Office of Transportation Cooperatives (OTC) Indicative Annual Procurement Plan for FY 2024.

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)
(PAP)				Advertisement/ Posting of IB/REI	Submission/O pening of Bids		Contract Signing		Total	otal MOOE CO		
	Regular Budget.											
	CAPITAL OUTLAY (CO)								\$200 E-1200 P-1200			20 IOT Faviament Communication Equipment Brinting
1	IT Infrastructure Project, Upgrading of Network, Firewall, etc.	отс	Competitive Bidding	Year Round	Year Round	Year Round	Year Round	GoP	Php6,255,000.00		Php6,255,000.0	ICT Equipment, Communication Equipment, Printing Equipment, ICT Software, etc.
	MANUTENANIOE AND OTHER C	DED ATIMO E	CONTRACTO (MOCE)			Strate August August Augus	Termena de la companya de la company		The second second second	average and Application		
	MAINTENANCE AND OTHER C	PERATING E	XPENSES (MOOE)	Bill Service Service	A SUBSECTION							
2	Travelling Expenses Transport Airfare.	OD	NP-53.14 - Direct Retail Purchase of Airline Tickets.	Year Round	Year Round	Year Round	Year Round	GoP	546,000.00	546,000.00		Capacity Building Activity (Fleet Management, Coop Management and Good Governance, Financial Manager Other Trainings, CETOS, Promotional Activities).
1-7-7	Training and Scholarship Expenses										LODDO TOO Associated Training Contine Draviders	
3	BAC, TWG, Secretariat Training/ Seminar on R.A. 9184.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	3,750.00	3,750.00		GPPB-TSO Accredited Training Service Providers.
4	Internal Control System for Property and Supply Management Seminar.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	6,000.00	6,000.00		CoA Accredited Training Service Providers.
5	Accounting Policies, Guidelines and Procedures for NGA.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	7,500.00	7,500.00		CoA Accredited Training Service Providers.
6	HR Analytics.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	9,600.00	9,600.00		CSC Accredited Training Service Providers.
7	Developmental Conversation for	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	4,800.00	4,800.00		CSC Accredited Training Service Providers.
8	Learning and Development Planning.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	3,200.00	3,200.00		CSC Accredited Training Service Providers.
9	Competency-Based HR.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	4,800.00	4,800.00		CSC Accredited Training Service Providers.
	Ethical Leadership.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	2,600.00	2,600.00		CSC Accredited Training Service Providers.
11	Honing Optimism and Potentials of Employees: New Employees	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	2,600.00	2,600.00		CSC Accredited Training Service Providers.
12	Course. Supervisory Development Program (SDP) Track 2 & 3.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	31,200.00	31,200.00		CSC Accredited Training Service Providers.
13	Supervisory Development	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	31,200.00	31,200.00		CSC Accredited Training Service Providers.
	Program (SDP) Track 1. Supervisory Development Program (SDP) Module 4 Empowering and Engaging People.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	26,000.00	26,000.00		CSC Accredited Training Service Providers.
15	Supervisory Development Program (SDP) Module 3 Developing Organization and People.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	26,000.00	26,000.00		CSC Accredited Training Service Providers.
16	On Line Course on Leave Administration Course For Effectiveness.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	3,500.00	3,500.00		CSC Accredited Training Service Providers.
17	Coping with Stress Wellness Matter.	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	37,250.00	37,250.00		CSC Accredited Training Service Providers.
	ICT Training Expenses				1 5				200 000 001	200 000 001	SACO E COMA DA CARRA DE CARRA DE	DICT Accredited Training Service Providers.
	ICT Training Expenses	AFD-HR	Direct Contracting/Negotiated Procurement.	Year Round	Year Round	Year Round	Year Round	GoP	200,000.00	200,000.00		DIST Accidated Halling Service Providers.
19	Supplies and Materials Exp Office Supplies and Materials	orc	NP-53.5-Agency-to-Agency/Thru DBM-PS	Year Round	Year Round	Year Round	Year Round	GoP	599,999.24	599,999.24		Supply and Delivery.
19	Available in DBM-PS.			2017 5 2724	Van Dawar	Year Round	Year Round	GoP	300,000.00	300,000.00		Supply and Delivery.
20	Fuel, Oil and Lubricants.	OTC	NP-53.14 - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Product	Year Round	Year Round	real Rouliu	Teal Round	GOP	300,000.00	300,000.00		oupply and Benvery.
0.000	ICT Office Supplies Expens ICT Office Supplies Expenses.	otc	NP-53.5-Agency-to-Agency/Thru DBM-PS	Year Round	Year Round	Year Round	Year Round	GoP	160,000.00	160,000.00	A SECTION AND A	Supply and Delivery.
21	Utility Expenses.	010	NI -55.5-Agonoy-to-Agonoy/ Tilla BBIT 1 6									
22	General Utility Services (Water, Electricity, Telecommunications).	AFD	NP-50.0-Direct Contracting/GPPB Resolution No. 03-2011/Appendix 21	Year Round	Year Round	Year Round	Year Round	GoP	455,000.00	455,000.00		Provision of water, electricity, etc.
	Communication Expenses.						T V =		70 000 001	70 000 001	gride and the second	Mailing of correspondences to the hidders, government
23	Postal Service including LBC.	отс	NP-50.0-Direct Contracting	Year Round	Year Round	Year Round	Year Round	GoP	72,000.00	72,000.00		Mailing of correspondences to the bidders, government agencies, transport cooperatives, etc.
24	Mobile.	OTC	NP-50.0-Direct Contracting	Year Round	Year Round	Year Round	Year Round	GoP	150,000.00	150,000.00		
25	Landline.	OTC	NP-50.0-Direct Contracting	Year Round	Year Round	Year Round	Year Round	GoP	100,000.00	100,000.00		
	Extraordinary and Miscella			Voor David	Voor Bound	Veer Dound	Vear Dound	GoP	46,000.00	46,000.00		
26	For the Office of the Chairperson.	OC	NP-53.9 - Small Value Procurement	Year Round Year Round	Year Round Year Round	Year Round Year Round	Year Round Year Round	GoP	64,000.00	64,000.00		Sec. 44. Meetings, seminars and conferences; office
27	Various Internal and External Meetings.	ОТС	NP-53.9 - Small Value Procurement	Teal Round	Teal Round	real Round	Teal Nound	301	04,000.00	04,000.00		equipment and supplies. General Provisions.
	General Services.											

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estim	ated Budget (PhP)	Remarks
				Advertisement/ Posting of IB/REI	Submission/O pening of Bids		Contract Signing		Total	MOOE CO	(brief description of Program/Activity/Project)
	Repairs and Maintenance.										PMS and other minor repair of one (1) unit- Nissan Navara &
29	Repair Expenses and other Services for OTC Vehicles.	OC/AFD	NP-50.0 - Direct Contracting/Shopping	Year Round	Year Round	Year Round	Year Round	GoP	288,355.36	288,355.36	four (4) Units-Toyota Hilux such as car wash, tune-up, etc.
30	Repair/Replacement of Tires and Batteries of OTC Vehicles.	AFD	NP-53.9 - Small Value Procurement	Year Round	Year Round	Year Round	Year Round	GoP	218,500.00	218,500.00	A series of the
31	Repair Expenses and other Services for OTC Various Office Equipment.	AFD	NP-50.0 - Direct Contracting/Shopping	Year Round	Year Round	Year Round	Year Round	GoP	379,144.64	379,144.64	PMS and other major and minor repairs of four (4) Units- Industrial Printers.
32	Repairs and Improvement of OTC Premises.	AFD	NP-53.9 - Small Value Procurement	Year Round	Year Round	Year Round	Year Round	GoP	84,000.00	84,000.00	Supply and Delivery.
	Taxes, Insurance Premiums and Other Fees.										GSIS Insurance of Five (5) Motor Vehicles and One (1) Lot-
33	Insurance Coverage of PPEs.	OC/AFD	NP-53.5 - Agency-to-Agency/RA No. 656/CoA Circular No. 2018-002	Year Round	Year Round	Year Round	Year Round	GoP	204,646.71	204,646.71	Property (Floater and Fire).
34	Bond of Accountable Officials and Employees.	ОТС	NP-53.5 - Agency-to-Agency	Year Round	Year Round	Year Round	Year Round	GoP	24,030.00	24,030.00	CESG, JSD, AGT, LSM & FESB.
	Rent/Lease Expenses.										
35	Lease/Rental of Office Space.	AFD-HR	NP-53.10 - Lease of Real Property and Venue	Year Round	Year Round	Year Round	Year Round	GoP	9,245,000.00	9,245,000.00	
	Representation Expenses.										la di
36	OTC BoD and Execom Meeting.	oc	NP-53.9 - Small Value Procurement	Year Round	Year Round	Year Round	Year Round	GoP	100,000.00	100,000.00	Sec. 44. Meetings, seminars and conferences; office equipment and supplies. General Provisions.
	Subscription Expenses.										
37	Internet Subscription.	OTC	NP-50.0-Direct Contracting	Year Round	Year Round	Year Round	Year Round	GoP	100,000.00	100,000.00	
38	On Line Subscription.	отс	NP-50.0-Direct Contracting	Year Round	Year Round	Year Round	Year Round	GoP	100,000.00	100,000.00	
	GAD Expenses.										
39	Programs and Projects Related to Gender and Development Agenda.	отс	Direct Contracting/Negotiated Procurement/Sec. 31 of the General Provision.	Year Round	Year Round	Year Round	Year Round	GoP	1,043,750.00	1,043,750.00	Five Percent (5%) of the Procuring Entity's total Capital Outlay and MOOE.
							SUBTOTAL		Php21,317,425.95		
							TOTAL	F	hp21,317,425.95		

Prepared/Submitted by:

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