12,000.00	12,000.00	0	
20 001 0300014	Reimbursement of Repair and Maintenance of RPV SJV 665 - Camber alignment thru PCF	GSS	NO	Shopping	February	February	February	February	GoP	2,800.00	2,800.00	0	
20 001 0300014	Innovations Division (ID) Quarterly Learning Conversations	SOCTECH/ID	NO	NP-53.9 - Small Value Procurement	April and August	April and August	April and August	April and August	GoP	25,800.00	25,800.00	0	
20 001 0300014	REIMBURSEMENT OF FUEL EXPENSES OF RPV A9M062 FOR THE MONTH OF FEBRUARY 2025 THROUGH CASH ADVANCE	RSCC	NO	Shopping	February	February	February	February	GoP	3,000.11	3,000.11	0	
20 001 0300014	Reimbursement of waybill expenses for the month of February 2025	SWAD IFUGAO-CIS	NO	Shopping	February	February	February	February	GoP	400.00	400.00	0	
20 001 0300014	REIMBURSEMENT OF WAYBILL TO RPMO FOR FEBRUARY 2025	SWAD IFUGAO-SLP	NO	Shopping	February	February	February	February	GoP	500.00	500.00	0	
20 001 0300014	Charcoal Painting of DSWD-CAR Regional Director Portrait	BGMS	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	8,000.00	8,000.00	0	
20 001 0300014	Supplemental Proposal to the Approved Institutional Development Activities for Operationalization of the Regional Committee on Disability Affairs (RCDA)-Catering with Free Use of Hall	SECTORS	NO	NP-53.9 - Small Value Procurement	April, June, September and November	April, June, September and November	April, June, September and November	April, June, September and November	GoP	12,600.00	12,600.00	0	PR 105, increase from 49,400 to 62,000.
20 001 0300014	Reimbursement of waybill expenses for the month of January 2025	SWAD IFUGAO -CIS	NO	Shopping	January	January	January	January	GoP	2,500.00	2,500.00	0	
20 001 0300014	Petty Cash for Additional Diesel while on travel to Abra on March 4-7,2025	GSS	NO	Shopping	March	March	March	March	GoP	5,550.79	5,550.79	0	
20 001 0300014	Purchase and Delivery of Go Bag, Hard Hat and Whistle for DSWD-ICTS Staff	ICTS	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	38,892.57	38,892.57	0	
20 001 0300014	Reimbursement of waybill expenses for the month of February 2025	SWAD IFUGAO -4PS	NO	Shopping	February	February	February	February	GoP	500.00	500.00	0	
20 001 0300014	Purchase of Plane Ticket to attend the Workshop on Developing Penetration Testing Management Guidelines for Enhanced Network Security from March 17 to 21, 2025 at DSWD Field Office VI, Municipality of Malay, Akian	ICTS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions	March	March	March	March	GoP	12,864.52	12,864.52	0	
20 001 0300014	Supplemental Proposal to the Approved Administrative Cluster Conference for Accountable Officers and Designated Personnel on Administrative Procedures, Functions, and Accountabilities over Government Funds, Property, and IT Resources	PS	NO	NP-53.10 Lease of Real Property and Venue	May	May	May	May	GoP	124,000.00	124,000.00	0	,from PR 029, increase from 320p00 to 444,000
20 001 0300014	Reimbursement of Fuel Expenses during official travel	RLMS-LU	NO	Shopping	February-March	February-March	February-March	February-March	GoP	6,959.89	6,959.89	0	
20 001 0300014	Reimbursement of Waybill Expenses for the Month of February	SLP	NO	Shopping	February	February	February	February	GoP	450.00	450.00	0	
20 001 0300014	PURCHASE OF ONE (1) SERVICE VEHICLE FOR THE REGIONAL REHABILITAION CENTER FOR THE YOUTH (RRCY)	RRCY	NO	Competitive Bidding	June	June	June	June	GoP	2,500,000.00	2,500,000.00	0	
20 001 0300014	Supplemental Proposal to the Approved Supplementary Feeding Program (SFP) FY 2025 Strategic Planning	SFP	NO	NP-53.10 Lease of Real Property and Venue	March	March	March	March	GoP	32,400.00	32,400.00	0	
20 001 0300014	Commission on Audit (COA) Entrance and Exit Conference FY 2025	IAU	NO	NP-53.9 - Small Value Procurement	March and August	March and August	March and August	March and August	GoP	30,000.00	30,000.00	0	
20 001 0300014	Reimbursement of waybill expenses incurred in transmitting of documents to CIS-Satellite Office-Kalinga	CIS	NO	Shopping	March	March	March	March	GoP	200.00	200.00	0	

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20 001 0300014	Reimbursement of waybill expenses incurred in transmitting of documents to CIS-Satellite Office-Abra	CIS	NO	Shopping	March	March	March	March	GoP	150.00	150.00	0	
20 001 0300014	reimbursement of fuel expenses A9M062	GSS	NO	Shopping	February	February	February	February	GoP	5,663.06	5,663.06	0	
20 001 0300014	Amendment Purchase Request for the Purchase and Delivery of Materials for the Improvement of Gallery Display Stand	BGMS	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	21,590.00	21,590.00	0	From Events Management Services to Purchase and Delivery of Materials for the Improvement of Gallery Display Stand.
20 001 0300014	HIRING OF ON-CALL SERVICES OF HAULERS OR WAREHOUSE	PSS	NO	Shopping	March	March	March	March	GoP	62,040.00	62,040.00	0	
20 001 0300014	Fuel reimbursement of RPV SND1107	GSS	NO	Shopping	February	February	February	February	GoP	2,000.12	2,000.12	0	
20 001 0300014	Reimbursement of Purified Drinking Water expenses for the Month of February 2025	SWAD- KALINGA - 4ps	NO	Shopping	February	February	February	February	GoP	660.00	660.00	0	
20 001 0300014	Reimbursement of Fuel Expenses Through PCF during Official Travel of SAB 9977	KALAH	NO	Shopping	March	March	March	March	GoP	3,878.70	3,878.70	0	
20 001 0300014	Reimbursement of Waybill incurred for sending Various Documents from Field Office to Swad Mt. Province and Swad Ifugao	CIS	NO	Shopping	January - March	January - March	January - March	January - March	GoP	800.00	800.00	0	
20 001 0300014	Reimbursement of February 2025 Waybill Expense charged to Petty Cash Fund	SWAD MP- 4PS	NO	Shopping	February	February	February	February	GoP	850.00	850.00	0	
20 001 0300014	OUTSOURCING OF TRANSPORTATION SERVICES FOR THE SYNERGY AND WELLNESS ACTIVITY FOR SOCIAL PENSION PERSONNEL	SOCPEN	NO	NP-53.9 - Small Value Procurement	July	July	July	July	GoP	63,000.00	63,000.00	0	
20 001 0300014	Online Purchase of Google Forms "Extended Forms" Add on	HRPPMS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions	March	March	March	March	GoP	8,000.00	8,000.00	0	
20 001 0300014	Board and Lodging for the Workshop on ISO 27001 Fundamentals: Crafting Effective ISMS Policies and Procedures	ICTMS	NO	NP-53.10 Lease of Real Property and Venue	April	April	April	April	GoP	535,825.00	535,825.00	0	
20 001 0300014	Reimbursement of FUEL CONSUMPTION OF RPV VEHICLE USED DURING TRAVEL - to be charged to PCF.	GSS	NO	Shopping	February	February	February	February	GoP	11,801.92	11,801.92	0	
20 001 0300014	Catering Services for KALAH-CIDSS KKB CDD IDCBA for the Municipality of Conner, Apayao CY 2025	KALAH	NO	NP-53.9 - Small Value Procurement	April - July	April - July	April - July	April - July	GoP	105,000.00	105,000.00	0	
20 001 0300014	Catering Services for KALAH-CIDSS KKB CDD IDCBA for the Municipality of Aguinaldo, Ifugao CY 2025	KALAH	NO	NP-53.9 - Small Value Procurement	June - July	June - July	June - July	June - July	GoP	79,860.00	79,860.00	0	
20 001 0300014	Catering Services for KALAH-CIDSS KKB CDD IDCBA for the Municipality of Bokod, Benguet CY 2025	KALAH	NO	NP-53.9 - Small Value Procurement	May	May	May	May	GoP	19,840.00	19,840.00	0	
20 001 0300014	Catering Services for KALAH-CIDSS KKB CDD IDCBA for the Municipality of Buguias, Benguet CY 2025	KALAH	NO	NP-53.9 - Small Value Procurement	May - June	May - June	May - June	May - June	GoP	19,845.00	19,845.00	0	
20 001 0300014	Outsourcing of Transportation Services for the Pay-Out for Beneficiaries of KKB Cash for Works Program for PWDs	KALAH	NO	NP-53.9 - Small Value Procurement	April	April	April	April	GoP	177,100.00	177,100.00	0	
20 001 0300014	Purchase and Delivery of Drinking Water for RPMO KALAH-CIDSS	KALAH	NO	NP-53.9 - Small Value Procurement	March - December	March - December	March - December	March - December	GoP	9,975.00	9,975.00	0	
20 001 0300014	Payment for Water Expenses for RPMO KALAH-CIDSS for January to June 2025	KALAH	NO	Direct Contracting	January - June	January - June	January - June	January - June	GoP	60,075.00	60,075.00	0	
20 001 0300014	Payment for Electricity Expenses for RPMO KALAH-CIDSS for January to June 2025	KALAH	NO	Direct Contracting	January - June	January - June	January - June	January - June	GoP	45,000.00	45,000.00	0	
20 001 0300014	Purchase of Courier Delivery Service for Outgoing Documents to the CO, other FOs and Stakeholders for the period of March 5-7, 2025, charged to Petty Cash Fund	RAMS	NO	Shopping	March	March	March	March	GoP	2,027.00	2,027.00	0	

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20 001 0300014	Reimbursement of Fuel Expenses during the Official Travel of SAB 9977 through PCF	KALAHI	NO	Shopping	February	February	February	February	GoP	6,428.12	6,428.12	0	
20 001 0300014	Repair and Maintenance for RPV SAB 9977	KALAHI	NO	Direct Contracting	March	March	March	March	GoP	25,090.00	25,090.00	0	
20 001 0300014	Amendment Project Proposal for the 74th DSWD Founding Anniversary Celebration-Events Management Services	IAU	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	130,000.00	130,000.00	0	From Eventstyling and Gallery to Events Management Services
20 001 0300014	Amendment Project Proposal for the 74th DSWD Founding Anniversary Celebration-Management Services for the Gallery of Awardees	IAU	NO	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	25,000.00	25,000.00	0	From Eventstyling and Gallery to Events Management Services
20 001 0300014	Supplemental Proposal for the 74th DSWD Founding Anniversary Celebration	IAU	NO	NP-53.9 - Small Value Procurement/Shopping	March	March	March	March	GoP	30,000.00	30,000.00	0	from PR 049 update mode of procurement from NP-53.9 - Small Value Procurement to NP-53.9 - Small Value Procurement/Shopping
GRAND TOTAL:										6,005,299.32	6,005,299.32	-	

Consolidated by:

MARY MELODEE ANNE W. ANIPEW

Procurement Section Head

Recommending Approval by:

ENRIQUE H. GASCON, JR.

BAC Chairperson

Subject as to availability of Funds:

NORIE C. CASTANEDA

OIC FMD Chief

Approved by:

MARIA A. CATBAGAN- APLATEN

Dir.IV, Regional
Director