

ANNUAL PROCUREMENT PLAN (APP) FOR FY 2021

As of November 30, 2021

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/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5-02-01-01-0-00	Travelling Expenses Local Travel	PLLO - OSEC, HRep, Senate and Af	N/A					GoP		3,376,711.95		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.
5-02-01-02-0-00	Foreign Travel		N/A									
	Sub - Total								3,376,711.95	3,376,711.95		
	Training and Seminar Expenses	PLLO - OSEC, HRep, Senate and Af	N/A					GoP	4,668,086.65	4,668,086.65		Participation/attendance of personnel to training and seminars/wokshops, 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.
5-02-03-01-0-00	Supplies and Materials Expenses Office Supplies	PLLO - OSEC, HRep, Senate and AFMD	NP-53.5-Agency-to-Agency							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		
	Utility Expenses											
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-Mal. extension office
	Communication Expenses	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							44,976.41		and cable services
	Sub - Total								3,649,976.41	3,649,976.41		
	Professional Services	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
5-02-11-03-0-00	Consultancy Services		N/A							1,080,000.00		its mandate in shepherding Presidential Legislative Agenda (PLAs) and public support.
5-02-11-99-0-00	Other Professional Services		N/A							5,279,523.59		
	Sub - Total								6,374,523.59	6,374,523.59		

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	General Services	PLLO - OSEC, HRep, Senate and Af	N/A					GoP	632,596.60	632,596.60		To cover payment of other general services contracted by the agency.
	Repairs and Maintenance Expenses	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		"							20,160.00		Repair and maintenance of furniture & fixtures
	Sub - Total								641,160.00	641,160.00		
	Extraordinary & Miscellaneous Expenses	PLLO - OSEC, HRep, Senate and Af	N/A					GoP	1,829,000.00	1,829,000.00		To cover incidental expenses to the performance of official functions
	Taxes, Insurance Premiums and Other Fees	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		"							155,614.34		Insurance of PLLO Equipments
	Sub - Total								419,614.34	419,614.34		
	Other MOOE	PLLO - OSEC, HRep, Senate and AFMD						GoP				
5-02-99-03-0-00	Representation Expenses		N/A							12,189,247.30		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
5-02-99-04-0-00	Transportation and Delivery Expenses									43,520.00		Trucking /hauling services
5-02-99-05-0-04	Rent Expense - Equipment		NP-53.9-Small Value Procurement							230,000.00		Rental of photocopying machines
5-02-99-05-0-01	Rent Expense - Building & Structure									3,427,250.46		Rental of office space (PLLO-Mal. extension office) and space for storage to decongest office space
5-02-99-05-0-03	Rent Expenses - Motor Vehicles	PLLO-AFMD								442,100.22		Rental of Van
5-02-99-07-0-00	Subscription Expenses		N/A							220,132.48		MS Outlook 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							1,207,080.00		Provision for sports/athletic & cultural activities; petty cash fund
	Sub - Total								17,859,330.46	17,859,330.46		
	TOTAL MOOE								44,098,000.00	44,098,000.00		
5-06-04-05-0-00	I. Machinery and Equipment Outlay:							GoP				
5-06-04-05-0-01	Transportation Equipment:											
	1. Asian Utility Vehicle (AUV) 1 unit	PLLO - OSEC	NP-After Two Failed Biddings								1,591,000.00	For the exercise of executive functions of a Department Secretary
	with an engine displacement not exceeding 2000cc for gasoline, or 2800 cc for diesel + accessories											
	Additional accessories										45,000.00	"

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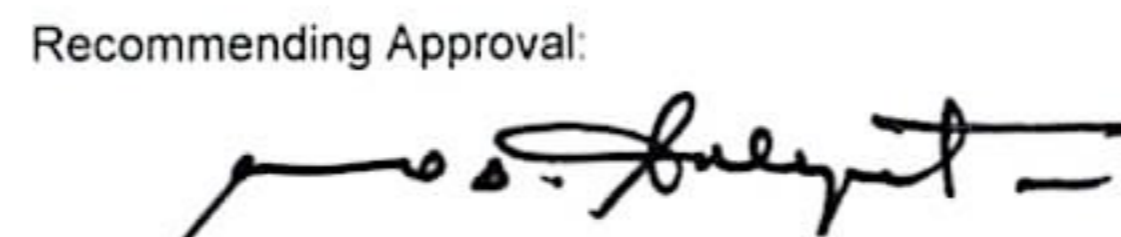
Name of Agency: **PRESIDENTIAL LEGISLATIVE LIAISON OFFICE (PLLO)**


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)	
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	2. Asian Utility Vehicle (AUV) 1 unit with an engine displacement not exceeding 2000cc for gasoline, or 2500 cc for diesel + accessories	PLLO - OSEC	"								1,490,400.00	For the exercise of executive functions of a Department Undersecretary	
	3. Asian Utility Vehicle (AUV) 3 units with an engine displacement not exceeding 2000cc for gasoline, or 2500 cc for diesel + accessories	PLLO-Senate, HREP & OSEC	"								4,132,200.00	For the exercise of executive functions of the Department Assistant Secretaries	
	Sub - Total										7,258,600.00	7,258,600.00	
5-06-04-05-0-03	ICT Equipment 1. Printer - Heavy Duty 2. Scanner - Heavy Duty	PLLO - AFMD "	NP-SVP								22,500.00 48,000.00	Additional requirements	
	Sub - Total										70,500.00	70,500.00	
5-06-04-05-0-07	Communication Equipment	PLLO - HREP	NP-SVP								200,000.00	200,000.00	"
5-06-04-05-0-02	Office Equipment: 1. Shredder-PS-10C Olympia 2. Refrigerator 7.2 cu. ft. 3. Refrigerator 7.2 cu ft.	PLLO - HREP PLLO - AAP PLLO - HREP	NP-SVP								65,000.00 18,000.00 18,000.00 16,995.00		
	Sub - Total										117,995.00	117,995.00	
5-06-04-07-0-00 5-06-04-07-0-01	II. Furniture, Fixtures and Books Outlay: Furniture & Fixtures: 1. Conference Table, 12 seaters 2. Executive Table with Side Return 3. Sofa - 3 Seater (Red) 4. Sofa - 2 Seater (Red) 5. Sofa - 3 Seater (Grey Shadow) 3 pcs. 6. Sofa - 2 Seater (Grey Shadow) 1 pc. 7. Office Workstation and Partition 1 Lot 8. Office Table Multi-Purpose Shield 3mm Acrylic	PLLO - HREP & OSEC PLLO-OSEC " " " " PLLO - HRep PLLO - AAP	NP-SVP								260,453.83 35,313.17 22,750.00 32,998.00 29,998.00 136,794.00 37,598.00 690,000.00 90,000.00	" " " " " " " " Covid-19 Response Items	
	Sub - Total										1,335,905.00	1,335,905.00	
	TOTAL CAPITAL OUTLAY										8,983,000.00	8,983,000.00	
	GRAND TOTAL										53,081,000.00	44,098,000.00	8,983,000.00


Prepared by:

ROSALIE T. MORALES
EA III/ Acting Procurement Officer

Funds Available:

FRANCES IRENE A. SAGUGUIT
Admin. Officer V/Budget Officer

Recommending Approval:

USEC. GERARD A. SALAPANTAN
USEC for AFMD


ASEC. ROMULO V. ARUGAY
BAC Chairperson

Approved by:

SEC. LUZVERFEDA E. PASCUAL
Acting Presidential Adviser on Legislative Affairs
and Head, PLLO