

Social Housing Finance Corporation Updated Annual Procurement Plan for FY 2023

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	
1	Travel Expense	CMP; HDH; DOTR; AKPF; GAD	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	18,257,000.00	18,257,000.00	-	LOCAL
2	Capacity Building	CMP; HDH; DOTR; GAD	NO	NP-53.10 Lease of Real Property and	N/A	N/A	As Needed	As Needed	Corporate Budget	62,714,000.00	62,714,000.00	-	To provide trainings, facilitate and develop partnership with LGUs and other stakeholders.
3	Training and Scholarship	CMP; HDH; DOTR; AKPF; GAD	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	17,164,000.00	17,164,000.00	-	To update and keep the participants abreast on the latest policies, procedures and the like.; To equip, enhance the skills and knowledge of the target participants
4	Office Supplies	CMP; HDH; DOTR; MRRRP; AKPF; GAD	NO	Shopping	As Needed	N/A	As Needed	As Needed	Corporate Budget	10,000,000.00	10,000,000.00	-	ordinary and regular office supplies consumed in day-to-day operations that are not available in PS-DBM
5	Office Supplies	CMP; HDH; DOTR; MRRRP; AKPF; GAD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As Needed	As Needed	Corporate Budget	4,682,950.51	4,682,950.51	-	ordinary and regular office supplies consumed in day-to-day operations available in PS
6	IT Supplies	CMP; HDH; DOTR; AKPF; GAD	NO	Shopping	As Needed	N/A	As Needed	As Needed	Corporate Budget	6,000,000.00	6,000,000.00	-	ordinary and regular office supplies consumed in day-to-day operations that are not available in PS-DBM
7	IT Supplies	CMP; HDH; DOTR; AKPF; GAD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As Needed	As Needed	Corporate Budget	755,950.64	755,950.64	-	ordinary and regular office supplies consumed in day-to-day operations available in PS
8	Accountable Forms	CMP	NO	NP-53.5 Agency-to-Agency	N/A	N/A	1st Quarter	1st Quarter	Corporate Budget	635,000.00	635,000.00	-	Includes Official Receipt and Community Mortgage Receipt
9	Gasoline Oil & Lubricants	CMP, DOTR,	NO	Direct Contracting	N/A	N/A	As Needed	As Needed	Corporate Budget	12,143,060.00	12,143,060.00	-	-

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10	Drugs and Medicines Ex	CMP; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	2,329,270.00	2,329,270.00	-	Intended for medical emergency use
11	Other Supplies	CMP; HDH; DOTR; MRRRP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	4,492,932.45	4,492,932.45	-	Consists of Janitorial Supplies, Electrical Supplies, Plumbing Supplies, Other Office Supplies
12	Water Expenses	CMP, AKPF	NO	Direct Contracting	N/A	N/A	As Needed	As Needed	Corporate Budget	2,051,884.77	2,051,884.77	-	-
13	Electrical Expenses	CMP, DOTR,	NO	Direct Contracting	N/A	N/A	As Needed	As Needed	Corporate Budget	12,638,999.54	12,638,999.54	-	-
14	Telephone Expenses	CMP; DOTR; MRRRP;	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	7,220,983.00	7,220,983.00	-	-
15	Internet Expense	CMP; HDH; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	6,384,963.00	6,384,963.00	-	including contract extensions, and contract renewal
16	Advertising Expense	CMP; HDH; AKPF	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	7,950,000.00	7,950,000.00	-	Includes Promotional and Marketing Activities, Materials, Tokens, Tarpaulins, Publications and
17	Advertising Expense	CMP; HDH; AKPF	NO	NP-53.6 Scientific, Scholarly, Art	N/A	N/A	As Needed	As Needed	Corporate Budget	6,950,000.00	6,950,000.00	-	Newspaper publications
18	Printing and Binding E	CMP; HDH; AKPF	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	2,931,400.00	2,931,400.00	-	Official Forms such as but not limited to Lease Purchase Agreement, loan documents, etc.
19	Rental - Office Space	CMP; DOTR; MRRRP; AKPF	NO	NP-53.10 Lease of Real Property an	N/A	N/A	As Needed	As Needed	Corporate Budget	19,782,112.44	19,782,112.44	-	Consists of existing, proposed regional office space, contract extensions, and contract renewal
20	Rental - IT Equipment	CMP; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	2,106,000.00	2,106,000.00	-	Intended for newly hired employees and other related
21	Rental - Warehouse	CMP	NO	NP-53.10 Lease of Real Property an	N/A	N/A	2nd Quarter	2nd Quarter	Corporate Budget	2,622,000.00	2,622,000.00	-	For safekeeping of files
22	Rental - Other Equipme	CMP; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	1,118,000.00	1,118,000.00	-	-
23	Rental - Parking	CMP	NO	NP-53.10 Lease of Real Property an	N/A	N/A	As Needed	As Needed	Corporate Budget	336,000.00	336,000.00	-	-



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					Advertisement /Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
24	Transportation and Delivery Expense	DOTR; AKPF	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	35,006,000.00	35,006,000.00	-	To be used for clearing operations and relocation of project affected persons
25	Subscription Expense	CMP; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	4,524,099.00	4,524,099.00	-	Consists of Zoom, Cable, Gmail Account, Website, Domain Registration, Fortinet Fireall, Newspaper etc. <b>contract extensions, and contract</b>
26	Legal Serivces	CMP	NO	NP-53.7 Highly Technical Consultan	N/A	N/A	As Needed	As Needed	Corporate Budget	1,184,363.28	1,184,363.28	-	-
27	Auditing Services	CMP	NO	NP-53.5 Agency-to-Agency	As Needed	N/A	As Needed	As Needed	Corporate Budget	1,000,000.00	1,000,000.00	-	-
28	Consultancy Services	CMP; DOTR;	NO	Competitive Bidding	2nd Quarter	2nd Quarte	2nd Quarte	2nd Quarte	Corporate Budget	14,915,300.00	14,915,300.00	-	-
29	Consultancy Services	CMP	NO	NP-53.9 - Small Value Procurement	4th Quarter	N/A	4th Quarte	4th Quarte	Corporate Budget	200,000.00	200,000.00	-	2022 Annual Report
30	Consultancy Services	CMP	NO	NP-53.7 Highly Technical Consultan	N/A	N/A	As Needed	As Needed	Corporate Budget	10,832,672.00	10,832,672.00	-	Lobbyist, Securitization
31	General Services	CMP; HDH; DOTR; MRRRP; AKPF	NO	NP-53.5 Agency-to-Agency	N/A	N/A	4th Quarte	4th Quarte	Corporate Budget	372,360,621.71	372,360,621.71	-	To assists and support the plantilla employees to meet SHFC's goal
32	Janitorial Services	CMP; HDH; AKPF	NO	NP-53.5 Agency-to-Agency	N/A	N/A	4th Quarte	4th Quarte	Corporate Budget	6,450,374.69	6,450,374.69	-	To maintain order and clealiness in the workplace
33	Security Services	CMP; HDH; DOTR; AKPF	NO	Competitive Bidding	4th Quarter of 2022	4th Quarter of 2022	1st Quarte	1st Quarte	Corporate Budget	100,903,512.07	100,903,512.07	-	To secure orderliness and safety of employess and the company
34	Other Professional Services (direct hired contractual)	CMP; HDH; DOTR; MRRRP; AKPF	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	61,724,800.00	61,724,800.00	-	Consists of External Appraiser, Geodetic Engineer, securitization professional fees, Customer Satisfaction Survey, and other specialist and the like
35	R&M - Office Building/	CMP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	350,000.00	350,000.00	-	-
36	R&M - Machinery and Equipment	CMP; DOTR;	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	4,369,000.00	4,369,000.00	-	-
37	R&M - Furniture & Fixt	CMP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	195,000.00	195,000.00	-	-

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					Advertisement /Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
38	R&M – Motor Vehicles	CMP; DOTR	NO	NP-53.9 – Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	10,290,564.80	10,290,564.80	-	-
39	Donations	CMP	NO	NP-53.9 – Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	2,500,000.00	2,500,000.00	-	Relief Goods
40	Christmas Celebration	CMP; AKPF	NO	NP-53.9 – Small Value Procurement	4th Quarter	N/A	4th Quarter	4th Quarter	Corporate Budget	3,340,000.00	3,340,000.00	-	To showcase and recognize employees' talent, cooperation and creativity. It covers the venue, meals, admin logistics, prizes/awards, etc.
41	Christmas Corporate Gift	CMP; DOTR;	NO	Competitive Bidding	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	2,302,000.00	2,302,000.00	-	-
42	Corporate Identity Tokens / Corporate Giveaways	CMP; DOTR; AKPF	NO	NP-53.9 – Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	Corporate Budget	2,040,000.00	2,040,000.00	-	-
43	Other Corporate Activities (i.e. teambuilding, planning etc.)	CMP; HDH; DOTR; AKPF; GAD	NO	NP-53.9 – Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	31,945,000.00	31,945,000.00	-	For meetings, planning, awardings and other related purposes
44	Other Corporate Activities (i.e. teambuilding, planning etc.)	CMP; HDH; DOTR; AKPF; GAD	NO	NP-53.9 – Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	3,590,000.00	3,590,000.00	-	Such as but not limited Team Building Activities
45	Cultural & Athletics Activities	CMP; AKPF	NO	NP-53.9 – Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	Corporate Budget	3,650,000.00	3,650,000.00	-	For activities promoting cooperation and unity among employees
46	Other MOOE	CMP, AKPF	NO	NP-53.9 – Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	35,783,591.17	35,783,591.17	-	-
47	Office Equipment	CMP; HDH; DOTR; MRRRP	NO	NP-53.9 – Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	3,492,000.00	-	3,492,000.00	Such as but not limited to Projector, Electric Fan, Megaphone, CCTV, Digital Voice Recorder, Check Writer, Cash Box etc.
48	Office Equipment	CMP; HDH; DOTR; MRRRP	NO	Competitive Bidding	1st Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	1,083,000.00	-	1,083,000.00	Such as but not limited to Filing Cabinets



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49	Office Equipment	CMP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	3,713,390.00	-	3,713,390.00	For Regional offices Such as but not limited to Projector, Electric Fan, Filing Cabinet, Megaphone, CCTV, Digital Voice Recorder, Check Writer, Cash Box etc.
50	Semi-Expendable Office Equipment	CMP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	932,800.00	-	932,800.00	For Head Office and nearby branch offices
51	Semi-Expendable Office Equipment	CMP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	802,256.30	-	802,256.30	For Regional offices
52	Furniture and Fixtures	CMP; HDH; DOTR; MRRRP	NO	NP-53.9 - Small Value Procurement	1st Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	1,498,000.00	-	1,498,000.00	For Head Office and nearby branch offices such as but not limited to Chairs, Executive tables, Conference tables, office greening, etc.
53	Furniture and Fixtures	CMP; HDH; DOTR; MRRRP	NO	NP-53.9 - Small Value Procurement	1st Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	524,500.00	-	524,500.00	For Regional Offices Such as but not limited to Chairs, Executive tables, Conference tables, office greening, etc.
54	Semi-Expendable Furniture and Fixtures	CMP; HDH; DOTR; MRRRP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	4,819,105.10	-	4,819,105.10	For Regional Offices Such as but not limited to Chairs, Tables, Ganchair, Cork Board, Whiteboard, Fire Extinguisher, Flipchart, Sofa, Guards Podium etc.
55	Semi-Expendable Furniture and Fixtures	CMP; HDH; DOTR; MRRRP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	2,318,558.36	-	2,318,558.36	For Regional Offices Such as but not limited to Chairs, Tables, Ganchair, Cork Board, Whiteboard, Fire Extinguisher, Flipchart, Sofa, Guards Podium etc.

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					Advertisement /Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
56	IT Equipment	CMP; HDH; DOTR; MRRRP; AKPF	NO	Competitive Bidding	1st Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	18,975,500.00	-	18,975,500.00	Such as but not limited to Printers, Scanners, Laptops, Desktops etc.
57	IT Equipment	CMP; HDH; DOTR; MRRRP; AKPF	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As Needed	As Needed	Corporate Budget	1,000,000.00	-	1,000,000.00	Such as but not limited to Laptops, Desktops etc.
58	IT Software	CMP; DOTR	NO	Competitive Bidding	1st Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	34,124,000.00	-	34,124,000.00	-
59	IT Software	CMP; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	3,605,038.36	-	3,605,038.36	Subscription of softwares such as but not limited to content creation tools, plotting, etc.
60	Semi-Expendable - IT Equipment & Software	CMP; HDH; DOTR	NO	Shopping	As Needed	N/A	As Needed	As Needed	Corporate Budget	785,797.00	-	785,797.00	Such as but not limited to External Hard Drives 1TB/2TB, etc.
61	Office Improvement	CMP; DOTR;	NO	Competitive Bidding	1st Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	15,982,200.00	-	15,982,200.00	For Head Office and nearby branch offices
62	Office Improvement	CMP; DOTR; MRRRP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	8,868,500.00	-	8,868,500.00	Office Improvement of Various Regional Offices
63	Transportation Equipme	CMP; HDH; DOTR	NO	Competitive Bidding	2nd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	27,900,000.00	-	27,900,000.00	-
64	Other Machinery & Equi	CMP; HDH; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	16,634,792.28	-	16,634,792.28	For Head Office, Regional Offices and nearby branch offices such as but not limited to generators, TV, portable speaker.

Prepared by:

Recommending Approval:

FUNDS AVAILABILITY:

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