

NATIONAL LIBRARY OF THE PHILIPPINES
T.M. Kalaw Street, Ermita, Manila

ANNUAL PROCUREMENT PLAN, CY 2017

Program/ Activity/ Project	End-User	Mode of Procurement	Schedule for Each Procurement Activity													Estimated Budget Php			Remarks (Brief Description of Program/Project/Activity)	
			Pre-Proc Conf	Ads/Post of ITB	Pre-Bid Conf.	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post-Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turn-Over	Source of Fund	Total	MOOE	CO		
I. Library Materials - NLP																				
1 E-Resources & Multimedia																				
a. eBooks (Filipiniana)	NLP	SVP (Sect. 53.9)	Jul week 1	N/A	Jul week 2	Jul week 2	Jul week 2	N/A	Jul week 3	Jul week 3	Jul week 3	Jul week 3	Jul week 4	Jul week 4	GAA	300,000	300,000			
b. Multimedia	NLP	SVP (Sect. 53.9)	May week 1	May week 1	May week 2	N/A	May week 3	May week 3	May week 3	May week 4	Jun week 1	Jun week 2	Jun week 2	Jun week 3	GAA	150,000	150,000			
c. Audiobooks (Foreign)	NLP	SVP (Sect. 53.9)	Jul week 1	N/A	Jul week 2	Jul week 2	Jul week 2	N/A	Jul week 3	Jul week 3	Jul week 3	Jul week 3	Jul week 4	Jul week 4	GAA	200,000	200,000			
d. Microform Collections	File (NLP)	SVP (Sect. 53.9)	Mar week 1	N/A	Mar week 2	Mar week 2	Mar week 2	N/A	Mar week 3	Mar week 3	Mar week 3	Mar week 3	Mar week 4	Mar week 4	GAA	150,000	150,000			
2 Serial Subscription																				
a. e-Journals	NLP	Public Bidding	Jul week 1	Jul week 1	Jul week 2	N/A	Jul week 3	Jul week 3	Jul week 3	Jul week 4	Aug week 1	Aug week 2	Aug week 2	Aug week 3	GAA	3,000,000	3,000,000			
b. Newspaper and Journals (Print)	NLP	Public Bidding	Oct week 1	Oct week 1	Oct week 2	N/A	Oct week 3	Oct week 3	Oct week 3	Oct week 4	Nov week 1	Nov week 2	Nov week 2	Nov week 3	GAA	525,000	525,000			
3 Books (Print)																				
a. 1 Foreign Books	NLP	Public Bidding	Mar week 1	Mar week 1	Mar week 2	N/A	Mar week 3	Mar week 3	Mar week 3	Mar week 4	Apr week 1	Apr week 2	Apr week 2	Apr week 3	GAA	500,000	500,000			
Foreign Books	NLP	Public Bidding	May week 1	May week 1	May week 2	N/A	May week 3	May week 3	May week 3	May week 4	Jun week 1	Jun week 2	Jun week 2	Jun week 3	GAA	500,000	500,000			
a. 2 Children's Library Books	NLP	SVP (Sect. 53.9)	Jul week 1	N/A	Jul week 2	Jul week 2	Jul week 2	N/A	Jul week 3	Jul week 3	Jul week 3	Jul week 3	Jul week 4	Jul week 4	GAA	200,000	200,000			
b. Filipiniana Books																				
b. 1 Filipiniana Print Books	NLP	Public Bidding	Mar week 1	Mar week 1	Mar week 2	N/A	Mar week 3	Mar week 3	Mar week 3	Mar week 4	Apr week 1	Apr week 2	Apr week 2	Apr week 3	GAA	987,000	800,000	187,000		
b. 2 Filipiniana Print Books (fr. Other gov't agencies)	NLP	SVP (Sect. 53.9)	Mar week 1	N/A	Mar week 2	Mar week 2	Mar week 2	N/A	Mar week 3	Mar week 3	Mar week 3	Mar week 3	Mar week 4	Mar week 4	GAA	200,000	200,000			
4 CDD Exchange	NLP	SVP (Sect. 53.9)	May week 1	May week 1	May week 2	N/A	May week 3	May week 3	May week 3	May week 4	Jun week 1	Jun week 2	Jun week 2	Jun week 3	GAA	150,000	150,000			
5 Gender and Development	NLP	Public Bidding	Mar week 1	Mar week 1	Mar week 2	N/A	Mar week 3	Mar week 3	Mar week 3	Mar week 4	Apr week 1	Apr week 2	Apr week 2	Apr week 3	GAA					
			May week 1	May week 1	May week 2	N/A	May week 3	May week 3	May week 3	May week 4	Jun week 1	Jun week 2	Jun week 2	Jun week 3	GAA	725,000	725,000			
			Sep week 1	Sep week 1	Sep week 2	N/A	Sep week 3	Sep week 3	Sep week 3	Sep week 4	Oct week 1	Oct week 2	Oct week 2	Oct week 3	GAA					
6 IPEL Database	NLP	Public Bidding	May week 1	May week 1	May week 2	N/A	May week 3	May week 3	May week 3	May week 4	Jun week 1	Jun week 2	Jun week 2	Jun week 3	GAA					
		Public Bidding	Oct week 1	Oct week 1	Oct week 2	N/A	Oct week 3	Oct week 3	Oct week 3	Oct week 4	Nov week 1	Nov week 2	Nov week 2	Nov week 3	GAA	37,000,000	37,000,000			
																44,587,000	44,400,000	187,000		
II. Library Materials - Locally Funded Projects																				
1 Tondo Congressional Library																				
a. Books (Print)	TCL	Public Bidding	May week 3	May week 3	May week 4	N/A	June week 1	June week 1	June week 1	June week 2	June week 3	June week 4	June week 4	July week 1	GAA	1,029,000	1,029,000			
b. Subscription		SVP (Sect. 53.9)	Not Applicable											Jan 2018 week 1	GAA	100,000	100,000		Subscription for the 2018 Newspapers and Journal of Tondo Congressional Library	
2 Bohol Congressional Library																				
a. Subscription	BCL	Section 52.1	Not Applicable											Jan 2018 week 1	GAA	47,000	47,000		Subscription for the 2018 Newspapers and Journal of Bohol Congressional Library	
3 Batanes Provincial Library																				
a. Books (Print)	BPL	Public Bidding	July week 1												GAA	852,000	852,000			
b. Subscription		SVP (Sect. 53.9)	Not Applicable											Jan 2018 week 1	GAA	389,000	389,000		Subscription for the 2018 Newspapers and Journal of Batanes Provincial Library	
																2,417,000	2,417,000			
III. Book Allocation																				
1	Filipiniana Books of UP, NHCP, other gov't agencies (Print)	PLD	NGA to NGA	Jan week 3	Jan week 3	Jan week 4	N/A	Feb week 1	Feb week 1	Feb week 1	Feb week 2	Feb week 3	Feb week 4	Feb week 4	Mar week 1	GAA	500,000	500,000		
2	Filipiniana, General References and Childrens' Books (Print)	PLD	Public Bidding	Jan week 3	Jan week 3	Jan week 4	N/A	Feb week 1	Feb week 1	Feb week 1	Feb week 2	Feb week 3	Feb week 4	Feb week 4	Mar week 1	GAA	2,500,000	2,500,000		For Distribution/Allocation to

																	Affiliated Public Libraries of NLP		
3	Filipiniana, General References and Childrens' Books (Electronic)	PLD	Public Bidding	April week 3	April week 3	April week 4	N/A	May week 1	May week 1	May week 1	May week 2	May week 3	May week 4	May week 4	Jun week 1	GAA	3,000,000		3,000,000
4	Audiobooks, CDs, DVDs, journals and other non-print materials	PLD	Public Bidding	Jan week 3	Jan week 3	Jan week 4	N/A	Feb week 1	Feb week 1	Feb week 1	Feb week 2	Feb week 3	Feb week 4	Feb week 4	Mar week 1	GAA	1,405,000	1,405,000	
5	Courier Services	PLD	NGA to NGA	Not applicable. To be procured in accordance with GPPB Resolution No. 018-2007 dated 2007													200,000	200,000	
																	7,605,000	4,605,000	3,000,000
IV. Building																			
	a. Building Retrofitting	NLP	Public Bidding														37,299,000		37,299,000
																	37,299,000		37,299,000
IV. Supplies and Materials																			
1	Common-Use Supplies available at Procurement Service:																		
	Electrical Supplies	NLP, TCL, BCL	NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section												GAA	3,399.06	3,399.06	
	Office Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section												GAA	542,271.32	542,271.32	
	Office Devices		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section												GAA	17,193.96	17,193.96	
	Janitorial Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section												GAA	73,140.77	73,140.77	
	Office Equipment		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section												GAA	344,651.30	344,651.30	
	Computer Supplies		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section												GAA	58,797.16	58,797.16	
	Consumables		NLP-Agency to Agency	To be procured as need arises by the FAD-Property Section												GAA	507,750.84	507,750.84	
2	Common-Use Supplies not available at Procurement Service:																		
	Electrical Supplies	NLP, TCL, BCL	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section												GAA	293,570.00	293,570.00	
	Office Equipment		SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section												GAA	151,900.00	151,900.00	
	Office Supplies		SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section												GAA	104,959.09	104,959.09	
	Janitorial Supplies		SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section												GAA	59,827.20	59,827.20	
	Consumables		Public Bidding	To be procured as need arises by the FAD-Property Section												GAA	1,261,261.00	1,261,261.00	
3	Uncommon-Use Supplies and Equipments																		
	Office Supplies	NLP, TCL, BCL	Public Bidding	To be procured as need arises by the FAD-Property Section												GAA	833,806.00	833,806.00	
	Audio and Visual presentation and composing equipment		Section 52.1	To be procured as need arises by the FAD-Property Section												GAA	30,100.00	30,100.00	
	Photographic or filming or video equipment		Section 52.1	To be procured as need arises by the FAD-Property Section												GAA	7,200.00	7,200.00	
	Cleaning Equipment and Supplies		SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section												GAA	66,800.00	66,800.00	
	Paper Materials and Products		Section 52.1	To be procured as need arises by the FAD-Property Section												GAA	17,750.00	17,750.00	
	Lighting and fixtures and accessories		Section 52.1	To be procured as need arises by the FAD-Property Section												GAA	30,250.00	30,250.00	
	Electrical equipment and components and supplies		Section 52.1	To be procured as need arises by the FAD-Property Section												GAA	16,120.00	16,120.00	
	Computer Supplies		SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section												GAA	123,880.00	123,880.00	
	Computer Equipment and Accessories		Section 52.1	To be procured as need arises by the FAD-Property Section												GAA	20,237.92	20,237.92	
	*Other Categories		Public Bidding	To be procured as need arises by the FAD-Property Section												GAA	1,233,598.00	1,233,598.00	
																	5,798,463.62	5,798,463.62	
3	Archival Supplies	File (NLP)	Public Bidding	Mar week 1	Mar week 1	Mar week 2	N/A	Mar week 3	Mar week 3	Mar week 3	Mar week 4	Apr week 1	Apr week 2	Apr week 2	Apr week 3	GAA	524,000	524,000	
4	Bookbinding Supplies	File (NLP)	SVP (Sect. 53.9)	Mar week 1	N/A	Mar week 2	Mar week 2	Mar week 2	N/A	Mar week 3	Mar week 3	Mar week 3	Mar week 3	Mar week 4	Mar week 4	GAA	142,900	142,900	
5	Drugs, medicines	NLP	Section 52.1	To be procured as need arises by the FAD-Property Section													20,000	20,000	
6	Petroleum, Oil, Lubricants	NLP	SVP (Sect. 53.9)	To be procured as need arises by the FAD-Property Section													450,000	450,000	
																	1,136,900	1,136,900	

V. Office Equipment																			
VI. Professional Services																			
			Nov week 1	Nov week 1	Nov week 2	N/A	Nov week 3	Nov week 3	Nov week 3	Nov week 4	Dec week 1	Dec week 2	Dec week 2	Jan week 1					
1	Security Services	NLP & TCL	Public Bidding												GAA	4,199,000	4,199,000		
2	Legal and Legislative Consultants	NLP & BCL	NGA to NGA												GAA	305,000	305,000		
3	Other Professional Services	NLP	Direct Contracting												GAA	461,000	461,000		
4	Other General Services	NLP+ LFP	Direct Contracting												GAA	6,506,000	6,506,000		
																11,471,000	11,471,000		
VII. Utilities																			
	NLP																		
1	Water Services	NLP	Direct Contracting												GAA	1,250,000	1,250,000		
2	Electricity Services	NLP	Direct Contracting												GAA	6,800,000	6,800,000		
	LFP																		
1	Water Services	LFP	Direct Contracting												GAA	175,000	175,000		
2	Electricity Services	LFP	Direct Contracting												GAA	550,000	550,000		
																8,775,000	8,775,000		
VIII. Communication																			
	NLP																		
1	Telecommunication Services	NLP																	
	a. Landline		Direct Contracting												GAA	282,000	282,000		
	b. Cellular Phone Lines	NLP	Direct Contracting												GAA	264,000	264,000		
2	Internet Services	NLP	Direct Contracting												GAA	2,540,000	2,540,000		
3	Postage and Courier Services	NLP	Section 52.1												GAA	365,000	365,000		
	LFP																		
1	Telecommunication Services	LFP																	
	a. Landline		Direct Contracting												GAA	60,000	60,000		
	b. Cellular Phone Lines		Direct Contracting												GAA	10,000	10,000		
2	Internet Services	LFP	Direct Contracting												GAA	90,000	90,000		
3	Postage and Courier Services	LFP	Section 52.1												GAA	48,000	48,000		
																3,659,000	3,659,000		
IX. Repair and Maintenance																			
	NLP																		
1	Building	NLP	SVP (Sect. 53.9)												GAA	700,000	700,000		
2	Machinery	NLP	SVP (Sect. 53.9)												GAA	100,000	100,000		
3	Office Equipment	NLP	SVP (Sect. 53.9)												GAA	100,000	100,000		
4	Other Machinery & Equipment	NLP	SVP (Sect. 53.9)												GAA	210,000	210,000		
5	Motor Vehicles	NLP	SVP (Sect. 53.9)												GAA	100,000	100,000		
6	Furnitures and Fixtures	NLP	SVP (Sect. 53.9)												GAA	30,000	30,000		
7	Maintenance and Repair of Microfilm Readers	FiI (NLP)	Direct Contracting										Jan		GAA	420,000	420,000		
8	Rewashing of Microfilms	FiI (NLP)	Direct Contracting										Jan		GAA	250,000	250,000		
	LFP																		
1	Building	LFP	SVP (Sect. 53.9)												GAA	80,000	80,000		
2	Office Equipment	LFP	SVP (Sect. 53.9)												GAA	100,000	100,000		
3	ICT Equipment	LFP	SVP (Sect. 53.9)												GAA	75,000	75,000		
																2,165,000	2,165,000		

X. Others													
1	Corporate Planning												
	Planning Session (Davao)	NLP	SVP (Sect. 53.9)	Not Applicable						Jan 26-28	GAA	250,000	250,000
	Year-End Planning (Manila)	NLP	SVP (Sect. 53.9)	Not Applicable						Nov 16-17	GAA	100,000	100,000
2	Gender and Development BAC Planning Session-Forum/Conference	NLP	SVP (Sect. 53.9)	Not Applicable								50,000	50,000
4	Membership Dues & Contribution t	BSD	Direct Contracting	Not Applicable							GAA	150,000	150,000
											550,000	550,000	
XI. Insurance													
1	Insurance: Re-assessment and procurement	File	NGA to NGA	Not Applicable							GAA	910,000	910,000
2	Fidelity Bond Premiums	NLP	NGA to NGA								GAA	40,000	40,000
3	Insurance Premiums		NGA to NGA								GAA	175,000	175,000
											1,125,000	1,125,000	

TOTAL

126,588,363.62 86,102,363.62 40,486,000.00

Foreign Grant (Bill and Melinda Gates Foundation)

INELI-ASEAN Project													
1	INELI-ASEAN Ocular Inspection & MOA Signing in Vietnam		SVP (Sect. 53.9)	To be procured by INELI-ASEAN Committee								200,000	
2	INELI-ASEAN Project Team Building and Planning Meeting, Manila		SVP (Sect. 53.9)	To be procured by INELI-ASEAN Committee								100,000	
3	INELI-ASEAN Midway Convening in Bali, Indonesia (Batch I)		Public Bidding	To be procured by INELI-ASEAN Committee								1,500,000	
4	INELI-ASEAN Midway Convening in Brunei (Batch II)		Public Bidding	To be procured by INELI-ASEAN Committee								1,500,000	
5	INELI-ASEAN 3rd Convening in Vietnam		Public Bidding	To be procured by INELI-ASEAN Committee								4,000,000	
											7,300,000		

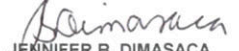
Gender and Development (GAD)

1	Training on Gender Mainstreaming to GFPS-TWG		Sec. 52.3									150,000	
2	NLP Women's Day celebration and other GAD advocacy activities		Sec. 52.3									100,000	
3	Training /seminar on Gender Mainstreaming to NLP employees		Public Bidding									650,000	
4	Production and distribution of compiled laws on women to affiliated public libraries		Public Bidding									500,000	
5	Production and distribution of bibliographic information guide on gender related publications to affiliated libraries		SVP (Sect. 53.9)									80,000	
6	Conceptualization of gender development architectural and engineering design		SVP (Sect. 53.9)									100,000	
7	Construction of Gender related facilities (lactation room and comfort room		SVP (Sect. 53.9)									300,000	
8	Attend seminars/training/forum on GAD Planning and Budgeting, HGDG, Women Development		SVP (Sect. 53.9)									100,000	
9	Training on GAD among frontline service providers/public librarians		SVP (Sect. 53.9)									270,000	
10	Training on Gender Leadership and Value Orientation seminar		SVP (Sect. 53.9)									322,000	


11	Establishment of Day Care Center for NLP employees children	Public Bidding																	600,000
12	Improvement of Day Care center program	SVP (Sect. 53.9)																	330,000
13	Attendance of Day Care worker to seminar/training	Sec. 52.3																	30,000
14	Preparation of FY 2019 GAD Plan and Budget and FY 2017 GAD accomplishment report	SVP (Sect. 53.9)																	150,000
15	Monitor/ocular visit public libraries with GAD corner	SVP (Sect. 53.9)																	250,000
																			3,932,000

RECOMMENDING APPROVAL:


LEONARDO F. BERNABE, JR.
 Chairperson, BAC


JENNIFER B. DIMASACA
 Member, BAC


MAUREEN C. TERRENAL
 Vice-Chair, BAC


MARICEL M. DIAZ
 Member, BAC


DOLORES D. CARUNGUI
 Member, BAC


MARVIN S. VANGUARDIA
 Budget Officer

Approved by:


YOLANDA E. JACINTO
 Head of Procuring Entity