

FY 2023 ANNUAL PROCUREMENT PLAN (APP)

(Changes within the 2nd Semester)

Name of Agency: **PRESIDENTIAL LEGISLATIVE LIAISON OFFICE (PLLO)**

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Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Program/Project)
				Ads/Post of IB/RFI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
Travelling Expenses												
5-02-01-01-0-00	Local Travel	PLLO - OSEC, HRep, Senate and AF	N/A					GoP		79,418.16		Seminars and Information dissemination Public Hearings re: Legislative Concerns Presidential Provincial Visits Special instruction of the President
5-02-01-02-0-00	Foreign Travel		N/A							830,620.97		Secondary Party re Presidential Trips Invitation to attend International Events Special instruction of the President
	Sub - Total								910,039.13	910,039.13		
Training Expenses												
		PLLO - OSEC, HRep, Senate and AF	N/A					GoP	4,787,783.52	4,787,783.52		Conduct/ Participation of personnel in Teambuilding, Strategic Planning, Quarterly Planning, and Mid-year/Year End Performance Assessments which include costs for the venue, food, mobility, etc.; Participation/attendance of personnel to training and schooling for the development, use, and maintenance of the information and communications technology system; Participation/attendance of personnel to training and seminars/workshops which includes registration fees, cost of seminar /training kits, transportation, meeting, etc.; GAD, Senior Citizens, and PWD and Youth activities.
Supplies and Materials Expenses												
5-02-03-01-0-00	Office Supplies	PLLO - OSEC, HRep, Senate and AFMD	NP-53.5-Agency-to-Agency							673,799.40		Office supplies of the agency.
5-02-03-09-0-00	Fuel, Oil & Lubricants		N/A							1,721,531.58		Supply of fuel, oil, and lubricants of PLLO vehicles.
5-02-03-99-0-00	Other Supplies and Materials		Shopping / NP-53.9-Small Value Procurement							1,581,620.66		To cover other supplies and materials of the agency.
5-02-03-21-0-02	Semi-Expendable Machinery & Equipment Expenses-Office Equipment		*							373,166.00		
5-02-03-21-0-03	Semi-Expendable Machinery & Equipment Expenses-ICT		*							13,035.00		
5-02-03-22-0-01	Semi-Expendable Machinery & Equipment Expenses-Furniture & Fixtures		*							742,725.00		
	Sub - Total								5,105,877.64	5,105,877.64		
Utility Expenses												
5-02-04-01-0-00	Water Expenses	PLLO - HREP extension Office	N/A					GoP		5,751.42		Utility expenses of PLLO - Malacañang Extension office
5-02-04-02-0-00	Electricity Expenses									676,012.89		*
	Sub - Total								681,764.31	681,764.31		
Communication Expenses												
5-02-05-01-0-00	Postage and Courier	PLLO - OSEC, HRep, Senate and AFMD	N/A					GoP		631.00		For postage and courier services

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5-02-05-02-0-01	Telephone Expenses - Mobile		N/A						666,418.38			To cover communication expenses of PLLO Officials & authorized staff in the delivery / transmission of official messages; cost of internet, eLLS, and cable services
5-02-05-02-0-02	Telephone Expenses - Landline		N/A						94,609.90			
5-02-05-03-0-00	Internet Subscription		N/A						493,729.24			
5-02-05-04-0-00	Cable, Satellite, Telegraph and Radio		N/A						33,623.04			
	Sub - Total								1,289,011.56	1,289,011.56		
	Professional Services	PLLO - OSEC, HRep, Senate and AFMD						GoP				To reinforce manpower requirement of the PLLO to deliver its mandate in shepherding Presidential Legislative Agenda (PLAs)
5-02-11-01-0-00	Legal Services		N/A						16,840.00			
5-02-11-03-0-00	Consultancy Services		N/A						3,194,891.30			
5-02-11-99-0-00	Other Professional Services		N/A						7,875,388.90			
	Sub - Total								11,087,120.20	11,087,120.20		
5-02-12-99-0-00	Other General Services	PLLO - OSEC, HRep, Senate and AFMD	N/A					GoP	637,872.67	637,872.67		To cover payment of other general services contracted by the agency.
	Repairs and Maintenance Expenses	PLLO - OSEC, HRep, Senate and AFMD						GoP				Repair and maintenance of office equipment Repair and maintenance of communication equipment Preventive maintenance of motor vehicles Repair and maintenance of furniture & fixtures
5-02-13-05-0-02	Repairs and Maintenance - Office Equipment		Shopping / NP-53.9-Small Value Procurement						6,800.00			
5-02-13-05-0-07	Repairs and Maintenance - Communication Equipment		"						500.00			
5-02-13-06-0-01	Repairs and Maintenance - Motor Vehicles		"						691,087.80			
5-02-13-07-0-00	Repairs and Maintenance - Furniture & Fixtures		"						10,000.00			
	Sub - Total								708,387.80	708,387.80		
	Extraordinary & Miscellaneous Expenses	PLLO - OSEC, HRep, Senate and AFMD	N/A					GoP	1,445,100.00	1,445,100.00		To cover incidental expenses to the performance of official functions
	Taxes, Insurance Premiums and Other Fees	PLLO - OSEC, HRep, Senate and AFMD						GoP				Vehicle registration Premiums of bonded officials Insurance of PLLO Equipments
5-02-15-01-0-01	Taxes, Duties and Licenses		NP-53.5-Agency-to-Agency						25,092.30			
5-02-15-05-0-00	Fidelity Bond Premiums		"						301,059.00			
5-02-15-03-0-00	Insurance Expenses		"						217,235.21			
	Sub - Total								543,386.51	543,386.51		
5-02-99-02-2-00	Other MOOE Bank Transaction Fee	PLLO - OSEC, HRep, Senate and AFMD						GoP		1,600.00		To reinforce their expanding operational requirements of the PLLO in shepherding the president's Legislative Agenda (PLA) and Policy Reform Agenda of the President in congress, and with the other stakeholders; and for the conduct of strategic activities for the Legislative Liaison System (LLS) and Priority Policy Reform of the President.
5-02-99-03-0-00	Representation Expenses		N/A						11,866,725.60			

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5-02-99-04-0-00	Transportation and Delivery Expenses									30,686.00		Trucking /hauling services
5-02-99-05-0-04	Rent Expenses - Equipment		NP-53.9-Small Value Procurement							238,780.00		Rental of photocopying machines
5-02-99-05-0-01	Rent Expenses - Building & Structures		NP-53.10-Lease of Real Property							5,628,013.83		Rental of office space (PLLO-Mal. extension office) and space for storage to decongest office space
5-02-99-07-0-01	ICT Subscription Expenses		NP-53.9-Small Value Procurement							272,582.88		MS Office 365 subscription of PLLO employees
5-02-99-07-0-99	Other Subscription Expenses		N/A							22,630.87		Zoom meeting and hostgator web hosting
5-02-99-99-0-99	Other MOOE		N/A							374,556.15		Temporary Account for PCF, Sportsfest, Other General Services not covered by contract
	Sub - Total									18,435,575.33	18,435,575.33	
	TOTAL MOOE									45,631,918.67	45,631,918.67	
	GRAND TOTAL									45,631,918.67	45,631,918.67	None

Prepared by:


ROSALIE T. MORALES
EA III/ Acting Procurement Officer


Funds Available:


FRANCES IRENE A. SAGUGUIT
AO V / Budget Officer III

Recommending Approval:


ASEC. ROSE VIRGINIE B. IÑIGO
BAC Chairperson

Approved by:


SEC. MARK LANDRO L. MENDOZA
Presidential Adviser on Legislative Affairs
and Head, PLLO