

Social Housing Finance Corporation 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	72,714,000.00	72,714,000.00	-	To provide trainings, facilitate and develop partnership with LGUs and other stakeholders.
3	Training and Scholarsh	CMP; HDH; DOTR; AKPF; GAD	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	32,164,000.00	32,164,000.00	-	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	3,976,999.87	3,976,999.87	-	ordinary and regular office supplies consumed in day-to-day operations available in PS Virtual Store
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 Virtual Store
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

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					Advertisement /Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
9	Gasoline Oil & Lubricants	CMP, DOTR, AKPF	NO	Direct Contracting	N/A	N/A	As Needed	As Needed	Corporate Budget	22,143,060.00	22,143,060.00	-	-
10	Drugs and Medicines Expense	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	6,504,132.45	6,504,132.45	-	Consists of Janitorial Supplies, Electrical Supplies, Plumbing Supplies, Other Office Supplies and the like
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, AKPF	NO	Direct Contracting	N/A	N/A	As Needed	As Needed	Corporate Budget	12,638,999.54	12,638,999.54	-	-
14	Communication Expense Landline	CMP; DOTR; MRRRP; AKPF	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	411,000.00	411,000.00	-	-
15	Communication Expense Mobile	CMP; HDH; DOTR; AKPF	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	7,833,983.00	7,833,983.00	-	-
16	Internet Expense	CMP; HDH; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	8,384,963.00	8,384,963.00	-	-
17	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 other kinds of advertising.
18	Advertising Expense	CMP; HDH; AKPF	NO	NP-53.6 Scientific, Scholarly, Art	N/A	N/A	As Needed	As Needed	Corporate Budget	2,000,000.00	2,000,000.00	-	Newspaper publications
19	Printing and Binding Expense	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.
20	Rental - Office Space	CMP; DOTR; MRRRP; AKPF	NO	NP-53.10 Lease of Real Property and	N/A	N/A	As Needed	As Needed	Corporate Budget	19,782,112.44	19,782,112.44	-	Consists of existing and proposed regional office space
21	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 purposes
22	Rental - Warehouse	CMP	NO	NP-53.10 Lease of Real Property and	N/A	N/A	2nd Quarter	2nd Quarter	Corporate Budget	2,622,000.00	2,622,000.00	-	For safekeeping of files
23	Rental - Other Equipment	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	-	-
24	Rental - Parking	CMP	NO	NP-53.10 Lease of Real Property and	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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
25	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
26	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 Firewall, Newspaper etc.
27	Legal Services	CMP	NO	NP-53.7 Highly Technical Consultant	N/A	N/A	As Needed	As Needed	Corporate Budget	1,184,363.28	1,184,363.28	-	-
28	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	-	-
29	Consultancy Services	CMP; DOTR; AKPF	NO	Competitive Bidding	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	9,824,000.00	9,824,000.00	-	-
30	Consultancy Services	CMP	NO	NP-53.9 - Small Value Procurement	4th Quarter	N/A	4th Quarter	4th Quarter	Corporate Budget	200,000.00	200,000.00	-	2022 Annual Report
31	Consultancy Services	CMP	NO	NP-53.7 Highly Technical Consultant	N/A	N/A	As Needed	As Needed	Corporate Budget	3,670,000.00	3,670,000.00	-	Lobbyist, Securitization
32	General Services	CMP; HDH; DOTR; MRRRP; AKPF	NO	NP-53.5 Agency-to-Agency	N/A	N/A	4th Quarter	4th Quarter	Corporate Budget	376,344,533.56	#####	-	To assists and support the plantilla employees to meet SHFC's goal
33	Janitorial Services	CMP; HDH; AKPF	NO	NP-53.5 Agency-to-Agency	N/A	N/A	4th Quarter	4th Quarter	Corporate Budget	6,450,374.69	6,450,374.69	-	To maintain order and cleanliness in the workplace
34	Security Services	CMP; HDH; DOTR; AKPF	NO	Competitive Bidding	4th Quarter of 2022	4th Quarter of 2022	1st Quarter	1st Quarter	Corporate Budget	51,255,336.07	51,255,336.07	-	To secure orderliness and safety of employees and the company
35	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
36	R&M - Office Building/Improvements	CMP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	350,000.00	350,000.00	-	-
37	R&M - Office Equipment	CMP; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	866,000.00	866,000.00	-	-
38	R&M - Furniture & Fixtures	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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
39	R&M - IT Equipment & S	CMP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	3,253,000.00	3,253,000.00	-	-
40	R&M - Communication Equ	CMP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	100,000.00	100,000.00	-	-
41	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	-	-
42	R&M - Other Equipment	CMP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	150,000.00	150,000.00	-	-
43	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
44	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.
45	Christmas Corporate Gi	CMP; DOTR; AKPF	NO	Competitive Bidding	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	2,302,000.00	2,302,000.00	-	-
46	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	-	-
47	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
48	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
49	Cultural & Athletics A	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
50	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.
51	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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					Advertisement /Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
52	Office Equipment	CMP	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	4,083,390.00	-	4,083,390.00	For Regional offices Such as but not limited to Projector, Electric Fan, Filing Cabinet, Megaphone, CCTV, Digital Voice Recorder, Check Writer, Cash Box etc.
53	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
54	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
55	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.
56	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.
57	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	4,869,105.10	-	4,869,105.10	For Regional Offices Such as but not limited to Chairs, Tables, Ganchair, Cork Board, Whiteboard, Fire Extinguisher, Flipchart, Sofa, Guards Podium etc.
58	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	2,368,558.36	-	2,368,558.36	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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
59	IT Equipment	CMP; HDH; DOTR; MRRRP; AKPF	NO	Competitive Bidding	1st Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	8,768,163.50	-	8,768,163.50	Such as but not limited to Printers, Scanners, Laptops, Desktops etc.
60	IT Equipment	CMP; HDH; DOTR; MRRRP; AKPF	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As Needed	As Needed	Corporate Budget	5,500,000.00	-	5,500,000.00	Such as but not limited to Laptops, Desktops etc.
61	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	-
62	IT Software	CMP	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As Needed	As Needed	Corporate Budget	4,508,000.00	-	4,508,000.00	Office Productivity Tool
63	IT Software	CMP; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	3,811,000.00	-	3,811,000.00	Subscription of softwares such as but not limited to content creation tools, plotting, etc.
64	Semi-Expendable - IT Equipment & Software	CMP; HDH; DOTR	NO	Shopping	As Needed	N/A	As Needed	As Needed	Corporate Budget	565,797.00	-	565,797.00	Such as but not limited to External Hard Drives 1TB/2TB, etc. for Head Offices
65	Semi-Expendable - IT Equipment & Software	CMP; HDH; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	205,000.00	-	205,000.00	Such as but not limited to UPS, Router, AVR, Camera, Tablet, etc. for Head Offices
66	Semi-Expendable - IT Equipment & Software	CMP; HDH; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	934,579.64	-	934,579.64	Such as but not limited to UPS, Router, AVR, Camera for Regional Offices
67	Semi-Expendable - IT Equipment & Software	CMP; HDH; DOTR	NO	Shopping	As Needed	N/A	As Needed	As Needed	Corporate Budget	353,795.22	-	353,795.22	External Hard Disks 1TB, 2TB, Printers, etc. for the Regional Offices
68	Office Improvement	CMP; DOTR; MRRRP	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
69	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
70	Transportation Equipment	CMP; HDH; DOTR	NO	Competitive Bidding	2nd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	27,900,000.00	-	27,900,000.00	-

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					Advertisement /Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
71	Other Machinery	CMP; HDH; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	7,613,331.00	-	7,613,331.00	For Head Office, Regional Offices and nearby branch offices such as but not limited to generators, TV, portable speaker, etc.
72	Semi-expendable - other machineries	CMP; HDH; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	1,034,006.00	-	1,034,006.00	For Head Office and nearby branch offices
73	Semi-expendable - other machineries	CMP; HDH; DOTR	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	487,455.28	-	487,455.28	For Regional Offices
74	Other MOOE	CMP, AKPF	NO	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	5,950,000.00	5,950,000.00	-	-


Prepared by:


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