

DEPARTMENT OF FOREIGN AFFAIRS  
2330 Roxas Boulevard, Pasay City

**SUPPLEMENTAL ANNUAL PROCUREMENT PLAN, CY 2012 (4TH QUARTER)**

Code	Program/Activity/Project	End-User	Mode of Procurement	Schedule for Each Procurement Activity									Source of Funds	Estimated Budget Php		Remarks/Activity (Brief Description of Program/Project)
				Pre-Proc Conf.	Ads/Post of ITB	Pre-Bid Conf.	Sub/Open of Bids	Notice of Award	Contract Signing	Notice to Proceed	Deliver/ Completion	Acceptance Turnover		MOOE	CO	
1	<b>Supplies and Materials</b>															
	a. Laminating Films	OIS	SVP/S								Oct-Dec 2012			21,960.00		For official use of the Office of Intelligence
	b. Construction Supplies/Materials	OCA-CRD	SVP/S								Oct-Dec 2012			200,000.00		To be used for the partial renovation of CRD main storage
	c. Common use items/supplies, Conference Bags, Photo Frames, Souvenir Items, USB/Flash Disks, Celphone Battery)	ASEAN	SVP/S								Oct-Dec 2012		ICF	800,000.00		25th ASEAN-Australia Forum on 5-6 Nov 2012
		OEA	SVP/S								Oct-Dec 2012			600.00		For official use of the Office of European Affairs
	d. Extraordinary/Miscellaneous (Meals/Food Allowance, Flowers, Gasoline, Cultural Tour/Entrance Fee, Police Escorts, Security Tipping, Ocular Inspection, Load Allowance)	ASEAN	SVP/S								Oct-Dec. 2012		ICF	600,000.00		25th ASEAN-Australia Forum on 5-6 Nov 2012
		OAA	SVP/S								Oct. 2012			10,000.00		5th Int'l Conference of the Latin American Studies Council of Asia and Oceania on 9-11 Oct 2012
		Protocol	SVP/S								Oct-Dec 2012			17,950.00		Visit of Sec-Gen of the OIC ***
	e. Toner Cartridges	OUMWA	SVP/S								Oct-Dec. 2012		ICF	76,465.73		For official use of OUMWA
2	<b>Lease of Venue</b>															
	a. Visit of Sec-Gen of the OIC	Protocol	LRP								Oct. 2012			248,013.80		Includes hotel accomodation for the delegates and Banquet in honor of the guest on 12-16 October 2012)
	b. 25th ASEAN-Australia Forum	ASEAN	LRP								Oct-Dec 2012		ICF	1,182,000.00		The event will be held on 5-6 November 2012
	c. 1st PH-Spain High Level Political Consultations and Joint Standing Committee	OEA	LRP								Oct. 2012			129,750.00		The event will be held on 23 October 2012
	d. 5th Int'l Conference of the Latin American Studies Council of Asia and Oceania	OAA	LRP								Oct. 2012		FEALAC	66,750.00		The event will be held on 9-11 October 2012
3	<b>Equipment and Peripherals</b>															
	a. Laptop Computer (Lease)	ASEAN	SVP/S								Oct-Dec 2012		ICF	331,920.00		Four (4) units for the 25th ASEAN-Australia Forum
	b. Acer Projector (Lease)	ASEAN	SVP/S								Oct-Dec 2012		ICF	26,749.50		One (1) unit for the 25th ASEAN-Australia Forum
	c. Printers	ASEAN	SVP/S								Oct-Dec 2012		ICF	16,560.00		Two (2) units for the 25th ASEAN-Australia Forum
	d. Pre-Paid Internet Kits with Portable Modem and Load	ASEAN	SVP/S								Oct-Dec 2012		ICF	100,000.00		For the 25th ASEAN-Australia Forum
	e. Photocopying Machines (Lease)	ASEAN	SVP/S								Oct-Dec 2012		ICF	80,000.00		For the 25th ASEAN-Australia Forum
		OFM	SVP/S								Oct-Dec 2012			37,500.00		For the operation of Human Resource Mgt. Info. System (Payroll)
		RCOs/OCA	SVP/S								Oct-Dec 2012			225,000.00		For six (6) newly-opened DFA Satellite Offices
		Protocol	SVP/S								Oct-Dec 2012			37,500.00		For the official use of Office of Protocol
	f. Fax Machine (Lease)	ASEAN	SVP/S								Oct-Dec 2012		ICF	30,000.00		For the 25th ASEAN-Australia Forum
	g. Heavy Duty Scanner (Lease)	ASEAN	SVP/S								Oct-Dec 2012		ICF	80,000.00		For the 25th ASEAN-Australia Forum
	h. Telephone Units (Lease)	ASEAN	SVP/S								Oct-Dec 2012		ICF	30,000.00		For the 25th ASEAN-Australia Forum
	i. Vault/Safe	OFM	SVP/S								Oct-Dec 2012		PRF	91,800.00		Two (2) units for newly-opened DFA Satellite Offices
	j. Cash Register Machine	OFM	SVP/S								Oct-Dec 2012		PRF	200,000.00		Four (4) units for newly-opened DFA Satellite Offices
	k. Money Counter Machines	OFM	SVP/S								Oct-Dec 2012		PRF	69,000.00		Two (2) units for newly-opened DFA Satellite Offices

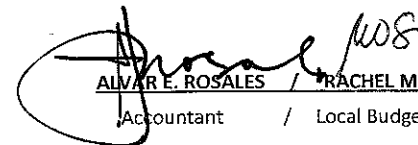
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**SUPPLEMENTAL ANNUAL PROCUREMENT PLAN, CY 2012 (4TH QUARTER)**


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	l. Desktop Computer with Printer	OEM	SVP/S								Oct-Dec 2012		PRF	80,000.00		Two (2) units for newly-opened DFA Satellite Offices
	m. Counterfeit Money Detector	OEM	SVP/S								Oct-Dec 2012		PRF	6,000.00		Two (2) units for newly-opened DFA Satellite Offices
	o. Portable External Hard Drive (1TB)	OUMWA	SVP/S								Oct-Dec 2012			4,799.00		For official use of OUMWA
4	<b>Printing and Reproduction</b> (backdrop, stationary pads, report cover, invitation cards, IDs, etc.)	ASEAN	SVP/S								Oct-Dec 2012		ICF	200,000.00		For various meetings/events
5	<b>Hosting of Events/Activities</b> (Luncheon/Dinner)	ASEAN	SVP/LRP								Oct-Dec 2012		ICF	2,450,000.00		25th PH-Australia Forum on 5-6 Nov 2012
		Protocol	SVP/ LRP								Oct-Dec 2012			38,000.00		Visit of Sec-Gen of the OIC
		OAA	SVP/LRP								Oct. 2012			66,750.00		5th Int'l Conference of the Latin American Studies Council of Asia and Oceania
		OCA	SVP/ LRP								Nov-Dec 2012			55,400.00		Luncheon for the PH-ROK Bilateral Consular Consultation Meeting ***
		OEA	SVP/LRP								Oct. 2012			140,250.00		1st PH-Spain High Level Political Consultations and Joint Standing Committee (JSC) for Culture, Sports and Education
		OEA	SVP/LRP								Oct-Dec 2012			38,100.00		4th Hungary Political Consultation ***
6	<b>Motor Vehicle Lease/Rental</b>	ASEAN	SVP								Oct-Dec 2012		ICF	1,345,000.00		25th PH-Australia Forum on 5-6 Nov 2012
		Protocol	SVP								Oct. 2012			239,000.00		Visit of Sec-Gen of the OIC
7	<b>Highly Technical Consultants</b>															
	a. Cultural Performers	ASEAN	HTC								Oct-Dec 2012		ICF	100,000.00		25th PH-Australia Forum on 5-6 Nov 2012
8	<b>Subscription</b>															
	Telephone Lines and Internet Connection	OCA/RCOs	SVP								Oct-Dec 2012 (*Sept 2012)			150,000.00		For NCR Consular Satellite Offices (NCR West, East and Central) (*includes payment of subscription for September 2012)
<b>GRAND TOTAL</b>														<b>9,520,858.03</b>		

We hereby warrant that the total amount reflected in this Annual Supplies/Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Certified Funds Available/Certified Appropriate Funds Available:

  
 ALVAR E. ROSALES / RACHEL M. OSI  
 Accountant / Local Budget Officer


Prepared by: DFA-BAC Secretariat

  
 SHIRLEY O. NUEVO  
 Head


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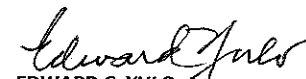
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**RECOMMENDING APPROVAL:**

  
MARIA ANNA LILIA L. DE VERA  
BAC Member

  
RAPHAEL S. HERMOSO  
BAC Member

  
GONARAO B. MUSOR  
BAC Member

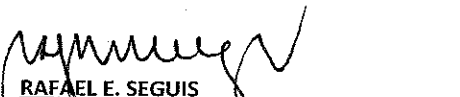
  
EDWARD C. YULO  
BAC-Member

  
SYLVIA M. MARASIGAN  
BAC Vice-Chairman

  
ALEJANDRINO A. VICENTE  
BAC Alternate Chairman

**Approved:**

**By the Authority of the Secretary of Foreign Affairs:**

  
RAFAEL E. SEGUIS  
Undersecretary and Head of the Procuring Entity  
Date: 05 October 2012

**\*\*\* Alternative Methods of Procurement:**

S - Shopping

SVP - Small Value Procurement

LRP - Lease of Real Property

HTC - Highly Technical Consultants

DC - Direct Contracting