

## Senate Electoral Tribunal Supplemental Annual Procurement Plan for FY 2022

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Olivetti PR2 Plus Passbook Printer	FMS	NP-53.9 - Small Value Procurement	N/A	August	August	August	GoP	45,000.00		45,000.00	
	Ink Cart, Brother HL-5100DN (TN3448)	FMS	Shopping	N/A	As the need arises	As the need arises	As the need arises	GoP	16,500.00	16,500.00		
	Paper Shredder	HRMS	Shopping	N/A	June	June	June	GoP	15,000.00	15,000.00		
	Ergo Office Chair with arm rest	HRMS	NP-53.9 - Small Value Procurement	N/A	June	June	June	GoP	49,000.00	49,000.00		
	Multi-function printer with WiFi	HRMS	Shopping	N/A	June	June	June	GoP	25,000.00	25,000.00		
	Training Package for Work Attitude and Values Enhancement Program	HRMS	NP-53.9 - Small Value Procurement	N/A	June	June	June	GoP	200,000.00	200,000.00		
	Team Building Activity Prizes/Tokens/Supplies not in the inventory	HRMS	NP-53.9 - Small Value Procurement	N/A	June	June	June	GoP	50,000.00	50,000.00		
	<b>General Assembly</b>											
	Bus Rental	HRMS	NP-53.9 - Small Value Procurement	June	June	June	June	GoP	80,000.00	80,000.00		
	Stage Decoration	HRMS	NP-53.9 - Small Value Procurement	June	June	June	June	GoP	20,000.00	20,000.00		
	Prizes for Awardees/Raffle/Materials for the Games	HRMS	NP-53.9 - Small Value Procurement	June	June	June	June	GoP	75,000.00	75,000.00		
	Drug Testing Services to comply with CSC Issuance	HRMS	NP-53.5 Agency-to-Agency	N/A	May	May	May	GoP	15,000.00	15,000.00		
	Training Package for Basic Self-Defense/Regular Physical/Fitness Activity	HRMS	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	GoP	85,000.00	85,000.00		
	Meals for the Trainor during the Regular Physical/Fitness Activity	HRMS	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	14,000.00	14,000.00		
	Token for the Tribunal Members	HRMS	NP-53.9 - Small Value Procurement	N/A	May	May	May	GoP	35,000.00	35,000.00		
	ID Printer and Consumables	HRMS	NP-53.9 - Small Value Procurement	June	June	June	June	GoP	270,000.00		270,000.00	
	Supplies and Materials for the Gallery (Photo Printing/Frames/Lightings etc.)	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	20,000.00	20,000.00		
	<b>Tribunal Meeting:</b>	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	50,000.00	50,000.00		
	Supplies and Materials for Regular Tribunal Meeting	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	150,000.00	150,000.00		
	Food/Catering Services	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	900,000.00	900,000.00		
	Lease of Venue	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	600,000.00	600,000.00		
	Email Subscription	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	25,000.00	25,000.00		

## Senate Electoral Tribunal Supplemental Annual Procurement Plan for FY 2022

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Philippine National Flag	LS	NP-53.9 - Small Value Procurement	N/A	June	June	June	GoP	2,200.00	2,200.00		
	Senate Electoral Tribunal Flag	LS	NP-53.9 - Small Value Procurement	N/A	June	June	June	GoP	7,200.00	7,200.00		
	Lease of Warehouse for Collected Ballot Boxes (1,500 SQM) additional	CBS	NP-53.10 Lease of Real Property and Venue	As the need arises	As the need arises	As the need arises	As the need arises	GoP	800,000.00	800,000.00		
	Lease of Venue for Revision (1,000SQM, Fully air-conditioned, with emergency lights) Nov. - Dec.	CBS	NP-53.10 Lease of Real Property and Venue	As the need arises	As the need arises	As the need arises	As the need arises	GoP	2,400,000.00	2,400,000.00		
	Trucking service for Ballot Boxes Hauling (4 trips/day at 10,000.00/ trip	CBS	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	GoP	1,200,000.00	1,200,000.00		
	Fabrication of stand for team members	CBS	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	7,500.00	7,500.00		
	Security Services	CBS	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	GoP	600,000.00	600,000.00		
	Janitorial Services	CBS	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	GoP	150,000.00	150,000.00		
	Office Supplies and Materials (Annex 1)	CBS/ ICSJRMS/ PPMS	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	1,336,511.00	1,336,511.00		
	Collection Kit/document bag (water repellant, light weight)	CBS	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	25,000.00	25,000.00		
	Life Vest / Life Jacket	CBS	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	100,000.00	100,000.00		
	<b>Supply and Administration of COVID-19 Antigen Test:</b>											
	Issue-Based Capacity Building Workshop for Secretariat Personnel	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	55,000.00	55,000.00		
	FY 2022 GAD Plan and Budget Workshop for GFPS Members	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	20,000.00	20,000.00		
	Annual General Assembly	HRMS	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	55,000.00	55,000.00		
	Assessment of FY 2021 GAD Accomplishment Report and FY 2023 GAD Plan and Budget	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	55,000.00	55,000.00		
	FY 2022 GAD Plan and Budget Workshop for Secretariat Personnel	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	55,000.00	55,000.00		
	GFPS Gender Analysis Workshop	OSEC	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	20,000.00	20,000.00		
	General Repairs and Maintenance Work	PPMS	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	100,000.00	100,000.00		
	Trucking and Hauling Services	PPMS	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	100,000.00	100,000.00		
	Electrical, Plumbing, Carpentry Tools, Supplies and Materials	PPMS	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	500,000.00	500,000.00		


## Senate Electoral Tribunal Supplemental Annual Procurement Plan for FY 2022

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Pest Control	PPMS	NP-53.9 - Small Value Procurement	N/A	As the need arises	As the need arises	As the need arises	GoP	40,000.00	40,000.00		
	Lavatory for SET Restrooms	PPMS	NP-53.9 - Small Value Procurement	N/A	May	May	May	GoP	30,000.00	30,000.00		
	Rental of Warehouse for SET Properties	PPMS	NP-53.10 Lease of Real Property and Venue	As the need arises	As the need arises	As the need arises	As the need arises	GoP	500,000.00	500,000.00		
	Sticker for Glass Partitions	PPMS	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	GoP	150,000.00	150,000.00		
	Procurement Bulletin Board	PPMS	NP-53.9 - Small Value Procurement	N/A	June	June	June	GoP	25,000.00	25,000.00		
	Venue for the conduct of Regular Physical/Fitness Activity	PPMS	NP-53.10 Lease of Real Property and Venue	N/A	As the need arises	As the need arises	As the need arises	GoP	70,000.00	70,000.00		
<b>Grand Total</b>									<b>11,142,911.00</b>	<b>10,827,911.00</b>	<b>315,000.00</b>	

**PREPARED BY:**

  
**JULIUS B. REMUDARO**  
 BAC Secretariat

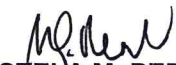
**RECOMMENDING APPROVAL:**

  
**ATTY. CRISANTA V. VALERA**  
 Secretary of the Tribunal

**CERTIFIED APPROPRIATE FUNDS AVAILABLE:**

  
**MS. ELOISA L. MARQUEZ**  
 Director III - Financial Management Service

**APPROVED:**

  
**JUSTICE ESTELA M. PERLAS-BERNABE**  
 Chairperson of the Tribunal

## ANNEX 1

End-User	Item & Specifications	Unit of Measure	Price Catalogue									Total Quantity for the year	Total Amount for the year
				Q1	Q1 AMOUNT	Q2	Q2 AMOUNT	Q3	Q3 AMOUNT	Q4	Q4 AMOUNT		
CBS	Tables	pc	3,000.00		0.00		0.00	10	30,000.00		0.00	10.00	30,000.00
CBS	Emergency Lights	pc	6,000.00		0.00		0.00	20	120,000.00		0.00	20.00	120,000.00
CBS	Customized Envelopes for Ballots	pc	100.00		0.00		0.00	7500	750,000.00		0.00	7,500.00	750,000.00
CBS	UV light scanner, portable	pc	300.00		0.00		0.00	27	8,100.00		0.00	27.00	8,100.00
CBS	Paper 70gsm, folio	ream	300.00		0.00		0.00	26	7,800.00		0.00	26.00	7,800.00
CBS	Mimeo Paper for Risograph EZ 221A, folio	ream	400.00		0.00		0.00	25	10,000.00		0.00	25.00	10,000.00
CBS	Master roll for Risograph EZ 221A	unit	1,000.00		0.00		0.00	4	4,000.00		0.00	4.00	4,000.00
CBS	Marker, Permanent	box	500.00		0.00		0.00	62	31,000.00		0.00	62.00	31,000.00
CBS	Metal cutter	pc	600.00		0.00		0.00	2	1,200.00		0.00	2.00	1,200.00
CBS	Bolt cutter	pc	1,000.00		0.00		0.00	2	2,000.00		0.00	2.00	2,000.00
CBS	Wall clock	pc	900.00		0.00		0.00	3	2,700.00		0.00	3.00	2,700.00
CBS	Battery, dry cell, AA, 2 pieces per blister	pack	200.00		0.00		0.00	3	600.00		0.00	3.00	600.00
CBS	Calculators, 12 digits, compact	pc	500.00		0.00		0.00	31	15,500.00		0.00	31.00	15,500.00
CBS	Stapler (Metal Construction, 20 sheet capacity)	pc	1,000.00		0.00		0.00	31	31,000.00		0.00	31.00	31,000.00
CBS	Staple Wire	pc	180.00		0.00		0.00	62	11,160.00		0.00	62.00	11,160.00
CBS	Buzzer	pc	800.00		0.00		0.00	2	1,600.00		0.00	2.00	1,600.00
CBS	Logbook	pc	300.00		0.00		0.00	2	600.00		0.00	2.00	600.00
CBS	Ball pen, Black	box	750.00		0.00		0.00	6	4,500.00		0.00	6.00	4,500.00
CBS	Ball pen, Red	box	750.00		0.00		0.00	6	4,500.00		0.00	6.00	4,500.00
CBS	Long, plastic expandable envelope	pc	500.00		0.00		0.00	25	12,500.00		0.00	25.00	12,500.00
CBS	Marking Tape 2"	roll	100.00		0.00		0.00	500	50,000.00		0.00	500.00	50,000.00
CBS	Rags	pc	5.00		0.00		0.00	1450	7,250.00		0.00	1,450.00	7,250.00
CBS	Carbon paper	box	800.00		0.00		0.00	15	12,000.00		0.00	15.00	12,000.00
CBS	Alcohol, 70%, 500 ml	pc	55.00		0.00		0.00	100	5,500.00		0.00	100.00	5,500.00
CBS	Handlers' Paraphernalia (Ex. Hard hat, safety shoes, dust mask)	lot	1,500.00		0.00		0.00	10	15,000.00		0.00	10.00	15,000.00
ICSJRMS	Television, LED, Smart TV, 55 inches	pc	30,000.00		0.00	1	30,000.00		0.00		0.00	1.00	30,000.00
PPMS	Copy Paper, letter size	ream	300.00		0.00	5	1,500.00		0.00		0.00	5.00	1,500.00
PPMS	Foldable Ladder	pc	20,000.00		0.00		0.00	1	20,000.00		0.00	1.00	20,000.00
PPMS	Push Cart	pc	25,000.00		0.00		0.00	1	25,000.00		0.00	1.00	25,000.00
<b>A. TOTAL</b>												<b>P</b>	<b>1,215,010.00</b>
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>												<b>P</b>	<b>121,501.00</b>
<b>C. GRAND TOTAL (A + B)</b>												<b>P</b>	<b>1,336,511.00</b>