

Philippine Embassy in Muscat, Sultanate of Oman
Annual Procurement Plan for FY 2022
 Amount in Philippine Pesos (PHP)

APP 2022

UACS - PAF Code	PARTICULARS	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity					Source of Funds		Estimated Budget			Remarks (Brief description of Program /Project)
				Advs/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing	Notice to Proceed	Account Name	UACS	Total	Diplomacy	Consular	
MCT-004- AFS-011	Year Round Supply of Electricity	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Electricity Expenses	50204020 00	308,000.00	139,000.00	169,000.00	
MCT-005- COMM-004	Various Communication Expenses													
MCT-005- AFS-012	Point Services	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Pradage and Courier Expenses	50205010 00	681,000.00	350,000.00	331,000.00	
MCT-005- AFS-012	Telecom - Mobile Services	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Telecom - Mobile Expenses	50205020 01	284,000.00	149,000.00	135,000.00	
MCT-005- AFS-013	Telecom - Landline Services	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Telecom - Landline Expenses	50205020 02	159,000.00	51,000.00	108,000.00	
MCT-005- COMM-001	Processing of Incoming and Outgoing official electronic/digital communications	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Internet Subscriptions	50205030 00	370,000.00	166,000.00	188,000.00	
MCT-006- AFS-014	Various Professional Services													
MCT-006- AFS-014	Outsourcing of Translation Services	Diplomacy / Consular	Negotiated Procurement	Dec-22	Dec-22	Dec-22	Dec-22	Dec-22	(Gen Fund) Other Professional Services	50211690 00	57,000.00	57,000.00		
MCT-007- PPT-001	Various General Services													
MCT-007- AFS-015	Adopt best practices across all Consular Service Units and Support Services	Consular Section	Negotiated Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	(Gen Fund) Entertainment / Sanitary Services	50212010 00	191,000.00		191,000.00	
MCT-007- AFS-016	Outsourcing of Janitorial Services	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Janitorial Services	50212020 00	472,000.00	211,000.00	261,000.00	
MCT-007- AFS-016	Hiring of Administrative/Consular Clerks (COS)	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Other General Services	50212990 99	1,222,880.00	1,222,880.00		
MCT-008- AFS-017	Various Repairs and Maintenance													
MCT-008- AFS-017	Maintenance and upkeep of Embassy Motor Vehicles	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) RM - Motor Vehicle	50213050 07	555,000.00	555,000.00		
MCT-008- AFS-018	Maintenance and upkeep of Embassy Premises	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) RM - Other Leased Assets/Improvements	50213090 99	38,000.00	38,000.00		
MCT-009- AFS-019	Annual Insurance Policy for Motor Vehicles													
MCT-009- AFS-019	Comprehensive Motor Vehicle Policy	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Insurance Expense	50215030 00	25,000.00	25,000.00		
MCT-009- AFS-019	Comprehensive Motor Vehicle Policy	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Insurance Expense	50215030 00	25,000.00	25,000.00		
MCT-010- NS-006	Various Lease Expenses													
MCT-010- AFS-020	Lease of Chancery	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Rent - Building and Structures	50299050 01	4,782,800.00	2,397,900.00	2,385,000.00	
MCT-010- AFS-020	PH-Oman Joint Bilateral Consultation Meeting	Political Section	Negotiated Procurement	Mar-22	Mar-22	Mar-22	Mar-22	Mar-22	(Gen Fund) Rent - Motor Vehicles	50299050 03	31,920.00	31,920.00		
MCT-010- AFS-021	Lease of Motor Vehicle	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Rent - Motor Vehicles	50299050 03	461,760.00	461,760.00		
MCT-010- AFS-022	Lease of Office Equipment	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Rent - Equipment	50299050 04	156,000.00	156,000.00		
MCT-010- PPT-002	Consular Outreach in Salsala, Dhofar Region	Consular Section	Negotiated Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	(Gen Fund) Operating Lease	50299050 06	91,000.00	91,000.00		
MCT-010- PPT-002	Consular Outreach in Duqm, Hama	Consular Section	Negotiated Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	(Gen Fund) Operating Lease	50299050 06	22,750.00	22,750.00		
MCT-010- PPT-002	Consular Outreach in Sohar and Buraimi	Consular Section	Negotiated Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	(Gen Fund) Operating Lease	50299050 06	45,500.00	45,500.00		
MCT-010- PPT-003	Harness information technology (ICT) in the delivery of efficient consular services	Consular Section	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Rent - ICT Equipment	50299050 08	99,600.00	99,600.00		
MCT-010- PPT-003	Harness information technology (ICT) in the delivery of efficient consular services	Consular Section	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Rent - ICT Equipment	50299050 08	492,400.00	452,400.00		
MCT-011- AFS-023	Various Subscription Expenses													
MCT-011- NS-003	ICT Software Subscriptions	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) ICT Software Subscription	50299070 01	142,000.00	71,000.00	71,000.00	
MCT-011- AFS-024	Submission of policy brief/paper on Oman's political position on issues affecting the region	Political	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Library and Other Reading Materials Subscription	50299070 04	19,000.00	19,000.00		
MCT-011- AFS-024	Subscription of Newspapers and Magazines	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Library and Other Reading Materials Subscription	50299070 04	36,000.00	36,000.00		
MCT-011- AFS-023	Other Subscriptions	Diplomacy / Consular	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Other Subscription Expenses	50299070 99	11,000.00	11,000.00		
MCT-012- PCD-001	Various Printing Expenses													
MCT-012- PCD-001	Independence Day Activities	Public/Cultural Diplomacy	Negotiated Procurement	Jun-22	Jun-22	Jun-22	Jun-22	Jun-22	(Gen Fund) Printing and Publication Expenses	50299020 00	30,000.00	30,000.00		

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MCT-012-PCDD-012	Priority Sportfest		Negotiated Procurement	Aug-22	Aug-22	Aug-22	Aug-22	Aug-22	(Gen Fund) Printing and Publication Expenses	50299020 00	40,000.00	40,000.00		
MCT-012-PP-T-001	Adopt best practices across all Consular Service Units and Support Services	Public/Cultural Diplomacy Consular Section	Negotiated Procurement	Jan-22	Jan-22	Jan-22	Jan-22	Jan-22	(Gen Fund) Printing and Publication Expenses	50299020 00	20,800.00	20,800.00		
MCT-012-AFS-028	Printing of Embassy Stationeries	Diplomacy	Negotiated Procurement	Year Round	Year Round	Year Round	Year Round	Year Round	(Gen Fund) Printing and Publication Expenses	50299020 00	100,000.00	100,000.00		
											PHP 16,210,138.57	PHP 9,188,193.70	PHP 7,021,944.87	

Prepared by:

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DEFINITION

1. PROGRAM (BESF) - A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
2. PROJECT (BESF) - Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
3. PMO/End User - Unit as proponent of program or project
4. Mode of Procurement - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and
5. Schedule for Each Procurement Activity - Major procurement activities (advertising/posting; submission and receipt/opening of bids; award of contract;
6. Source of Funds - Whether GenF, Foreign Assisted or Special Purpose Fund
7. Estimated Budget - Agency approved estimate of project/program costs
8. Remarks - brief description of program or project

Remarks
Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.
Breakdown into moose and co for tracking purposes; aligned with budget documents