

COMMISSION ON HUMAN RIGHTS - CENTRAL OFFICE
UPDATED Annual Procurement Plan for FY 2025

| Code (PAP) | Procurement 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 Project) |
|------------|---|---------------|---|---|--|----------------------------|-----------------------|-----------------------|-----------------|------------------------|--------------|---------------|--|
| | | | | | Advertisement/Posting of IB/REI | Submission/Opening of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| | I. GOOD AND SERVICES | | | | | | | | | | | | |
| | A. GOODS | | | | | | | | | | | | |
| P01 | CSE Procurement thru DBM-PS | GSD | NO | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | As the need arises | GoP | 2,000,000.00 | 2,000,000.00 | | |
| P02 | Supplies and Materials | ALL OFFICES | NO | NP-53.9 - Small Value Procurement | As the need arises | N/A | February to December | February to December | GoP | 524,000.00 | 524,000.00 | | |
| P03 | Books | HRPO | NO | NP-53.9 - Small Value Procurement | June | N/A | June | June | GoP | 400,000.00 | 400,000.00 | | |
| P04 | Accountable and Non-Accountable Forms | GSD | NO | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | As the need arises | GoP | 9,600.00 | 9,600.00 | | |
| | Semi-Expendable Property, Machinery & Equipment | | | | | | | | | | | | |
| P05 | Non-PS (Common Supplies and Equipment (including SE Equipment/Property and Furniture and Fixtures including ERT SE Equipment and Supplies and GAD SE Property) Procurement not available thru DBM-PS) | GSD | NO | Shopping | As the need arises | N/A | February to December | February to December | GoP | 3,000,000.00 | 3,000,000.00 | | |
| P06 | Lateral Filing Cabinet | GSD | NO | NP-53.9 - Small Value Procurement | October | N/A | October | October | GoP | 160,000.00 | 160,000.00 | | |
| P07 | Vertical Filing Cabinet with Vault | GSD | NO | NP-53.9 - Small Value Procurement | October | N/A | October | October | GoP | 40,000.00 | 40,000.00 | | |
| P08 | Metal Shelves | GSD | NO | NP-53.9 - Small Value Procurement | October | N/A | October | October | GoP | 360,000.00 | 360,000.00 | | |
| P09 | Conference Table | GSD | NO | NP-53.9 - Small Value Procurement | October | N/A | October | October | GoP | 600,000.00 | 600,000.00 | | |
| P10 | Conference Chair | GSD | NO | NP-53.9 - Small Value Procurement | October | N/A | October | October | GoP | 180,000.00 | 180,000.00 | | |
| P11 | Refilling of existing fire extinguishers and procurement of brand new fire extinguishers for Central Office Building | GSD | NO | NP-53.9 - Small Value Procurement | October | N/A | October | October | GoP | 300,000.00 | 300,000.00 | | |
| P12 | Inverter Aircon units (Climate Change Expenditure Tagging) | GSD | NO | Competitive Bidding | September | September | October | October | GoP | 1,204,000.00 | 1,204,000.00 | | |
| P13 | CHR Signage and Logo | GSD | NO | NP-53.9 - Small Value Procurement | February | February | February | February | GoP | 300,000.00 | 300,000.00 | | |
| P14 | Institutional Tokens | ALL OFFICES | NO | Competitive Bidding | July | August | September | September | GoP | 2,706,600.00 | 2,706,600.00 | | |
| P15 | Token for CHR Partners | ALL OFFICES | NO | NP-53.9 - Small Value Procurement | August | N/A | September to December | September to December | GoP | 2,473,000.00 | 2,473,000.00 | | |
| P16 | Plaques | HRDD, ETD | NO | NP-53.9 - Small Value Procurement | April | N/A | May to December | May to December | GoP | 552,500.00 | 552,500.00 | | |
| P17 | Fuel, Oil, Lubricants | GSD | YES | NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets | November 2024 | December 2024 | January to December | January to December | GoP | 1,500,000.00 | 1,500,000.00 | | |
| | ICT Equipment | | | | | | | | | | | | |
| P18 | Laptop Computers | MISD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 7,204,282.20 | | 7,204,282.20 | |
| P19 | Desktop Computers | MISD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 18,584,686.62 | | 18,584,686.62 | |
| P20 | Heavy Duty Scanners with ADF | MISD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 1,587,600.00 | | 1,587,600.00 | |
| P21 | Multifunction Printers | MISD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 2,887,500.00 | | 2,887,500.00 | |
| P22 | Uninterruptible Power Supply (UPS) | MISD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 1,176,465.00 | | 1,176,465.00 | |
| P23 | Access Point | MISD | NO | Competitive Bidding | April | May | June | June | GoP | 2,880,000.00 | | 2,880,000.00 | |
| P24 | Wi-Fi Adapter for Desktop Computer | MISD | NO | NP-53.9 - Small Value Procurement | April | N/A | April | April | GoP | 50,000.00 | | 50,000.00 | |
| P25 | Intelligent Switch Hub | MISD | NO | NP-53.9 - Small Value Procurement | September | N/A | September | September | GoP | 90,000.00 | | 90,000.00 | |

| | | | | | | | | | | | | |
|-----|--|-----------------|-----|---|----------------------|----------------------|-----------------------|-----------------------|-----|---------------|---------------|---------------|
| P26 | IP Camera | MISD | NO | NP-53.9 - Small Value Procurement | February | N/A | February | February | GoP | 5,000.00 | 5,000.00 | |
| P27 | SD Card | MISD | NO | NP-53.9 - Small Value Procurement | February | N/A | February | February | GoP | 30,000.00 | 30,000.00 | |
| P28 | Computer Server | MISD | NO | Competitive Bidding | February | March | April | April | GoP | 4,000,000.00 | | 4,000,000.00 |
| P29 | Vehicle Computer Box Scanner | GSD | NO | NP-53.9 - Small Value Procurement | November | N/A | December | December | GoP | 270,000.00 | | 270,000.00 |
| P30 | Vehicle | GSD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 37,026,689.00 | | 37,026,689.00 |
| P31 | Vehicle | GSD | NO | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | March | GoP | 2,510,037.14 | | 2,510,037.14 |
| P32 | E-Vehicle (Climate Change Expenditure Tagging) | GSD | NO | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | November | GoP | 3,000,000.00 | | 3,000,000.00 |
| | B. SERVICES | | | | | | | | | | | |
| | Repair, Maintenance and Improvement - Supplies, Materials and Labor | | | | | | | | | | | |
| P33 | Building Construction and Plumbing Supplies and Materials | GSD | NO | Competitive Bidding | September | September | October | October | GoP | 1,000,000.00 | 1,000,000.00 | |
| P34 | Annual Comprehensive Electrical Preventive Maintenance & As-Built Drawing for SAAC and PARDEC Building of CHR Central Office | GSD | NO | NP-53.9 - Small Value Procurement | August | N/A | September | September | GoP | 900,000.00 | 900,000.00 | |
| P35 | Electrical (Common and Non-common) | GSD | NO | Competitive Bidding | September | September | October | October | GoP | 890,000.00 | 890,000.00 | |
| P36 | Vehicle | GSD | NO | NP-53.9 - Small Value Procurement | As the need arises | N/A | January to December | January to December | GoP | 500,000.00 | 500,000.00 | |
| P37 | Customization of Vehicle Carseat | GSD | NO | NP-53.9 - Small Value Procurement | November | N/A | December | December | GoP | 542,800.00 | | 542,800.00 |
| | General Services | | | | | | | | | | | |
| P38 | Pest Control Services | GSD | NO | NP-53.9 - Small Value Procurement | August | N/A | September | September | GoP | 400,000.00 | 400,000.00 | |
| P39 | Janitorial Services | GSD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 14,948,017.72 | 14,948,017.72 | |
| P40 | Security Services | GSD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 13,747,608.99 | 13,747,608.99 | |
| P41 | Supply and Delivery of Drinking Water with Hot & Cold Dispenser | GSD | YES | NP-53.9 - Small Value Procurement | November 2024 | December 2024 | January | January | GoP | 360,000.00 | 360,000.00 | |
| P42 | Lease of Venue with Meals and Accommodation | ALL OFFICES | NO | NP-53.10 Lease of Real Property and Venue | February to December | February to December | February to December | February to December | GoP | 3,000,000.00 | 3,000,000.00 | |
| P43 | Meals/Catering Services | ALL OFFICES | NO | NP-53.9 - Small Value Procurement | As the need arises | N/A | January to December | January to December | GoP | 4,000,000.00 | 4,000,000.00 | |
| P44 | Digital Promotion Support Services | SCD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 970,000.00 | 970,000.00 | |
| | Printing, Production and Publication Expenses | | | | | | | | | | | |
| P45 | PACD Collaterals | CHAU | NO | NP-53.9 - Small Value Procurement | June | N/A | July | July | GoP | 588,437.80 | 588,437.80 | |
| P46 | Compendium, Annual Accomplishment Report, Research Output | SCD, RESEARCH | NO | NP-53.9 - Small Value Procurement | July | N/A | August to December | August to December | GoP | 350,000.00 | 350,000.00 | |
| P47 | CHR Book on Women and Girls in Street Situations | CGEWHR | NO | NP-53.9 - Small Value Procurement | November | N/A | December | December | GoP | 100,000.00 | 100,000.00 | |
| P48 | IEC Materials and Training Kit | ETD, PREVENTION | NO | NP-53.9 - Small Value Procurement | August | N/A | September to December | September to December | GoP | 1,480,000.00 | 1,480,000.00 | |
| P49 | Traditional Media Ad Placements | SCD | NO | NP-53.9 - Small Value Procurement | June | N/A | July | July | GoP | 300,000.00 | 300,000.00 | |

| | Subscription | | | | | | | | | | | | |
|-----|---|-------------|-----|---|---------------|---------------|---------------------|---------------------|-----|---------------|---------------|---------------|---|
| P50 | Microsoft Office (Word, Excel, Powerpoint) | MISD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 15,652,000.00 | | 15,652,000.00 | |
| P51 | Web Mail Hosting | MISD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 5,700,000.00 | 5,700,000.00 | | |
| P52 | Domain renewal - HURIDOCs | HRPLO | NO | NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets | N/A | N/A | N/A | N/A | GoP | 60,000.00 | 60,000.00 | | |
| P53 | Anti-Virus License | MISD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 1,899,990.00 | 1,899,990.00 | | |
| P54 | Internet Subscription (Redundancy for Central Office) | MISD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 603,456.00 | 603,456.00 | | Renewal - Appendix 37 of 2016 IRR RA 9184 |
| P55 | AI Subscription (Conversational AI) | MISD | NO | NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets | N/A | N/A | N/A | N/A | GoP | 43,200.00 | 43,200.00 | | |
| P56 | AI Transcribe | MISD | NO | NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets | N/A | N/A | N/A | N/A | GoP | 43,200.00 | 43,200.00 | | |
| P57 | SMS API Subscription | MISD | NO | NP-53.9 - Small Value Procurement | July | N/A | August | August | GoP | 120,000.00 | 120,000.00 | | |
| P58 | Library - Journal/E-resources | RESEARCH | NO | Direct Contracting | April | N/A | May | May | GoP | 73,460.00 | 73,460.00 | | |
| | Rental | | | | | | | | | | | | |
| P59 | Photocopier | GSD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 1,697,400.00 | 1,697,400.00 | | |
| P60 | Lights, Audio, Video and Staging System | ALL OFFICES | NO | NP-53.9 - Small Value Procurement | January | N/A | January to December | January to December | GoP | 828,800.00 | 828,800.00 | | |
| | Insurance | | | | | | | | | | | | |
| P61 | Vehicle Registration and Insurance | GSD | NO | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | January to December | GoP | 600,000.00 | 600,000.00 | | |
| P62 | Building Insurance (SAAC & PARDEC) | GSD | NO | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | January to December | GoP | 2,300,000.00 | 2,300,000.00 | | |
| P63 | Fidelity bond | GSD | NO | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | January to December | GoP | 500,000.00 | 500,000.00 | | |
| | Transportation | | | | | | | | | | | | |
| P64 | Airline Tickets | ALL OFFICES | NO | NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets | N/A | N/A | January to December | January to December | GoP | 5,000,000.00 | 5,000,000.00 | | |
| | Utility Expenses | | | | | | | | | | | | |
| P65 | Water | GSD | NO | Direct Contracting | N/A | N/A | N/A | N/A | GoP | 3,000,000.00 | 3,000,000.00 | | WETI, with existingline |
| P66 | Electricity | GSD | NO | Direct Contracting | N/A | N/A | N/A | N/A | GoP | 10,800,000.00 | 10,800,000.00 | | WETI, with existingline |
| | Communication Expenses | | | | | | | | | | | | |
| P67 | Postage & Courier Expenses | GSD | YES | NP-53.5 Agency-to-Agency | November 2024 | December 2024 | January | January | GoP | 850,000.00 | 850,000.00 | | |
| P68 | Telephone (Landline) | GSD | NO | Direct Contracting | N/A | N/A | N/A | N/A | GoP | 2,400,000.00 | 2,400,000.00 | | WETI, with existingline |
| | II. INFRASTRUCTURE | | | | | | | | | | | | |
| P69 | Retrofitting of SAAC and PARDEC Building (Phase 1) | GSD | NO | Competitive Bidding | October | November | December | December | GoP | 25,581,000.00 | | 25,581,000.00 | |

| III. CONSULTING SERVICES | | | | | | | | | | | | |
|--------------------------|--|-------|-----|---|---------------|---------------|--------------|----------|---------|----------------|----------------|----------------|
| P70 | Consultancy Services of Human Rights Thematic Experts | CeB | NO | NP-53.7 Highly Technical Consultants | N/A | N/A | January | January | GoP | 2,688,036.00 | 2,688,036.00 | |
| P71 | Development of Treaty Obligations and Universal Periodic Review Monitoring System (TOUPRMS) | MISD | NO | Competitive Bidding | October | November | December | December | GoP | 5,000,000.00 | | 5,000,000.00 |
| P72 | Development of the General Administration and Financial Management Information System (GAFMIS) - Phase 2 | MISD | YES | Competitive Bidding | November 2024 | December 2024 | January | January | GoP | 15,000,000.00 | | 15,000,000.00 |
| P73 | Development of the Document Tracking and Management System (DTMS) | MISD | NO | Competitive Bidding | October | November | December | December | GoP | 8,000,000.00 | | 8,000,000.00 |
| P74 | Development of the Commission en Banc Management Information System (CEBMIS) | MISD | NO | Competitive Bidding | October | November | December | December | GoP | 3,500,000.00 | | 3,500,000.00 |
| P75 | Technical Support for E-Library | HRPO | NO | NP-53.9 - Small Value Procurement | July | N/A | August | August | GoP | 55,000.00 | | 55,000.00 |
| P76 | Civil Engineer Consultant | GSD | YES | NP-53.9 - Small Value Procurement | November 2024 | December 2024 | January | January | GoP | 616,284.00 | | 616,284.00 |
| P77 | Architect | GSD | YES | NP-53.9 - Small Value Procurement | November 2024 | December 2024 | January | January | GoP | 616,284.00 | | 616,284.00 |
| P78 | Electrical Engineer | GSD | YES | NP-53.9 - Small Value Procurement | November 2024 | December 2024 | January | January | GoP | 616,284.00 | | 616,284.00 |
| P79 | Assistant Civil Engineer/Architect | GSD | YES | NP-53.9 - Small Value Procurement | November 2024 | December 2024 | January | January | GoP | 476,064.00 | | 476,064.00 |
| P80 | Visual Artist for the Production of Official Portraits of CHR Officials | SCD | NO | NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services | N/A | N/A | December | December | GoP | 20,000.00 | | 20,000.00 |
| P81 | Auditing Services for ISO 9001:2015 QMS • Surveillance Audit of HR Protection Office • Re-Certification of HR Linkages Office • Certification Audit of Protection Cluster | QMST | NO | NP-53.9 - Small Value Procurement | July | N/A | August | August | GoP | 460,000.00 | | 460,000.00 |
| P82 | Supplies and Materials | CSJHP | NO | Others - Foreign-funded procurement | N/A | N/A | N/A | N/A | Foreign | 12,000.00 | | 12,000.00 |
| P83 | Meals/Catering Services | CSJHP | NO | Others - Foreign-funded procurement | N/A | N/A | N/A | N/A | Foreign | 40,500.00 | | 40,500.00 |
| P84 | Fuel | CSJHP | NO | Others - Foreign-funded procurement | N/A | N/A | N/A | N/A | Foreign | 24,000.00 | | 24,000.00 |
| | | | | | | | TOTAL | | | 256,565,782.47 | 109,106,687.51 | 147,459,094.96 |

ENDORSED BY:



RONALD A. FANTONE
Vice-Chairperson,
Bids and Awards Committee

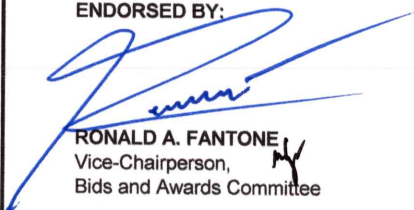
APPROVED BY:



RICHARD P. PALPAL-LATOC
Head of the Procuring Entity

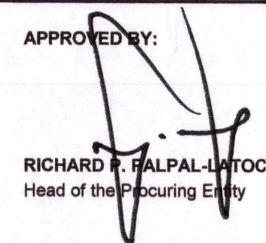
| Code (PAP) | Procurement Project | PMO/ End-User | Is this an Early Procurement Activity? (Yes/No) | Mode of Procurement | Schedule for Each Procurement Activity | | | | Source of Funds | Estimated Budget (PhP) | | | Remarks (brief description of Project) |
|--|---|--------------------|---|---------------------|--|----------------------------|-----------------|------------------|-----------------|------------------------|---------------------|----|--|
| | | | | | Advertisement/Posting of IB/REI | Submission/Opening of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| I. GOOD AND SERVICES | | | | | | | | | | | | | |
| A. GOODS | | | | | | | | | | | | | |
| PCA01 | Supplies and Materials | ALL OFFICES | NO | | N/A | N/A | N/A | N/A | GoP | 2,953,557.20 | 2,953,557.20 | | Charge to Operating Cash Advance |
| PCA02 | Medicine, Clinic and Laboratory supplies | FORENSIC | NO | | N/A | N/A | N/A | N/A | GoP | 75,705.00 | 75,705.00 | | Charge to Operating Cash Advance |
| PCA03 | Communication (Prepaid load cards) | ALL OFFICES | NO | | N/A | N/A | N/A | N/A | GoP | 362,400.00 | 362,400.00 | | Charge to Operating Cash Advance |
| PCA04 | Meals | ALL OFFICES | NO | | N/A | N/A | N/A | N/A | GoP | 4,000,000.00 | 4,000,000.00 | | Charge to Operating Cash Advance |
| B. SERVICES | | | | | | | | | | | | | |
| Repair, Maintenance and Improvement - Supplies, Materials and Labor | | | | | | | | | | | | | |
| PCA05 | Airconditioner | GSD | NO | | N/A | N/A | N/A | N/A | GoP | 120,000.00 | 120,000.00 | | Charge to Operating Cash Advance |
| PCA06 | Building Construction and Plumbing | GSD | NO | | N/A | N/A | N/A | N/A | GoP | 310,000.00 | 310,000.00 | | Charge to Operating Cash Advance |
| PCA07 | Electrical (Common and Non-common) | GSD | NO | | N/A | N/A | N/A | N/A | GoP | 200,000.00 | 200,000.00 | | Charge to Operating Cash Advance |
| PCA08 | ICT Hardware and Software resources | GSD, MISD | NO | | N/A | N/A | N/A | N/A | GoP | 346,000.00 | 346,000.00 | | Charge to Operating Cash Advance |
| PCA09 | Office Equipment and Other Machineries and Equipment | GSD | NO | | N/A | N/A | N/A | N/A | GoP | 180,000.00 | 180,000.00 | | Charge to Operating Cash Advance |
| PCA10 | Vehicle | GSD | NO | | N/A | N/A | N/A | N/A | GoP | 340,000.00 | 340,000.00 | | Charge to Operating Cash Advance |
| Rental | | | | | | | | | | | | | |
| PCA11 | Vehicle | CSJHP, SPAD | NO | | N/A | N/A | N/A | N/A | GoP | 33,000.00 | 33,000.00 | | Charge to Operating Cash Advance |
| Subscription | | | | | | | | | | | | | |
| PCA12 | Mobile Phone Subscription (Postpaid) | PROCDIV, FMO | NO | | N/A | N/A | N/A | N/A | GoP | 23,988.00 | 23,988.00 | | Charge to Operating Cash Advance |
| PCA13 | Online Software License (Video Conferencing Tools, Photo Editing Tools) | ALL OFFICES | NO | | N/A | N/A | N/A | N/A | GoP | 600,200.00 | 600,200.00 | | Charge to Operating Cash Advance |
| PCA14 | Secure Socket Layer (SSL) Certificate | MISD | NO | | N/A | N/A | N/A | N/A | GoP | 5,000.00 | 5,000.00 | | Charge to Operating Cash Advance |
| Communication Expenses | | | | | | | | | | | | | |
| PCA15 | Postage & Courier Expenses | GSD, INVESTIGATION | NO | | N/A | N/A | N/A | N/A | GoP | 336,000.00 | 336,000.00 | | Charge to Operating Cash Advance |
| TOTAL | | | | | | | | | | 9,885,850.20 | 9,885,850.20 | | |

ENDORSED BY:



RONALD A. FANTONE
Vice-Chairperson,
Bids and Awards Committee

APPROVED BY:



RICHARD P. FALPAL-LATOC
Head of the Procuring Entity