COAST GUARD FINANCE SERVICE Indicative Annual Procurement Plan for FY 2023

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity: Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Estimated Budget (PhP): Total	MOOE	CO	Remarks (brief description of Project)
	I. General Administration and Support												
	A. AIRLINE TICKETS												
100000100001000	1. Orientation on Financial Benefits and Systems and Accounting of PCG Trainees	CGFS	NO	NP-53.14 Direct Retail Purchase of POL Products an Airline Tickets	Year-round	N/A	Year-round	Year-round	GoP	150,000.00	150,000.00		Conduct of trainees' actual headcoun Regional Training Centers to match the records at Payroll Unit
100000100001000	2. Finance Service Units Systems Audit	CGFS	NO	NP-53.14 Direct Retail Purchase of POL Products an Airline Tickets	Year-round	N/A	Year-round	Year-round	GoP	150,000.00	150,000.00		Conduct of systems audit to all FSU' in each CG District
100000100001000	3. Orientation on Collecting Management System to CROs in Districts and Stations	CGFS	NO	NP-53.14 Direct Retail Purchase of POL Products an Airline Tickets	Year-round	N/A	Year-round	Year-round	GoP	100,000.00	100,000.00		Conduct of orientation on the newly created system to be utilized by CRO
100000100001000	4. Orientation on Newly Activated Finance Service Units and Reporting of Assigned Personnel	CGFS	NO	NP-53.14 Direct Retail Purchase of POL Products an Airline Tickets	Year-round	N/A	Year-round	Year-round	GoP	100,000.00	100,000.00		Conduct of orientation to newly activated FSU in CGNEN, CGDSM and CGDBARMM
	B. MORALE AND WELFARE										-		
100000100001000	1. Regular Meetings and Conferences	CGFS	NO	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP	36,000.00	36,000.00		Conduct of Regular Meetings of Staff
100000100001000	2. CGFS Personnel Assessment	CGFS	NO	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP	70,000.00	70,000.00		Conduct of personnel assessment in support to the semi-annual EPEM an OFR rating to personnel
100000100001000	3. CGFS Anniversary	CGFS	NO	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP	530,000.00	530,000.00		Conduct of annual CGFS Anniversary celebration
	C. TRAININGS, SEMINARS AND WORKSHOPS												
100000100001000	1. GAD Related Training for CGFS Personnel	CGFS	NO	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP	35,000.00	35,000.00		Conduct of GAD related activities to increase awareness on GAD
	D. COMMAND AND STAFF REQUIREMENTS OF HCGFS										-		
100000100001000	1. Supply and Delivery of Office Supplies	CGFS	NO	NP-53.5 Agency-to-Agency	Year-round	N/A	Year-round	Year-round	GoP	915,347.00	915,347.00		To support the CGFS day to day operations
	E. MANDATORY AND OTHER EXPENSES									-			
100000100001000	1. Supply and Delivery of Cheque Booklets	CGFS	NO	NP-53.5 Agency-to-Agency	Year-round	N/A	Year-round	Year-round	GoP	9,600.00	9,600.00		Cheque booklets to be used by MDS Issuance to PCG clientele
	F. EQUIPMENT READINESS												
100000100001000	1. Quarterly Maintenance of Server and Other Equipment	CGFS	NO	Direct Contracting	Year-round	N/A	Year-round	Year-round	GoP	276,096.00	276,096.00		For the maintenance of server used i the Centralized Payroll Management Unit
100000100001000	2. Procurement of LCD Projector	CGFS	NO	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP	40,000.00	40,000.00		
	G. SERVICE VEHICLE MAINTENANCE READINESS												
100000100001000	1. Repair and Maintenance of Service Vehicle (Toyota Innova)	CGFS	NO	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP	50,000.00	50,000.00		to support the yearly repair and maintenance of CGFS Staff Car to prevent future damages
	H. SUPPORT TO FINANCE SERVICE UNITS												
100000100001000	1. Office Rentals	CGFS	NO	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP	1,101,600.00	1,101,600.00		
100000100001000	2. Utilities Expense	CGFS	NO	NP-53.9 - Small Value Procurement	Year-round	N/A	Year-round	Year-round	GoP	745,200.00	745,200.00		
	II. Support to Operations												
200000100001000	1. Capability Development and Enhancement Workshop	CGFS	NO	NP-53.9 - Small Value Procurement andNP 53.1 Lea of Venue	Year-round	N/A	Year-round	Year-round	GoP	500,000.00	500,000.00		
		Grand Total								**4,808,843.00**			

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