



SECURITIES AND EXCHANGE COMMISSION
Secretariat Building, PICC Complex, Pasay City
ANNUAL PROCUREMENT PLAN FOR 2019

CODE	Program/Activity/Project	PMO/End-user	Mode of Procurement	Schedule of Each Procurement Activity				Funding Source	Estimated Budget (PHP)			Remarks	
				Ads/Post of ITB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
I. COMPETITIVE BIDDING													
A.	GOODS:												
100010000	1	Service Contract Agreement for the Janitorial and Utility Manpower Services for SEC Head Office and Extension Offices	HRAD	PB	3rd Quarter of 2019				GoP	11,700,900.96	11,700,900.96		
100010000	2	Service Contract Agreement for the Security Services for SEC Head Office and Extension Offices	HRAD	PB	3rd Quarter of 2019				GoP	16,177,627.92	16,177,627.92		
100010000	3	Lease Contract Agreement for 31 units of Copier Machine, for Head Office and all Extension Offices	HRAD	PB	3rd Quarter of 2019				GoP	2,943,499.00	2,943,499.00		
100010000	4	Procurement of Fleet Card Service Provider for SEC Motor Vehicle for a period of one (1) year	HRAD	PB	3rd Quarter of 2019				GoP	2,800,000.00	2,800,000.00		
100010000	5	Subscription to Mobile Phone Lines	HRAD	PB	3rd Quarter of 2019				GoP	1,500,000.00	1,500,000.00		
B.	IT GOODS												
200010000	1	Contract for Hosting/Co-Location Facility of SEC	ICTD	PB	4th Quarter of 2018				GoP	10,000,000.00	10,000,000.00		
100010000	2	Subscription to Multi-Protocol Label Switching (MPLS)	ICTD	PB	3rd Quarter of 2019				GoP	8,000,000.00	8,000,000.00		
301010001	3	Rental of 2 units of Microfilm Reader Printer Machine without operator	ICTD	PB	3rd Quarter of 2019				GoP	1,500,000.00	1,500,000.00		
301010001	4	Rental of High Speed Printer	ICTD	PB	3rd Quarter of 2019				GoP	3,500,000.00	3,500,000.00		
200010000	5	Service Maintenance Agreement for Storage of Microfilm Rolls	ICTD	PB	3rd Quarter of 2019				GoP	1,200,000.00	1,200,000.00		
301010001	6	Supply of services for Document Conversion to Digital Format of Audited Financial Statement and General Information Sheet	ICTD	PB	4th Quarter of 2018				GoP	4,000,000.00	4,000,000.00		
100010001	7	Supply of services for the Annual Maintenance of CRS Servers and its Related Equipment	ICTD	PB	3rd Quarter of 2019				GoP	1,905,984.00	1,905,984.00		
II. ALTERNATIVE METHODS OF PROCUREMENT													
C.	CONSULTING SERVICES												
100010000	1	Engagement of Consulting Services to provide Technical Assistance on the formulation of the SEC Strategic Plan	ERTD	NP-A to A	3rd Quarter of 2019				SRC	4,500,000.00	4,500,000.00		
D.	PROFESSIONAL SERVICES												
100010000	1	Technical Support and Services-SOLARIS Operating System (Reconfiguration, Testing and Commissioning)	ICTD	NP-HTC	3rd Quarter of 2019				SRC	90,000.00	90,000.00		
E.	RENT/LEASE/SERVICES												
100010000	1	Lease of Office Space for SEC Head Office	HRAD	NP-LRP	3rd Quarter of 2019				GoP	49,951,195.56	49,951,195.56		
302010001	2	Lease of Office Space for Legaspi Extension Office	HRAD	NP-LRP	3rd Quarter of 2019				GoP	156,000.00	156,000.00		
302010001	3	Lease of Office Space for Baguio Extension Office	HRAD	NP-LRP	3rd Quarter of 2019				GoP	2,737,600.00	2,737,600.00		
302010001	4	Lease of Office Space for Zamboanga Extension Office	HRAD	NP-LRP	3rd Quarter of 2019				GoP	304,920.00	304,920.00		
302010001	5	Lease of Office Space for Bacolod Extension Office	HRAD	NP-LRP	3rd Quarter of 2019				GoP	960,000.00	960,000.00		
302010001	6	Lease of Office Space for Davao Extension Office	HRAD	NP-LRP	3rd Quarter of 2019				GoP	4,181,198.76	4,181,198.76		
100010000	7	Lease of Offsite Warehouse	CRMD	NP-LRP	3rd Quarter of 2019				GoP	6,766,905.60	6,766,905.60		
301010001	8	Rental of 1 unit of Microfilm Reader Printer Machine with full time operator	ICTD	NP-SVP	3rd Quarter of 2019				GoP	800,000.00	800,000.00		
100010000	9	Supply and delivery of drinking water of SEC employees for Head Office	HRAD	NP-SVP	3rd Quarter of 2019				GoP	300,000.00	300,000.00		
100010000	10	Supply of goods for Pest Control Services for the SEC Office Space in PICC for a period of 1 Year	HRAD	NP-SVP	3rd Quarter of 2019				GoP	250,000.00	250,000.00		

F. REPAIR/PREVENTIVE MAINTENANCE										
100010000	1	a. Repairs/Maintenance Office/IT Equipment, Furniture and Fixtures	HRAD	NP-SVP	as the need arises	GoP	640,000.00	640,000.00		
200010000	2	b. Repairs and Maintenance of Rapid Print Tym-n-Dater	HRAD	DC	as the need arises	GoP	50,000.00	50,000.00		
100010000	3	c. Repairs and Maintenance of Tricom Validating Machine	FMD	DC	as the need arises	GoP	10,000.00	10,000.00		
100010000	4	d. Repair and Maintenance of Epson POS Printer	FMD	DC	as the need arises	GoP	10,000.00	10,000.00		
100010000	5	Repairs and Maintenance for Office Service Vehicles	HRAD	DC	as the need arises	GoP	1,500,000.00	1,500,000.00		
100010000	6	Maintenance of 20kva Gamatronic UPS	ICTD	NP-SVP	as the need arises	GoP	440,000.00	440,000.00		
30200002	7	Maintenance of Computer-Assisted AFS Review	ICTD	NP-SVP	as the need arises	GoP	980,000.00	980,000.00		
301010001	8	Maintenance of SEC Surveillance System (Total Market Surveillance System)	EIPD	DC	as the need arises	GoP	5,000,000.00	5,000,000.00		
200010000	9	Maintenance of Microfilm Scanner Machines, Microfilm Printer Machine	ICTD	DC	as the need arises	GoP	2,000,000.00	2,000,000.00		
200010000	10	Preventive Maintenance for Digital Mailing Machines	ICTD	DC	as the need arises	GoP	30,000.00	30,000.00		
302010003	11	Maintenance of HP Servers, Switches, Desktops, and Printer for the Total Market Surveillance System	ICTD	NP-SVP	as the need arises	GoP	750,000.00	750,000.00		
G. SUPPLIES AND MATERIALS										
100010000	1	Common-Use Office Supplies/Equipment Available at the Procurement Service - DBM	HRAD	NP-A to A	as the need arises	GoP	8,991,860.84	8,991,860.84		list of items are included in APP-CSE 2019
100010000	2	Various Supplies and Materials Not Available at DBM Procurement Service	HRAD	NP-SVP, DC, Shopping, A to A	as the need arises	GoP	4,262,280.00	4,262,280.00		
302010001	3	Office Supplies and Materials Used in the Operation by the Extension Office	BEO	NP-SVP, DC, Shopping	as the need arises	GoP	282,000.00	282,000.00		
302010001	4	Office Supplies and Materials Used in the Operation by the Extension Office	CDOEO	NP-SVP, DC, Shopping	as the need arises	GoP	420,000.00	420,000.00		
302010001	5	Office Supplies and Materials Used in the Operation by the Extension Office	CEO	NP-SVP, DC, Shopping	as the need arises	GoP	562,000.00	562,000.00		
302010001	6	Office Supplies and Materials Used in the Operation by the Extension Office	DEO	NP-SVP, DC, Shopping	as the need arises	GoP	410,300.00	410,300.00		
302010001	7	Office Supplies and Materials Used in the Operation by the Extension Office	IEO	NP-SVP, DC, Shopping	as the need arises	GoP	491,600.00	491,600.00		
302010001	8	Office Supplies and Materials Used in the Operation by the Extension Office	LEO	NP-SVP, DC, Shopping	as the need arises	GoP	107,000.00	107,000.00		
302010001	9	Office Supplies and Materials Used in the Operation by the Extension Office	ZEO	NP-SVP, DC, Shopping	as the need arises	GoP	357,000.00	357,000.00		
302010001	10	Office Supplies and Materials Used in the Operation by the Extension Office	TEO	NP-SVP, DC, Shopping	as the need arises	GoP	280,000.00	280,000.00		
H. SUBSCRIPTION SERVICES										
100010000	1	Subscription to Magazines and Newspapers	HRAD	non-bac	3rd Quarter of 2019	GoP	310,398.00	310,398.00		
200010000	2	Subscription to Anti-Virus	ICTD	NP-SVP	3rd Quarter of 2019	GoP	550,000.00	550,000.00		
301010001	3	Subscription to Digital Certificates	ICTD	NP-SVP	3rd Quarter of 2019	GoP	70,000.00	70,000.00		
301010001	4	Subscription to Fortinet Firewall (FG500d) for Head Office and SEC Co-location (FG501E) with FortiAnalyzer	ICTD	NP-SVP	3rd Quarter of 2019	GoP	950,000.00	950,000.00		
302010003	5	Subscription to Technistock Financial Terminal	EIPD	DC	3rd Quarter of 2019	GoP	467,040.00	467,040.00		
III. OTHERS										
I. UTILITIES										
100010000	1	Water Supply	HRAD	non-bac	n/a	GoP	500,000.00	500,000.00		
100010000	2	Electric/Power Consumption	HRAD	non-bac	n/a	GoP	29,382,000.00	29,382,000.00		
J. COMMUNICATIONS										
100010000	1	Landline (direct and local lines)	HRAD	non-bac	n/a	GoP	6,700,000.00	6,700,000.00		
K. POSTAGE AND COURIER SERVICES										

	100010000	1	Courier	HRAD	NP-SVP	3rd Quarter of 2019	GoP	1,000,000.00	1,000,000.00		
	100010000	2	Postage Service	HRAD	NP A to A	3rd Quarter of 2019	GoP	1,500,000.00	1,500,000.00		
L.	TAXES, INSURANCE PREMIUMS AND OTHER FEES										
	100010000	1	Fidelity Bond Premiums - Main, BEO, TEO, CEO & IEO	HRAD	non-bac	n/a	GoP	1,250,000.00	1,250,000.00		
	100010000	2	Vehicle Registration	HRAD	non-bac	n/a	GoP	145,000.00	145,000.00		
	100010000	3	Vehicle Insurance Premiums	HRAD	non-bac	n/a	GoP	250,000.00	250,000.00		
M.	ADVERTISING EXPENSES										
	100010000	1	Publication of ITB, Memorandum Circular, and Other Insurance	HRAD	non-bac	n/a	GoP	3,500,000.00	3,500,000.00		
TOTAL								210,374,310.64	210,374,310.64		

Submitted by:


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 For the Bids and Awards Committee:


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 Chairman, Bids and Awards Committee

Approved By:


EMILIO E. AQUINO
 Chairperson

Acronyms:

PB: Public Bidding
DC: Direct Contracting
S: Shopping

NP-LRP: Negotiated Procurement-Lease of Real Property
NP-SVP: Negotiated Procurement-Small Value Procurement
NP-A to A: Negotiated Procurement-Agency to Agency