



Department of Transportation  
**HEADQUARTERS COAST GUARD LOGISTICS SYSTEMS COMMAND**  
Muelle dela Industria, Fariña Compound  
Binondo, Manila

Revised Annual Procurement Plan for FY 2024

End User: CGLSC

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Code (PAP)	Procurement Program/Project	PMO/End -User	Is this an Early Procurement	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A. LOCAL TRAVEL													
100000100001000	1. Airfare	CGLSC	NO	Section 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions	Year- Round	N/A	Year- Round	Year- Round	GoP	954,567.00	954,567.00		Airfare for CGLSC Personnel
B. MORALE AND WELFARE													
100000100001000	1. Supply and Delivery of Meals for the Various Activities of HCGLSC and Sub-Units FY 2024	CGLSC, CGIDS, CGPS, CGREMS, CGMTPL, CGSAO & CG DISPOSAL	NO	Section 10 - Competitive Bidding	Year- Round	N/A	Year- Round	Year- Round	GoP	3,272,800.00	3,272,800.00		20258 pax AM/PM Snacks (Light Snacks), 358 pax AM/PM Snacks (regular meals-packed), 490 pax Lunch (light meals-packed), 3991 pax Lunch/Dinner (regular meals-packed) and 30 pax Lunch (Heavy meals-packed)
C. PROGRAMS AND CEREMONIES													
100000100001000	1. CGLSC Pre-Anniversary and Anniversary Activities												
100000100001000	a. Supply and Delivery of Plaques, Trophies and Medals of Recognition / Appreciation	CGLSC	NO	Section 53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	95,434.00	95,434.00		Plaques of Recognition / Appreciation
100000100001000	2. Other Activities and Ceremonies	CGLSC	NO	Section 53.10 - Lease of Real Property and Venue	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	816,890.00	816,890.00		Lease of Venue and Meals
100000100001000	3. Supply and Delivery of Jersey for CGLSC Anniversary	CGLSC & CGPS	NO	Section 53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	504,900.00	504,900.00		Jersey for Sportfest
100000100001000	4. Supply and Delivery of Polo Barong	CGPS, CGREMS, CGMTPL & CGSAO	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	404,250.00	404,250.00		Polo Barong
D. SUPPLIES AND MATERIALS													
100000100001000	1. Supply and Delivery of Semi-Expendable Materials	CGLSC	NO	Section 53.9 - Small Value Procurement	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	220,054.97	220,054.97		Semi Expendable Materials
100000100001000	2. Logistics Badge	CGLSC	NO	Section 53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	280,200.00	280,200.00		Logistics Badge
100000100001000	3. Other Supplies and Materials	CGLSC	NO	Section 53.9 - Small Value Procurement	Year- Round	N/A	Year- Round	Year- Round	GoP	103,219.97	103,219.97		other supplies and materials
E. REPAIR AND MAINTENANCE													
100000100001000	1. Repair and Maintenance of HCGLSC Building	CGLSC	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	112,819.96	112,819.96		Repair and Maintenance of HCGLSC Building
100000100001000	2. Supply and Delivery of Automotive Spare Parts and Fast Moving Items for CGMTPL	CGLSC & CGMTPL	NO	Section 10 - Competitive Bidding	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	3,396,799.07	3,396,799.07		Various CG Motorpool Supplies P913,746.07 from CGLSC P2,483,053.00 from CGMTPL
100000100001000	3. Immediate Repair and Maintenance of Service Vehicles	CGLSC, CGIDS, CGPS, CGREMS, CGMTPL, CGSAO	NO	Section 53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	572,514.00	572,514.00		Repair and Maintenance CGLSC and Sub-Units Vehicles
100000100001000	4. Immediate Repair and Refurbishment of PCG Major Vehicles	CGLSC	NO	Section 53.9 - Small Value Procurement	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	4,000,000.00	4,000,000.00		Immediate Repair of PCG KINGLONG 303, 008, 008 and Hyundai Blue SLX 220
F. PERSONNEL READINESS													
100000100001000	1. Proficiency Firing / Marksmanship												
100000100001000	B. Other Supplies and Materials	CGLSC	NO	Section 53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	41,000.00	41,000.00		Supplies of participants
100000100001000	2. GAD Capacity Building	CGLSC	NO	Section 53.10 - Lease of Real Property and Venue	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	820,000.00	820,000.00		Lease and Venue
100000100001000	3. GAD Symposium	CGLSC	NO	Section 53.10 - Lease of Real Property and Venue	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	540,000.00	540,000.00		Lease and Venue
H. Gender and Development													
100000100001000	1. National Women's Month and GAD related activities												
100000100001000	c. Printed Shirt	CGLSC	NO	Section 53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	34,000.00	34,000.00		T-shirts



<b>I. TRAINING COURSES AND REQUIREMENTS</b>													
100000100001000	1. Electronic Inventory Management System Workshop	CGLSC	NO	Section 53.10 - Lease of Real Property and Venue	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	200,000.00	200,000.00		Lease of Venue
200000100001000	2. CGLTI Training Materials	CGLSC	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	225,000.00	225,000.00		Training Materials for CGLTI
<b>I. Mandatories and Other Expenses</b>													
100000100001000	1. Supply and Delivery of Drinking Water												
	a. HCGLSC (400 bits per month)	CGLS, CGIDS, CGMTPL & CGSAO	NO	Section 53.9 - Small Value Procurement	Year- Round	N/A	Year- Round	Year- Round	GoP	372,125.00	372,125.00		Drinking water of HCGLSC and Sub-units Personnel
100000100001000	2. Internet Subscription												
	a. HCGLSC	CGLSC, CGSAO & CGIDS	NO	Section 53.9 - Small Value Procurement	Year- Round	N/A	Year- Round	Year- Round	GoP	506,000.00	506,000.00		Internet Subscription of CGLSC
100000100001000	3. Equipment Machine Rentals	CGLSC, CGIDS, CGPS, & CGSAO	NO	Section 53.9 - Small Value Procurement	Year- Round	N/A	Year- Round	Year- Round	GoP	576,292.00	576,292.00		Rental of Photocopier Machine
<b>II. GENERAL ADMINISTRATION AND SUPPORT</b>													
<b>A. PERSONAL READINESS</b>													
100000100001000	1. Seminar Workshop Supply Property Management	CGSAO	NO	Section 53.10 - Lease of Real Property and Venue	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	197,000.00	197,000.00		Meals and Venue
	2. Skill Building and Personal Development Workshop	CGSAO	NO	Section 53.10 - Lease of Real Property and Venue	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	200,000.00	200,000.00		Lease of Venue
100000100001000	2. Gender And Development Activity	CGSAO	NO										
100000100001000	1.1. Shirt	CGSAO	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	18,000.00	18,000.00		Shirt for GAD
100000100001000	1.2. Tarpaulin	CGSAO	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	1,000.00	1,000.00		Tarpaulin for GAD
100000100001000	1.3. Memento	CGSAO	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	8,000.00	8,000.00		Memento for GAD
100000100001000	1.4. Certificate	CGSAO	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	8,000.00	8,000.00		Certificates for GAD
<b>B. OPERATIONAL REQUIREMENT</b>													
100000100001000	A. Procurement of Office Furniture and Other Equipment	CGSAO	NO	Section 53.9 - Small Value Procurement	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	131,235.18	131,235.18		Office Supply and Equipment
100000100001000	1. Property Tag Sticker	CGSAO	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	109,400.00	109,400.00		Property Sticker
100000100001000	2. Ultra Fine Point Permanent Marker for Tagging	CGSAO	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	4,800.00	4,800.00		Ultra Fine-Point Marker
100000100001000	C. ICT Equipment	CGSAO, CGREMS & CGMTPL	NO	Section 53.9 - Small Value Procurement	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	920,166.64	920,166.64		ICT-Equipment
<b>III. MANDATORIES</b>													
<b>A. MANDATORY EXPENSE</b>													
<b>General Administration Support</b>													
<b>A. Personnel Readiness</b>													
100000100001000	1. CGIDS Recognition and Awarding Ceremony												
100000100001000	A. CGIDS Recognition and Awarding Ceremony	CGIDS	NO	Section 53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	68,095.02	68,095.02		other supplies
100000100001000	2. Information Program Visit with other Agencies (2 Days)												
	A. Memento	CGIDS	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	5,000.00	5,000.00		Memento
100000100001000	3. Gad Capacity Building												
	A. Venue	CGIDS	NO	Section 53.10 - Lease of Real Property and Venue	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	50,000.00	50,000.00		Lease of Venue
100000100001000	4. MicroCAD Training (Quarterly)												
	a. Registration Fee	CGIDS	NO	Section 53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	15,000.00	15,000.00		Registration Fee
100000100001000	4. Supply and Delivery of Materials for the Protection and Safety of Older Persons and Persons with Disabilities	CGIDS	NO	Section 53.9 - Small Value Procurement	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	15,000.00	15,000.00		Protection and Safety of Older Persons and PWD
<b>B. OFFICE SUPPLIES AND OTHER MOOE</b>													
100000100001000	1. Cloud Storage Subscription (5000/annually)	CGIDS	NO	Section 53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	5,000.00	5,000.00		cloud subscription
100000100001000	2. Teleconferencing Subscription (8500/annually)	CGIDS	NO	Section 53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	7,790.00	7,790.00		teleconferencing subscription
<b>C. TRAINING COURSES / SEMINAR/WORKSHOPS / CONVENTIONS AND TECHNICAL CONFERENCES REQUIREMENTS</b>													
200000100001000	1. Technical Conventions/Conferences	CGIDS	NO	Section 50 - Direct Contracting	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	5,000.000	5,000.00		Conventions
<b>I. General Administration and Support</b>													
<b>A. Local Travel</b>													



100000100001000	1. Purchase of Airline Tickets for the Conduct of Post-qualification and other BAC related activities	CGPS	NO	Section 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions	Year-Round	N/A	Year-Round	Year-Round	GoP	113,440.20	113,440.20	Airfare
200000100001000	B. Personal Readiness											
100000100001000	2. Lease and Venue for CGPS Symposium (100pax/day)	CGPS	NO	Section 53.10 - Lease of Real Property and Venue	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	375,000.00	375,000.00	Meals and Venue
100000100001000	C. Office Supplies/ Other Supplies and Equipment											
100000100001000	1. Supply and Delivery of CGPS Maze, Transitional Plaque and Other Office Decors	CGPS	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	122,000.00	122,000.00	Plaques
100000100001000	D. Facility Readiness											
100000100001000	1. Supply, Delivery and Installation of New Internet Subscription	CGPS	NO	Section 53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	215,040.00	215,040.00	Internet Subscription
100000100001000	2. Videoconferencing Subscription	CGPS	NO	Section 53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	9,345.820	9,345.82	Video Conferencing Subscription
100000100001000	3. Supply and Delivery of Janitorial Supplies for CGPS	CGPS	NO	Section 52.1 (b) - Shopping	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	56,732.000	56,732.00	Other materials and supplies
100000100001000	4. Supply and Delivery of Disaster Response Equipment for CGPS	CGPS	NO	Section 53.9 - Small Value Procurement	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	92,974.000	92,974.00	DRG Equipment
100000100001000	Supply, Delivery and Installation of Additional Office Partition, as well as Services for Dismanting and reinstallation of Office Partition for CGPS	CGPS	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	451,000.00	451,000.00	partition
100000100001000	Supply and Delivery of Air-Conditioning Unit and Additional Spare Parts for the Dismanting and Installation of Existing Air-Conditioners of CGPS Office	CGPS	NO	Section 53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	195,000.00	195,000.00	air-conditioning unit
	I. General Administration and Support											
	A. PERSONAL READINESS											
100000100001000	1. CG Motorpool Symposium	CGMTPL	NO	Section 53.10 Lease of Real Property and Venue	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	500,000.00	500,000.00	CG MTPL Symposium
	II. Troops and Organizational Support											
100000100001000	1. Vehicle Cleaning Materials	CGMTPL	NO	Section 53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	218,618.60	218,618.60	Other materials and supplies
100000100001000	2. Security and Communication Supplies	CGMTPL	NO	Section 53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	222,203.50	222,203.50	security and communication supplies
	I. General Administration and Support											
	A. Personnel Readiness											
	1. Morale and Welfare											
100000100001000	1. Bookbinding Services - CGREMS SOP for Tiling Procedures	CGREMS	NO	Section 53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	99,750.00	99,750.00	Manual
100000100001000	2. Leased of Venue with meals and accommodations for Two (2) Days CGREMS Gender and Development (GAD) Capability Building	CGREMS	NO	Section 53.10 Lease of Real Property and Venue	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	219,320.00	219,320.00	GAD Capacity
100000100001000	3. Leased of Venue with meals for Three (3) Days CGREMS Symposium	CGREMS	NO	Section 53.10 Lease of Real Property and Venue	4th Quarter	N/A	4th Quarter	4th Quarter	GoP	210,000.00	210,000.00	Workshop for Advance Land Survey and Mapping
	B. Equipment Readiness											
100000100001000	1. Land Surveying Software	CGREMS	NO	Section 53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	56,000.00	56,000.00	Software
TOTAL										22,973,776.93	22,973,776.93	

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