

LAND TRANSPORTATION OFFICE
CENTRAL OFFICE

Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IS/KtI	Sub/Open or Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
AVAILABLE AT THE PS												
100010000 / 302010000 / 302020000 / 302030000	Common Eletrical Supplies	Section/Div. Service	Agency to Agency		QUARTERLY			GAA	34,000.00	34,000.00		Annual requirements for CY 2021 for the electrical supplies for the use of Central Office
100010000 / 302010000 / 302020000 / 302030000	Common Office Supplies	Section/Div. Service	Agency to Agency		QUARTERLY			GAA	6,000,000.00	6,000,000.00		Annual requirements for CY 2021 for the office supplies for the use of Central Office
100010000 / 302010000 / 302020000 / 302030000	Common Office Devices	Section/Div. Service	Agency to Agency		QUARTERLY			GAA	500,000.00	500,000.00		Annual requirements for CY 2021 for the office devices for the use of Central Office
100010000 / 302010000 / 302020000 / 302030000	Common Janitorial Supplies	Section/Div. Service	Agency to Agency		QUARTERLY			GAA	200,000.00	200,000.00		Annual requirements for CY 2021 for the janitorial supplies for the use of Central Office
100010000 / 302010000 / 302020000 / 302030000	Common Office Equipment	Section/Div. Service	Agency to Agency		QUARTERLY			GAA	1,500,000.00	1,500,000.00		Annual requirements for CY 2021 for office equipment for the use of Central Office
100010000 / 302010000 / 302020000 / 302030000	Consumables (Ink and Toner)	Section/Div. Service	Agency to Agency		QUARTERLY			GAA	3,500,000.00	3,500,000.00		Annual requirements for CY 2021 for consumables for the use of Central Office
NOT AVAILABLE AT THE PS												
100010000 / 302010000 / 302020000 / 302030000	Common Eletrical Supplies	Section/Div. Service	SVP		QUARTERLY			GAA	55,000.00	55,000.00		Annual requirements for CY 2021 for the electrical supplies for the use of Central Office not available at the PS
100010000 / 302010000 / 302020000 / 302030000	Common Office Equipment	Section/Div. Service	SVP		QUARTERLY			GAA	4,000,000.00	4,000,000.00		Annual requirements for CY 2021 for the office equipment for the use of Central Office not available at the PS
100010000 / 302010000 / 302020000 / 302030000	Common Office Supplies	Section/Div. Service	SVP		QUARTERLY			GAA	3,100,000.00	3,100,000.00		Annual requirements for CY 2021 for the office supplies for the use of Central Office not available at the PS
100010000 / 302010000 / 302020000 / 302030000	Consumables (Ink and Toner)	Section/Div. Service	SVP		QUARTERLY			GAA	3,000,000.00	3,000,000.00		Annual requirements for CY 2021 for the consumables for the use of Central Office not available at the PS
100010000 / 302010000 / 302020000 / 302030000	Other Office Supplies	Section/Div. Service	SVP		QUARTERLY			GAA	3,500,000.00	3,500,000.00		Annual requirements for CY 2021 for the other office supplies for the use of Central Office not available at the PS

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100010000 / 302010000 / 302020000 / 302030000	Other Paper Materials & Products	Section/Div. Service	SVP	QUARTERLY				GAA	200,000.00	200,000.00		Annual requirements for CY 2021 for the other paper material & products for the use of Central Office not available at the PS
100010000 / 302010000 / 302020000 / 302030000	Other Computer Equipment, Supplies & Accessories	Section/Div. Service	SVP	QUARTERLY				GAA	1,500,000.00	1,500,000.00		Annual requirements for CY 2021 for the other computer equipment Supplies & accessories for the use of Central Office not available at the PS
OTHER CATEGORIES												
100010000 / 302010000 / 302020000 / 302030000	Various Accountable and Non-Accountable Forms	Central Office/Regional Offices	Agency to Agency	N/A	OCT	JAN	JAN	GAA	110,000,000.00	110,000,000.00		Annual Form Requirements for the Use Central Offices, Regional Offices, District Office, Extension Offices in the Registration of Vehicles, Issuance of Drivers License, & Law Enforcement activities of LTO
100010000 / 302010000 / 302020000 / 302030000	Pre-printed DL Cards with Security Features	Central Office/Regional Offices	Public Bidding	OCT	NOV	JAN	JAN	GAA	250,000,000.00	250,000,000.00		Annual requirements for CY 2021 for the printing and issuance of Drivers License, and Conductors License for the use of Central Office and Licensing Offices nationwide.
100010000 / 302010000 / 302020000 / 302030001	Repair and Maintenance of Various Laser Engraver CL1	Central Office/Regional Offices	Public Bidding	OCT	NOV	JAN	JAN	GAA	50,000,000.00	50,000,000.00		Annual requirements for CY 2021 for the repair and maintenance of various laser engraver CL1
100010000 / 302010000 / 302020000 / 302030000	Blank License Plates & RFID Stickers	Central Office /Regional Offices	Public Bidding	NOV	DEC	JAN	JAN	GAA	650,000,000.00	650,000,000.00		Annual requirements for the production of MV plates, and printing of MV Windshield Validation Stickers at the LTO Plate Making Plant and New Registration Unit, respectively.
100010000 / 302010000 / 302020000 / 302030000	Repair and maintenance of MVs & MCs	Section/Div. Service	SVP	MONTHLY				GAA	2,500,000.00	2,500,000.00		Patrol cars, service vehicles and motorcycles
100010000 / 302010000 / 302020000 / 302030000	T-Shirts with Collars	Central Office	SVP	1ST QUARTER				GAA	500,000.00	500,000.00		For the use of LTO Central personnel for the LTO Foundation Day
100010000 / 302010000 / 302020000 / 302030000	Subscription of Newspapers & Magazines	GSS	SVP	MONTHLY				GAA	100,000.00	100,000.00		Posting of Bids and LTO updates, issues and concerns
100010000 / 302010000 / 302020000 / 302030000	Cell Cards	Section/Div. Service	SVP	MONTHLY				GAA	400,000.00	400,000.00		For the use of LTO Central Execomm/Manncomm
100010000 / 302010000 / 302020000 / 302030000	Repair and maintenance of ACUs	GSS	SVP	MONTHLY				GAA	150,000.00	150,000.00		Preventive maintenance of ACUs in the Central Office
OTHER SERVICES												

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				Ads/Post of IB/K/L	Sub/Open or Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100010000 / 302010000 / 302020000 / 302030000	Freight Forwarding Services	Regional Offices	Public Bidding	NOV	NOV	DEC	JAN	GAA	11,600,000.00	11,600,000.00		Annual requirement for the the Distribution of License Plates, Accountable and Non-Accountable Forrms, Drivers License Cards, and Equipment to the LTO Regional Offices
100010000 / 302010000 / 302020000 / 302030000	Rental of Copier Services	Central Office	Small Value	DEC	DEC	N/A	JAN	GAA	700,000.00	700,000.00		Annual Requirements for the Use all offices in the Central Office
100010000 / 302010000 / 302020000 / 302030000	Security Services	Central Office	Public Bidding	OCT	NOV	DEC	DEC	GAA	27,000,000.00	27,000,000.00		Annual requirement for the Security Services in LTO Central Office
100010000 / 302010000 / 302020000 / 302030000	Janitorial Services	Central Office	Public Bidding	OCT	NOV	DEC	DEC	GAA	12,000,000.00	12,000,000.00		Annual requirement for the Janitorial Services of LTO Central Office
100010000 / 302010000 / 302020000 / 302030000	Other General Services	Central Office	SVP	OCT	NOV	DEC	DEC	GAA	35,000.00	2,000,000.00		Annual Requirements for the Use of the Central Office
100010000 / 302010000 / 302020000 / 302030000	Publication	GSS/PROPERTY SECTION	SVP	MONTHLY				GAA	1,500,000.00	1,500,000.00		Posting of Bids and LTO updates, issues and concerns
100010000 / 302010000 / 302020000 / 302030000	Insurance Premiums GSIS (Bldgs. & MV)	GSS	Agency to Agency	1ST QUARTER				GAA	1,000,000.00	1,000,000.00		Budget for this program chargeable to GAA CY 2021
100010000 / 302010000 / 302020000 / 302030000	Repair and Maintenance - Building & Facilities	Central Office	SVP	MONTHLY				GAA	1,500,000.00	1,500,000.00		Preventive Maintenance of Building & Facilities
302010000 / 302020000 / 302030000	Other Services	Central Office	Public Bidding	3rd QUARTER				GAA	1,500,000.00	1,500,000.00		Budget for this program chargeable to GAA CY 2021
TOTAL									1,149,539,000.00	1,149,539,000.00		

Prepared by:


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Chief, Property Section

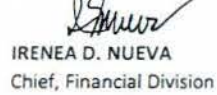
Certified correct:


Engr. ROBERTO S. SE
OIC Chief, Administrative Division

Certified Funds Available:


MARIVIC E. LOPEZ
OIC, Budget Section

Noted:


IRENEA D. NUEVA
Chief, Financial Division

Approved by:


EDGAR C. GALVANTE
Assistant Secretary

Per CY 2021 National Expenditure Program (NEP)