

Bureau of Customs  
Annual Procurement Plan CY 2015

Code	Program/ Activity/ Project	End-User	Mode of Procurement	Schedule for Each Procurement Activity										Estimated Budget Php			Remarks/Activity (Brief Description of Program/Project)	
				Pre-Proc Conf	Ads/Post of ITB	Pre-Bid Conf	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance Turnover	Source of Funds	PS		MOOE
<b>A. Office Supplies and Materials</b>																		
100000	Common-Use Supplies and Equipment	OCOM & All Ports	A to A (P5)					As the need arises					December		GOP		41,900,000.00	Common use office supplies and equipment for all groups under the Office of the Commissioner, including requirements of the Collection Districts
100000	Accountable Forms	OCOM & All Ports	A to A (NPO)					Annual					December		GOP		32,000,000.00	Procurement of various accountable forms for distribution to different ports and subports
100000	Medical & Dental Supplies	OCOM & All Ports	Small Value					As the need arises					December		GOP		400,000.00	Supply requirements of the Medical and Dental Clinic
100000	Fuel, Oil and Lubricants	OCOM & All Ports	Public Bidding					Annual					December		GOP		27,600,000.00	Supply of Petroleum, oil and lubricants for OCOM, X-Ray, all Ports and subports
100000	Procurement of Customized USB	OCOM	Small Value					As the need arises					December		GOP		49,900.00	For APEC information sharing
100000	Procurement of Voice Recorder	OCOM	Small Value					As the need arises					December		GOP		49,000.00	For APEC documentation
100000	Hard Hats	IG	Shopping					Annual					December		GOP		50,000.00	For safety of personnel
100000	Reflectorized Vests	IG	Shopping					Annual					December		GOP		50,000.00	For safety of personnel
<b>B. Utilities</b>																		
100000	Water	OCOM & All Ports	Direct Contracting					To be procured pursuant to Section 50 ( c ) of the IRR, R.A. 9184					December		GOP		30,000,000.00	Bureau wide water supply/consumption
100000	Water (ICTSI)	MICP	Direct Contracting					Annual					December		GOP		600,000.00	Share of MICP to its water consumption in the container yard
100000	Electricity	OCOM & All Ports	Direct Contracting					To be procured pursuant to Section 50 ( c ) of the IRR, R.A. 9184					December		GOP		150,000,000.00	Bureau wide power supply/consumption
100000	Postage stamps	OCOM, POM, MICP, NADA and All Ports	A to A					To be procured through the Philippine Postal Corp. in accordance with Section 53.5 of the IRR, R.A. 9184					December		GOP		200,000.00	Postage requirements of BOC
100000	Internet Subscription	OCOM & All Ports	Public Bidding					Annual					December		GOP		1,700,000.00	For mobile internet requirements of BOC-OCOM & Ports
<b>C. Communications</b>																		
100000	Telephone Expenses - Landline	OCOM & All Ports	Direct Contracting					Annual					December		GOP		30,000,000.00	For telephone communication requirements of BOC
100000	Telephone Expenses - Mobile	OCOM & All Ports	Public Bidding					As the need arises					December		GOP		13,074,000.00	For ease of communication requirements
100000	Telephone Expenses (ICTSI)	MICP	Direct Contracting					Annual					December		GOP		600,000.00	For ease of communication requirement of MICP within the container yard and BOC local numbers
100000	Vessel Communication	IG	Public Bidding					Annual					December		GOP		1,500,000.00	For Automatic Identification System Satellite Capability
100000	Trunk Radios	IG	Small Value					Annual					December		GOP		75,000.00	For easy communication of field personnel
100000	Cellphone Load	IG	Shopping					As the need arises (Monthly)					December		GOP		2,400,000.00	For mobile communication of IG field personnel worth P500/month

D. Advertising										
100000	Publication in Newspaper/Gazette	OCOM & All Ports	Public Bidding	As the need arises	December		GOP		1,880,000.00	For various publication requirements of the BOC Ports and subports
E. Printing & Publication										
100000	Printing of Newsletter	OCOM & All Ports	Public Bidding	Quarterly	December		GOP		3,000,000.00	For printing requirements of BOC
100000	Publication Requirements of BOC	OCOM & All Ports	Public Bidding	Quarterly	December		GOP		10,000,000.00	For wider information dissemination of BOC issuances and other related matters; Publication of Notices, Bids, Auction Sale & Others
100000	Printing of Forms	OCOM & All Ports	Public Bidding	Quarterly	December		GOP		23,910,000.00	Printing of additional requirements of BOC forms
F.										
100000	Daily Subscription of Newspaper	OCOM and All Ports	Small Value	As the need arises	December		GOP		450,000.00	For news update
G. Rent Expenses										
100000	Lease of Building and Structure	POM	Lease	Annual	December		GOP		507,000.00	Lease of office space of different Ports
		Port of Surigao							635,000.00	
		Port of Tacloban							663,000.00	
100000	Lease of Office Space	Subport of Puerto Princesa	Lease	Annual	December		GOP		288,000.00	Office space of Port of Sain and Puerto Princesa
		Subport of Sain							66,000.00	
100000	Land Lease - MIAA	NAJA	Lease	Annual	December		GOP		60,000.00	Lease of land occupied by NAJA Customs House
100000	Lease of Photocopying Machines with Multi-Functional Device	OCOM, MICP, POM, NAJA	Public Bidding (with MYOA)	Annual	December		GOP		5,992,000.00	Covered with MYOA until Dec. 31, 2015
		OCOM, MICP, POM, NAJA (with MYOA)	Repeat Order						1,300,000.00	
		Port of Batangas							340,000.00	
		Port of Limay							170,000.00	
		Subport of Puerto Princesa	Small Value						85,000.00	
		Subport of Sain							85,000.00	
100000	Lease of Safety Deposit Box	NAJA	Small Value	Annual	December		GOP		150,000.00	For safekeeping of collections and confidential documents
10000	Lease of Venue	Port of Batangas	Lease	Annual	December		GOP		1,200,000.00	For BOC's various trainings/seminars, and functions
		Subport of Puerto Princesa								
		Port of Manila								
100000	Lease of Venue	OCOM	Lease	Annual	December		GOP		2,375,000.00	For APEC Summit venue and other requirements
F. Transportation & Delivery Expenses										
100000	Deliveries and Courier Service	OCOM, NAJA, POM, MICP & Out Ports	Public Bidding	Annual	December		GOP		3,000,000.00	For deliveries and courier requirements of BOC
G. Environment/Sanitary Services										
100000	Pest Control	OCOM	Small Value	As the need arises	December		GOP		200,000.00	Spraying and fumigation of pests.
		Port of Batangas							150,000.00	
		NAJA							300,000.00	
100000	Janitorial Services	OCOM, POM, MICP & NAJA	Public Bidding	Annual (with MYOA)	December		GOP		33,000,000.00	Janitorial Services for OCOM and other Ports
100000	Janitorial Services for Other Ports	All Ports & Subports	Small Value	As the need arises	December		GOP		300,000.00	
100000	Siphoning of Septic Tank	OCOM	Small Value	As the need arises	December		GOP		150,000.00	For cleaning of septic tanks
100000	Siphoning of Septic Tank	MICP	Small Value	As the need arises	December		GOP		150,000.00	For cleaning of septic tanks
100000	Siphoning of Septic Tank	NAJA	Small Value	As the need arises	December		GOP		150,000.00	For cleaning of septic tanks
100000	Sanitation	MICP	Small Value	As the need arises	December		GOP		305,000.00	For the cleanliness and the beautification
100000	Hauling Services	Port of Zamboanga	Small Value	As the need arises	December		GOP		500,000.00	For anti-smuggling activity

H. Other General Services										
100000	Bureau Sports Activities	OCOM	Public Bidding	Annual	December		GOP		3,512,200.00	To enhance the welfare and well-being of officials and employees of the bureau
100000	Anniversary T-shirt	OCOM	Public Bidding	Annual	December		GOP		702,200.00	In celebration of the BOC Anniversary
100000	Provision of Uniforms for all BOC personnel	OCOM and All Ports	Public Bidding	Annual	December		GOP		17,555,000.00	To improve the corporate outlook of the Bureau personnel
100000	Supply and Delivery of Drinking Water with Hot and Cold Dispenser	OCOM, POM, MICP & NAIJA	Public Bidding	Annual (with MYOA)	December		GOP		2,313,000.00	For drinking requirements of all officials and employees of the Bureau
100000	Supply and Delivery of Drinking Water with Hot and Cold Dispenser	Other Ports	Shopping	Annual	December		GOP		100,000.00	For drinking requirements of all officials and employees of other Ports
100000	Security Services	OCOM & All Ports	Public Bidding	Annual	December		GOP		1,500,000.00	For security and safety of BOC premises, properties and equipment
E. 1. Forms/Paper										
100000	Security Paper/Protected Paper	IG	Small Value	As the need arises	December		GOP		100,000.00	Supplies for accreditation of AMO
100000	Globe Material Seal	IG	Small Value	As the need arises	December		GOP		100,000.00	Supplies requirement of AMO
E. 2. Equipment										
100000	Fax Machine	POM	Shopping	Annual	December		GOP		21,000.00	For use of the outposts for ease communication and sending of documents
		Port of Limay							10,000.00	
100000	Electric Typewriter	Port of Batangas	Shopping	Annual	December		GOP		25,000.00	For use of Admin Offices in encoding wide documents
		POM							10,000.00	
100000	Sound System	MICP	Small Value	Annual	December		GOP		300,000.00	To be installed in the conference rooms
		POM							100,000.00	
100000	Digital Camera	Port of Batangas	Small Value	Annual	December		GOP		442,990.00	For storage of office files
		IG							200,000.00	
100000	Digital Voice Recorder	IG	Small Value	Annual	December		GOP		30,000.00	For documentation
		NAIJA							Annual	
100000	Generator Sets	Port of CDO	Public Bidding	Annual	December		GOP		1,300,000.00	For Back up Power Supply in BOC Offices in Batangas, NAIJA, and CDO
		Port of Davao							Annual	
100000	Generator Sets (125KVA)	Port of Legazpi	Public Bidding	Annual	December		GOP		2,700,000.00	For standby power in case of brown-out
		Port of Batangas							Annual	
100000	Paper Shredder	Port of Limay	Shopping	Annual	December		GOP		800,000.00	For standby power in case of brown-out
		OCOM							Annual	
100000	Emergency Lights	Port of Limay	Small Value	Annual	December		GOP		5,000.00	For shredding documents
		OCOM							Annual	
100000	Projector	MICP	Small Value	Annual	December		GOP		100,000.00	Stand by equipment in case of brown out
		Port of Batangas							Annual	
100000	Aircon Units (window type)	Port of CDO	Public Bidding	Annual	December		GOP		27,000.00	For Meetings and Conferences
		NAIJA							Annual	
100000	Aircon Units (window type)	Port of Batangas	Public Bidding	Annual	December		GOP		200,000.00	To improve the working environment of the port
		OCOM							Annual	
100000	Aircon Units (window type)	Port of Limay	Public Bidding	Annual	December		GOP		560,000.00	To improve the working environment of the port
		OCOM							Annual	

100000	Aircon Units (Split Type)	IG	Small Value	Annual	December		GOP		262,500.00	Optimal hi-wall Inverter airconditioner 2.0hp
100000	Aircon Units (Split Type)	Port of Limay	Small Value	Annual	December		GOP		100,000.00	Optimal hi-wall Inverter airconditioner 2.0hp
100000	GYM Equipments (Treadmill, stationary bike )	Port of Limay	Small Value	Annual	December		GOP		150,000.00	For the health and wellness of employees
100000	Microphones	Port of Surigao	Small Value	Annual	December		GOP		140,000.00	For meetings and social activities
100000	Scanner	Port of Batangas	Small Value	Annual	December		GOP		70,000.00	For digitizing documents
100000	CCTV	All ports	Public Bidding	Annual	December		GOP		138,000,000.00	For security and safety of BOC premises, properties and equipment
100000	DSLR Camera	Subport of Puerto Princesa	Small Value	Annual	December		GOP		100,000.00	For documentation of reports, newsletters and other activities
100000	Digital Camera	IG & EG	Small Value	Annual	December		GOP		500,000.00	For documentation of reports, newsletters and other activities
100000	Fire Extinguisher	OCCOM & All Ports	Small Value	Annual	December		GOP		500,000.00	For refilling of fire extinguishers and replacement of old extinguishers
		Port of Limay	Small Value	Annual	December		GOP		30,000.00	
		MICP	Small Value	Annual	December		GOP		100,000.00	
100000	Green BOC	MICP	Small Value	Annual	December		GOP		350,000.00	For beautification and improvement of the surroundings of the port
100000	Printer	OCCOM	Public Bidding	Annual	December		GOP		4,500,000.00	For replacement of obsolete printers of all officials of the Bureau
<b>F. Repair and Maintenance of Building and Equipment</b>										
100000	Preventive Maintenance of Airconditioning Unit	OCCOM, NAIA, POM, MICP	Public Bidding	As the need arises	December		GOP		3,000,000.00	For cleaning and maintenance of ACU in the 4 major offices of BOC
100000	Preventive Maintenance of Airconditioning Units in the outports	All Ports & Subports	Small Value	As the need arises	December		GOP		300,000.00	For cleaning and maintenance of ACU in the outports
100000	Replacement of Defective Parts of Motor Vehicles	OCCOM	Small Value	As the need arises	December		GOP		500,000.00	For repair and maintenance of equipment of the bureau
100000	Replacement of Tires	OCCOM	Small Value	As the need arises	December		GOP		300,000.00	For replacement of tires in case of breakdown (OCCOM)
100000	Replacement of Tires	All Ports & Outports	Small Value	As the need arises	December		GOP		500,000.00	For replacement of tires in case of breakdown for outports
100000	Change oil & Spareparts, Aircon and other Maintenance of Motor Vehicles	OCCOM & NAIA	Small Value	As the need arises	December		GOP		300,000.00	For repair and maintenance of various motor vehicles; aircon, parts and change oil of of the bureau
		Port of Manila					GOP		450,000.00	
		Port of Tacloban	Small Value	As the need arises	December		GOP		340,000.00	
100000	Repair/Renovation of Covered Garage and Expansion of Files Storage & Supply room	Port of Limay	Small Value	Annual	December		GOP		400,000.00	For the improvement of BOC garage and storage
100000	Repair and Renovation of Customs Building of Subport of Jolo	Port of Jolo	Public Bidding	Annual	December		GOP		1,800,000.00	For repair of customs building in subport of Jolo
100000	Repair and Maintenance of Office Equipment	Port of Surigao	Small Value	As the need arises	December		GOP		330,000.00	For repair of office equipment
		Port of Tacloban	Small Value	As the need arises	December		GOP		500,000.00	For repair of office equipment

100000	Repair and Maintenance building/Provision of glass door at the entrance and exit gates	Port of Manila	Public Bidding	Annual	December	GOP	25,000,000.00	Repainting of the entire office, maintenance of the electrical wirings and plumbing, including glass door from the entrance and exit gates
100000	Repair and Renovation of Conference Room; Administration Office; and Stock Rooms	NAIA	Public Bidding	Annual	December	GOP	8,000,000.00	For the repair and improvement of NAIA Customs House
100000	Repair and Maintenance of Customs Building	OCOM, MICP, NAIA, & POM	Public Bidding	Annual	December	GOP	10,000,000.00	For rewiring of electrical, telephone lines, Post electrical lines, re-piping of water lines and sewerlines, and repainting of Buildings and hallway of BOC buildings and offices
100000	Minor Repairs	All Ports & Subports	Small Value	Annual	December	GOP	200,000.00	Minor repairs to be undertaken by all Ports and subports
100000	Others (Fences)	Port of Manila	Public Bidding	Annual	December	GOP	1,500,000.00	For security of premises
100000	Provision for meeting room at the Mezzanine Floor of the Export Division	Port of Manila	Public Bidding	Annual	December	GOP	1,800,000.00	For Construction of Pantry, Renovation, of the computer table, Renovation of the Female and Male CR, Provisions of Built in Cabinets and basins for pantry, Provisions of Storage Rooms for Steel filing cabinets
100000	Building Maintenance of the EPZA - Rosario, Cavite, Customs Building	Port of Manila	Public Bidding	Annual	December	GOP	1,860,000.00	Repainting of Rosario main office of 250 sqm, quarterly termite control of 250 sqm, semi-annual declogging of gutter and roof proofing from leak
100000	Repair and Maintenance of Elevator	Port of Manila	Public Bidding	As the need arises	December	GOP	55,000.00	Maintenance of elevator in POM
100000	Preventive Maintenance of Electrical Circuits and Breakers	Subport of Sain Port of Batangas	Small Value	As the need arises	December	GOP	35,000.00	For repair of electric lines
100000	Repair and Maintenance of Sound System	Port of Batangas MICP Port of Manila	Small Value	As the need arises	December	GOP	40,000.00 300,000.00 100,000.00	For conference rooms and special events of the Ports
100000	Repair and Maintenance of CCTV	Port of Batangas	Shopping	Annual	December	GOP	20,000.00	For security and safety of BOC premises, properties and equipment
100000	Refilling of Fire Extinguisher	Subport of Sain, Port of Batangas, OCOM	Small Value	Annual	December	GOP	205,000.00	For fire protection of the offices
100000	Repair and Renovation of Garage	Port of Batangas	Small Value	Annual	December	GOP	100,000.00	For the improvement of garage
100000	Repair and Maintenance of Waterlines	Subport of Puerto Princesa Port of Batangas	Small Value	As the need arises	December	GOP	30,000.00	For the repair of waterlines and pipelines of the port
100000	Repair and Maintenance of Motor Vehicles	Port of Batangas Subport of Puerto MICP GSD	Small Value	As the need arises	December	GOP	500,000.00	For service vehicle of officials and for dispatch vehicles and employees

100000	Maintenance of X-Ray Machines	OCOM & All Ports	Direct Contracting (Nuchtech)	Annual	December		GOP		300,000,000.00		For preventive maintenance, repair and troubleshooting of x-ray machines
100000	Perimeter lightings	MICP, OCOM, NAIA, POM	Small Value	As the need arises	December		GOP		500,000.00		For the lighting requirements of BOC premises
100000	Generator Sets Maintenance, Electrical Room, Including Circuit Breaker and distribution panels	OCOM, MICP, NAIA, POM	Small Value	As the need arises	December		GOP		500,000.00		Conduct of regular preventive maintenance of Generator sets including replacement of circuit breaker and maintenance in case of breakdown
100000	Repair and Maintenance of Camera	PIAD	Shopping	As the need arises	December		GOP		10,000.00		For repair of media camera battery pack, memory card, lens, and other parts of camera essential for BOC Photo/Video coverage.
<b>G. Taxes, Insurance Premiums and Other Fees</b>											
10000	Registration and Insurance of Motor Vehicles	GSD & All Ports	Direct Contracting		December		GOP		300,000.00		Registration of motor vehicle assigned to BOC Officers and employees
10000	Fidelity Bond Premiums	Port of Batangas Port of Tacloban Subport of Puerto Princesa Subport of Sialit Surigao Port of Manila OCOM Port of Davao	Direct Contracting	Annual	December		GOP		1,100,000.00		Provision of Security bonds for accountable officers/personnel of BOC
10000	Insurance of BOC Properties	GSD and All Ports	A to A		December		GOP		3,600,000.00		Insurance of various buildings, furniture, fixtures and equipment
<b>H. Other Professional Expenses</b>											
100000	Preparation of Electrical Plan & Plumbing Plan	MICP & NAIA	Small Value	As the need arises	December		GOP		300,000.00		For as built plan of MICP and NAIA customs building
<b>J. ICT</b>											
100000	Email/Website Application	MISTG	Public Bidding	Annual	December		GOP		50,000,000.00		For BOC's Google Apps email/website and records management system
100000	Data Warehouse Analytics	MISTG	Public bidding	Annual	December		GOP		50,000,000.00		Solution for Report Generation for the E2H
100000	Help Desk Managed Services	MISTG	Public bidding	Annual	December		GOP		15,000,000.00		Outsourcing Help Desk/Data Center of BOC

L. Military, Police, and Security Equipment										
100000	Firearms (Pistol) & Ammunition	IG	Public Bidding	Annual	December		GOP		6,400,000.00	Fire arms requirements inclusive of ammunition
100000	Firearms (Pistol) & Ammunition	EG	Public Bidding	Annual	December		GOP		1,500,000.00	Fire arms requirements inclusive of ammunition
100000	Firearms (Rifle) & Ammunition	IG	Public Bidding	Annual	December		GOP		1,260,000.00	Fire arms requirements inclusive of ammunition
100000	Firearms (Rifle) & Ammunition	EG	Public Bidding	Annual	December		GOP		1,800,000.00	Fire arms requirements inclusive of ammunition
100000	Body Armor	IG	Public Bidding	Annual	December		GOP		3,000,000.00	For protection requirements of BOC agents
M. Other Capital Outlay										
100000	Medical Apparatus and Supplies	Port of Limay	Shopping	Annual	December		GOP		18,000.00	For medical needs, apparatus and life jacket
100000	Books	OCOM & NAIA	Small Value	Annual	December		GOP		350,000.00	SCRAA books, Customs Handbook and Taxation books for Legal Service and NAIA
M. 1. Furnitures and Fixtures										
100000	Visitor's Sofa	IG	Small Value	Annual	December		GOP		250,000.00	For visitors
100000	Conference table with Executive Chairs	IG	Small Value	Annual	December		GOP		90,000.00	For Meetings
100000	Gang Chairs	OCOM, POM, MICP & NAIA	Small Value	Annual	December		GOP		500,000.00	For waiting areas of stake holders and other transacting public
		Port of Surigao							105,000.00	
		Port of Limay							40,000.00	
100000	Vault	Port of Batangas	Small Value	Annual	December		GOP		100,000.00	For safekeeping of collections and documents
100000	Window Blinds	Port of Limay	Small Value	Annual	December		GOP		100,000.00	Protection from sun glare
100000	Mobile Pedestal with Vault	IG	Small Value	Annual	December		GOP		200,000.00	For safekeeping of documents
100000	Medical Cabinet, Equipment and Supplies	Port of Batangas	Small Value	Annual	December		GOP		60,000.00	For storage of medical needs
100000	Filing Cabinet	Port of Limay	Small Value	Annual	December		GOP		200,000.00	For storage of files
100000	Signage	MICP	Small Value	Annual	December		GOP		100,000.00	For Office signage for the Port of Limay and MICP
		Port of Limay								
		NAIA							Annual	
<b>TOTAL</b>										
<b>GRAND TOTAL:</b>									<b>816,511,300.00</b>	<b>292,398,990.00</b>

Prepared by BAC SECRETARIAT :

RECOMMENDING APPROVAL :

*on official travel*  
 DIR. ANSELCA I. SARMIENTO  
 MISTC - Member

*Dir. Dimina O. Lejos*  
 DIR. DIMINA O. LEJOS  
 Administration Office-  
 Member

*Dir. Jose A. Abundo*  
 DIR. JOSE A. ABUNDO  
 Financial Management  
 Office- Member

*Atty. Mary Grace T. Malabed*  
 ATTY. MARY GRACE T. MALABED  
 Legal Service-Member

*Atty. Porfirio C. Gabola, Jr.*  
 ATTY. PORFIRIO C. GABOLA, JR.  
 Legal Service Alternate Vice- Chairperson

*Aturo M. Lachica, Cesos II*  
 ARTURO M. LACHICA, CESO II  
 Deputy Commissioner - Chairperson

*John P. Sevilla*  
 JOHN P. SEVILLA  
 Commissioner

Date: \_\_\_\_\_