


**ANNUAL PROCUREMENT PLAN
PHILIPPINE CONSULATE GENERAL-CHICAGO
CALENDAR YEAR - 2019**

Item & Specifications Office Supplies and Materials	Unit of Measure	Quantity Requirement												Unit Price (USD)	Total Amount (USD)	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			Total
Cork Board - 24x36	pc													2	\$ 31.99	\$ 63.98
Dater Stamp 5MM	pc													4	4.25	17.00
Laminating Pouch - 100/box	box													1	39.99	39.99
Photo Paper -letter size - 50/box	box													3	22.49	67.47
Name Badge Hanging	box													2	64.99	129.98
Post-It 3x5 (Sticky Note)	pack													6	17.99	107.94
Push Pin	pack													2	7.49	14.98
Report Cover-Frosted Front-5/pack	pack													10	7.79	77.90
Ruler-12"	pc													12	1.99	23.88
Staple Remover -3/pack	pack													3	2.99	8.97
String - Nylon Twine	roll													2	89.39	178.78
Super Glue	pc													5	3.99	19.95
Color Paper 8.5 x 14 Assorted 500/rm	ream													30	14.99	449.70
Tape, Packaging - 1.89" - 6/pack	pack													2	16.99	33.98
Tape, Transparent - 1.89" -6/pack	pack													2	16.99	33.98
Toner-Brother TN 580 Black	cart					1								2	120.99	241.98
Various Cleaning Materials																200.00
Water-Bottled -24/pack	pack	1	1	1	1	1	1	1	1	1	1	1	1	24	7.19	172.56
Wood Tray - Desk Tray	pc													2	20.99	41.98
OTHERS																800.00
TOTAL																\$ 26,622.41

Prepared by:


LEILA V. IMPERIAL
Property Officer

Verified and Found Correct by:


ALVAR E. ROSALES
Legal Officer & Acting Administrative Officer

Approved By:


GINA A. JAMORALIN
Consul General

**ANNUAL PROCUREMENT PLAN
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Air Freshner	can														35	\$ 3.99	\$ 139.65
Alcohol-12btl/carton	carton	1						1							3	29.99	89.97
Bag (Mobile)	pc														2	134.99	269.98
Ballpen-Black-12/bx	bx	1						1							6	10.89	65.34
Ballpen-Blue-12/bx	bx	1						1							6	10.89	65.34
Ballpen-Red-12/bx	bx	1						1							2	10.89	21.78
Battery - Dur/Eng 1021/2032	pc				2										2	7.49	14.98
Battery , size AA, Duracell, 36/pack	pack				2										2	22.99	45.98
Battery, size AAA, Duracell, 36/pack	pack				2										2	22.99	45.98
Cash Register Paper Roll - 1 3/4 x 128, 10/pk	pack			5				4			5				15	13.99	209.85
Cash Register Ribbon -Sharp A460-Purple	pc				2				2				1		6	9.29	55.74
Correction Fluid - 3/pack	pack	5													5	5.79	28.95
Correction Tape 10/pack	pack			5					3						15	19.99	299.85
Disposables- Plate,Spoon, Fork, Knife	box																200.00
Double Clip - Binder Clip - Various Sizes	pack							1					1		2	9.49	18.98
Envelopes - 10x13 -100/bx	box			3											5	21.49	107.45
Envelopes - 12x15 -100/bx	box							2							2	24.99	49.98
Envelopes - 6x9 -100/bx	box									2					2	15.99	31.98
Envelopes - 9x12 - 100/bx	box			3						3					15	26.49	397.35
Envelopes - Expanding- 10/pack	pack	3													5	34.99	174.95
Envelopes - Mailing, Parchment -Ivory 100/pk	pack	1						1		1					5	29.59	147.95
Envelopes - Mailing, White -100/bx	box	4						4							12	24.99	299.88
Envelopes-Bubble-6x9 25/pack	pack											3			3	16.49	49.47
Envelopes-Bubble-8.5x11, 25/pack	pack											3			3	23.49	70.47
Envelopes-Bubble-9.5x13.5, 12/pack	pack											2			2	16.69	33.38
Envelopes-Bubble-xLarge - size no.7, 25/pack	pack											2			2	30.99	61.98
Eraser -3/pack	pack				1					1			1		3	1.79	5.37
Eyelet	box	15		15		15				15			15		100	4.00	400.00
Eyelet Plier	pc							1					1		2	29.99	59.98
Fingertip Moistener	pc				1					1			1		3	4.29	12.87

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Flash Drive - 16G	pc														3	\$ 22.99	\$ 68.97
Flash Drive - 8G	pc														9	15.49	139.41
Folder-Brown Short-100/bx	box	2					2					1			5	7.29	36.45
Folder-Brown Long-100/bx	box	5													15	12.29	184.35
Folder-Plastic -1" Ring Binder -2/pack	pack						3								6	5.99	35.94
Folder-Plastic -2" Ring Binder	pc						3								6	4.99	29.94
Glue Stick 30/pack	pack	4						4							10	23.99	239.90
Gold Seal (Notarial) 44/pack	pack	15	15	15	15	15	15	15	15	15	15	15	15		200	6.49	1,298.00
Ink Cartridge - HP 61 Blk. Tri-Color	pack														36	59.99	2,159.64
Ink Cartridge - Canon 240-241 Blk/Color 2/pk	pack														6	54.99	329.94
Ink Cartridge - HP35A Black 1/box	box														4	68.99	275.96
Ink Cartridge - HP 95-98 Blk - Color Ink	pack														36	63.99	2,303.64
Ink Cartridge - HP 125- Black	cart														6	79.99	479.94
Ink Cartridge - HP 125 - C / M / Y	pack														4	196.99	787.96
Ink Cartridge - HP 74-75 Black/Tri-Color	pack														2	40.99	81.98
Ink Cartridge-IS330 is350(ISINK34) Neopost	pack														1	179.99	179.99
Special Paper - Custom Certificate 15/pack	pack														6	7.99	47.94
Special Paper - Certificate Folder 6/pack															10	11.33	113.30
Ink Refill Cartridge - Fountain Pen	pc														3	9.99	29.97
IT Supply (Various)																	700.00
Labels-Avery, Sticker	box														15	43.49	652.35
Light Bulb - Daylight - 40 watts	pc														6	6.59	39.54
Light Bulb - Daylight - 60 Watts 6/pack	pack														6	17.99	107.94
Marker - Fluorescent (Highlighter) 12/pack	pack														6	8.49	50.94
Marker Pen - Black, Blue, Red 12/pack	pack														6	9.99	59.94
Mesh Document Hold	pc														2	5.00	10.00
Mouse Pad	pc														12	4.49	53.88
Neopost Postage Sheets 75 - BT1N	pack														10	27.95	279.50
Paper - Copy Paper 8.5x11, 75 gsm-10rm/bx	bx	10										10			45	45.99	2,069.55
Paper - Copy Paper 8.5x14, 75 gsm-10rm/bx	bx						10						10		25	57.99	1,449.75

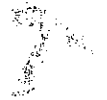
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Paper Clip - Small -100/pack	pack													3	\$ 2.29	\$ 6.87
Paper - Parchment, Ivory 8.5x11 24lb 500/bx	box	4				4							4	16	35.49	567.84
Paper Clip - Jumbo - 50/pack	pack													3	2.59	7.77
Paper Cutter - Handy w/ blade	pc													3	4.99	14.97
Paper Fastener- 50/bx	box													6	8.79	52.74
Paper-Ruled - 400 sheet/pack	pack													6	6.29	37.74
Pencil #2 , 12/pack	pack													2	2.49	4.98
Pencil Sharpener - Electric	pc													2	19.99	39.98
Post it-1.5x2 (sticky note)	pack													6	6.79	40.74
Post-it 3x3 (sticky note)	pack													6	10.00	60.00
Puncher - 2 hole	pc													2	10.99	21.98
Record Book - Notebook	pc													6	9.49	56.94
Record Book -200 pages	pc													6	27.49	164.94
Red Ribbon (Documentation)	roll	10		10		10				10		10		10	65.00	3,900.00
Rubber Band #33-1 lb.	pack									2				2	7.29	14.58
Scotch Tape-3M/4PK	pack													6	10.00	60.00
Scotch Tape-Double Sided	pc													12	5.00	60.00
Scotch Tape-Magic Tape	pc													8	11.00	88.00
Sign Pen - Black 12/bx	box													3	14.00	42.00
Sign Pen - Blue 12/bx	box													6	14.00	84.00
Sign Pen - Red 12/bx	box													3	14.00	42.00
Stamp - Name/Label Stamp	pc													15	22.99	344.85
Stamp Ink - Brother	pc													12	6.49	77.88
Stamp Pad	pc													6	4.49	26.94
Staple Wire -1/4in 5bx/pack	pack													12	6.49	77.88
Stapler-Standard	pc													4	16.99	67.96
Table Paper Napkins - white	pack													6	3.39	20.34
Tape Dispenser	pc													2	4.29	8.58
Tape Dispenser	pc													6	6.49	38.94
Tape, Transparent - 3/4" -6/pack	pack													2	17.99	35.98

CY 2019 ANNUAL PROCUREMENT PLAN


PHILIPPINE CONSULATE GENERAL

Chicago, Illinois, U.S.A.



Code (PAP)	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule for Each Procurement Activity													Estimated Budget (Php / USD)					REMARKS <small>(brief description of Program/Project)</small>	
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf*	Eligibility Check	Sub/Op en of Bids	Bid Evaluations	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/Turnover	Source of Funds	Total	(In Pesos)	PS (US\$)	MOOE (US\$)	CO (US\$)		Finex US\$
CAPITAL OUTLAYS:																							
	Office Equipment - Metal filing cabinets for secure storage of files/passports/etc..	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	1,000,000.00			\$ 20,000.00		
	Furniture, Fixtures and Book Outlay	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	500,000.00			10,000.00		
	Transportation Equipment (2018 M-Benz Sprinter Passenger Van)	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Mar-19	GoP	Php	3,000,000.00			60,000.00		
	Computer Softwares (Adobe Acrobat, Microsoft Office, Publisher, Photoshop, Etc.)	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	250,000.00			5,000.00		
	Audio / Video Equipment - including its installation plus powerful wireless microphones - for installation at the social hall of the Consulate	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	250,000.00			5,000.00		
	Electronic Queuing System, including its program - for installation at the consular section (public area) of the Consulate.	Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	1,000,000.00			20,000.00		
	Office Space Extension - Expansion/extension of additional office space for the consular area (including public waiting area) of the Consulate.	Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	12,000,000.00			240,000.00		
	COAT OF ARMS - For Philippine Honorary Consulate in New Orleans, Louisiana.	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	125,000.00			2,500.00		
TOTALS																	Php	18,125,000.00	\$ -	\$ -	\$ 362,500.00	\$ -	
GRAND TOTALS																	Php	126,894,585.50	\$ 1,459,536.64	\$ 703,855.07	\$ 362,500.00	\$ 12,000.00	


Prepared by:


CORNELIO P. SANTIAGO
 Finance Officer

() Approved
 () Disapproved

Verified and Found Correct:

Recommending Approval:


GINA A. JAMORALIN
 Consul General
 Date: _____


ELIZABETH G. VILLA
 BAC Member


ALVAR E. ROSALES
 BAC Member


ERICKA ANNA T. ABAD
 BAC Member


MELCHOR P. LALUNO
 BAC Vice-Chairperson


ROMULO VICTOR M. ISRAEL, JR.
 BAC Chairperson

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Chicago, Illinois

Code (PAP)	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule for Each Procurement Activity													Estimated Budget (Php / USD)					REMARKS (brief description of Program/Project)			
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf*	Eligibility Check	Sub/Op en of Bids	Bid Evaluations	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/Turnover	Source of Funds	Total	(In Pesos)	PS (US\$)	MOOE (US\$)	CO (US\$)		Finex US\$		
RENTALS																									
	Building and Structures, including parking space	Diplomatic / Consular/ATN	SVP / Shopping / Direct Contracting												Jan-Dec19		GoP	Php	11,419,457.00		\$ 228,389.14				
	Office Equipment - photocopiers/scanners	Diplomatic / Consular/ATN	SVP / Shopping / Direct Contracting												Jan-Dec19		GoP		600,000.00			12,000.00			
	Office Equipment - Postage meter machine	Diplomatic / Consular/ATN	SVP / Shopping / Direct Contracting												Jan-Dec19		GoP		66,000.00			1,320.00			
	Motor Vehicle - Passenger Van	Diplomatic / Consular/ATN	SVP / Shopping / Direct Contracting												Jan-Dec19		GoP		1,500,000.00			30,000.00			
TOTALS																		Php	13,585,457.00		\$ 271,709.14				
SUPPLIES AND MATERIALS EXPENSES:																									
	Office Supplies Expenses	Diplomatic / Consular/ATN	SVP / Shopping												Jan-Dec19		GoP	Php	1,000,000.00		\$ 20,000.00				
	Other Supplies and Materials Expenses	Diplomatic / Consular/ATN	SVP / Shopping												Jan-Dec19		GoP		331,120.50			6,622.41			
TOTALS																		Php	1,331,120.50		\$ 28,622.41				
SUPPLIES AND MATERIALS EXPENSES (Fuel):																									
	Fuel, Oil and Lubricant Expenses	Diplomatic / Consular/ATN	SVP / Shopping												Jan-Dec19		GoP	Php	600,000.00		\$ 12,000.00				
TOTALS																		Php	600,000.00		\$ 12,000.00				
UTILITY EXPENSES:																									
	Water Expenses	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	360,000.00		\$ 7,200.00				
	Electricity / Heating Expenses	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP		90,000.00			1,800.00			
TOTALS																		Php	450,000.00		\$ 9,000.00				

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				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf*	Eligibility Check	Sub/Op en of Bids	Bid Evaluations	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover	Source of Funds	Total	(In Pesos)	PS (US\$)	MOOE (US\$)	CO (US\$)		Finex US\$
Communication Expenses:																							
	Telephone - Landlines	Diplomatic / Consular/ATN	SVP / Direct Contracting													Jan-Dec19	GoP	Php	1,800,000.00		\$ 36,000.00		
	Telephone - Mobile Phones	Diplomatic / Consular/ATN	SVP / Direct Contracting													Jan-Dec19	GoP	Php	390,000.00		7,800.00		
	Internet Subscription charges	Diplomatic / Consular/ATN	SVP / Direct Contracting													Jan-Dec19	GoP	Php	107,800.00		2,156.00		
	Postage Stamps	Diplomatic / Consular/ATN	SVP / Direct Contracting													Jan-Dec19	GoP	Php	60,000.00		1,200.00		
	Pouch Charge	Diplomatic / Consular/ATN	SVP / Direct Contracting													Jan-Dec19	GoP	Php	387,500.00		7,750.00		
	Courier Charges	Diplomatic / Consular/ATN	SVP / Direct Contracting													Jan-Dec19	GoP		30,000.00		600.00		
TOTALS																		Php	2,775,300.00		\$ 55,506.00		
TRAVELLING EXPENSES:																							
	Political Diplomacy	Diplomatic / Political	SVP / Shopping													Jan-Dec19	GoP	Php	1,347,952.00		\$ 26,959.04		
	Economic Diplomacy, Including Ambassadors Tour to Manila/Cebu/Bohol and DOT / DTI official trips to FSPs.	Diplomatic / Economic	SVP / Shopping													Jan-Dec19	GoP	Php	881,338.00		13,626.76		
	Organizational Development Institution Building	Diplomatic / Consular/ATN	SVP / Shopping													Jan-Dec19	GoP	Php	609,730.00		12,194.60		
	Consular Outreach Services to areas under Post's jurisdiction	Consular/ATN	SVP / Shopping													Jan-Dec19	GoP	Php	4,631,024.00		92,620.48		
TOTALS																		Php	7,270,044.00		\$ 145,400.88		
TRAVELLING EXPENSES: Assistance to Nationals (ATN)																							
	ATN Travel expenses - Side by side with Consular Outreach Services for 2019	Diplomatic / Political	SVP / Shopping													Jan-Dec19	GoP	Php	1,385,664.00		\$ 27,713.28		
TOTALS																		Php	1,385,664.00		\$ 27,713.28		
TRAVELLING EXPENSES: DFA-OVS																							
	DFA-OVS Travel expenses - Side by side with Consular Outreach Services for 2019	Diplomatic / Political	SVP / Shopping													Jan-Dec19	GoP	Php	789,268.00		\$ 15,785.36		
TOTALS																		Php	789,268.00		\$ 15,785.36		

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				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf*	Eligibility Check	Sub/Op on of Bids	Bid Evaluations	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/Turnover	Source of Funds	Total (In Pesos)	PS (US\$)	MOOE (US\$)	CO (US\$)	Finex US\$				
TRAINING AND SCHOLARSHIP EXPENSES																									
	GAD Program / Seminar - including food, honoraria for speakers and training materials.	Diplomatic / Consular/ATN	SVP / Shopping													Jan-Dec19		GoP	Php	350,000.00		\$ 7,000.00			
	Team Building Activities - including food, rental of venue, rental of vehicle and honoraria for speakers and training materials.	Diplomatic / Consular/ATN	SVP / Shopping													Jan-Dec19		GoP	Php	455,000.00		9,100.00			
	Other Trainings like Chicago Emergency Response Team (for readiness to calamities) and Language course - including of food, honoraria of trainers/ resource speakers and training materials/kits.	Diplomatic / Consular/ATN	SVP / Shopping													Jan-Dec19		GoP	Php	90,000.00		1,800.00			
TOTALS																			Php	895,000.00		\$ 17,900.00			
REPAIRS AND MAINTENANCE:																									
	Improvement of Consulate's Premises	Diplomatic / Consular/ATN	SVP / Direct Contracting												Mar,Jun, Sep 19		GoP	Php	600,000.00		\$ 12,000.00				
	Repairs of Official Vehicle/s	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	350,000.00		7,000.00				
	Furniture & Fixture, Equipment, ICT Equipment	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	210,000.00		4,200.00				
TOTALS																			Php	1,160,000.00		\$ 23,200.00			
PROFESSIONAL / GENERAL SERVICES:																									
	Janitorial Services	Diplomatic / Consular/ATN	SVP / Direct Contracting												Mar,Jun, Sep 19		GoP	Php	90,000.00		\$ 1,800.00				
	Security Services	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	1,500,000.00		30,000.00				
	Professional fee - Licensed Engineers - Installation of CCTV Cameras	Diplomatic / Consular/ATN	SVP / Direct Contracting												Mar-Apr 2019		GoP	Php	150,000.00		3,000.00				
TOTALS																			Php	1,740,000.00		\$ 34,800.00			
INSURANCE EXPENSES:																									
	Building and Contents - Insurance premiums	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	75,000.00		\$ 1,500.00				
	Official Vehicle 1 - Insurance Premium	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	90,000.00		1,800.00				
	Official Vehicle 2 - Insurance Premium	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	90,000.00		1,800.00				
TOTALS																			Php	255,000.00		\$ 5,100.00			

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				Pre-Proc Conference	Ads/Post of IABE	Pre-bid Conf*	Eligibility Check	Sub/Op en of Bids	Bid Evaluations	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/Turnover	Source of Funds	Total (In Pesos)	PS (US\$)	MOE (US\$)	CO (US\$)		Finex US\$			
OTHER MOOE's																									
	Advertising Expenses - Tourism/Trade and Investment Promotions. Pls see Post PPMP for 2019	Diplomatic / Economic/ Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	90,000.00		\$ 1,800.00				
	Transportation and Delivery Expenses - Delivery of promotional materials from DOT & Trade and Investment (DTI) to various States under Post's jurisdictions.	Diplomatic / Economic/ Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	60,000.00		1,200.00				
	Subscription Expense - Direct TV cable station	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	90,000.00		1,800.00				
	Subscription Expenses - Local Newspapers (Wallstreet Journal & Chicago Tribune)	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	78,000.00		1,560.00				
TOTALS																		Php	318,000.00	\$ -	\$ 6,360.00	\$ -	\$ -	\$ -	
FINANCIAL EXPENSES																									
	Bank charges / service fees	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	600,000.00					12,000.00	
TOTALS																		Php	600,000.00	\$ -	\$ -	\$ -	\$ 12,000.00	\$ -	

CY 2019 ANNUAL PROCUREMENT PLAN

PHILIPPINE CONSULATE GENERAL

Chicago, Illinois

Code (PAP)	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule for Each Procurement Activity													Estimated Budget (Php / USD)					REMARKS (brief description of Program/Project)	
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bld Conf*	Eligibility Check	Sub/Open of Bids	Bid Evaluations	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/Turnover	Source of Funds	Total (In Pesos)	PS (US\$)	MOOE (US\$)	CO (US\$)	Finex US\$		
II MAINTENANCE AND OTHER OPERATING EXPENSES:																							
POST REPRESENTATION EXPENSES																							
	Consul General - Post Reprn in her capacity as ConGen	Political / Economic / Consular	SVP / Shopping												Jan-Dec19		GoP	Php	1,190,000.00	\$ -	\$ 23,800.00	\$ -	\$ -
	Celebration of Philippine Independence Day	Political / Economic / Consular	SVP / Shopping												Jun-19		GoP		250,000.00		5,000.00		
	Participation in ASEAN Day	Political / Economic / Consular	SVP / Shopping												19-Aug		GoP		117,900.00		2,368.00		
TOTALS																		Php	1,557,900.00		\$ 31,168.00		
AUTHORIZED PERSONNEL - REPRESENTATION EXPENSES																							
	Deputy Consul General	Political / Consular	SVP / Shopping												Jan-Dec19		GoP	Php	270,000.00		\$ 5,400.00		
	Consul	Economic / Consular	SVP / Shopping												Jan-Dec19		GoP		216,000.00		4,320.00		
	Consul and Administrative Officer	Admin / Consular	SVP / Shopping												Jan-Dec19		GoP		162,000.00		3,240.00		
	Finance Officer	Finance	SVP / Shopping												Jan-Dec19		GoP		86,400.00		1,728.00		
	Legal Officer	Legal / Consular	SVP / Shopping												Jan-Dec19		GoP		86,400.00		1,728.00		
	ATN Officer	ATN / Consular	SVP / Shopping												Jan-Dec19		GoP		86,400.00		1,728.00		
	Cultural Officer	Cultural	SVP / Shopping												Jan-Dec19		GoP		86,400.00		1,728.00		
	Protocol Officer	Protocol	SVP / Shopping												Jan-Dec19		GoP		86,400.00		1,728.00		
TOTALS																		Php	1,080,000.00		\$ 21,600.00		

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				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf*	Eligibility Check	Sub/Open of Bids	Bid Evaluations	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/Turnover	Source of Funds	Total	(In Pesos)	PS (US\$)	MOOE (US\$)	CO (US\$)		Finex US\$	
RENTALS																								
	Building and Structures, including parking space	Diplomatic / Consular/ATN	SVP / Shopping / Direct Contracting												Jan-Dec19		GoP	Php	11,419,457.00		\$ 228,389.14			
	Office Equipment - photocopiers/scanners	Diplomatic / Consular/ATN	SVP / Shopping / Direct Contracting												Jan-Dec19		GoP		600,000.00		12,000.00			
	Office Equipment - Postage meter machine	Diplomatic / Consular/ATN	SVP / Shopping / Direct Contracting												Jan-Dec19		GoP		66,000.00		1,320.00			
	Motor Vehicle - Passenger Van	Diplomatic / Consular/ATN	SVP / Shopping / Direct Contracting												Jan-Dec19		GoP		1,500,000.00		30,000.00			
TOTALS																		Php	13,885,457.00		\$ 271,709.14			
SUPPLIES AND MATERIALS EXPENSES:																								
	Office Supplies Expenses	Diplomatic / Consular/ATN	SVP / Shopping												Jan-Dec19		GoP	Php	1,000,000.00		\$ 20,000.00			
	Other Supplies and Materials Expenses	Diplomatic / Consular/ATN	SVP / Shopping												Jan-Dec19		GoP		331,120.50		6,622.41			
TOTALS																		Php	1,331,120.50		\$ 26,622.41			
SUPPLIES AND MATERIALS EXPENSES (Fuel):																								
	Fuel, Oil and Lubricant Expenses	Diplomatic / Consular/ATN	SVP / Shopping												Jan-Dec19		GoP	Php	600,000.00		\$ 12,000.00			
TOTALS																		Php	600,000.00		\$ 12,000.00			
UTILITY EXPENSES:																								
	Water Expenses	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	360,000.00		\$ 7,200.00			
	Electricity / Heating Expenses	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP		90,000.00		1,800.00			
TOTALS																		Php	450,000.00		\$ 9,000.00			

CY 2019 ANNUAL PROCUREMENT PLAN

PHILIPPINE CONSULATE GENERAL

Chicago, Illinois, U.S.A.

Code (PAP)	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule for Each Procurement Activity													Estimated Budget (Php / USD)					REMARKS (brief description of Program/Project)	
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf*	Eligibility Check	Sub/Op en of Bids	Bid Evalua tions	Post Quali	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completi on	Accept ance/ Turnov er	Source of Funds	Total (In Pesos)	PS (US\$)	MOOE (US\$)	CO (US\$)	Finex US\$		
Communication Expenses:																							
	Telephone - Landlines	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	1,800,000.00		\$ 36,000.00		
	Telephone - Mobile Phones	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	390,000.00		7,800.00		
	Internet Subscription charges	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	107,800.00		2,156.00		
	Postage Stamps	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	60,000.00		1,200.00		
	Pouch Charge	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	387,600.00		7,750.00		
	Courier Charges	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP		30,000.00		600.00		
TOTALS																		Php	2,775,300.00		\$ 55,606.00		
TRAVELLING EXPENSES:																							
	Political Diplomacy	Diplomatic / Political	SVP / Shopping												Jan-Dec19		GoP	Php	1,347,952.00		\$ 26,959.04		
	Economic Diplomacy, including Ambassadors Tour to Manila/Cebu/Bohol and DOT / DTI official trips to FSPs.	Diplomatic / Economic	SVP / Shopping												Jan-Dec19		GoP	Php	681,338.00		13,626.76		
	Organizational Development Institution Building	Diplomatic / Consular/ATN	SVP / Shopping												Jan-Dec19		GoP	Php	609,730.00		12,194.60		
	Consular Outreach Services to areas under Post's Jurisdiction	Consular/ATN	SVP / Shopping												Jan-Dec19		GoP	Php	4,631,024.00		92,620.48		
TOTALS																		Php	7,270,044.00		\$ 145,400.88		
TRAVELLING EXPENSES: Assistance to Nationals (ATN)																							
	ATN Travel expenses - Side by side with Consular Outreach Services for 2019	Diplomatic / Political	SVP / Shopping												Jan-Dec19		GoP	Php	1,385,664.00		\$ 27,713.28		
TOTALS																		Php	1,385,664.00		\$ 27,713.28		
TRAVELLING EXPENSES: DFA-OVS																							
	DFA-OVS Travel expenses - Side by side with Consular Outreach Services for 2019	Diplomatic / Political	SVP / Shopping												Jan-Dec19		GoP	Php	789,268.00		\$ 15,785.36		
TOTALS																		Php	789,268.00		\$ 15,785.36		

CY 2019 ANNUAL PROCUREMENT PLAN

PHILIPPINE CONSULATE GENERAL

Chicago, Illinois

Code (PAP)	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule for Each Procurement Activity													Estimated Budget (Php / USD)					REMARKS <small>(brief description of Program/Project)</small>		
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf*	Eligibility Check	Sub/Op en of Bids	Bid Evaluations	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover	Source of Funds	Total (In Pesos)	PS (US\$)	MOOE (US\$)	CO (US\$)	Finex US\$			
TRAINING AND SCHOLARSHIP EXPENSES																								
	GAD Program / Seminar - including food, honoraria for speakers and training materials.	Diplomatic / Consular/ATN	SVP / Shopping													Jan-Dec19	GoP	Php	350,000.00		\$ 7,000.00			
	Team Building Activities - including food, rental of venue, rental of vehicle and honoraria for speakers and training materials.	Diplomatic / Consular/ATN	SVP / Shopping													Jan-Dec19	GoP	Php	455,000.00		9,100.00			
	Other Trainings like Chicago Emergency Response Team (for readiness to calamities) and Language course - including of food, honoraria of trainers/ resource speakers and training materials/kits.	Diplomatic / Consular/ATN	SVP / Shopping													Jan-Dec19	GoP	Php	90,000.00		1,800.00			
TOTALS																		Php	895,000.00		\$ 17,900.00			
REPAIRS AND MAINTENANCE:																								
	Improvement of Consulate's Premises	Diplomatic / Consular/ATN	SVP / Direct Contracting												Mar,Jun, Sep 19	GoP	Php	600,000.00		\$ 12,000.00				
	Repairs of Official Vehicle/s	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	350,000.00		7,000.00				
	Furniture & Fixture, Equipment, ICT Equipment	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	210,000.00		4,200.00				
TOTALS																		Php	1,160,000.00		\$ 23,200.00			
PROFESSIONAL / GENERAL SERVICES:																								
	Janitorial Services	Diplomatic / Consular/ATN	SVP / Direct Contracting												Mar,Jun, Sep 19	GoP	Php	90,000.00		\$ 1,800.00				
	Security Services	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	1,500,000.00		30,000.00				
	Professional fee - Licensed Engineers - installation of CCTV Cameras	Diplomatic / Consular/ATN	SVP / Direct Contracting												Mar-Apr 2019	GoP	Php	150,000.00		3,000.00				
TOTALS																		Php	1,740,000.00		\$ 34,800.00			
INSURANCE EXPENSES:																								
	Building and Contents - Insurance premiums	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	75,000.00		\$ 1,500.00				
	Official Vehicle 1 - Insurance Premium	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	90,000.00		1,800.00				
	Official Vehicle 2 - Insurance Premium	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	90,000.00		1,800.00				
TOTALS																		Php	255,000.00		\$ 5,100.00			

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Code (PAP)	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule for Each Procurement Activity												Estimated Budget (Php / USD)					REMARKS (brief description of Program/Project)				
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf*	Eligibility Check	Sub/Op en of Bids	Bid Evaluations	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover	Source of Funds	Total (In Pesos)	PS (US\$)	MOOE (US\$)	CO (US\$)		Finex US\$			
OTHER MOOE's																									
	Advertising Expenses - Tourism/Trade and Investment Promotions. Pls see Post PPMP for 2019	Diplomatic / Economic/ Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	90,000.00		\$ 1,800.00				
	Transportation and Delivery Expenses - Delivery of promotional materials from DOT & Trade and Investment (DTI) to various States under Post's jurisdictions.	Diplomatic / Economic/ Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	60,000.00		1,200.00				
	Subscription Expense - Direct TV cable station	Diplomatic / Economic/ political/Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	90,000.00		1,800.00				
	Subscription Expenses - Local Newspapers (wallstreet Journal & Chicago Tribune)	Diplomatic / Economic/ political/Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	78,000.00		1,560.00				
TOTALS																		Php	318,000.00	\$ -	\$ 6,360.00	\$ -	\$ -	\$ -	
FINANCIAL EXPENSES																									
	Bank charges / service fees	Diplomatic / Consular/ATN	SVP / Direct Contracting												Jan-Dec19		GoP	Php	600,000.00					12,000.00	
TOTALS																		Php	600,000.00	\$ -	\$ -	\$ -	\$ 12,000.00	\$ -	

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Code (PAP)	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule for Each Procurement Activity												Estimated Budget (Php / USD)					REMARKS <small>(brief description of Program/Project)</small>	
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf*	Eligibility Check	Sub/Opening of Bids	Bid Evaluations	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/Turnover	Source of Funds	Total	(In Pesos)	PS (US\$)	MOOE (US\$)		CO (US\$)
CAPITAL OUTLAYS:																						
	Office Equipment - Metal filing cabinets for secure storage of files/passports/etc..	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	1,000,000.00			\$ 20,000.00	
	Furniture, Fixtures and Book Outlay	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	500,000.00			10,000.00	
	Transportation Equipment (2018 M-Benz Sprinter Passenger Van)	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Mar-19	GoP	Php	3,000,000.00			60,000.00	
	Computers, Mobile scanners, Softwares (Adobe Acrobat, Microsoft Office, Publisher, Photoshop)	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	250,000.00			5,000.00	
	Audio / Video Equipment - including its installation plus powerful wireless microphones - for installation at the social hall of the Consulate	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	250,000.00			5,000.00	
	Electronic Queuing System, including its program - for installation at the consular section (public area) of the Consulate.	Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	1,000,000.00			20,000.00	
	Office Space Extension - Expansion/extension of additional office space for the consular area (Including public waiting area) of the Consulate.	Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	12,000,000.00			240,000.00	
	COAT OF ARMS - For Philippine Honorary Consulate in New Orleans, Louisiana.	Diplomatic / Economic/ political /Consular/ATN	SVP / Direct Contracting												Jan-Dec19	GoP	Php	125,000.00			2,500.00	
TOTALS																	Php	18,125,000.00	\$ -	\$ -	\$ 362,500.00	\$ -
GRAND TOTALS																	Php	126,894,585.50	\$ 1,459,536.64	\$ 703,855.07	\$ 362,500.00	\$ 12,000.00

Prepared by:

CORNELO P. SANTIAGO
Finance Officer

() Approved
() Disapproved

Verified and Found Correct:

Recommending Approval:

GINA A. JAMORALIN
Consul General

Date: _____

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Romulo Victor M. Israel, Jr.
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