



SECURITIES AND EXCHANGE COMMISSION
 Secretariat Building, PICC Complex, Pasay City
ANNUAL PROCUREMENT PLAN FOR 2020

CODE	Program/Activity/Project	PMO/End-user	Mode of Procurement	Is this an Early Procurement Activity	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.	Code (PAP)	GOODS:											
	100010000	1	Service Contract/Agreement for the Janitorial and Utility Manpower Services for SEC Head Office and Extension Offices	HRAD	PB	No	2nd Quarter		RCC	15,000,000.00	15,000,000.00		
	100010000	2	Service Contract/Agreement for the Security Services for SEC Head Office and Extension Offices	HRAD	PB	No	2nd Quarter		RCC	19,000,000.00	19,000,000.00		
	100010000	3	Fleet Card of Gasoline and Diesel Requirements of SEC Officials and Service Vehicles for SEC Head Office and Extension Offices	HRAD	PB	No	3rd Quarter		RCC	3,100,000.00	3,100,000.00		
	100010000	4	Lease Contract Agreement of Thirty-One (31) units Copier Machine for SEC Head Office and all Extension Offices for a period of one (1) year	HRAD	PB	No	2nd Quarter		RCC	2,943,499.00	2,943,499.00		
	30100001	5	Rental of 2 units Microfilm Reader Printer Machine (without operator)	ICTD	PB	Yes	2nd Quarter		RCC	1,500,000.00	1,500,000.00		
B.	Code (PAP)	IT GOODS											
	200010000	1	Service Maintenance Agreement for Storage of Microfilm rolls	ICTD	PB	Yes	1st Quarter		RCC	1,200,000.00	1,200,000.00		
	200010000	2	Maintenance of Microfilm Scanner Machines, Microfilm Printer Machine	ICTD	PB	Yes	1st Quarter		RCC	2,000,000.00	2,000,000.00		
	100010001	3	Supply of Services for the Annual Maintenance of CRS Servers and its Related Equipment	ICTD	PB	No	1st Quarter		RCC	1,900,000.00	1,900,000.00		
	301010001	4	Supply of services for Document Conversion to Digital Format of Audited Financial Statements and General Information Sheet	ICTD	PB	Yes	1st Quarter		RCC	4,000,000.00	4,000,000.00		
	100010001	5	E-mail Service	ICTD	PB	Yes	1st Quarter		SRC	3,000,000.00	3,000,000.00		
	100010000	6	Multi-Protocol Label Switching (MPLS) Subscription	ICTD	PB	Yes	1st Quarter		RCC	8,000,000.00	8,000,000.00		
	200010000	7	Hosting/Co-Location Facility of SEC	ICTD	PB	Yes	1st Quarter		RCC	10,000,000.00	10,000,000.00		
	200010000	8	Lease of Production Scanners	ICTD	PB	Yes	1st Quarter		RCC	4,200,000.00	4,200,000.00		
	302010001	9	Oracle Licenses for CRS	ICTD	PB	No	1st Quarter		RCC	1,500,000.00	1,500,000.00		
II. ALTERNATIVE METHODS OF PROCUREMENT													
C.	Code (PAP)	RENT/LEASE/SERVICES											
	100010000	1	Lease of Office Space for SEC Head Office (1 year)	HRAD	NP-LRP	No	1st Quarter		SRC	82,000,000.00	82,000,000.00		
	302010001	2	Lease of Office Space for Legaspi Extension Office	HRAD	NP-LRP	No	1st Quarter		RCC	156,000.00	156,000.00		
	302010001	3	Lease of Office Space for Baguio Extension Office	HRAD	NP-LRP	No	1st Quarter		RCC	2,100,003.84	2,100,003.84		
	302010001	4	Lease of Office Space for Zamboanga Extension Office	HRAD	NP-LRP	No	1st Quarter		RCC	368,953.20	368,953.20		
	302010001	5	Lease of Office Space for Bacolod Extension Office	HRAD	NP-LRP	No	1st Quarter		RCC	672,000.00	672,000.00		
	302010001	6	Lease of Office Space for Davao Extension Office	HRAD	NP-LRP	No	1st Quarter		RCC	4,181,198.76	4,181,198.76		
	100010000	7	Lease of Offsite Warehouse	CRMD	NP-LRP	No	1st Quarter		RCC	6,766,905.60	6,766,905.60		
	301010001	8	Rental of 1 unit Microfilm Reader Printer Machine (with full time operator)	ICTD	NP-SVP	No	1st Quarter		RCC	800,000.00	800,000.00		

D.	Code (PAP)	REPAIR/PREVENTIVE MAINTENANCE										
	100010000	1	Repairs and Maintenance for Office Service Vehicles (existing vehicle and service vehicles for Directors)	HRAD	DC	No	as the need arises	RCC	1,800,000.00	1,800,000.00		
	100010000	2	Repairs and Maintenance - Office Equipment, Furniture, Fixture and IT Equipment	HRAD	NP-SVP, DC, Shopping, A to A	No	as the need arises	RCC	640,000.00	640,000.00		
	200010000	3	Repair and purchase of parts (labor and materials) for Rapidprint TYM-N-Dater Machines	ICTD	DC	No	as the need arises	RCC	50,000.00	50,000.00		
	100010000	4	Repairs and Maintenance of validating machines	FMD	DC	Yes	as the need arises	RCC	10,000.00	10,000.00		
	100010000	5	Repairs and maintenance of official receipt printers	FMD	NP-SVP	No	as the need arises	RCC	10,000.00	10,000.00		
	200010000	6	Preventive Maintenance for Digital Mailing Machines	ICTD	NP-SVP	Yes	as the need arises	RCC	50,000.00	50,000.00		
E.	Code (PAP)	SUPPLIES AND EQUIPMENT										
	302010001	1	Common Use Supplies and Equipment	HRAD	NP- A to A, SVP, DC, Shopping	No		RCC	20,065,510.94	20,065,510.94		Per approved APP CSE 2020
	302010001	2	Office Supplies and materials for Extension Offices not available at the Procurement Service	Extension Offices	NP-SVP, DC, Shopping	No	1st Quarter	RCC	3,189,900.00	3,189,900.00		Supplies and materials for Extension Offices
	301010001	3	1 unit Enterprise Server, with licensed operating system and anti-virus software and UPS	CRMD	NP-SVP	No	1st Quarter	SRC	580,000.00		580,000.00	listed in 2019-11 Supplemental Procurement Plan
	301010001	4	2 units Laptop PC with licensed operating system, office tools and anti-virus for system development and testing	CRMD	NP-SVP	No	1st Quarter	SRC	180,000.00		180,000.00	
	301010001	5	1 unit External Hard Disk for backup	CRMD	NP-SVP	No	1st Quarter	SRC	15,000.00		15,000.00	
	301010001	6	2 units Desktop PC's with licensed operating system, office tools, anti-virus and UPS for encoding	CRMD	NP-SVP	No	1st Quarter	SRC	150,000.00		150,000.00	
	301010001	7	2 units in tank Monochrome Printer	CRMD	NP-SVP	No	1st Quarter	SRC	15,000.00		15,000.00	
	301030001	8	2 units Scanner with ADF	CRMD	NP-SVP	No	1st Quarter	SRC	50,000.00		50,000.00	
	100010000	9	Supply, Delivery, Configuration and Installation of Desktop Computer Capable of Producing High Quality Audio-Video, Animation and Still Presentation	OC	NP-SVP	No	1st Quarter	SRC	200,000.00		200,000.00	
	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	No	1st Quarter	SRC	250,000.00	250,000.00		
	100010000	11	Supply and delivery of drinking water of SEC employees for Head Office	HRAD	NP-SVP	No	1st Quarter	SRC	300,000.00	300,000.00		
F.	Code (PAP)	SUBSCRIPTION SERVICES										
	100010000	1	Subscription to Magazines and Newspapers	HRAD	NP- 53.6	No	1st Quarter	RCC	310,398.00	310,398.00		
	200010000	2	Subscription to Anti-Virus	ICTD	NP-SVP	No	1st Quarter	SRC	550,000.00	550,000.00		
	301010001	3	Subscription to Digital Certificates	ICTD	NP-SVP	No	1st Quarter	RCC	70,000.00	70,000.00		
	301010001	4	Subscription fo Fortinet Firewall (FG500d) for Head Office and SEC Co-location (FG501E) with FortiAnalyzer	ICTD	NP-SVP	No	1st Quarter	RCC	950,000.00	950,000.00		
	302010003	5	Subscription to Technistock Financial Terminal	EIPD	DC	No	1st Quarter	RCC	467,040.00	467,040.00		
	100010000	6	Subscription to Mobile Phone Line	HRAD	DC	No	3rd Quarter	RCC	1,500,000.00	1,500,000.00		Under WETI (GPPB Resolution No. 41-2017)
III. OTHERS												
G.	Code (PAP)	UTILITIES										
	100010000	1	Water Supply	HRAD	DC	No	n/a	RCC	500,000.00	500,000.00		Under WETI (GPPB Resolution No. 41-2017)
	100010000	2	Electric/Power Consumption	HRAD	DC	No	n/a	RCC	29,382,000.00	29,382,000.00		

H.	Code (PAP)	COMMUNICATIONS										
	100010000	1	Landline (direct and local lines)	HRAD	DC	No	n/a	RCC	6,700,000.00	6,700,000.00		Under WETI (GPPB Resolution No. 41-2017)
I.	Code (PAP)	POSTAGE AND COURIER SERVICES										
	100010000	1	Courier	HRAD	PB	No	n/a	RCC	1,000,000.00	1,000,000.00		
	100010000	2	Postage Service	HRAD	NP A to A	No	n/a	RCC	1,500,000.00	1,500,000.00		
TOTAL									244,873,409.34	243,683,409.34	1,190,000.00	

Submitted by:


 NORLAN M. DE LAS ALAS
 BAC Secretariat


 ROSELLER N. CAPILA
 Head, BAC Secretariat

Acronyms:

PB: Public Bidding
DC: Direct Contracting
S: Shopping

Recommending Approval:
 For the Bids and Awards Committee:


 EMMANUEL Y. ARTIZA
 Chairman, Bids and Awards Committee

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

Approved By:


 EMILIO B. AQUINO
 Chairperson