

## Bureau of Broadcast Services Annual Procurement Plan for FY 2025

Code (PAP)	Procurement 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 Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
CAPITAL OUTLAY													
MACHINERY AND EQUIPMENT													
II.A,2	ICT Equipment	Engineering, Central Office, Provincial Stations	NO	Competitive Bidding	Feb-25	Feb-25	Mar-25	Mar-25	GoP	13,537,000.00		13,537,000.00	
MAINTENANCE AND OTHER OPERATIONS EXPENSES													
GENERAL SERVICES													
I.A,1	Security Services	Administrative	YES	Competitive Bidding	Oct-25	Oct-25	Nov-25	Nov-25	GoP	29,620,000.00	29,620,000.00		
PROFESSIONAL SERVICES													
I.A,1	Legal Services	Administrative	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-25	Jan-25	GoP	606,000.00	606,000.00		
UTILITY SERVICES													
I.A.1/II.A.1/II.A.2	Water Expenses	Central Office, Provincial Stations	NO	Direct Contracting	N/A	N/A	year round	year round	GoP	840,000.00	840,000.00		Thru GPPB Resolution No. 19-2006
I.A.1/II.A.1/II.A.2	Electrical Expenses	Central Office, Provincial Stations	NO	Direct Contracting	N/A	N/A	year round	year round	GoP	27,600,000.00	27,600,000.00		Thru GPPB Resolution No. 19-2006
COMMUNICATION EXPENSES													
I.A.1/II.A.1/II.A.2	Postage and Courier Services	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	540,000.00	540,000.00		Thru GPPB Resolution No. 19-2006
I.A.1/II.A.1/II.A.2	Telephone Expenses (Landline)	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	year round	N/A	year round	year round	GoP	840,000.00	840,000.00		Thru GPPB Resolution No. 19-2006

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I.A.1/II. A.1/II.A .2	Telephone Expenses (Mobile)	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	year round	N/A	year round	year round	GoP	2,064,000.00	2,064,000.00		Thru GPPB Resolution No. 19-2006
I.A.1/II. A.1/II.A .2	Internet Subscription Expenses	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	year round	N/A	as need arises	as need arises	GoP	2,100,000.00	2,100,000.00		Thru GPPB Resolution No. 19-2006
I.A.1/II. A.1/II.A .2	Cable, Satellite, Telegraph, and Radio Expenses	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	year round	N/A	year round	year round	GoP	30,000.00	30,000.00		Thru GPPB Resolution No. 19-2006
	<b>TAXES, INSURANCE AND OTHER FEES</b>												
I.A.1/II. A.1/II.A .2	NTC Licenses	Central Office, Provincial Stations	NO	NP-53.5 Agency-to- Agency	N/A	N/A	year round	year round	GoP	171,500.00	171,500.00		
I.A.1/II. A.1/II.A .2	Fidelity Bond Premium	Central Office, Provincial Stations	NO	NP-53.5 Agency-to- Agency	N/A	N/A	year round	year round	GoP	400,000.00	400,000.00		
I.A.1/II. A.1/II.A .2	Insurance Premium (Fire/Property/Vehicle)	Central Office, Provincial Stations	NO	NP-53.5 Agency-to- Agency	N/A	N/A	year round	year round	GoP	3,050,000.00	3,050,000.00		
I.A.1/II. A.1/II.A .2	LTO Registration	Central Office, Provincial Stations	NO	NP-53.5 Agency-to- Agency	N/A	N/A	year round	year round	GoP	78,500.00	78,500.00		
	<b>TRAINING EXPENSES</b>												
I.A.1/II. A.1/II.A .2	Training and Seminar Expenses (Leadership, Technical, GAD, ISO, Mancon)	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	2,000,000.00	2,000,000.00		

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OTHER MAINTENANCE & OPERATING EXPENSES													
I.A.1/II.A.1/II.A.2	Transportation & Delivery Expenses	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	36,000.00	36,000.00		
I.A.1/II.A.1/II.A.2	Subscription Expenses (ICT Software/Zoom)	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	574,502.00	574,502.00		
I.A.1/II.A.1/II.A.2	Printing & Publication Expenses	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	151,500.00	151,500.00		
II.A.1	Other MOOE (GAD Expenses)	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	834,750.00	834,750.00		
LEASE/RENTAL OF EQUIPMENT													
I.A.1, II.A.1	Lease/Rental of Office Equipment (8 Units - Copiers)	Administrative, News, Production, Records, Network, COA, Bank	NO	NP-53.9 - Small Value Procurement	Dec-24	N/A	Jan-25	Jan-25	GoP	345,600.00	345,600.00		
LEASE/RENTAL - BUILDING AND STRUCTURE													
II.A.2	Rental of Office Studio Cagayan de Oro	RP-Cagayan de Oro	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-25	Jan-25	GoP	540,920.52	540,920.52		Thru GPPB Resolution No. 006-2018
II.A.2	Rental of Transmitter Site - Bontoc	RP-Bontoc	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-25	Jan-25	GoP	240,000.00	240,000.00		Thru GPPB Resolution No. 006-2018
II.A.2	Rental of Office Space - Iloilo	RP-Iloilo	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-25	Jan-25	GoP	849,710.40	849,710.40		Thru GPPB Resolution No. 006-2018
II.A.2	Rental of Transmitter Site - Baguio	RP-Baguio	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-25	Jan-25	GoP	199,980.00	199,980.00		Thru GPPB Resolution No. 006-2018

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II.A.2	Rental of Office Soace - Butuan	RP-Butuan	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-25	Jan-25	GoP	300,000.00	300,000.00		Thru GPPB Resolution No. 006-2019
<b>REPAIRS AND MAINTENANCE OF TRANSPORTATION EQUIPMENT (MOTOR VEHICLES)</b>													
I.A.1./II.A.2	Repair & Cleaning of Aircon (Vehicle), Tires, Battery, Change Oil (Labor and Materials)	Administrative, Central Office	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	745,000.00	745,000.00		
I.A.1./II.A.2	Unforeseen contingencies requiring immediate request/repair	Administrative, Central Office	NO	NP-53.2 Emergency Cases	N/A	N/A	as the need arises	as the need arises	GoP	200,000.00	200,000.00		
<b>REPAIR AND MAINTENANCE - NACHINERY AND EQUIPMENT</b>													
I.A.1./II.A.1/II.A.2	Spare Parts, Replacement Parts	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	40,000.00	40,000.00		
II.A.1	Cleaning of Aircon/Freon / Capacitor /Compressor	Engineering	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as need arises	as the need arises	GoP	30,000.00	30,000.00		
II.A.2	Materials for Heating, Ventilation and Airconditioning	Engineering	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	30,000.00	30,000.00		
II.A.2	Broadcast Equipment Parts	Engineering	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	250,000.00	250,000.00		
II.A.2	Tower Accessories	Engineering	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	2,031,500.00	2,031,500.00		
II.A.2	Unforeseen contingencies requiring immediate request/repair	Engineering	NO	NP-53.2 Emergency Cases	N/A	N/A	as the need arises	as the need arises	GoP	100,000.00	100,000.00		
<b>REPAIR AND MAINTENANCE - BUILDING AND OTHER STRUCTURE</b>													
II.A.2	Repair of Broadcast Facility	Provincial Stations	NO	NP-53.9 - Small Value Procurement	FY 2025 Quarter 1 & 4	N/A	FY 2025 Quarter 1 & 4	FY 2025 Quarter 1 & 4	GoP	250,000.00	250,000.00		

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I.A.1/II.A.1	Repair of Office/Transmitter Room/Studio Building	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	FY 2025 Quarter 1 & 4	N/A	FY 2025 Quarter 1 & 4	FY 2025 Quarter 1 & 4	GoP	100,000.00	100,000.00		
II.A.2	Repainting, Re-guying and Repair of Tower	Provincial Stations	NO	NP-53.9 - Small Value Procurement	FY 2025 Quarter 1 & 4	N/A	FY 2025 Quarter 1 & 4	FY 2025 Quarter 1 & 4	GoP	260,000.00	260,000.00		
<b>REPAIR AND MAINTENANCE - SEMI-EXPENDABLE EQUIPMENT</b>													
I.A.1/II.A.1/II.A.2	Repair Semi-Expendable	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	60,000.00	60,000.00		
<b>REPAIR AND MAINTENANCE-OTHER PROPERTY, PLANT AND EQUIPMENT</b>													
I.A.1/II.A.1/II.A.2	Batteries and Spare Parts of Genset and Other Equipment	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	68,500.00	68,500.00		
<b>FUEL, OIL AND LUBRICANTS</b>													
I.A.1/II.A.1/II.A.2	Diesel/Gasolines/Oil and Lubricants for Service Vehicles, Gensets and Grasscutters	Central Office, Provincial Stations	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	GoP	4,200,000.00	4,200,000.00		GPPB Resolution No. 24-2019
<b>PURCHASE OF SEMI-EXPENDABLE FURNITURE &amp; FIXTURES</b>													
I.A.1/II.A.1/II.A.2	Office Chairs and Tables. Lateral Filing Cabinets	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	FY 2025 Quarter 1 & 2	N/A	FY 2025 Quarter 1 & 2	FY 2025 Quarter 1 & 2	GoP	408,000.00	408,000.00		
<b>PURCHASE OF SEMI-EXPENDABLE COMMUNICATION EQUIPMENT</b>													
I.A.1/II.A.1/II.A.2	Microphones, Cameras, Headsets	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	FY 2025 Quarter 1 & 2	N/A	FY 2025 Quarter 1 & 2	FY 2025 Quarter 1 & 2	GoP	1,241,552.00	1,241,552.00		

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PURCHASE OF SEMI-EXPENDABLE - ICTE													
I.A.1/II. A.1/II.A .2	UPS, Printers, ICT Equipment below Php 50,000.00	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	FY 2025 Quarter 1 & 2	N/A	FY 2025 Quarter 1 & 2	FY 2025 Quarter 1 & 2	GoP	862,000.00	862,000.00		
PURCHASE OF SEMI-EXPENDABLE - OFFICE EQUIPMENT													
I.A.1/II. A.1/II.A .2	Office Equipment below Php 50,000.00	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	FY 2025 Quarter 1 & 2	N/A	FY 2025 Quarter 1 & 2	FY 2025 Quarter 1 & 2	GoP	1,237,461.00	1,237,461.00		
PURCHASE OF SEMI-EXPENDABLE - OTHER MACHINERY													
I.A.1/II. A.1/II.A .2	Other Equipment below Php 50,000.00	Central Office, Provincial Stations	NO	NP-53.9 - Small Value Procurement	FY 2025 Quarter 1 & 2	N/A	FY 2025 Quarter 1 & 2	FY 2025 Quarter 1 & 2	GoP	103,439.00	103,439.00		
I.A.1/II. A.1/II.A .2	ACCOUNTABLE FORMS	Central Office, Provincial Stations	NO	Shopping	Quarterly or as the need arises	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	45,000.00	45,000.00		
I.A.1/II. A.1/II.A .2	MEDICINES	Central Office, Provincial Stations	NO	Shopping	Quarterly or as the need arises	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	20,000.00	20,000.00		
I.A.1/II. A.1/II.A .2	TEXTBOOKS AND INSTRUCTIONAL	Central Office, Provincial Stations	NO	Shopping	Quarterly or as the need arises	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	2,000.00	2,000.00		
OTHER SUPPLIES AND MATERIALS													
I.A.1/II. A.1/II.A .2	Electrical/ACU Supplies/Other Supplies	Central Office, Provincial Stations	NO	Shopping	year round	N/A	year round	year round	GoP	700,000.00	700,000.00		

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I.A.1/II.A.1/II.A.2	Engineering and Technical Supplies	Central Office, Provincial Stations	NO	Shopping	year round	N/A	year round	year round	GoP	700,000.00	700,000.00		
I.A.1/II.A.1/II.A.2	Automotive Parts and Supplies	Central Office, Provincial Stations	NO	Shopping	year round	N/A	year round	year round	GoP	123,597.00	123,597.00		
I.A.1/II.A.1/II.A.2	Materials for COVID-19 Prevention (facemask, alcohol, bleach, disinfectant spray, fogging solution, air filter, antigen test kits)	Central Office, Provincial Stations	NO	Shopping	year round	N/A	year round	year round	GoP	75,000.00	75,000.00		
I.A.1/II.A.1/II.A.2	Unforeseen contingencies requiring immediate purchase of other supplies and materials	Central Office, Provincial Stations	NO	Shopping	year round	N/A	year round	year round	GoP	500,000.00	500,000.00		
I.A.1/II.A.1/II.A.2	COMMON-USE OFFICE SUPPLIES	Central Office, Provincial Stations	NO	Shopping	year round	N/A	year round	year round	GoP	910,702.50	910,702.50		
I.A.1/II.A.1/II.A.2	ICT OFFICE SUPPLIES	Central Office, Provincial Stations	NO	Shopping	year round	N/A	year round	year round	GoP	110,000.00	110,000.00		
COMMON-USE OFFICE SUPPLIES NOT AVAILABLE AT DBM-PS													
II.A.2	Inks, Toners, Bond Papers	Provincial Stations	NO	Shopping	year round	N/A	year round	year round	GoP	200,000.00	200,000.00		
II.A.1	Printer, Ink Canon (Black-810) IP2770 (10 Cartridge)	Production	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	9,150.00	9,150.00		
II.A.1	Mouse	RP2-Sports	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	2,000.00	2,000.00		
II.A.1	HP7A Toner (10pcs @ Php 4,000.00)	RP2-Sports	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	40,000.00	40,000.00		
II.A.1	HP703 Ink Black (10pcs @ 500.00)	RP2-Sports	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	5,000.00	5,000.00		

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II.A.1	HP48A Laserjet Toner (2pcs @ 4,000.00)	RP2-Sports	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	8,000.00	8,000.00		
II.A.1	HP 680 Black (5pcs @ 500.00)	RP2-Sports	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	3,000.00	3,000.00		
II.A.1	Special Paper GSM 200 (100pcs)	RP3-Alert	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	197.50	197.50		
II.A.1	HP 704 Black (10pcs @ 700.00)	RP3-Alert	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	7,000.00	7,000.00		
II.A.1	Canon 810 Black Ink IP2770 (10pcs @ 915.00)	RP3-Alert	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	9,150.00	9,150.00		
II.A.1	Stucker Paper Matte A4	Finance	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	450.00	450.00		
II.A.1	Canon PG-745 Fine Cartridge Black	Finance	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	3,000.00	3,000.00		
II.A.1	Toner HP Laserjet Pro M15A Printer	Finance	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	24,000.00	24,000.00		
II.A.1	Data Folder	Finance, Production	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	67,000.00	67,000.00		
II.A.1	Index Card Plain (5" x 8")	Finance	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	600.00	600.00		
II.A.1	Crystal Bind A4 Size (24mm)	Finance, BAC	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	2,750.00	2,750.00		
II.A.1	Index Card for Budget Preparation	Finance	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	500.00	500.00		
II.A.1	MDS Check	Finance	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	16,000.00	16,000.00		
II.A.1	TK-100 Toner	Research	NO	Shopping	year round	N/A	year round	year round	GoP	21,000.00	21,000.00		
I.A.1	Daily Time Record (DTR)	Administrative	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	20,000.00	20,000.00		
II.A.1	Time Card for Iwata Bundy Clock	Provincial Stations	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	40,000.00	40,000.00		



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II.A.1	Colored Paper A4 80GSM	Finance	NO	Shopping	year round	N/A	Quarterly or as the need arises	Quarterly or as the need arises	GoP	1,000.00	1,000.00		
GRAND TO										103,433,511.92	89,896,511.92	13,537,000.00	

Submitted by:

  
**RODNEY O. VILLANUEVA**  
 Head, BAC Secretariat

Recommending Approval by Bids and Awards Committee

  
**ALAN L. ALLANIGUE**  
 Chairperson

  
**BENJAMIN REUEL R. ORTIGUERO, JR**  
 Vice-Chairperson


  
**RODENTOR DOMINGO**  
 Member

  
**SALLY CUEVA**  
 Member

  
**MA. EILEEN V. ELIGADO**  
 Member

  
**EARL JAN S. OGREMIN**  
 Member

Approved by:

  
**FERNANDO A. SANGA**  
 Director IV