



**SECURITIES AND EXCHANGE COMMISSION**  
 Secretariat Building, PICC Complex, Pasay City  
 ANNUAL PROCUREMENT PLAN FOR 2021

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	
<b>I. COMPETITIVE BIDDING</b>													
<b>A.</b>	<b>Code (PAP)</b>	<b>GOODS:</b>											
	100010000	1	Service Contract Agreement for the Security Services for SEC Head Office and Extension Offices	HRAD	PB	Y	3rd Q		RCC	21,150,000.00	21,150,000.00		
	100010000	2	Fleet Card of Gasoline and Diesel Requirements of SEC Officials and Service Vehicles of SEC Head Office and Extension Offices	HRAD	PB	N	1st Q		RCC	3,100,000.00	3,100,000.00		
	100010000	3	Service Contract/Agreement for the Janitorial and Utility Manpower Services for SEC Head Office and Extension Offices	HRAD	PB	N	3rd Q		RCC	18,200,000.00	18,200,000.00		
	100010000	4	Lease Agreement of Thirty-Two (32) units Copier Machine for SEC Head Office and all Extension Offices for a period of one (1) year	HRAD	PB	N	3rd Q		RCC	3,070,000.00	3,070,000.00		
	100010000	5	Courier Services of SEC Head Office	HRAD	PB	Y	1st Q		RCC	1,000,000.00	1,000,000.00		
	100010000	6	Fleet Card of Gasoline and Diesel Requirements of SEC Officials and Service Vehicles of SEC Head Office and Extension Offices	HRAD	PB	N	1st Q		RCC	3,700,000.00	3,700,000.00		
<b>B.</b>	<b>Code (PAP)</b>	<b>IT GOODS</b>											
	200010000	1	Supply of services for Document Conversion to Digital Format of Audited Financial Statement and General Information Sheet	ICTD	PB	Y	3rd Q		RCC	4,400,000.00	4,400,000.00		
	200010000	2	e-Mail Services	ICTD	PB	Y	1st Q		RCC	3,000,000.00	3,000,000.00		
	200010000	3	Lease of Production Document Scanner for the SEC (with operator)	ICTD	PB	Y	1st Q		RCC	4,200,000.00	4,200,000.00		
	200010000	4	Hosting/Co-Location Facility of SEC	ICTD	PB	N	3rd Q		RCC	10,000,000.00	10,000,000.00		
	200010000	5	Maintenance of SEC i-Register and SEC i-Report Servers and its Related Equipment	ICTD	PB	N	2nd Q		RCC	13,200,000.00	13,200,000.00		
	200010000	6	Maintenance, Support and Upgrade of Network and User Activity Monitoring System for 600 user License	ICTD	PB	N	3rd Q		RCC	1,500,000.00	1,500,000.00		
	200010000	7	Maintenance of Microfilm/Scanner Machines, Microfilm Printer Machine	ICTD	PB	N	2nd Q		RCC	1,500,000.00	1,500,000.00		
	200010000	8	Service Maintenance Agreement for Storage of Microfilm Rolls (27,875 rolls)	ICTD	PB	N	2nd Q		RCC	1,200,000.00	1,200,000.00		
	200010000	9	Supply of Printing Services (High Speed Printers)	ICTD	PB	N	3rd Q		RCC	6,000,000.00	6,000,000.00		
	200010000	10	Supply, Delivery, Installation, and Configuration of Network Switch and Access Point	ICTD	PB	N	3rd Q		RCC	5,000,000.00		5,000,000.00	
	200010000	11	Rental of 2 units of Microfilm Reader Printer Machine (without operator)	ICTD	PB	N	1st Q		RCC	1,500,000.00	1,500,000.00		
	200010000	12	Subscription to Multi-Protocol Label Switching	ICTD	PB	N	3rd Q		RCC	7,000,000.00	7,000,000.00		
	200010000	13	Subscription to Online Document Retrieval System (ODRS)	ICTD	PB	N	1st Q		RCC	5,500,000.00	5,500,000.00		
<b>II. ALTERNATIVE METHODS OF PROCUREMENT</b>													
<b>C.</b>	<b>Code (PAP)</b>	<b>CONSULTING/PROFESSIONAL SERVICES</b>											

	100010000	1	Engagement of a facilitator for the conduct of the Agency Performance Planning and Review Conference	ERTD	NP-SVP	N	1st Q	RCC	399,000.00	399,000.00		
	100010000	2	Engagement of a Highly Technical Consultant for the Maintenance and On-going Development of the ISO 9001:2015 certified SEC-QMS	ERTD	NP-SVP	N	2nd Q	RCC	960,000.00	960,000.00		
	100010000	3	Engagement of Services of Certifying Body for the ISO 9001:2015 Certification of the SEC Quality Management System (2nd surveillance audit)	ERTD	NP-HTC	N	2nd Q	RCC	84,000.00	84,000.00		
	100010000	4	Publication Services for one (1) year: ( ITB, Memorandum Circulars, and Other Issuances)	HRAD	Non BAC	N	as need arises	RCC	3,500,000.00	3,500,000.00		
	100010000	5	Consultancy Services for PRIME-HRM	HRAD	NP-HTC	N	1st Q	RCC	13,100,000.00	13,100,000.00		
	100010000	6	Hiring of Individual Consultant to Capacitate the SEC Gender and Development Focal Point System (GFPS)	HRAD	NP-HTC	N	2nd Q	RCC	175,000.00	175,000.00		
	200010000	7	Engagement of Highly Technical Consultant for i-CMEES in the Inception Phase	ICTD	NP-HTC	N	2nd Q	RCC	540,000.00	540,000.00		
	100010000	8	Consultancy Services for Investors in People	HRAD	NP-HTC	N	2nd Q	RCC	6,300,000.00	6,300,000.00		
	100010000	9	Hiring of Highly Technical Consultant	OC-Comm Bello	NP-HTC	N	1st Q	RCC	660,000.00	660,000.00		
	100010000	10	Hiring of Technical Consultant for Data Architect	HRAD	NP-HTC	N	1st Q	RCC	390,000.00	390,000.00		
	100010000	11	Hiring of Technical Consultant for Data Science Specialist/Management Engineer	HRAD	NP-HTC	N	1st Q	RCC	300,000.00	300,000.00		
	100010000	12	Hiring of Technical Consultant for Solutions and Technology Lead Architect	HRAD	NP-HTC	N	1st Q	RCC	600,000.00	600,000.00		
	100010000	13	Hiring of Technical Consultant for Senior Policy Expert	HRAD	NP-HTC	N	1st Q	RCC	480,000.00	480,000.00		
<b>D.</b>	<b>Code (PAP)</b>	<b>LEASE and RENTALS</b>										
	100010000	1	Lease of Office Space for SEC Head Office (1 year)	HRAD	NP-LRP & V	N	1st Q	SRC	82,400,000.00	82,400,000.00		
	100010000	2	Lease of Office Space for Legaspi Extension Office	HRAD	NP-LRP & V	N	1st Q	RCC	960,000.00	960,000.00		
	100010000	3	Lease of Office Space for Baguio Extension Office	HRAD	NP-LRP & V	N	1st Q	RCC	2,100,003.84	2,100,003.84		
	100010000	4	Lease of Office Space for Zamboanga Extension Office	HRAD	NP-LRP & V	N	1st Q	RCC	376,920.00	376,920.00		
	100010000	5	Lease of Office Space for Bacolod Extension Office	HRAD	NP-LRP & V	N	1st Q	RCC	700,000.00	700,000.00		
	100010000	6	Lease of Office Space for Davao Extension Office	HRAD	NP-LRP & V	N	1st Q	RCC	4,459,945.34	4,459,945.34		
	100010000	7	Lease of Venue for Agency Performance Planning and Review Conference	ERTD	NP-LRP & V	N	1st Q	RCC	554,640.00	554,640.00		
<b>E.</b>	<b>Code (PAP)</b>	<b>PREVENTIVE MAINTENANCE/REPAIR SERVICES</b>										
	100010000	1	Repairs and Maintenance for Office Service Vehicles	HRAD	DC	N	2nd Q	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	N	2nd Q	RCC	640,000.00	640,000.00		
	200010000	3	Preventive Maintenance for Digital Mailing Machine	ICTD	DC	Y	1st Q	RCC	80,000.00	80,000.00		
<b>F.</b>	<b>Code (PAP)</b>	<b>SUPPLIES, EQUIPMENT and SERVICES</b>										
	100010000	1	Common Office Supplies and Equipment - Head Office	HRAD	NP-SVP, DC, Shopping	N	as need arises	RCC	8,992,794.95	8,992,794.95		
	100010000	2	Other Items not available at Procurement Service but regularly purchased from other sources	HRAD	NP-SVP, DC, Shopping	N	as need arises	RCC	5,267,760.00	5,267,760.00		

100010000	3	Supply of goods for pest control services for the SEC office space in PICC for a period of 1 year	HRAD	NP-SVP	N	2nd Q	RCC	250,000.00	250,000.00		
100010000	4	Supply and delivery of drinking water of SEC employees for Head Office	HRAD	NP-SVP	N	2nd Q	RCC	400,000.00	400,000.00		
200010000	5	39 units of External Flash Drive for back up	ICTD	NP-SVP	N	3rd Q	RCC	491,400.00		491,400.00	
200010000	6	7 pcs PB Link for DB 300c/400c/475c color Flourcent Ren	ICTD	DC	Y	1st Q	0	96,000.00	96,000.00		
200010000	7	DSA Lamp and Diconix Ink for all Scanner Machine	ICTD	DC, NP-SVP	N	1st Q	RCC	200,000.00	200,000.00		
200010000	8	1500 pcs Corrugated Boxes	ICTD	NP-SVP	N	1st Q	RCC	60,000.00	60,000.00		
200010000	9	Rental of 1 unit of Microfilm Reader Printer Machine with full time operator	ICTD	NP-SVP	N	1st Q	RCC	800,000.00	800,000.00		
100010001	10	Supply, Delivery and Installation of SEC Human Resource Management Information System (SEC-HRMIS)	HRAD	NP- A to A	N	1st Q	RCC	15,000,000.00		15,000,000.00	
100010000	11	Supply and Delivery of Psychological Testing Materials for Applicants to First Level, Second Level and Lawyer Position	HRAD	NP-SSAWETMS	N	4th Q	RCC	200,000.00	200,000.00		
<b>G.</b>	<b>Code (PAP)</b>	<b>SUBSCRIPTION SERVICES</b>									
100010000	1	Subscription to Magazines and Newspapers	HRAD	NP-SSAWETMS	N	1st Q	RCC	320,000.00	320,000.00		
301010001	2	Subscription to Bloomberg Financial Terminal (5 terminals)	MSRD	DC	Y	3rd Q	RCC	7,291,200.00	7,291,200.00		
100010000	3	Subscription to Mobile Phone Line	ICTD	Renewal (WETI)	N	3rd Q	RCC	2,000,000.00	2,000,000.00		Per GPPB Resolution No 41-2017
100010000	4	Subscription to CD Asia Online	HRAD	DC	Y	2nd Q	RCC	700,000.00	700,000.00		
200010000	5	Subscription to Fortinet Firewall for Head Office and SEC Co-location with FortiAnalyzer	ICTD	NP-SVP	N	3rd Q	RCC	980,000.00	980,000.00		
200010000	6	Subscription to Anti-Virus	ICTD	NP-SVP	N	2nd Q	RCC	960,000.00	960,000.00		
200010000	7	Subscription to Digital Certificate (CRS)	ICTD	NP-SVP	N	3rd Q	RCC	70,000.00	70,000.00		
200010000	8	Subscription to Digital Certificate (SSL)	ICTD	NP-SVP	N	3rd Q	RCC	44,000.00	44,000.00		
200010000	9	Subscription to Branded SMS and Email Notification	ICTD	NP-SVP	N	1st Q	RCC	800,000.00	800,000.00		
200010000	10	Subscription to Video Conferencing Software as a Service Solution for the period of one (1) year	ICTD	NP-SVP	N	3rd Q	RCC	880,000.00	880,000.00		
200010000	11	Subscription to Digital Certificate (Secure Socket Layer Certificate) - CIFSS	ICTD	NP-SVP	N	2nd Q	RCC	70,000.00	70,000.00		
<b>III. OTHERS</b>											
<b>H.</b>	<b>Code (PAP)</b>	<b>COMMUNICATIONS</b>									
100010000	1	Landline (direct and local lines)	HRAD	Non BAC	N	n/a	RCC	6,700,000.00	6,700,000.00		
<b>I.</b>	<b>Code (PAP)</b>	<b>MEMBERSHIP</b>									
100010000	1	ANNA Membership (Attendance to ANNA General Meeting)	MSRD	Non BAC	N	n/a	RCC	252,000.00	252,000.00		
100010000	2	IFIAR Membership Fee	HRAD	Non BAC	N	n/a	RCC	707,000.00	707,000.00		
302010003	3	IOSCO Membership Fee	EIPD	Non BAC	N	n/a	RCC	1,300,000.00	1,300,000.00		

	3Q20#0001	4	CRF Membership Fee	CRMD	Non BAC	N	n/a	RCC	23,000.00	23,000.00		
J.	Code (PAP)	POSTAGE AND COURIER SERVICES										
	301010001	1	Request for Certificate of Delivery of Mailing from Post Office (1500)	CGFD	NP-A to A	Y	1st Q	RCC	75,000.00	75,000.00		
	100010000	3	Postage Service	HRAD	NP- A to A	N	1st Q	RCC	1,500,000.00	1,500,000.00		
K.	Code (PAP)	UTILITIES										
	100010000	1	Water Supply	HRAD	Non BAC	N	n/a	RCC	500,000.00	500,000.00		
	100010000	2	Electric/Power Consumption	HRAD	Non BAC	N	n/a	RCC	29,382,000.00	29,382,000.00		
<b>TOTAL</b>									<b>322,091,664.13</b>	<b>301,600,264.13</b>	<b>20,491,400.00</b>	

Submitted by:



NORLAN M. DE LAS ALAS  
BAC Secretariat

Recommending Approval:  
For the Bids and Awards Committee:



EMMANUEL Y. ARTIZA  
Chairman, Bids and Awards Committee

Approved By:



EMILIO B. AQUINO  
Chairperson

Acronyms:

PB: Public Bidding  
DC: Direct Contracting  
S: Shopping

NP- A to A:  
NP-SSAWETMS:  
NP- HTC:  
NP-SVP:  
NP-LRP&V:

Negotiated Procurement-Agency to Agency  
NP- Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services  
Negotiated Procurement - Highly Technical Consultant  
Negotiated Procurement-Small Value Procurement  
Negotiated Procurement-Lease of Real Property and Venue