



Republic of the Philippines  
OFFICE OF THE PRESIDENT  
**NATIONAL COMMISSION ON MUSLIM FILIPINOS**

---

29 November 2018

**BENJAMIN E. DIOKNO**

Secretary  
Department of Budget and Management  
Boncodin Hall, General Solano St.,  
San Miguel, Manila

Dear Secretary Diokno:

In compliance with the DBM Circular Letter No. 2018-10 dated 08 November 2018, the National Commission on Muslim Filipinos respectfully submits its Annual Procurement Plan (APP) for F.Y. 2019 with its corresponding 2019 Project Procurement Management Plan (PPMPs).

Thank you very much and more power.

Very truly yours,

**ATTY. SAIDAMEN B. PANGARUNGAN**  
Secretary

**NATIONAL COMMISSION ON MUSLIM FILIPINOS**

**Annual Procurement Plan for FY 2019**

Code (PAP)	Procurement Program/Project	PMO/ End-user	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief descpription of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
Travelling Expense									18,657,000			
	Procurement of local tickets	All	A to A (PS-DBM/GFA)	January to December,2019				GOP		4,421,000		HAP, Hajj Biometric Enrolment, Mobile Vaccination, Post-Hajj Evaluation Conference, Seminar on Endowment, Community Organization, IIFC, BMEA Quarterly Monitoring, Strategic Planning, PGS, Annual Performance Audit, PRA, Monitoring and Evaluation of PAPs, PAGBA, Establishment of LAN, 45th National Qur'an Reading Competition, Research Survey on Gender Based Violence (GBV) and Violence Against Women and Children , Inetrnship Program on Mediation, CTM Orientation Seminar, Seminar Workshop on Adminstrative Justice, CLEP, Legal Support for Detainees, Gender Sensitivity Training and Gender Analysis, Conduct of Physical Report of PPE, LACE, RSP for HRMPSB, SWAJ, SPMS, Personnel Audit 2019
3101001000010000/ 000100001000	Foreign Ticket	BPE, OSEC	Ordering Agreement	June to December, 2019				GOP		14,236,000		Hajj Conference in KSA, Hajj Supervisory and Medical Team, IIFC, Signng of Contract w/ Service Providers
ng and Seminar Expense (including meals)									11,996,100			
310100100001000	Training for Hajj Working Team	BPE	Lease of Venue	February, 2019				GOP		156,000		
310100100001000	Post-Hajj Evaluation	BPE	Lease of Venue	September, 2019				GOP		200,000		
320100100001000	Seminar on Endowment	BPE	Lease of Venue	November, 2019				GOP		200,000		
	Strategic Planning/Team Building of Different Bureaus/Offices	ALL	Lease of Venue	February to December, 2019				GOP		729,000		
320200100003000	First-Aid Training	BMS	Lease of Venue	April, 2019				GOP		200,000		
320100100002000	4th Int'l Islamic Finance Conference	BMEA	Public Bidding	April, 2019				GOP		4,287,000		
320100100003000	Halal Awareness Forum	BMEA	Lease of Venue	April, 2019				GOP		20,000		
320100100002000	Livelihood Trainings	BMEA	Lease of Venue	February to October, 2019				GOP		390,000		



Code (PAP)	Procurement Program/Project	PMO/ End-user	Mode of Procurement	Schedule for 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	
320100100002000	Seminars on Islamic Microfinance	BMEA	Lease of Venue	April, 2019				GOP		60,000		
320100100002000	Cooperative Management and Operation Seminar Workshop	BMEA	Lease of Venue	October, 2019				GOP		10,000		
200000100001000	PGS trainings and sessions	PS	Lease of Venue	April to September, 2019				GOP		620,000		
	Performance Review and Assessment	PS	Lease of Venue	November, 2019				GOP		400,000		
310100100002000	45th National Qur'an Reading Competition	BMCA	Lease of Venue	February, 2019				GOP		462,000		
200100004000	Research Survey on Gender Based Violence (GBV) and Violence Against Women and Children	BPCR	Lease of Venue	April, 2019				GOP		72,000		
320200100004000	Internship Program on Mediation	BPCR	Lease of Venue	July, 2019				GOP		300,000		
200000100002000	CTM Orientation Seminar	BER	Lease of Venue	April, 2019				GOP		60,000		
320200100002000	Community Legal Education Program (CLEP)	BLA	Lease of Venue	January to October, 2019				GOP		502,600		
320200100002000	Seminar/Workshop on Administrative Justice	BLA	Lease of Venue	February, 2019				GOP		110,000		
320200100002000	Human Rights and Legal Assistance Forum	BLA	Lease of Venue	August to September, 2019				GOP		143,000		
320200100002000	Shari'ah Education Program	BLA	Lease of Venue	December, 2019				GOP		58,500		
100000100001000	Seminar/Workshop on ORAOHRA	AS	Lease of Venue	January, 2019				GOP		120,000		
100000100001000	Leave Administration Course for Effectiveness (LACE)	AS	Lease of Venue	January, 2019				GOP		180,000		
100000100001000	Recruitment, Selection and Placement (RSP) Training for HRMPBS Members	AS	Lease of Venue	February to March, 2019				GOP		998,000		
100000100001000	Strategic Performance Management System (SPMS)	AS	Lease of Venue	March to April, 2019				GOP		998,000		
100000100001000	NCMF ISO Orientation	AS	Lease of Venue	January to August, 2019				GOP		720,000		4 series of ISO trainings
Supplies and Materials									5,991,000			
	Common-use supplies	Central Office	A to A (PS-DBM)	February to December, 2019				GOP		4,876,000		Supplies available in PS-DBM
		Central Office	Shopping	February to November, 2019				GOP		85,000		Supplies not available in PS-DBM and unprogrammed
310100100003000		Regions	A to A (PS-DBM)	January to December 2019				GOP		1,030,000		Supplies not available in PS-DBM (regions)

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
Utilities									6,036,000			
100000100001000	Drinking/Distilled Water	AS	NP-Small Value Procurement	January to December 2019				GOP		200,000		
100000100001000	Electricity	AS	Direct Contracting					GOP		3,600,000		
310100100003000	Electricity	11 Reg'l Offices	Direct Contracting					GOP		2,236,000		
Communication									17,029,105			
200000100001000	Landline/Internet/Mobile	PS	Public Bidding	January to December 2019				GOP		5,260,105		
00000100002000		BER	Small Value Procurement	January to December 2019				GOP		193,000		
0100100003000		Regions	Small Value Procurement	January to December 2019				GOP		791,000		
310100100001000		BPE	Direct Contracting	January to December 2019				GOP		622,000		
		All Delivery Units	Small Value Procurement	January to December 2019				GOP		10,163,000		
Rents									13,997,000			
100000100001000	Central Office	AS	NP-Lease of Real Property	January, 2019				GOP		12,058,000		
310100100003000	Regional Offices	11 Reg'l Offices	NP-Lease of Real Property	January, 2019				GOP		825,000		
310100100001000	Hajj Awareness Program	BPE	NP-Lease of Real Property	January to March, 2019				GOP		624,000		
310100100002000	16th Series Shari'ah Training Seminar	BMCA	NP-Lease of Real Property	January to September, 2019				GOP		330,000		
0100100002000	45th National Qur'an Reading Competition	BMCA	NP-Lease of Real Property	February, 2019				GOP		160,000		
General Services									8,517,250			
100000100001000	Janitorial Services	AS	Public Bidding	November 10, 2019	December 05, 2019			GOP		2,000,000		Provision of 9 janitorial manpower
100000100001000	Security Services	AS	Public Bidding	November 10, 2019	December 05, 2019			GOP		2,450,000		Provision of 7 security guards - Central Office
	Tarpaulin printings	ALL	Small Value Procurement	January to December 2019				GOP		119,000		Various Trainings and Seminars, HAP, Contract Signing with Service Providers, Strategic Planning and Team Buildings, Launching of Halal Module, PGS, Int'l Family Day, Lailatul Isra wal Miraj, Eid'l Fitr, Eid'l Adha, Amun Jadid, Maulidin Nabi, NCMF Anniversary, 119th Phil. Civil Service Anniversary



Code (PAP)	Procurement Program/Project	PMO/ End-user	Mode of Procurement	Schedule for 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	
	Van/Bus Rentals	ALL	Small Value Procurement	January to December 2019				GOP		440,000		HAP, Training for Hajj Working Team, Strategic Planning and Team Buildings, First-Aid training, IIFC, PGS, Annual Performance Audit, Monitoring & Evaluation of PAPs, 45th National Qur'an Reading Competition
	T-shirt and other printings	ALL	Small Value Procurement	January to December 2019				GOP		408,250		Strategic Planning and Team Buildings, First-Aid Training, PGS, Annual Performance Audit, ManCOM meetings, Int'l Family Day, PRA, Monitoring & Evaluation of PAPs, Independence Day, GAD Workshop, NCMF Anniversary, 119th Philippine Civil Service Anniversary
200000100001000	Consultancy Service	PS	Small Value Procurement	January to December 2019				GOP		100,000		PRA
200000100001000		PS	Direct Contracting	April to September				GOP		450,000		PGS Compliance Stage II
100000100001000		AS	A to A	January, 2019				GOP		1,170,000		(MOA with CSC), HRMPSB Fund, LACE, RSP training for HRMPSB, SWAJ, SMPS
100000100001000		AS	A to A	January to August, 2019				GOP		1,200,000		MOA with DAP
310100100001000		BPE	Small Value Procurement	January, 2019				GOP				
100000100001000	ICT Services	AS	Small Value Procurement	January to December 2019				GOP		180,000		
Fuel, Oil, Lubricants Expense									673,000			
100100002000		BMEA	Small Value Procurement	April, 2019				GOP		15,000		IIFC
100000100001000		AS	Small Value Procurement	January to December, 2019				GOP		546,000		
310100100001000		BPE	Small Value Procurement	January to December, 2019				GOP		112,000		
Repair and Maintenance									908,000			
320100100002000	Furniture and Fixture	BMEA	Small Value Procurement					GOP		56,000		
	Machinery and Equipment	ALL	Small Value Procurement	February to November, 2019				GOP		50,000		
310100100002000	Aircon repair	BMCA	Small Value Procurement	May to September, 2019				GOP		15,000		
200000100001000	Website Maintenance	PS	Small Value Procurement	February, 2019				GOP		387,000		

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000	Office Building	AS	Small Value Procurement	January to October, 2019				GOP		400,000		
Printing and Publication Expense									1,592,000			
310100100001000	2018 Hajj Forms, Guidelines and Vaccination	BPE	Shopping	January to December, 2019				GOP		27,000		
320100100002000	Module Printings	BMEA	Small Value Procurement	February to April, 2019				GOP		130,000		IIFC, Halal Module
310100100002000	Shari'ah Printing/Reproduction	BMCA	Small Value Procurement	September, 2019				GOP		50,000		
100100002000	Printing/reproduction of textbooks for Traditional Madaris	BMCA	Small Value Procurement	March to October, 2019				GOP		720,000		For Grades III and IV
320200100004000	Publication of BPCR Primer	BPCR	Small Value Procurement	February to April, 2019				GOP		300,000		
320200100004000	Research Survey on Gender Based Violence (GBV) and Violence Against Women and Children	BPCR	Shopping	April, 2019				GOP		5,000		
200000100002000	CTM Forms/pamphlets	BER	Small Value Procurement	March to December, 2019				GOP		177,500		
200000100002000	Publication of NCMF Journals	BER	Small Value Procurement	March to December, 2019				GOP		177,500		
310100100002000	Printing/reproduction of Ramadhan Schedule Calendar	BMCA	Shopping	May, 2019				GOP		5,000		
Representation Expense									5,977,450			
	Room accommodations,catering services and meals	ALL	Small Value Procurement	January to December, 2019				GOP		5,977,450		Contract signing w/ Service Providers, Hajj Biometrics and Vaccines, Community Organization, Launching of Halal Module, Updating of Coops thru RTDs, IIFC, Annual Perform. Audit, ManCom, M&E of PAPs, Establishment of LAN, 16th Shari'ah Training, Launching of Madaris Textbooks, 45th NQRC, Moonsighting, Gender Rights in Islam and NAPWPS, Legal Support Activities, GAD Workshops, Mental Health & Psychosocial Training, Nat'l Women's Day, GAD Manual, Reg'l Seminar Orientation on R.A. 9184, NCMF Year-end Party



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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
Subscription									650,000			
200000100001000	Watchguard Firewall Subscription	PS	Small Value Procurement	April, 2019				GOP		500,000		
100000100001000	Newspaper	AS	Small Value Procurement	January to December, 2019				GOP		150,000		
Advertising Expense									751,000			
	Publication of Pres Message, BER, BPE and others	All delivery units	Small Value Procurement	January to December, 2019				GOP		751,000		
Drugs and Medicine Expense									950,000			
100100001000	Medicine and Medical Supplies for 2019 Hajj	BPE	GPPB Reso	June, 2019				GOP		950,000		Must be procured in Saudi Arabia only per advise of the Saudi Government (for health security of the pilgrims) For negotiation with DOH
Office Supplies and Equipment									1,050,300			
310100100001000	Passport reader	BPE	Small Value Procurement	January, 2019				GOP		574,000		
320100100002000/ 100000100001000/ 200000100003000	Steel Cabinet	BMEA, BAC, Office of the Comm	Shopping	February, 2019				GOP		33,000		
200000100001000/ 200000100003000	Office Table	PS, Office of thr Comm	Shopping					GOP		75,000		
200000100001000	Office Chair	PS	Shopping					GOP		40,000		
200000100001000	Step Ladder	PS	Shopping					GOP		10,000		
200000100001000	Whiteboard	PS	Shopping					GOP		6,000		
200000100001000	Laminating Machine	PS	Shopping					GOP		5,000		
200000100001000	Paper Trimmer Cutting Machine	PS	Shopping					GOP		5,000		
200000100001000	Portable Handy Printer	PS	Shopping					GOP		11,000		
200000100001000	Inverter Aircon 2HP	PS	Small Value Procurement					GOP		50,000		
200000100002000	Smart ID card printer	BER	Small Value Procurement	January, 2019				GOP		70,000		
100000100001000/ 200000100002000/ 200000100003000	Airconditioner	BAC, BER, Office of the Comm	Small Value Procurement	January, 2019				GOP		40,000		
100000100001000/ 200000100003000	Junior Executive Chair	BAC, Office of the Comm	Shopping	February, 2019				GOP		19,000		

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO								
100000100001000/ 200000100003000	Juniior Executive Table	BAC, Office of the Comm	Shopping	February to October, 2019				GOP		19,500									
100000100001000/ 200000100003000	Water Dispenser	BAC, Office of the Comm	Shopping	January, 2019				GOP		11,000									
200000100003000	Conference Table	Office of the Comm	Small Value Procurement	October, 2019				GOP		15,000									
200000100003000	Conference Chair	Office of the Comm	Shopping	October, 2019				GOP		15,000									
200000100003000	Desktop	Office of the Comm	Small Value Procurement	October, 2019				GOP		30,000									
200000100003000	Refrigerator	Office of the Comm	Small Value Procurement	October, 2019				GOP		14,800									
200000100003000	Whiteboard	Office of the Comm	Shopping	October, 2019				GOP		7,000									
Capital Outlay									6,000,045										
200000100001000	Patch panels	PS	Public Bidding	April to October, 2019				GOP		110,000		Infrastructure Outlay							
	Network switch							GOP		1,540,000									
	Wire managers							GOP		22,000									
	UTP Cable (box)							GOP		495,000									
	Rj45 Connector							GOP		15,000									
	Patch cord 1m							GOP		47,520									
	Patch cord 3m							GOP		66,000									
	Information outlet							GOP		30,800									
	Faceplate duplex							GOP		9,625									
	Data cabinet							GOP		220,000									
	Uninterruptable power supply (UPS) 1.4VA							GOP		144,100									
	Roughing-ins pipes and fitting							GOP		550,000									
	Labor, Design, Installation, Configuration Engineering and Project Management							GOP		2,750,000									
	Information and Communications Technology Office Supplies and Equipment													171,800					
								UTP Cable Box	PS	Shopping	February to July, 2019				GOP		50,000.0		
	Rj45 Connectors	PS	Shopping	February to July, 2019				GOP		2,500									
	Rj45 Connectors Rubber Boot	PS	Shopping	February to July, 2019				GOP		2,500									
	UTP Patch Cord	PS	Shopping	February to July, 2019				GOP		10,000									



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200000100001000	Power Cord	PS	Shopping	February, 2019				GOP		3,000		
	VGA Cable 1.5 meters	PS	Shopping	February, 2019				GOP		3,000		
	VGA Cable 20meters	PS	Shopping	February, 2019				GOP		3,000		
	HDMI to VGA Adapter	PS	Shopping	February, 2019				GOP		2,000		
	USB-C to HDMI Adapter	PS	Shopping	February, 2019				GOP		3,000		
	Crimping Tool	PS	Shopping	February, 2019				GOP		2,000		
	LAN Cable Tester	PS	Shopping	February, 2019				GOP		2,000		
	Multitester	PS	Shopping	February, 2019				GOP		3,000		
	DVD Rewritable	PS	Shopping	February to July, 2019				GOP		2,500		
	Network and Telephone Line Tracker	PS	Shopping	February, 2019				GOP		2,500		
	Mounting Screw and Cage Nut Set	PS	Shopping	February, 2019				GOP		2,500		
	Cable Duct	PS	Shopping	February, 2019				GOP		10,000		
	Nylon Cable Tie	PS	Shopping	February, 2019				GOP		1,500		
	Piler Set	PS	Shopping	February, 2019				GOP		1,000		
	Screw Driver Set	PS	Shopping	February, 2019				GOP		1,000		
	Heavy Duty Toolbox	PS	Shopping	February, 2019				GOP		1,500		
	Heavy Duty Electrical Extension Cord 4 Gang (3	PS	Shopping	February, 2019				GOP		3,500		
	VGA Wall Plate	PS	Shopping	February, 2019				GOP		10,000		
	Surface box	PS	Shopping	February, 2019				GOP		1,000		
	Keyboard	PS	Shopping	February, 2019				GOP		12,000		
	Screws and nuts	PS	Shopping	February, 2019				GOP		1,000		
	Clean Agent Fire Extinguisher	PS	Shopping	February, 2019				GOP		15,000		
	Mouse Optical	PS	A to A (PS-DBM)	February, 2019				GOP		4,000		
	Epson ink bottle (T6641) Black	PS	A to A (PS-DBM)	February to November, 2019				GOP		6,000		
	Epson ink bottle (T6642) Cyan	PS	A to A (PS-DBM)	February to November, 2019				GOP		3,600		
	Epson ink bottle (T6643) Magenta	PS	A to A (PS-DBM)	February to November, 2019				GOP		3,600		
	Epson ink bottle (T6644) Yellow	PS	A to A (PS-DBM)	February to November, 2019				GOP		3,600		
Information and Communications Technology Equipment									688,500			

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200000100001000	Network switch	PS	Shopping	February, 2019				GOP		50,000		
	Random Access Memory (RAM)	PS	Shopping	February, 2019				GOP		20,000		
	Solid State Drive	PS	Shopping	April, 2019				GOP		50,000		
	Wireless USB Adapter	PS	Shopping	April, 2019				GOP		12,000		
	Wireless Presenter	PS	Shopping	February, 2019				GOP		3,000		
	Card reader	PS	Shopping	February, 2019				GOP		2,000		
	4G LTE WiFi Router	PS	Shopping	February, 2019				GOP		10,000		
	LED Monitor	PS	Shopping	April, 2019				GOP		20,000		
	Patch Panels	PS	Shopping	February, 2019				GOP		30,000		
	Cable Manager	PS	Shopping	February, 2019				GOP		10,000		
	3U Wall Mount Bracket	PS	Shopping	February, 2019				GOP		12,500		
	Rock Mount Kit	PS	Shopping	February, 2019				GOP		20,000		
	Rock Blank Plate	PS	Shopping	February, 2019				GOP		20,000		
	Portable Sound System	PS	Shopping	February, 2019				GOP		15,000		
	Audio Mixer	PS	Shopping	February, 2019				GOP		15,000		
	Wireless Microphone	PS	Shopping	February, 2019				GOP		5,000		
	3-way Speaker with stand (pa	PS	Shopping	February, 2019				GOP		15,000		
	External Hard Drive Disk	PS	A to A (PS-DBM)	April to October, 2019				GOP		150,000		
	Digital Voice Recorder	PS	A to A (PS-DBM)	February, 2019				GOP		14,000		
	Flash Drive	PS	A to A (PS-DBM)	February, 2019				GOP		15,000		
	Uninterruptable Power Supply (UPS) 625VA	PS	Small Value Procurement	April, 2019				GOP		200,000		
Information and Communications Technology Equipment Outlay									30,014,016			
	Desktop Computer		A to A							11,527,152		
	Laptop									3,110,864		
	Projector									40,000		
	Inkjet Printer							GOP		2,499,000		
	Laser Printer							GOP		75,000		
	Computer Server							GOP		350,000		
	Wireless USB Adapter							GOP		205,000		




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200000100001000	Conference Webcam FHD	PS	Public Bidding	April to October, 2019				GOP		225,000								
	Video Conferencing Microphones							GOP		225,000								
	Wireless Access Points							GOP		500,000								
	Wireless Controllers/Routers							GOP		750,000								
	VoIP Phones							GOP		425,000								
	VoIP PBX Appliance							GOP		550,000								
	Scanner w/ feeder							GOP		200,000								
	Uninterruptable Power Supply (UPS) 625VA							GOP		1,176,000								
	Network Attached Storage (NAS)							GOP		160,000								
	CCTV 8 Cameras (set)							GOP		50,000								
	Fingerprint doorlocks w/ installation							GOP		54,000								
	Server airconditioner w/ installation							GOP		140,000								
	Server airconditioner controller w/ installation							GOP		100,000								
	ICT Software							GOP		7,240,000								
	Server Software							GOP		50,000								
	Antivirus							GOP		362,000								
	GRAND TOTAL									131,649,566.00								


Prepared by:

  
**SARIP NORISAMI A. AMPATUAN**  
 BAC Head Secretariat

Recommended by:

  
**DIMAPUNO A. DATU-RAMOS, JR.**  
 Director and BAC Chairman

Approved:

  
**SAIDAMEN B. PANGARUNGAN**  
 Secretary