

**National Electrification Administration
Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
751	Travelling Expenses	NEA	NO	NP-53.5 Agency-to-Agency	Jan-Dec	N/A	Jan-Dec	Jan-Dec	Corporate Budget	6,500,000	6,500,000		Transportation expenses of NEA employees/officials, outsourced and COA personnel in the conduct of technical, legal and financial inspection, audit and assistance to electric cooperatives in pursuit of total electrification program
778	Training												
	Handouts / Materials	NETI	NO	Shopping	Jan-Oct	N/A	Jan-Nov	Jan-Nov	Corporate Budget	2,000,000	2,000,000		Training/seminar/conference supplies and materials, handouts & kits
766	Supplies and Materials												
	Office Supplies and Materials	HRAD	NO	Shopping	Jan-Nov	N/A	Jan-Nov	Jan-Nov	Corporate Budget	3,497,000	3,497,000		Office supplies & materials including semi-expendable assets and emergency / unprogrammed supplies, materials and equipment, and provision for price increase
	Office Supplies and Materials		NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-Nov	Jan-Nov	Corporate Budget	2,000,000	2,000,000		Procurement of supplies/materials from PS-DBM
	Drug and Medicine	HRAD	NO	NP-53.9 - Small Value Procurement	Jan-Nov	N/A	Jan-Nov	Jan-Nov	Corporate Budget	300,000	300,000		Medicine supplies, medical equipment, drug test and other medical related expenses
	Other Supplies Expenses	HRAD	NO	NP-53.9 - Small Value Procurement	Jan-Nov	N/A	Jan-Nov	Jan-Nov	Corporate Budget	400,000	400,000		Building materials (carpentry, electrical, etc.) and expenses for drinking water
761	Gasoline, Oil and Lubricants	NEA	YES	Competitive Bidding	Nov. 25, 2020	Dec. 9, 2020	Jan 12, 2021	Jan. 25, 2021	Corporate Budget	1,723,000	1,723,000		Provision for FY2021 gasoline expenses
766	Water	NEA	NO		Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Corporate Budget	2,500,000	2,500,000		One year water consumption (Appendix 21 of IRR of RA9184)
767	Illumination and Power	NEA	NO		Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Corporate Budget	11,500,000	11,500,000		One year expenses for electricity consumption and the like (Appendix 21 of IRR of RA9184)
772	Communication Services												
	Postage	ITCSD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	Corporate Budget	792,000	792,000		One year postage expenses
	Telephone, PABX	ITCSD	NO		Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Corporate Budget	2,500,000	2,500,000		One year expenses (Appendix 21 of IRR of RA9184)
	Cell Phones	NEA	NO		Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Corporate Budget	1,601,000	1,601,000		One year expenses for mobile subscription (Appendix 21 of IRR of RA9184)
	Internet Service	ITCSD	NO		Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Corporate Budget	2,000,000	2,000,000		Renewal of Contract for Dedicated internet management access (bandwidth) subscription, hosting services/DSL/Sky Cable rental subscription (Appendix 21 of IRR of RA9184)
884	Miscellaneous Expense												
	Sports & Cultural Activities												
	NEA week and other cultural & social activities	HRM/NEA	NO	NP-53.9 - Small Value Procurement	July 2021	N/A	July 2021	July 2021	Corporate Budget	700,000	700,000		Includes all expenses, such as food, supplies, t-shirts, tokens, and other cultural & social expenses in the celebration of NEA anniversary
	Christmas Party	HRM/NEA	NO	NP-53.9 - Small Value Procurement	Dec 2021	N/A	Dec 2021	Dec 2021	Corporate Budget	880,000	880,000		Food, groceries and other related expenses for all NEA employee and non-NEA personnel
	Sports & Athletic Activities/Boot Camp	HRM/NEA	NO	NP-53.9 - Small Value Procurement	Mar-Oct	N/A	Mar-Nov	Mar-Nov	Corporate Budget	53,000	53,000		Needed supplies, materials and other related expenses for sports and athletic activities
	Information Campaign	CCSMO	NO	NP-53.9 - Small Value Procurement	Jan-Nov	N/A	Jan-Nov	Jan-Nov	Corporate Budget	300,000	300,000		Press Conference /Press Briefing on the: National EA-EC conference & Recognition, NEA anniversary and National Electrification Awareness Month, National Energy Consciousness Month, Monthly Press Conference/Briefing, NEA Light & Sounds activities and supplies/miscellaneous expenses


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Professional Services													
	Auditing Services	NEA/COA	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	Corporate Budget	17,534,000	17,534,000	Provision for audit service expenses including provision for office supplies, materials & desktop computer expenses	
Consultancy Services													
	Technical Consultants	NEA	NO	NP-53.9 - Small Value Procurement	Jan-Nov	N/A	Jan-Nov	Jan-Nov	Corporate Budget	4,540,000	4,540,000	Procurement of consultancy contract for individual consultant which is legally, technically and financially capable to undertake and fulfill the consultancy work for media, operations, technical, auditing, administrative & those that are primary confidential or policy determining	
	Restructuring / Competency Consultants	NEA	NO	NP-53.9 - Small Value Procurement	Jan-Nov	N/A	Jan-Nov	Jan-Nov	Corporate Budget	1,440,000	1,440,000		
	Gender and Development	NEA	NO	NP-53.9 - Small Value Procurement	Jan-Nov	N/A	Jan-Nov	Jan-Nov	Corporate Budget	360,000	360,000		
	Establishment and Alternative Dispute Resolution (ADR)	NEA	NO	NP-53.9 - Small Value Procurement	Jan-Nov	N/A	Jan-Nov	Jan-Nov	Corporate Budget	60,000	60,000		
	Customer Satisfaction Survey	CCSMO	NO	NP-53.9 - Small Value Procurement	Jan-Nov	N/A	Jan-Nov	Jan-Nov	Corporate Budget	300,000	300,000		
	ISO Audit	CPO			Aug. 21, 2020	N/A	Oct. 12, 2020	Nov. 6, 2020	Corporate Budget	300,000	300,000	Represents budget for FY 2021 for a 3-year contract project. Procurement conducted in FY 2020. Contract Sched: Nov. 2020 - October 2023	
	Janitorial Services	NEA	NO						Corporate Budget	7,920,000	7,920,000	3-year contract. (Jan 1, 2020- December 31, 2022). Bidding conducted in FY2019 under EPA	
	Manpower Services	NEA	YES	Competitive Bidding	Nov. 25, 2020	Dec. 9, 2020	Jan. 21, 2021	Jan. 26, 2021	Corporate Budget	12,050,000	12,050,000	Provision for manpower services expenses for FY2021. Bidding conducted in FY2020 under EPA	
	Security Services	NEA	NO						Corporate Budget	6,220,000	6,220,000	3-year contract (March 1, 2020 - February 28, 2023). Bidding conducted in FY2019 under EPA	
	Other Professional Services	ITCSD			Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Corporate Budget	10,000,000	10,000,000	Represents budget for FY 2021 for the bidding conducted in 2019 / 2020 under EPA. For Operations and Maintenance Services and Cloud Subscription Services for NEA Bit	
Repair and Maintenance													
881	Office Building	HRAD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Nov	Jan-Nov	Corporate Budget	5,380,000	5,380,000	Supplies, materials and labor for the repair of NEA facilities, offices and other areas of NEA Building	
823	IT Equipment & Software	ITCSD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	Corporate Budget	3,781,000	3,781,000	Labor for the repair of IT Equipment and renewal of licenses, subscriptions, anti-virus, firewalls & other IT Softwares	
882	Furnitures & Fixtures	HRAD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Nov	Jan-Nov	Corporate Budget	3,000,000	3,000,000	Cleaning of carpet and repair and maintenance of other equipment, furniture & fixtures	
	Communication Equipment	ITCSD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	Corporate Budget	100,000	100,000	Expenses for the repair and maintenance of Communication Equipment	
841	Motor Vehicles	HRAD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	Corporate Budget	700,000	700,000	Repair & maintenance of NEA motor vehicles including preventive maintenance service and replacement of tires, spare parts and accessories and consumables (supplies) of NEA motor vehicles	
	Insurance and Registration Fee	NEA	NO		Jan-Dec	N/A	Jan-Dec	Jan-Dec	Corporate Budget	9,300,000	9,300,000	Renewal of annual insurance for NEA motor vehicles, properties & fidelity bond to gov't agency	
	Advertising	CCSMO	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	Corporate Budget	122,000	122,000	Publication of NEA activities such as NEAM, NECM and other activities in support to DOE & attached agencies and Energy/Power Summit	
Printing and Binding													
	Binding of Acctg Books, Records/Reports	HRAD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Nov	Jan-Nov	Corporate Budget	117,000	117,000	Binding of Acctg Books, Records/Reports, etc.	

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	Annual Report, EnerNEA newsletter, magazines, primers, NEA calendar and other promotional materials	CCSMO	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Nov	Jan-Nov	Corporate Budget	200,000	200,000		Quarterly release of newsletter, and one-time release of annual report, primers, calendar and other promotional materials
782	Rental/Lease of Photocopying Machines	HRAD/NEA	YES	Competitive Bidding	March 12, 2020	N/A							The Submission/Opening of Bids with ABC of P1,107,000 scheduled on March 24, 2020 was cancelled due to decrease in quantity and amount because to SWF sched. To be procured thru NP-SVP
			NO	NP-53.9 - Small Value Procurement	Dec. 12, 2020	N/A	Jan 2021	Jan-Feb		651,200	651,200		Procurement thru SVP as the result of cancellation of the first bidding due to decrease of amount of ABC: (From 1,107,000.00 - 651,200.00)
786	Publications & Subscriptions												
	Periodical & Newspapers	HRAD	NO	NP-53.9 - Small Value Procurement	Jan-Oct	N/A	Jan-Nov	Jan-Nov	Corporate Budget	177,000	177,000		Newspaper and other periodicals
	Magazines	CCSMO	NO	NP-53.9 - Small Value Procurement	Jan-Oct	N/A	Jan-Nov	Jan-Nov	Corporate Budget	90,000	90,000		Magazines and other reading materials
	ICT Softwares & Cloud for NEA-BIT	ITCSD	NO						Corporate Budget	5,000,000	5,000,000		Represents budget for FY2021 for a continuing contract awarded in Dec. 14, 2020
	Other MOOE												
	Health and Wellness Program	HRAD	NO	NP-53.9 - Small Value Procurement	Mar-Dec	N/A	Mar-Dec	Mar-Dec	Corporate Budget	2,076,000	2,076,000		Provision for Annual Medical Physical examination, biggest loss, vaccinations, safety/protective gadgets and equipment and medical supplies (Covid-19)
	Furnitures, Fixtures & Other Equipment												
	Cameras	NEA	NO	NP-53.9 - Small Value Procurement	Jan-Oct	N/A	Jan-Nov	Jan-Nov	Corporate Budget	862,000		862,000	Procurement of cameras such as Video camera for CCSMO and DRRMD, Drone for CCSMO and DRRMD, DSLR for ITSDD and CCSMO, Go Pro for CCSMO, Mirrorless & Accessories for CCSMO, Document for DRRMD and RAO and Glider Slider for CCSMO
	Smart LED TV with TV Plus	NEA	NO	NP-53.9 - Small Value Procurement	Jan-Oct	N/A	Jan-Nov	Jan-Nov	Corporate Budget	650,000		650,000	Procurement of LED TV Plus 75" for CCSMO, DRRMD and ORED and 50 for ENG'G"
	Airconditioning Units	NEA	NO	NP-53.9 - Small Value Procurement	Jan-Oct	N/A	Jan-Nov	Jan-Nov	Corporate Budget	8,483,000		8,483,000	Procurement of 42 Airconditioning Units. To be procured as the need arises
	Refrigerator, inverter	NEA	NO	NP-53.9 - Small Value Procurement	Jan-Oct	N/A	Jan-Nov	Jan-Nov	Corporate Budget	250,000		250,000	Procurement of 10 units.
	Other Furnitures, Fixtures & Eqpt.	NEA	NO	NP-53.9 - Small Value Procurement	Jan-Oct	N/A	Jan-Nov	Jan-Nov	Corporate Budget	145,000		145,000	Procurement of Push Cart for HRAD, Ring Binder for HRAD, Sofa for BOA and Wooden Cabinet with lock for ODALS.
	Information and Communication Technology												
	Desktops with OS and UPS regular	NEA	NO	Shopping	Jan-Oct	N/A	Jan-Dec	Jan-Nov	Corporate Budget	1,020,000		1,020,000	Procurement of 17 units for the use of various offices as the need arises
	Desktop with OS High End	NEA	NO	Shopping	Jan-Oct	N/A	Jan-Dec	Jan-Nov	Corporate Budget	210,000		210,000	Procurement of 3 Desktop Computers high-end for ITCSD, TED and ORED as the need arises
	Laptop with OEM OS (regular)	NEA	NO	Shopping	Jan-Oct	N/A	Jan-Dec	Jan-Nov	Corporate Budget	900,000		900,000	Procurement of 15 units for the use of various offices as the need arises
	Laptop OEM OS (high-end)	NEA	NO	Shopping	March	N/A	April	April	Corporate Budget	400,000		400,000	Procurement of 5 units for the use of ITCSD, ENG'G, DRRMD and TED
	LCD Projectors (regular)	NEA	NO	Shopping	March	N/A	April-May	April-May	Corporate Budget	160,000		160,000	Procurement of 4 units for the use of CCSMO, HRAD, ENG'G and RAO
	LDC Projectors (high-end)	NEA	NO	Shopping	March	N/A	April-May	April-May	Corporate Budget	240,000		240,000	Procurement of 2 units high-end for the use of ITSDD and DRRMD

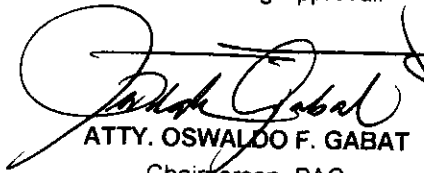
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	Conference Audio/Video System	ITCSD	NO	Competitive Bidding	July	August	August	September	Corporate Budget	1,500,000		1,500,000	Conference System for the use of ITCSD
	Printers Laserjet (Black & white)	NEA	NO	Shopping	March	N/A	April-May	April-May	Corporate Budget	288,000		288,000	18 units for the use of various offices
	Printers Laserjet, Heavy Duty (B/W)	NEA	NO	Shopping	March	N/A	April-May	April-May	Corporate Budget	210,000		210,000	7 units for the use of various offices
	Printer Laserjet Colored	NEA	NO	Shopping	March	N/A	April-May	April-May	Corporate Budget	500,000		500,000	10 units for the use of various offices
	Printer (3 in 1:)	GSD	NO	Shopping	March	N/A	April-May	April-May	Corporate Budget	20,000		20,000	For the use of the GSD
	Printer ID	GSD	NO	NP-53.9 - Small Value Procurement	March	N/A	April-May	April-May	Corporate Budget	120,000		120,000	For the use of GSD for printing of ID
	Network Attached Storage	ITCSD	NO	NP-53.9 - Small Value Procurement	April	N/A	May-June	May-June	Corporate Budget	240,000		240,000	Procurement of 6 units for ITCSD
	Scanner Multi Feed	NEA	NO	NP-53.9 - Small Value Procurement	March	N/A	April-May	April-May	Corporate Budget	195,000		195,000	Procurement of 3 units
	Satellite Phones	NEA	NO	NP-53.9 - Small Value Procurement	April	N/A	May-June	May-June	Corporate Budget	100,000		100,000	Procurement of 2 units for DRMMD/MCSO
	Fax Machine	NEA	NO	Shopping	March	N/A	April-May	April-May	Corporate Budget	15,000		15,000	Procurement of 1 unit
	ICT Software (perpetual)												
	SOS (Full Product Licenses)	ITCSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	April-May	April-May	Corporate Budget	75,000		75,000	Procurement of 2 licenses
	SOS (Client Access Licenses)	NEA	NO	NP-53.5 Agency-to-Agency	N/A	N/A	April-May	April-May	Corporate Budget	450,000		450,000	300 licenses for NEA computers
	E-Mail Server System (Full Product)	ITCSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	May-June	May-June	Corporate Budget	50,000		50,000	1 license for IT server
	E-Mail Server System (Client Access)	NEA	NO	NP-53.5 Agency-to-Agency	N/A	N/A	May-June	May-June	Corporate Budget	1,500,000		1,500,000	For the 300 computers
	Video Editing Software	ITCSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	June-July	Jan-Dec	Corporate Budget	200,000		200,000	1 software for editing of digital video sequences
	MS SQL CAL & 1 Full Product	NEA	NO	NP-53.5 Agency-to-Agency	N/A	N/A	March-April	March-April	Corporate Budget	150,000		150,000	Procurement of 12 licenses
	Visual Studio Upgrade & other Software	ITCSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	April-May	April-May	Corporate Budget	150,000		150,000	Procurement of 2 licenses
	Internal ICT Projects												
	Development of EC Loans & subsidy Management System (ELMS)	AMGD	NO	Competitive Bidding	July	July-Aug	Aug-Sept	Aug-Sept	Corporate Budget	1,000,000		1,000,000	For development, maintenance and enhancement of NEA Information System
	Development of System Loss Monitoring & Evaluation System (SLMES)	AMGD	NO	Competitive Bidding	July	July-Aug	Aug-Sept	Aug-Sept	Corporate Budget	2,000,000		1,000,000	
	Development of Training Information Management Information System Module (TMIS)	NETI	NO	Competitive Bidding	July	July-Aug	Aug-Sept	Aug-Sept	Corporate Budget	1,000,000		2,000,000	
	Development of HRIS & Procurement Management Information System (PMIS)	HRAD	NO	NP-53.9 - Small Value Procurement	July	N/A	July-Aug	July-Aug	Corporate Budget	500,000		500,000	
	Website enhancement	ITCSD	NO	NP-53.9 - Small Value Procurement	March	N/A	March-April	Apr-May	Corporate Budget	500,000		500,000	
	Building Maintenance Sys (CCTV Camera)	GSD	NO	Competitive Bidding	April	April-May	May-June	May-June	Corporate Budget	1,100,000		1,100,000	
	NEA Digitization	ITCSD	NO	NP-53.9 - Small Value Procurement	june	N/A	June-July	July-Aug	Corporate Budget	900,000		900,000	
	Migrton /Enhancement of NEA e-NGAS to BTMS (Financial Management Reporting System)	FSD	NO	NP-53.9 - Small Value Procurement	Jan-Oct	N/A	Jan-Nov	Jan-Nov	Corporate Budget	1,000,000		1,000,000	For development, maintenance and enhancement of NEA Information System to be procured as the need arises
	Server Upgrading/ Expansion	ITCSD	NO	NP-53.9 - Small Value Procurement	March	N/A	March-April	April-May	Corporate Budget	900,000		900,000	For technology, facilities improvement/upgrading, data protection and security
	Server 2 Chassis/and other assorted components	ITCSD	NO	NP-53.9 - Small Value Procurement	Feb-March	N/A	March-April	April-May	Corporate Budget	300,000		300,000	
	Server Rack / Modular/fireproof cabinets	ITCSD	NO	NP-53.9 - Small Value Procurement	March	N/A	March-April	April-May	Corporate Budget	60,000		60,000	
	NEA Firewall Appliance for ICT security/redundancy	ITCSD	NO	NP-53.9 - Small Value Procurement	April	N/A	April-May	May-June	Corporate Budget	900,000		900,000	

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	Data Center UPS / Genset / Airconditioning Facilities	ITCSD	NO	NP-53.9 - Small Value Procurement	June	N/A	June-July	July-Aug	Corporate Budget	200,000		200,000	For technology, facilities improvement/upgrading, data protection and security
	WiFi System Upgrading/Access Points and Accessories	ITCSD	NO	NP-53.9 - Small Value Procurement	March	N/A	March-April	April-May	Corporate Budget	1,500,000		1,500,000	
	Hardware and software encryption devices for WS and Servers in the LAN	ITCSD	NO	NP-53.9 - Small Value Procurement	March-June	N/A	March-July	July-Aug	Corporate Budget	1,000,000		1,000,000	
	Assorted communication cables, interface and gadgets / IT Accessories and Cabling	ITCSD	NO	NP-53.9 - Small Value Procurement	Jan-Oct	N/A	Jan-Nov	Jan-Nov	Corporate Budget	600,000		600,000	
<i>Cross-agency ICT Projects</i>													
	Geographic Information System (GIS) for NEA Command Center	ITCSD	NO	Competitive Bidding	July	July-Aug	Aug-Sept	Aug-Sept	Corporate Budget	30,000,000		30,000,000	To capture, store, manipulate, analyze, manage, and present all types of geographical data for Power Distribution. Bidding will be conducted upon assessment of geographical existing site of stakeholders' GIS and completion of geospatial and other data requirements for the TOR
Motor Vehicles													
	Service Vehicles	NEA	NO	Competitive Bidding	April	May	May-June	May-June	Corporate Budget	6,800,000		6,800,000	Procurement of two (2) units GL Grandia Tourer and two (2) units mu-X RZ4E LS 4x2. To procure upon issuance of Authority to Purchase from DBM
	Various Vehicle	NEA	NO	Competitive Bidding	April	May	May-June	May-June	Corporate Budget	2,000,000		2,000,000	Procurement of one (1) unit 4x4WD / Manual Transmission. To procure upon issuance of Authority to Purchase from DBM

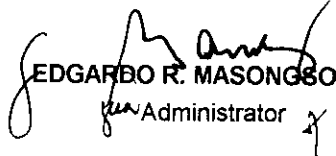
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 Chairperson, BAC

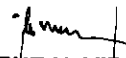
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