

## INDICATIVE ANNUAL PROCUREMENT PLAN (APP) For FY 2021 - NON CSE

Name of Agency: **PRESIDENTIAL LEGISLATIVE LIAISON OFFICE (PLLO)**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Program/Project)
				Ads/Post of IB/RFI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5-02-01-01-0-00	<b>Travelling Expenses</b> Local Travel	PLLO - OSEC, HRep, Senate and AFMD	N/A					GoP		6,819,000.00		Seminars and information dissemination ; Public Hearings re Legislative Concerns ; Presidential Provincial Visits related to engagements; and to attend engagements pursuant to the special instruction of the President.  For the continuing efforts of the PLLO to expand its reach by embarking on activities to cater more stakeholder's in promoting the Presidents's Legislative Agenda, preferable the direct beneficiaries outside Metro Manila.  To continue its information, education and communication campaign on Federalism as part of the Priority Policy Reform and Legislative Agenda of the President
5-02-01-02-0-00	Foreign Travel		N/A							940,000.00		
	Sub - Total								7,759,000.00	7,759,000.00		
	<b>Training and Seminar Expenses</b>	PLLO - OSEC, HRep, Senate and AFMD	N/A					GoP	3,660,000.00	3,660,000.00		Participation/attendance of personnel to training and seminars/workshops, teambuilding, strategic planning, schooling, GAD, Senior Citizens and PWD, Youth activities and other sectoral programs. For recalibrating the targets/beneficiaries of PLLO and other stakeholders on areas relating to legislative processes and strengthening internal capital development in light of ICT, and expanded LLS intervention.
	<b>Supplies and Materials Expenses</b>	PLLO - OSEC, HRep, Senate and AFMD										
5-02-03-01-0-00	Office Supplies		NP-53.5-Agency-to-Agency/Shopping							2,040,000.00		Office supplies of the agency.
5-02-03-09-0-00	Fuel, Oil & Lubricants		N/A							1,158,000.00		Supply of fuel , oil and lubricants of PLLO vehicles.
5-02-03-99-0-00	Other Supplies and Materials		Shopping / NP-53.9-Small Value Procurement							1,185,000.00		To cover other supplies and materials of the agency, eLLS
	Sub - Total								4,383,000.00	4,383,000.00		
	<b>Utility Expenses</b>											
5-02-04-01-0-00	Water Expenses	PLLO - HREP extension Office	N/A					GoP		24,000.00		
5-02-04-02-0-00	Electricity Expenses									240,000.00		
	Sub - Total								264,000.00	264,000.00		Utility expenses of PLLO-HREP extension office

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	<b>Communication Expenses</b>	PLLO - OSEC, HRep, Senate and AFMD						GoP				
5-02-05-01-0-00	Postage and Courier		N/A							18,000.00		For postage and courier services
5-02-05-02-0-01	Telephone Expenses - Mobile		N/A							1,319,000.00		To cover communication expenses of PLLO Officials
5-02-05-02-0-02	Telephone Expenses - Landline		N/A							336,000.00		& authorized staff in the delivery / transmission
5-02-05-03-0-00	Internet Subscription		N/A							1,932,000.00		of official messages; cost of internet, eLLS,
5-02-05-04-0-00	Cable, Satellite, Telegraph and Radio		N/A							31,000.00		and cable services
	Sub - Total								3,636,000.00	3,636,000.00		
	<b>Professional Services</b>	PLLO - OSEC, HRep, Senate and AFMD						GoP				
5-02-11-01-0-00	Legal Services		N/A							15,000.00		To reinforce manpower requirement of the PLLO to deliver
5-02-11-03-0-02	Consultancy Services		N/A							1,080,000.00		its mandate in shepherding Presidential Legislative Agenda (PLAs)
5-02-11-03-0-01	ICT Consultancy Services		N/A									and drawing public support.
5-02-11-99-0-00	Other Professional Services		N/A							5,556,000.00		
	Sub - Total								6,651,000.00	6,651,000.00		
	<b>General Services</b>	PLLO - OSEC, HRep, Senate and AFMD	N/A					GoP	360,000.00	360,000.00		To cover payment of other general services contracted by the agency.
	<b>Repairs and Maintenance Expenses</b>	PLLO - OSEC, HRep, Senate and AFMD						GoP				
5-02-13-05-0-02	Rep. and Maint. Exp. - Office Equipment		Shopping / NP-53.9-Small Value Procurement							25,000.00		Repair and maintenance of office equipment
5-02-13-05-0-03	Rep. and Maint. Exp. - ICT Equipment		"							4,000.00		Repair and maintenance of ICT equipment
5-02-13-05-0-07	Rep. and Maint. Exp. - Communication Equipment		"							4,000.00		Repair and maintenance of communication equipment
5-02-13-06-0-01	Rep. and Maint. Exp. - Motor Vehicles		"							588,000.00		Preventive maintenance of motor vehicles
5-02-13-07-0-00	Rep. and Maint. Exp. - Furniture & Fixtures		"							12,000.00		Repair and maintenance of furniture & fixtures
	Sub - Total								633,000.00	633,000.00		
	<b>Extraordinary &amp; Miscellaneous Expenses</b>	PLLO - OSEC, HRep, Senate and AFMD	N/A					GoP	1,829,000.00	1,829,000.00		To cover incidental expenses to the performance of official functions
	<b>Taxes, Insurance Premiums and Other Fees</b>	PLLO - OSEC, HRep, Senate and AFMD						GoP				
5-02-15-01-0-01	Taxes, Duties and Licenses		NP-53.5-Agency-to-Agency							43,000.00		Vehicle registration
5-02-15-05-0-00	Fidelity Bond Premiums		"							221,000.00		Premiums of bonded officials
5-02-15-03-0-00	Insurance Expenses		"							92,000.00		Insurance of PLLO Equipments
	Sub - Total								356,000.00	356,000.00		

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5-02-99-03-0-00	<b>Other MOOE</b> Representation Expenses	PLLO - OSEC, HRep, Senate and AFMD	N/A					GoP		12,923,000.00		For official meetings/conferences/entertainments to effectively support re President's legislative priorities and policy reform program To conduct strategic activities for the LLS in consolidating the efforts of the Executive vis-à-vis PLA and Priority Policy Reform of the President. To reinforce the expanding operational requirements of the PLLO in shepherding the PLA and Policy Reform Agenda of the President in Congress, and with the other stakeholders. To continue the IEC campaign on Federalism as part of PLA of the president
5-02-99-05-0-04	Rent Expense - Equipment		NP-53.9-Small Value Procurement							2,145,000.00		Rental of photocopying machines
5-02-99-05-0-01	Rent Expense - Building & Structure		"									Rental of office space outside Congress (PLLO-HREP extension office) and space for storage to decongest office space and accommodate additional manpower.
5-02-99-07-0-00	Subscription Expenses		N/A							22,000.00		Newspapers, books and magazines subscription
5-02-99-08-0-00	Donations		N/A							100,000.00		Donations to other levels of govt., individuals, and institutions.
5-02-99-99-0-99	Other MOOE		N/A							300,000.00		Provision for sports/athletic & cultural activities; petty cash fund
	Sub - Total									15,490,000.00	15,490,000.00	
	<b>TOTAL MOOE</b>									<b>45,021,000.00</b>	<b>45,021,000.00</b>	
	<b>GRAND TOTAL</b>									<b>45,021,000.00</b>	<b>45,021,000.00</b>	


Prepared by:

  
**ROSALIE T. MORALES**  
EA III/ BAC Secretariat Head

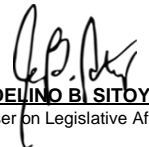
Funds Available:

  
**FRANCES IRENE A. SAGUIT**  
Admin. Officer V/Budget Officer

Recommending Approval:

  
**ASEC. ROMULO V. ARUGAY**  
Assistant Secretary/BAC Chairperson

Approved by:

  
**SEC. ADELINO B. SITYO, LLB, LLM.**  
Presidential Adviser on Legislative Affairs, and Head, PLLO

Date: September 25, 2020