


**NATIONAL ACADEMY OF SCIENCE AND TECHNOLOGY
ANNUAL PROCUREMENT PLAN FOR FY 2014**


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)	
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover		Total	MOOE	CO		
	Procurement of Office, IT and Other Supplies and Materials	OD/TSD/ FAD	Procurement Services (PS)/ Shopping/ Small-Value Procurement														GAA	1,314,414.00	1,314,414.00		Procurement of various supplies and supplies and materials per PMPPs
	Procurement of utility services (water and electricity)	-do-	Small-Value Procurement														GAA	1,120,000.00	1,120,000.00		Procurement for the supply of water and electricity to the NAST building
	Procurement of communication services (telephone, postage and deliveries, and internet)	-do-	Small-Value Procurement														GAA	395,000.00	395,000.00		Procurement for the provision of telephone lines and internet connections; for mailing and delivery of communications and purchase of cell cards
	Advertisements in newspapers	-do-	Small-Value Procurement														GAA	50,000.00	50,000.00		Publication in leading newspapers of notice of bidding, obituaries and announcement of awards
	Procurement for various repair works	-do-	Bidding or Small-Value Procurement														GAA	1,685,000.00	1,685,000.00		Various repair/renovation works needed for the maintenance of the building (including hiring of design consultant); motor vehicles, office equipment, exhibits and other properties
	Procurement of various professional and general services	-do-	Small-Value Procurement or Direct Contracting														GAA	1,833,000.00	1,833,000.00		Procurement for legal (notary), janitorial, security, carpentry and professional services (clerical, driving, IT, librarian, scanners, photo and video, etc.)
	Consultancy services	-do-	Small-Value Procurement														GAA	30,000.00	30,000.00		Procurement for consultant
	Fidelity bonds & insurance premiums	-do-	Small-value procurement														GAA	281,000.00	281,000.00		Bond premiums of accountable officials and insurance of building and properties
	Travelling/transportation and delivery services	-do-	Small-value procurement														GAA	440,000.00	440,000.00		Plane fare (foreign and local) including accommodations and related expenses
	Procurement for venue and related services for meetings, conferences, etc.	-do-	Small-value procurement/ Negotiated procurement- Lease of prop.														GAA	2,852,000.00	2,852,000.00		Venue including meals, accommodations, and other expenses for meetings, for a, roundtable discussion, workshops, etc.

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)	
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover		Total	MOOE	CO		
	Subscriptions	-do-	Small-value procurement														GAA	22,000.00	22,000.00		Newspaper, magazine and journals subscriptions
	Membership Dues	-do-	Small-value procurement														GAA	50,000.00	50,000.00		Membership to FASAS and AASA
	Printing and Binding Services	-do-	Small-value procurement														GAA	535,000.00	535,000.00		Printing of NAST Annual Reports, NAST Transactions, proceedings of meetings, flyers, letterheads, tarpaulin, etc.
	Rent of equipment, vehicles, venue, etc.	-do-	Small-value procurement														GAA	50,000.00	50,000.00		Rental of equipment, vehicles, venue, etc.
	Necrolofical and funeral services	-do-	Small-value procurement														GAA	350,000.00	350,000.00		Necrological and funeral services for national scientists
	Trophies and plaques	-do-	Small-value procurement														GAA	300,000.00	300,000.00		Design and production of trophies and plaques for winners of different awards
	Procurement of office equipment and furnitures	-do-	Small-value procurement														GAA	250,000.00		250,000.00	Procurement of copier, aircon unit, wireless microphone, delegate's microphone unit
	TOTAL																	11,557,414.00	11,307,414.00	250,000.00	

Prepared and Consolidated by:


CHONA S. SANTOS
 Administrative Officer V
 and Sectariat, NAST BAC

Certified Correct:


GUADA B. RAMOS-DIMAYA
 Information Officer V and
 Chair, NAST BAC

Recommending Approval:


LUNINGNING SAMARITA DOMINGO
 Director IV

Approved:


WILLIAM G. PADOLINA
 President