

LBP Insurance Brokerage, Inc.
Annual Procurement Plan for FY2024
 Indicative FY2024 APP

Code (PAP)	Procurement Project	PMO/ End-User	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		
LIBI-2024-01	Annual Customer Satisfaction Measurement (CSM)	Admin	NO	NP-53.9 - Small Value Procurement	3rd Quar...	3rd Quar...	3rd Quar...	3rd Quar...	Corporate Budget	550,000.00	550,000.00	0.00	Pursuant to the Guidelines in the Implementation of the Harmonized Client Satisfaction Measurement (CSM)
LIBI-2024-02	Checking and General Cleaning for the Preventive Maintenance of VRF Air Conditioning System and Compressor	Admin	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	750,000.00	750,000.00	0.00	Checking and General Cleaning for the Preventive Maintenance of VRF Air Conditioning System and Compressor
LIBI-2024-03	Procurement of Laptop Computers	Admin	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	600,000.00	0.00	600,000.00	10 Laptops for New Employees
LIBI-2024-04	Computer/Laptop Peripherals and Components	Admin	NO	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Corporate Budget	400,000.00	400,000.00	0.00	Computer/Laptop Peripherals and Components
LIBI-2024-05	Renewal of Firewall License	IT	NO	NP-53.9 - Small Value Procurement	2nd Qua...	2nd Qua...	2nd Qua...	2nd Qua...	Corporate Budget	400,000.00	400,000.00	0.00	Renewal of Firewall License
LIBI-2024-06	Renewal of Google Workspace (Email System)	IT	NO	Direct Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,500,000.00	1,500,000.00	0.00	Renewal of Google Workspace (Email System)
LIBI-2024-07	Renewal of Domain and Web Hosting with SSL Certificate	IT	NO	NP-53.9 - Small Value Procurement	3rd Quar...	3rd Quar...	3rd Quar...	3rd Quar...	Corporate Budget	60,000.00	60,000.00	0.00	Renewal of Domain and Web Hosting with SSL Certificate
LIBI-2024-08	Renewal of Subscription of Internet Service (Bandwidth)	IT	NO	Direct Contracting	3rd Quar...	3rd Quar...	3rd Quar...	3rd Quar...	Corporate Budget	1,300,000.00	1,300,000.00	0.00	Renewal of Subscription of Internet Service (Bandwidth)
LIBI-2024-09	Renewal of License of Microsoft Office 365	IT	NO	NP-53.9 - Small Value Procurement	3rd Quar...	3rd Quar...	3rd Quar...	3rd Quar...	Corporate Budget	600,000.00	600,000.00	0.00	Renewal of License of Microsoft Office 365
LIBI-2024-10	Renewal of License on Insurance Management System (IMS) and Chatbot	IT	NO	Direct Contracting	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	1,000,000.00	1,000,000.00	0.00	Renewal of License on Insurance Management System (IMS) and Chatbot
LIBI-2024-11	Renewal of e-Signature Application	IT	NO	NP-53.9 - Small Value Procurement	2nd Qua...	2nd Qua...	2nd Qua...	2nd Qua...	Corporate Budget	150,000.00	150,000.00	0.00	Renewal of e-Signature Application
LIBI-2024-12	Antivirus Subscription	IT	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	150,000.00	150,000.00	0.00	Antivirus Subscription
LIBI-2024-13	Annual Subscription/Maintenance for Virtual Machine for Remote Access / Cloud Virtualization	IT	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	400,000.00	400,000.00	0.00	Annual Subscription/Maintenance for Virtual Machine for Remote Access / Cloud Virtualization
LIBI-2024-14	Strategic/Corporate Planning	Admin	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	500,000.00	500,000.00	0.00	Strategic/Corporate Planning
LIBI-2024-15	Actuarial Services for the Valuation of Retirement Fund	Admin	NO	NP-53.9 - Small Value Procurement	3rd Quar...	3rd Quar...	3rd Quar...	3rd Quar...	Corporate Budget	50,000.00	50,000.00	0.00	Actuarial Services for the Valuation of Retirement Fund
LIBI-2024-16	Renewal of Print-All-You-Can Contract Services	Admin	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,000,000.00	1,000,000.00	0.00	Renewal of Print-All-You-Can Contract Services
LIBI-2024-17	QMS-ISO Surveillance Audit	Admin	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	50,000.00	50,000.00	0.00	QMS-ISO Surveillance Audit
LIBI-2024-18	Seminar/Training Programs for Employees	Admin	NO	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Corporate Budget	1,000,000.00	1,000,000.00	0.00	Seminar/Training Programs for Employees
LIBI-2024-19	Seminar/Training Programs for Directors	Admin	NO	NP-53.5 Agency-to-Agency	As Needed	As Needed	As Needed	As Needed	Corporate Budget	250,000.00	250,000.00	0.00	Seminar/Training Programs for Directors
LIBI-2024-20	Directors' and Officers' Liability Insurance (DOLI)	Admin	NO	NP-53.5 Agency-to-Agency	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	1,600,000.00	1,600,000.00	0.00	Directors' and Officers' Liability Insurance (DOLI)
LIBI-2024-21	Furniture and Fixtures for Main Office Building	Admin	NO	NP-53.9 - Small Value Procurement	2nd Qua...	2nd Qua...	2nd Qua...	2nd Qua...	Corporate Budget	1,000,000.00	0.00	1,000,000.00	Furniture and Fixtures for Main Office Building
LIBI-2024-22	Insurance Brokerage System	IT	NO	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Corporate Budget	5,000,000.00	0.00	5,000,000.00	Insurance Brokerage System and Additional Domain
LIBI-2024-23	IIBS Technical Support/Maintenance	IT	NO	Direct Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,000,000.00	1,000,000.00	0.00	IIBS Technical Support/Maintenance
LIBI-2024-24	Server Health Check	IT	NO	Direct Contracting	3rd Quar...	3rd Quar...	3rd Quar...	3rd Quar...	Corporate Budget	160,000.00	160,000.00	0.00	Server Health Check
LIBI-2024-25	Supplies and Inventory Management System	IT	NO	NP-53.9 - Small Value Procurement	2nd Qua...	2nd Qua...	2nd Qua...	2nd Qua...	Corporate Budget	1,000,000.00	0.00	1,000,000.00	Supplies and Inventory Management System
LIBI-2024-26	HRIS Annual Maintenance Support	IT	NO	Direct Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	220,000.00	220,000.00	0.00	HRIS Annual Maintenance Support
LIBI-2024-27	IIBS Cloud Hosting and Managed Services	IT	NO	Direct Contracting	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	2,000,000.00	2,000,000.00	0.00	IIBS Cloud Hosting and Managed Services

LBP Insurance Brokerage, Inc.

Annual Procurement Plan for FY2024

Indicative FY2024 APP

Code (PAP)	Procurement Project	PMO/End-User	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	
LIBI-2024-28	Production of Identification Cards for Employees and Directors	Admin	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	100,000.00	100,000.00	0.00	Production of Identification Cards for Employees and Directors
LIBI-2024-29	Consultancy for the Reengineering and Time and Motion Study of External and Internal Processes	Admin	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	100,000.00	100,000.00	0.00	Updating of LIBI's Citizen's Charter
LIBI-2024-30	Employee's Uniform and Clothing	Admin	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	426,000.00	426,000.00	0.00	Employee's Uniform and Clothing
LIBI-2024-31	Manpower and Security Services	Admin	NP-53.5 Agency-to-Agency	As Needed	As Needed	As Needed	As Needed	Corporate Budget	8,325,879.00	8,325,879.00	0.00	Manpower and Security Services
LIBI-2024-32	Accountable Forms	Admin	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Corporate Budget	200,000.00	200,000.00	0.00	Accountable Forms
LIBI-2024-33	Pest Control Services	Admin	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	60,000.00	60,000.00	0.00	Pest Control Services
LIBI-2024-34	Renewal of Subscription of Zoom License	Admin	NP-53.9 - Small Value Procurement	3rd Quar...	3rd Quar...	3rd Quar...	3rd Quar...	Corporate Budget	50,000.00	50,000.00	0.00	Renewal Subscription of Zoom Meetings App License
LIBI-2024-35	Replacement of UPS Batteries	Admin	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Corporate Budget	60,000.00	60,000.00	0.00	Replacement of UPS Batteries
LIBI-2024-36	Switch Hub (48 Ports)	Admin	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Corporate Budget	350,000.00	350,000.00		Replacement of Switch Hubs
LIBI-2024-37	Interactive Display	Admin	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Corporate Budget	300,000.00	0.00	300,000.00	Interactive Screen for Conferenc Room and Meeting Room
LIBI-2024-38	Corporate Giveaways	Admin	Direct Contracting	2nd Qua...	2nd Qua...	2nd Qua...	2nd Qua...	Corporate Budget	500,000.00	500,000.00	0.00	Maintenance Support
LIBI-2024-39	Additional Nodes for PABX	Admin	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Corporate Budget	200,000.00	0.00	200,000.00	Additional Nodes for PABX
LIBI-2024-40	Implementing Republic Act No. 11285 (Energy Efficiency and Conservation Act)	Admin	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Corporate Budget	1,000,000.00	1,000,000.00	0.00	Implementation of Republic Act No. 11285 (Energy Efficiency and Conservation Act)
LIBI-2024-41	Conduct of Gap Analysis and Creation of Action Plan to Implement Compliance with Insurance Memorandum Circular No. 2023-01	Admin	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	100,000.00	100,000.00	0.00	Conduct of Gap Analysis and Creation of Action Plan to Implement Compliance with Insurance Memorandum Circular No. 2023-01
LIBI-2024-42	LIBI's Vehicle Repairs and Maintenance	Admin	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Corporate Budget	446,790.98	446,790.98	0.00	LIBI's Vehicle Repairs and Maintenance
LIBI-2024-GAD-1	GAD Social Protection Orientation Program Token	GAD	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Corporate Budget	266,594.51	266,594.51	0.00	Gender & Development Social Protection Orientation Program Token
LIBI-2024-GAD-2	GAD National Women's Month Advocacy Material	GAD	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	320,154.36	320,154.36	0.00	Gender & Development National Women's Month Advocacy Token/Materials
LIBI-2024-GAD-3	GAD Capacity-Development Program for BOD, Officers and Employees	GAD	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	250,000.00	250,000.00	0.00	Gender & Development Capacity-Development Program for BOD, Officers and Employees
LIBI-2024-GAD-4	GAD Strategic Planning	GAD	NP-53.9 - Small Value Procurement	2nd Qua...	2nd Qua...	2nd Qua...	2nd Qua...	Corporate Budget	601,055.77	601,055.77	0.00	Gender & Development Strategic Planning
LIBI-2024-GAD-5	GAD 18-day VAWC Advocacy Materials	GAD	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	322,000.00	322,000.00	0.00	Gender & Development 18-day VAWC Advocacy Token/Materials
TOTAL									36,668,474.62	28,568,474.62	8,100,000.00	

PREPARED BY:

Renalyn P. Caneja
RENALYN P. CANEJA
 BAC Secretariat

RECOMMENDING APPROVAL:

Jaylord R. De la Cruz
JAYLORD R. DELA CRUZ
 BAC, Vice Chairperson

Mario T. Canlas
MARIO T. CANLAS
 OIC, General Manager

APPROVED BY:

Cherry May T. Frederick
CHERRY MAY T. FREDERICK
 President & CEO



LBP INSURANCE BROKERAGE, INC.
(A SUBSIDIARY OF THE LAND BANK OF THE PHILIPPINES)
12/F SyCip Law Centre Bldg., 105 Paseo De Roxas, Legaspi Village, Makati City 1229



POSTING CERTIFICATION

This is to certify that the **LBP (Land Bank of the Phil.) Insurance Brokerage, Inc. (LIBI)** has posted its Annual Procurement Plan (APP) (Non-CSEs) First Submission or Indicative for the FY2024 on its agency website, and it can be accessible through this link:

<https://lbp-insurance.com/images/pdf/2024-app-noncse-Indicative.pdf>

This certification is being issued in compliance with GPPB Circular No. 02-2020, this 29th of January, 2024.

RENALYN P. CANEJA
Head, Bids and Awards Committee Secretariat