

LIB INSURANCE BROKERAGE, INC.
ANNUAL PROCUREMENT PLAN FOR C.Y. 2015

CODE IP/AP	PROCUREMENT PROGRAM/PROJECT	PWO/ END USER	MODE OF PROCUREMENT	SCHEDULE OF PROCUREMENT ACTIVITY				ESTIMATED BUDGET (PPP) TOTAL COST PER UNIT	TOTAL	Made of Payments	REMARKS (Brief Description of Program/Project)			
				Pre-proc. cont.	Notice to Proceed	Delivery Completion	Acceptance/ turnover					Source of Funds		
1	Procurement of 5 units PCs	LIBI & FORK PERSONEL	DBM-P9/Canvas/ Shopping	AS NEEDED	AS NEEDED	Atleast 15 days depend on the availability of stock	do	do	do	do	24,000.00	120,000.00	30 days after delivery/ completion	For possible replacement during breakdown of PC
2	Documents Tracking System	LIBI	do	do	do	do	do	do	do	do	300,000.00	400,000.00	do	For tracking/tracing of documents
3	Unified Threat Management/ Firewall network security	LIBI	do	do	do	do	do	do	do	do	220,000.00	220,000.00	do	3 Years firewall network security
4	E-Payroll/Cloud	LIBI	Canvas/Shopping	do	do	do	do	do	do	do	200,000.00	200,000.00	do	To replace old payroll system
5	2 Unit SWITCH HUB 48 PORT	LIBI	DBM/Shopping	do	do	do	do	do	do	do	25,000.00	50,000.00	do	For replacement of old 24 Port Switch HUB
6	16 Units HCFC Fire Extinguisher	LIBI	DBM/Shopping	do	do	do	do	do	do	do	4,500.00	72,000.00	do	To replace ABC dry chemical fire extinguisher to pure HCFC fire extinguisher
7	1 unit Uninterruptible Power Supply (UPS)	LIBI SERVER ROOM	DBM-P9/Canvas/ Shopping	do	do	do	do	do	do	do	45,000.00	45,000.00	do	Old UPS might break down due to old one/ back-up for power interruption & security for LIBI Server
8	Acquisition of 3 Dot Matrix Printer	LIBI PERSONNEL	do	do	do	do	do	do	do	do	8,000.00/Unit	24,000.00	do	For possible replacement of old units
9	Repair/Cleaning of LIBI & LCDFI Airconditioned (left & Right wing)	LIBI OFFICE	Canvas/Shopping	do	do	do	do	do	do	do	250,000.00	250,000.00	do	Repair and Maintenance of LIBI Airconditioning/ unexpected repair such as replacement of Compressor, etc. Valve, bearings, cleaning & other parts including Bimonthly Preventive Maintenance. (LIBI & LCDFI) Wing
10	Replacement of Lighting System	LIBI	LBRODC	do	do	do	do	do	do	do	475,000.00	475,000.00	do	Replacement of Electrical Lighting System to LED including emergency lights, supply of material, labor, tools & equipments
11	CCTV SECURITY CAMERA	LIBI	DBM-P9/Canvas/ Shopping	do	do	do	do	do	do	do	110,000.00	110,000.00	do	Supply & installation surveillance with monthly 24/7 monitoring services & CCTV maintenance
12	Facsimile Machine (2) units	LIBI	do	do	do	do	do	do	do	do	5,700.00/unit	11,400.00	do	For possible replacement of old units
13	Pest Control	LIBI	Canvas/Shopping	Every 2 months	Every 2 months	do	do	do	do	do	1,800.00	10,800.00	do	Pest control for continuous sanitation
14	Carpet Cleaning	LIBI	do	Semi- Annually	Semi- Annually	do	do	do	do	do	9,000.00	18,000.00	do	Annual Cleaning of LIBI Carpet
15	Plant Rental	LIBI	do	AS NEEDED	AS NEEDED	do	do	do	do	do	6,500.00/month	78,000.00	do	Monthly rental of Plants
16	LED	LIBI-Personnel	Canvas/Shopping	Feb. 2014	March 2015	do	do	do	do	do	10,000.00	10,000.00	do	Replacement of Old LED's
17	SEMINAR/TRAINING	LIBI-Personnel	do	AS NEEDED	AS NEEDED	do	do	do	do	do	200,000.00	200,000.00	do	Lenbank Compliance-HOSTAD & Civil Service Commission
18	GCMS Seminar	LIBI-Personnel & CUU	do	AS NEEDED	AS NEEDED	do	do	do	do	do	600,000.00	600,000.00	do	Mandatory requirements of GCMS
19	20 units CLERICAL CHAIR	LIBI-Personnel	do	AS NEEDED	AS NEEDED	do	do	do	do	do	6,000.00	120,000.00	do	Replacement of Staff Chair at LCDFI office for expansion of LIBI office
20	RENOVATION OF LCDFI OFFICE	LIBI-Personnel	Gov't. to Gov't./ LBRODC	AS NEEDED	AS NEEDED	do	do	do	do	do	2,000,000.00	2,000,000.00	do	For Expansion of LIBI Office
TOTAL										5,014,200.00				

RECOMMENDED BY: ANTONETTE C. SERRANO
 Administrative Head

Certified Funds Available!
 Certified Appropriate Funds Available!

APPROVED BY: GEORGE P. FRANCISCO
 Senior Financial Manager

Antonio

George P. Francisco
 Accounting

LEP INSURANCE BROKERAGE, INC.
ANNUAL PROCUREMENT PLAN FOR CY 2015

CODE (PA/P)	PROCUREMENT PROGRAM/PROJECT	PMO/END USER	MODE OF PROCUREMENT	SCHEDULE OF PROCUREMENT ACTIVITY			ESTIMATED BUDGET (HH) TOTAL COST PER UNIT	TOTAL	Made of Payments	REMARKS (Brief Description of Program/Project)
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5	2 Unit SWITCH HUB 48 PORT	LIBI	DBM/Shopping	do	do	do	25,000.00	50,000.00	do	For replacement of old 24 Port Switch HUB
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10	Replacement of Lighting System	LIBI	LBND	do	do	do	475,000.00	475,000.00	do	Replacement of Electrical Lighting System to LED including emergency lights, supply of material, labor, tools & equipments
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17	SEMINAR/TRAINING	LIBI-Personnel	do	AS NEEDED	AS NEEDED	do	200,000.00	200,000.00	do	Lenbank Compliance-HOSTAD & Civil Service Commission
18	GQMS seminar	LIBI-Personnel @ e.v.u	do	AS NEEDED	AS NEEDED	do	600,000.00	600,000.00	do	Mandatory requirements of GCG
19	20 units CLERICAL CHAIR	LIBI-Personnel	do	AS NEEDED	AS NEEDED	do	6,000.00	120,000.00	do	Replacement of Staff Chair at LCDFI office for expansion of LIBI office
20	RENOVATION OF LCDFI OFFICE	LIBI-Personnel	Gov't. to Gov't./LBND	AS NEEDED	AS NEEDED	do	2,000,000.00	2,000,000.00	do	For Expansion of LIBI Office
TOTAL							5,014,200.00	5,014,200.00		

RECOMMENDED BY: ANTONETTE C. SERRANO
Administrative Head

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Certified Appropriate Funds Available!

APPROVED BY: GEORGE P. FRANCISCO
Chief, Manager

Antonette C. Serrano
George P. Francisco