

PHILIPPINE COAST GUARD
COAST GUARD CIVIL RELATIONS SERVICE
Annual Procurement Plan FY 2024

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
					Advertisement Posting of IB/EI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
Code	General Description												
	1. General Administration and support												
	A. Personnel Readiness												
	1. Local Travel												
	Airline Ticket (For Operational Purpose Only)	Coast Guard Civil Relations Service		NP- 53.14 Direct Retail Purchase of Petroleum and Airline Tickets					GoP	140,000.00	140,000.00		Intended for operational movement.
	2. Moral and Welfare												
100000100001000	a. CGCRS Anniversary	Coast Guard Civil Relations Service		NP- 53.9 Small Value Procurement	16-Apr-24	20-Apr-24	23-Apr-24	24-Apr-23	GoP	-	-		
	Supply and Delivery of Meals (AM & PM Snacks, Lunch)									75,000.00	75,000.00		
	Venue Design (Lights and Sounds and LED Wall)									80,000.00	80,000.00		
	Plaque									63,000.00	63,000.00		
	Memento									9,800.00	9,800.00		
	Frame									2,400.00	2,400.00		
	b. Honors and Other Ceremonies	Coast Guard Civil Relations Service								-	-		
	Supply and Delivery of Meals			NP- 53.9 Small Value Procurement	17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	79,360.00	79,360.00		
	c. CGCRS Seminar and Workshop	Coast Guard Civil Relations Service		NP- 53.9 Small Value Procurement	17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	148,800.00	148,800.00		
	d. CGCRS Badge	Coast Guard Civil Relations Service		NP- 53.9 Small Value Procurement						18,800.00	18,800.00		
	d1. CGCRS Badge Holder									3,000.00	3,000.00		
	e. Assorted PCG Memento	Coast Guard Civil Relations Service		NP- 53.9 Small Value Procurement	5-Aug-24	8-Aug-24	11-Aug-24	12-Aug-24	GoP	-	-		
	1. Assorted PCG Bull Cap									20,000.00	20,000.00		
	2. Beer Mug									35,000.00	35,000.00		
	3. Balpen									3,000.00	3,000.00		
	4. Customized Flash drive									12,000.00	12,000.00		
	f. Awards	Coast Guard Civil Relations Service		NP- 53.9 Small Value Procurement					GoP	-	-		
	f1. Medal and Ribbon									750.00	750.00		
	f2. Distinguished Service Medal and Ribbon									2,000.00	2,000.00		
	f3. Superior Achievement Medal and Ribbon									800.00	800.00		
	f4. Outstanding Achievement Medal and Ribbon									2,000.00	2,000.00		
	3. Command Conference and Staff Meetings	Coast Guard Civil Relations Service		NP- 53.9 Small Value Procurement	17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	-	-		
	Supply and Delivery of Meals (AM, Lunch and PM Snacks)									79,360.00	79,360.00		This activity aims to educate and enhance the knowledge of
	4. Gender and Development Activities									-	-		
	a. Infrastructure	Coast Guard Civil Relations Service		NP- 53.9 Small Value Procurement	5-Aug-24	8-Aug-24	11-Aug-24	12-Aug-24	GoP	-	-		
	Renovation of CGCRS Comfort Room									223,285.00	223,285.00		
	b. GAD Sports Festival	Coast Guard Civil Relations Service		NP- 53.9 Small Value Procurement						-	-		
	Supply and Delivery of Meals				17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	10,000.00	10,000.00		
	Jersey							22-Jul-24	GoP	37,500.00	37,500.00		
	Tanabulin								GoP	1,000.00	1,000.00		
	Trophy								GoP	1,000.00	1,000.00		
	Certificate Holder								GoP	2,500.00	2,500.00		
	Balls (Volley and Basketball)								GoP	4,800.00	4,800.00		
	Rope								GoP	1,000.00	1,000.00		
	5. Climate Change Mitigating Program								GoP	50,000.00	50,000.00		
	6. Program for Persons with Special Needs and Senior Citizen	Coast Guard Civil Relations Service		NP- 53.9 Small Value Procurement	17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	-	-		
	a. Autism Consciousness Week									-	-		
	Supply and Delivery of Meals (AM Snacks)									3,920.00	3,920.00		
	b. National Mental Health Week									-	-		
	Supply and Delivery of Meals (AM Snacks)									3,920.00	3,920.00		
	c. Women with Disability Day Celebration									-	-		
	Supply and Delivery of Meals (AM Snacks)									3,920.00	3,920.00		
	d. National Disability Prevention and Rehabilitation Week									-	-		
	Supply and Delivery of Meals (AM Snacks)									3,920.00	3,920.00		
	e. Disability Sensitivity Training									-	-		
	Supply and Delivery of Meals (AM Snacks)									3,920.00	3,920.00		
	f. Run for Accessibility and Inclusion									-	-		
	Supply and Delivery of Meals (AM Snacks)									3,920.00	3,920.00		
	g. Freedom Walk									-	-		
	Supply and Delivery of Meals (AM Snacks)									3,920.00	3,920.00		
	h. International Day of Persons with Disability									-	-		
	Supply and Delivery of Meals (AM Snacks)									3,920.00	3,920.00		
	i. Filipino Elderly Week									-	-		
	Supply and Delivery of Meals (AM Snacks)									3,920.00	3,920.00		
	B. Equipment Readiness									-	-		
	1. Mobility	Coast Guard Civil Relations Service		NP- 53.9 Small Value Procurement	5-Feb-24	8-Feb-24	9-Feb-24	12-Feb-24	GoP	-	-		

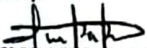
	a. CGCRS Vehicle Repair, Maintenance and Registration Renewal (MPV and Hilux)										243,550.00	243,550.00	Maintenance, repair and registration of mobility by monitoring the unit care ,quality and cost of the service provided.
	C. Semi-Expendable Equipment/Supplies												
100000100001000	1. CRS Office Supplies	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement	7-May-24	10-Jul-24	13-Jul-24	14-Jul-24	GoP					
	Balpen (black; 0.5mm; water-resistant ink) 25's								8,736.00	8,736.00			
	Blinder & Archfile (A4 size; Color: any)								14,365.00	14,365.00			
	Bond Paper (Multicopy; A4 size; 70 gsm)								78,000.00	78,000.00			
	Envelope (documentary; Long size; brown)								487.50	487.50			
	Clear Book (A4 size)								910.00	910.00			
	Clear Board (Legal size)								676.00	676.00			
	Clear Sliding Folder (Acetate film in front, morocco board at the back)								2,210.00	2,210.00			
	Correction Tape								676.00	676.00			
	Wooden Podium								9,750.00	9,750.00			
	Double Sided Tape (24mm x 10mm; Color: White)								676.00	676.00			
	Electrical Tape (16m)								1,456.00	1,456.00			
	Flash Drive								3,380.00	3,380.00			
	Fold Back Clip (1.62in x 4.4 x 41mm)								5,850.00	5,850.00			
	Highlighter (color: orange, yellow)								1,716.00	1,716.00			
	Marker Whiteboard (Color: Assorted of Black, Blue, Red)								975.00	975.00			
	Masking Paper tape (24x18mm; no mess)								1,300.00	1,300.00			
	Paper Clip (33mm 53.2a round vinyl color; assorted)								2,607.80	2,607.80			
	Pencil with eraser (12's)								2,736.00	2,736.00			
	Permanent Marker (1.6mm; color assorted of black, blue, red)								6,370.00	6,370.00			
	Push Pin (180's)								1,612.00	1,612.00			
	Printer Ink (HP Q733XL Black 135ml)								390.00	390.00			
	Printer Ink (HP Q732 Cyan 79ml)								37,570.00	37,570.00			
	Printer Ink (HP Q732 Yellow 79ml)								13,260.00	13,260.00			
	Printer Ink (HP Q732 Magenta 79ml)								13,260.00	13,260.00			
	Printer Ink (EPSON D03-Black Ink Bottle)								13,260.00	13,260.00			
	Printer Ink (EPSON D03-Magenta Ink Bottle)								45,760.00	45,760.00			
	Printer Ink (EPSON D03-Yellow Ink Bottle)								12,480.00	12,480.00			
	Printer Ink (EPSON D03-Cyan Ink Bottle)								12,480.00	12,480.00			
	Record Book (200 Pages, Size: 178mm X 278mm min)								12,480.00	12,480.00			
	Stamp Pad (Blue)								2,925.00	2,925.00			
	Stamp Pad Ink (Blue)								227.50	227.50			
	Stapler w/ Staple Wire Remover								585.00	585.00			
	Scissor								1,235.00	1,235.00			
	Sliding Folder (Colored with slide short embossed assorted color 12's)								455.00	455.00			
	Specialty Paper (Board; Laser and Inkjet Compatible; 100gsm; Laid Texture Watermark; Color: Cream) (500sheets/ream)								16,056.00	16,056.00			
	Specialty Paper (Glossy; Laser and Inkjet Compatible; 100gsm; Laid Texture Watermark; Color: Cream) (500sheets/ream)								2,912.00	2,912.00			
	Sign Pen (9.8mm; Color: Black) 12's								5,850.00	5,850.00			
	Sign Note Sticky Notes								16,250.00	16,250.00			
	Sticky Notes (3x5in, multi color)								780.00	780.00			
	Sticker Paper Glossy Matte (A4)								1,092.00	1,092.00			
	Tape Dispenser (medium)								2,028.00	2,028.00			
	Tape, Adhesive (48mmx100yards; big roll)								910.00	910.00			
	White Glue (All purpose)								3,900.00	3,900.00			
	Folder with tab (A4 size)								312.00	312.00			
	Table Cloth								975.00	975.00			
	Table Sign Holder								3,900.00	3,900.00			
	Chair Cover								3,120.00	3,120.00			
	2. CRS Office Equipment/ICT	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement	5-Aug-24	8-Aug-24	11-Aug-24	12-Aug-24	GoP	15,800.00	15,800.00			The physical components of the office that regularly used daily operations of the office
100000100001000	Laptop (Intel Core i5 RTX 3050 128GB)								49,000.00	49,000.00			
	Laptop (Intel Core i3 1135G7)								600,000.00	600,000.00			
	Printer								48,000.00	48,000.00			
	Speaker, Microphone and Amplifier Set								15,000.00	15,000.00			
	M-audio/Audio Card								6,200.00	6,200.00			
	Black Magic Desktop - Atom Mini Pro								29,200.00	29,200.00			
	SDI to HDMI Mini Converter								4,000.00	4,000.00			
	HDMI Cable (2-meters)								1,000.00	1,000.00			
	HDMI to HDMI (2-meters)								2,000.00	2,000.00			
	HDMI to Type C cable (2-3 meters)								1,800.00	1,800.00			
	SDI Cable								1,000.00	1,000.00			
	SDI Converter								11,000.00	11,000.00			
	TypeD Beams								28,500.00	28,500.00			
	Belkin USB Hub with type C								8,000.00	8,000.00			
	Line Audio Cable								400.00	400.00			
	Microphone with Condenser								4,500.00	4,500.00			
	Light Studio (soft studio)								1,400.00	1,400.00			
	Teleprompter								5,200.00	5,200.00			
	SSD 1TB								60,000.00	60,000.00			
	3. CRS Janitorial Supplies	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement	28-May-24	23-May-24	24-May-24	28-May-24	GoP					
100000100001000	Dishwashing Paste (200g)								975.00	975.00			
	Floor Mat (Soft rubber matting; 4x1ft.)								5,850.00	5,850.00			
	Disinfectant Spray (170g)								19,890.00	19,890.00			
	Toilet Cleaner (450g)								2,925.00	2,925.00			

	Air Freshener (320ml)										6,810.00	6,810.00
	Dust Pan										1,170.00	1,170.00
	Alcohol (1000ml)										7,410.00	7,410.00
	Garbage Bag (big; 30pcs/pck)										5,850.00	5,850.00
	Surgical Mask										4,880.00	4,880.00
	Liquid Hand Sanitizer										4,470.00	4,470.00
	Liquid Hand Soap										6,240.00	6,240.00
	Tissue Interfolder Paper Towel										2,730.00	2,730.00
	Toilet Tissue Paper										5,850.00	5,850.00
	Floor Cleaner Detergent Powder (1kg)										2,535.00	2,535.00
	Sink & Drain Cleaner										10,530.00	10,530.00
	Muriatic Acid (1L)										10,140.00	10,140.00
	Rag/Cleaning Cloth										1,755.00	1,755.00
	Stick, Broom										1,890.00	1,890.00
	Soft, Broom										4,433.00	4,433.00
	Furniture Cleaner, Lemon Shine										8,630.00	8,630.00
	Waste Basket, Plastic										1,890.00	1,890.00
	Mophead, Connection Type										5,070.00	5,070.00
	Mop Bucket, Squeezer										27,860.00	27,860.00
	Mophead, Heavy Duty										6,240.00	6,240.00
	E. Research and Development										-	-
	II. Operations										-	-
	A. Humanitarian Assistance and Disaster Response Operations (HADRO)										-	-
	1. Disaster Response Operations										-	-
	a. Medical and Dental Civic Action Program (MEDCAP)										-	-
	b. Medical Mission for PCO Anniversary										-	-
	c. CRS Anniversary Medical Mission										-	-
	d. Post-Disaster/Medical and Dental Mission/Year-end Outreach Program										-	-
310100100002000	Medicines and Medical Supplies	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement	19-Feb-24	23-Feb-24	28-Feb-24	28-Feb-24	GoP			-	-
	Supply and Delivery of Meals (2 days) (AM, Bkch, Lunch and PM Snacks)										59,520.00	59,520.00
	Ambroxol 6mg/ml (Oral Drops) 15mL										3,000.00	3,000.00
	Ambroxol 15mg/5ml Syrup 80mL										1,950.00	1,950.00
	Ascorbic Acid 100mg/ml (Syrup) 250mL										3,150.00	3,150.00
	Ascorbic Acid Oral Drops 100mL										3,500.00	3,500.00
	Carbocisteine 250mg/5ml										1,750.00	1,750.00
	Cloxacillin 250mg/5ml										2,500.00	2,500.00
	Diphenhydramine 50ml										1,850.00	1,850.00
	Mebendazole 100mg/5ml										10,000.00	10,000.00
	Multivitamins Syrup 80ml										3,500.00	3,500.00
	Paracetamol 250mg/5ml 60ml										3,500.00	3,500.00
	Salbutamol 2mg tablet										20,000.00	20,000.00
	Phenylpropanolamine Drops										1,500.00	1,500.00
	Allopurinol										3,250.00	3,250.00
	Ambroxol 30mg tab (100's/box)										17,800.00	17,800.00
	Amlodipine 5mg (100's/box)										10,000.00	10,000.00
	Ascorbic Acid 500mg (100's/box)										7,000.00	7,000.00
	Carbocisteine 500mg (100's/box)										9,000.00	9,000.00
	Cefalexin 500mg (100's/box)										6,720.00	6,720.00
	Cinnarizine 25mg/tab (100's/box)										2,400.00	2,400.00
	Clindamycin 300mg (100's/box)										20,000.00	20,000.00
	Diclofenac Na 50mg (100's/box)										5,500.00	5,500.00
	Diphenhydramine 25mg (100's/box)										2,000.00	2,000.00
	Mefenamic Acid 500mg (100's/box)										4,250.00	4,250.00
	Losartan 50mg										8,500.00	8,500.00
	Omeprazole 20mg (100's/box)										4,250.00	4,250.00
	ORS (25's)										4,000.00	4,000.00
	Paracetamol Ibuprofen 325mg/200mg (100's/box)										5,000.00	5,000.00
	Simvastatin 20mg (100's/box)										20,000.00	20,000.00
	Cloxacillin 500mg										15,000.00	15,000.00
	Vitamin B- Complex (100's/box)										12,000.00	12,000.00
	Tranexamic Acid Capsule 500mg										4,500.00	4,500.00
	Amoxicillin Capsule 250mg										750.00	750.00
	Amoxicillin Capsule 500mg										2,000.00	2,000.00
	Amoxicillin Suspension 60ml										525.00	525.00
	Paracetamol Suspension 80ml										2,500.00	2,500.00
	Loratadine 5mg/ml (10 capsule/box)										5,000.00	5,000.00
	Cetirizine 1mg/50ml										1,785.00	1,785.00
	NAC 600mg (10 sachet/box)										2,760.00	2,760.00
	Co-Amoxiclav 625mg/tablet (14tablets/box)										2,340.00	2,340.00
	Cefuroxime 500mg/tablet (10 tablets/box)										2,100.00	2,100.00
	Medical and Dental Supplies	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement	19-Feb-24	23-Feb-24	28-Feb-24	28-Feb-24	GoP			-	-
	Alcohol Ethyl 70% 500ml										7,200.00	7,200.00
	Non-sterile Latex Ambidextrous Gloves Medium sized (100's)										12,000.00	12,000.00
	Cotton Balls (150's)										3,000.00	3,000.00
	Disposable cups Box 100/pck										2,000.00	2,000.00
	Isopropyl Alcohol 500ml 70%										800.00	800.00
	Disposal Gloves (S,M,L)										6,000.00	6,000.00
	Dental Anesthesia										22,000.00	22,000.00
	Face Mask (Earloop) Disposable										600.00	600.00
	Dental Needle 27G Short										3,500.00	3,500.00
	Dental Needle 27G Long										1,750.00	1,750.00
	Gauze Pads (2x2)										5,250.00	5,250.00
	Topical Anesthesia (Xylocaine)										3,500.00	3,500.00

Medicines and Medical supplies used for medical and dental mission.

Absorbent Cotton 300 gms										800.00	800.00	
Dental Bib										1,750.00	1,750.00	
Cidex 6 Liters										15,000.00	15,000.00	
Garbage Bag (10 pcs)										1,750.00	1,750.00	
Tissue (5 pcs/pck)										800.00	800.00	
B. Community Relations Service												
a. Static Display/Exhibit	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement	17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	-	-			
Supply and Delivery of Meals (AM and PM Snacks, Lunch)								36,704.00	36,704.00			This activity aims to showcase all the equipment and assets of PCG.
a1. Ship Replica								48,443.20	48,443.20			
b2. Tarpeulin with Frame								20,000.00	20,000.00			
b. Feeding Program	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement	17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	-	-			This activity aims to promote the PCG through serving street children and home for the
Supply and Delivery of Meals (AM and PM Snacks, Lunch)								29,780.00	29,780.00			
c. Blood Letting Activity	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement	17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	-	-			This activity aims to collect a variety of blood products that will be utilized in saving the
Supply and Delivery of Meals (AM Snacks and Lunch)								4,900.00	4,900.00			
d. MOA and MOU Signing	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement	17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	-	-			This program aims to have a written formal understanding of the agreement between parties
Supply and Delivery of Meals (AM Snacks and Lunch)								54,560.00	54,560.00			
e. Maritime Week	Coast Guard Civil Relations Service							-	-			
Supply and Delivery of Meals for Series of Meetings for Preparation for Maritime Week (AM Snacks and Lunch)		NP- 53.9 Small Value Procurement	17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	138,880.00	138,880.00			
Supply and Delivery of Meals for Maritime Week Blood Letting Activities (AM Snacks)		NP- 53.9 Small Value Procurement	17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	27,440.00	27,440.00			
Supply and Delivery of Meals for Maritime Week Fun Run and Zumba (AM Snacks)		NP- 53.9 Small Value Procurement						27,440.00	27,440.00			This activity aims to showcase all the equipment and assets of all Maritime.
Rental of venue	NP- 53.10 Lease of Real Property and Venue							127,950.00	127,950.00			
T-shirt with Print	NP- 53.9 Small Value Procurement							160,000.00	160,000.00			
Honoraria	NP- 53.9 Small Value Procurement							3,600.00	3,600.00			
Other Supplies and Materials	NP- 53.9 Small Value Procurement							-	-			
Tarpeulin (5.5 ft x 8 ft) (11 ft)	NP- 53.9 Small Value Procurement							8,000.00	8,000.00			
Tarpeulin (5 ft x 4 ft) (Lobby)	NP- 53.9 Small Value Procurement							400.00	400.00			
f. National Seafarer's Day	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement						-	-			
Supply and Delivery of Meals (AM Snacks and Lunch) w/ Bottled Water			17-Feb-24	20-Feb-24	21-Feb-24	22-Feb-24	GoP	133,820.00	133,820.00			This activity aims to showcase and celebrate National Seafarers' Day.
Tarpeulin (5.5 ft x 8 ft) (11 ft; Stage)								5,050.00	5,050.00			
Tarpeulin (5 ft x 4 ft; Lobby)								400.00	400.00			
Wreath								1,200.00	1,200.00			
Rose Petals								800.00	800.00			
T-shirt with Print								57,600.00	57,600.00			
g. CRS Dance Troupe	Coast Guard Civil Relations Service	NP- 53.9 Small Value Procurement	8-Aug-24	12-Aug-24	13-Aug-24	14-Aug-24	GoP	50,000.00	50,000.00			
								4,120,000.00	4,120,000.00			

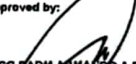
Prepared by:


CG PIRNS JURY RAY I. BONILIA
Head, BAC Secretariat

Recommended by:


CG LIEUTENANT JESSEL P. BORJES
Chairman, COCKS Blood Assets Committee (BAC)

Approved by:


CG RADM MAMARDO A. BALILO
Head of the Procuring Entity (HOPE)