

**PHILIPPINE TEXTILE RESEARCH INSTITUTE
Annual Procurement Plan for FY 2018**

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/Project)	
				Advt/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
100010000	MOOE	PTRI						GAA	18,125,000.00		13,688,000.00		
	TRAVELING EXPENSES	GENERAL						GAA	614,000.00				
100020000	Local	ADMINISTRATI ON	N/A		Q 1 to Q4					18	614,000.00	16	TRAVELING expenses to the fieldwork in regional area
	Foreign		N/A		N/A								
301010001	TRAINING & SCHOLARSHIP EXPENSES		Shopping		Q1 to Q4			GAA	142,000.00	142,000.00		DOWE	supplies/materials to be used during training
	SUPPLIES AND MATERIALS EXPENSES							GAA	3,138,000.00				
100020000	Office Supplies Expenses		Shopping/ Procurement Service		Q1 to Q4					919,000.00			Office supplies to purchased at PS
	Accountable Firm Expenses		Direct contracting		Q3					30,000.00			NPO
301010001	Medical, Dental Laboratory Supplies Expenses		Shopping		Q1 to Q4					1,366,000.00			Laboratory supplies needed by RDD & TED
	Fuel, Oil and Lubricants Expenses		Direct contracting		Q1 to Q4					373,000.00			Contract of Agreement with Gasoline Station
301010002	Other Supplies Expenses		Shopping		Q1 to Q4					448,000.00			PS
	UTILITY EXPENSES							GAA	5,828,000.00				
301020001	Water Expenses		Direct contracting		Monthly					378,000.00			Office Monthly Consumption-MERALCO
	Electricity Expenses		Direct contracting		Monthly					5,250,000.00			Office Monthly Consumption-MAYNILAD
302010001	COMMUNICATION EXPENSES							GAA	457,000.00				
	Postage and Courier Services		Direct contracting		Q1 to Q4					51,000.00			courier services- Philpost/LBC
302010002	Telephone Expenses-Mobile		Shopping		Q1 to Q4					42,000.00			GLOBE cellcard
	Telephone Expenses-Landline		Direct contracting		Q1 to Q4					306,000.00			PLDT
	Internet Subscription Expenses		Shopping		Q1 to Q4					58,000.00			monthly ISP subscription
	AWARDS/REWARDS AND PRIZES							GAA	81,000.00				
	Awards/Rewards Expenses		Shopping		Q2					55,000.00			PRIZE incentives Expenses
	Prizes		N/A		Q2					26,000.00			PTRI Employees incentive Award
	CONFIDENTIAL, INTELLIGENCE AND EXTRAORDINARY EXPENSES							GAA	110,000.00				
	Extracting and Miscellaneous Expenses		N/A		Q3					110,000.00			provision for PTRI Director

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	PROFESSIONAL SERVICES		Shopping/Bid Value Procurement					GAA	1,785,000.00			
	Legal Services		N/A		Q3 to Q4					63,000.00		provision for legal services (PAC)
	Auditing Services		N/A		Q3 to Q4					20,000.00		CCA
	IT/Computer Services									1,715,000.00		Professional Services
	Other Professional Services											
	GENERAL SERVICES							GAA	3,807,000.00			
	Janitorial Services		Direct contracting		Q1 to Q4					1,425,000.00		Contract Janitorial and cleaning
	Security Services		Direct contracting		Q1 to Q4					2,303,000.00		Upgrade Security Services
	Other General Services		Shopping		Q1 to Q1					78,000.00		
	REPAIR AND MAINTENANCE							GAA	1,344,000.00			
	Building		Shopping		Q2 to Q4					30,000.00		Procurement of supplies and materials for repair and maintenance
	Other Structures		Shopping							100,000.00		
	Office Equipment		Shopping									NA
	ICT Equipment		Shopping									NA
	Technical and Scientific Equipment		Shopping							584,000.00		
	Other Machinery & Equipment		Shopping									-/-
	Motor Vehicle		Shopping							170,000.00		-/-
	Furniture and Fixtures		Shopping							292,000.00		-/-
	Leased Assets Improvement		Shopping							80,000.00		-/-
	Other Property, Plant and Equipment		Shopping									
	TAXES, INSURANCE PREMIUM AND OTHER FEES							GAA	706,000.00			
	Taxes, Dues & Licenses		Direct contracting							113,000.00		Contractor's Duties/Taxes
	Fidelity Bond Premium		Direct contracting							236,000.00		Fidelity Bond of employees
	Insurance Expenses		Direct contracting							358,000.00		GSS Insurance for TO Reg.
	OTHER MAINTENANCE AND OTHER OPERATING EXPENSES		Shopping					GAA	291,000.00			
	Advertising Expenses		Shopping		Q1 to Q4					24,000.00		Advertisement for recruitment position & Posting of ITM in newspaper
	Printing and Publication Expenses		Shopping		Q2					82,000.00		Printing of 1100 Annual Report/Summary Report
	Representational Expenses		Shopping		Q1 to Q4					147,000.00		Office of the Director
	Transportation and Delivery Expenses		Shopping		Q2 to Q4					88,000.00		provision for the rental of vehicles
	Rent/Lease Expenses							GAA	76,000.00			
	Rent/Lease Expenses Land		Direct contracting		Q2					18,000.00		NHA Lease to TCMC
	Subscription Expenses		Direct contracting		Q1 to Q4					47,000.00		Daily Newspaper
	Rent/Lease Machinery & Equipment		Shopping		Q1 to Q4					10,000.00		

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				Ads/Post of IBREI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Other Maintenance and Operating Expenses		Shopping							1,000.00		
	Subtotal MOOE									18,126,000.00	18,126,000.00	
	CAPITAL OUTLAY									16,640,000.00		
	Building and Other Structures Outlay							GAA		12,500,000.00		
401050004	Repair and Renovation of PTRI Administration and Laboratory Building Phase VIII		Public Bidding	Q2	Q2	Q2	Q2	GAA			6,000,000.00	
401050001	Expansion of the Long Staple Processing Plant, Plant Area, Phase 2		Public Bidding	Q2	Q2	Q2	Q2	GAA			3,000,000.00	
401050002	Upgrading of the PTRI's Technology Business Incubator (TBI) Phase 2		Public Bidding	Q2	Q2	Q2	Q2	GAA			2,000,000.00	
401050003	Construction of PTRI Silkworm Rearing House Technology Center (TCMC), Phase 2		Public Bidding	Q2	Q2	Q2	Q2	GAA			1,500,000.00	
400010000	Transportation Equipment Outlay									3,300,000.00		
	Motor Vehicles-Crossover Utility Vehicle (CUV) / SUV		Public Bidding	Q2	Q2	Q2	Q2	GAA			3,300,000.00	
	General Administration and Support									600,000.00		
400010000	General Services		Shopping	Q1	Q1	Q1	Q1	GAA			600,000.00	
	S&T Service Program		Shopping							240,000.00		
	Textile Technology Trade Program		Shopping	Q1	Q1	Q1	Q1	GAA			100,000.00	
	Textile Services Program		Shopping	Q1	Q1	Q1	Q1	GAA			60,000.00	
	Subtotal CAPITAL OUTLAY									16,640,000.00	16,640,000.00	
	Total Capital Outlay										16,640,000.00	
	Total MOOE									18,126,000.00		

Prepared by:


WARLON C. AGUSTIN
BAC Secretariat

Recommending Approval by
Bids and Awards Committee


CORAZON I. TAPULOO
Chairperson


JEANNE LYNN C. PEREZ
Vice Chairperson


MARNE B. DONES
Member


REMEDIOS A. NOGUEIRA
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CEJA B. ELUMBE
Director