



Republic of the Philippines  
**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES XII**  
**Provincial Environment and Natural Resources Office Cotabato**  
Quirino Drive, Kidapawan City  
Tel No. (064) 577-1412, Email: penrokidapawan@denr.gov.ph

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July 31, 2024

**MEMORANDUM**

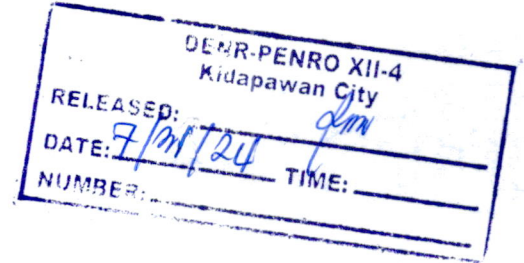
FOR : **The Regional Executive Director**  
DENR XII, Koronadal City

ATTENTION: **The Chief, Administrative Division**  
**The Chief, Procurement Section**

FROM : **The PENR Officer**  
DENR XII, PENRO Cotabato, Kidapawan City

SUBJECT : **SUBMISSION OF FY 2024 APP (Changes within the 1<sup>st</sup> Semester)**  
**OF PENRO COTABATO**

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This refers to the PS-DBM Advisory 2024-18, regarding the reminder on the submission of procurement reports for FY 2024. This Office respectfully submits the Annual Procurement Plan (Changes within the 1st Semester) for FY 2024.

For information and record.

  
**RADZAK B. SINARIMBO, J.D., MPA, MAPDS**



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## POSTING CERTIFICATION

This is to certify that the DENR Provincial Environment and Natural Resources Office Cotabato has posted its APP (Changes within the 1<sup>st</sup> Semester) of FY 2024 on its agency website and can be accessible through this link: <https://www.penrokidapawan.com/index.php/component/content/article/85-articles/563-transparency-2022>.

This certification is being issued in compliance with GPPB Circular No. 03-2020, this 31<sup>st</sup> day of July, 2024.

  
**ENGR. EUNICE S. CALAWEN, EnP**  
Chairperson, Bids and Awards Committee

**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES - DENR XII PENRO COTABATO**

**Updated Annual Procurement Plan for CY 2024 covering the 1st Semester**

Code (PAP)	Procurement Program/Project	PMO/ End-User	EPA? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
					Advertisement/P osting of IB/REI	Submission/Op ening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>OTHER ITEMS NOT AVAILABLE AT PS BUT REFROM OTHER SOURCES</b>				-	-	-	-	-	-	-	-	
	Training Related Services ( identify if Venue/Accomodation (including food)/Catering Services for specific event)					-	-	-	-	352,160.00	352,160.00	0.00	
50203050	Snacks	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	1,800.00	1,800.00		- based on PPMP of various offices
50203050	Meals and Snacks	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	8,750.00	8,750.00		- based on PPMP of various offices
50203050	Meals and Snacks	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	49,150.00	49,150.00		- based on PPMP of various offices
50203050	Meals and Snacks	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	10,600.00	10,600.00		- based on PPMP of various offices
50203050	Meals and Snacks	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	8,500.00	8,500.00		- based on PPMP of various offices
50203050	Meals and Snacks	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	15,575.00	15,575.00		- based on PPMP of various offices
50203050	Meals and Snacks	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	25,200.00	25,200.00		- based on PPMP of various offices
50203050	Meals	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	2,390.00	2,390.00		- based on PPMP of various offices
50203050	Meals and Snacks	PENRO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	4,000.00	4,000.00		- based on PPMP of various offices

50203050	Snacks	BAC	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	3,000.00	3,000.00	- based on PPMP of various offices
50203050	Snacks	BAC	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	1,275.00	1,275.00	- based on PPMP of various offices
50203050	Snacks	BAC	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	825.00	825.00	- based on PPMP of various offices
50203050	Meals	CDS	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	2,500.00	2,500.00	- based on PPMP of various offices
50203050	Snacks	CDS	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	2,600.00	2,600.00	- based on PPMP of various offices
50203050	Snacks	BAC	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	2,600.00	2,600.00	- based on PPMP of various offices
50203050	Snacks	BAC	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	675.00	675.00	- based on PPMP of various offices
50203050	Meals and Snacks	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	12,775.00	12,775.00	- based on PPMP of various offices
50203050	Snacks	ADMIN	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	1,275.00	1,275.00	- based on PPMP of various offices
50203050	Meals and Snacks	ADMIN	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	44,500.00	44,500.00	- based on PPMP of various offices
50203050	Meals and Snacks	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	7,500.00	7,500.00	- based on PPMP of various offices

50203050	Accomodation	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	8,895.00	8,895.00	- based on PPMP of various offices
50203050	Meals and Snacks	RPS	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	5,800.00	5,800.00	- based on PPMP of various offices
50203050	Venue and Meals	MES	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	70,075.00	70,075.00	- based on PPMP of various offices
50203050	Meals and Snacks	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	35,000.00	35,000.00	- based on PPMP of various offices
50203050	Meals and Snacks	PENRO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	17,700.00	17,700.00	- based on PPMP of various offices
50203050	Accomodation	PENRO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	9,200.00	9,200.00	- based on PPMP of various offices
	<b>Supplies and Materials</b>	-	-	-	-	-	-	-	-	<b>450,768.20</b>	<b>450,768.20</b>	<b>0.00</b> -
50203990	Vehicle Maintenance- Tires	TSD	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	25,900.00	25,900.00	- based on PPMP
50203990	IT Supplies	ICT	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	24,738.20	24,738.20	- based on PPMP
50203990	IT Supplies	ICT	No	Competitive Bidding	07/02/2024	08/02/2024 No Received Bid	N/A	N/A	GoP	54,280.00	54,280.00	- based on PPMP
50203990	IT Supplies	ICT	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	15,744.00	15,744.00	- based on PPMP
50203990	Steel Cabinet	PENRO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	22,400.00	22,400.00	- based on PPMP

50203990	IT Supplies	NGP	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	- based on PPMP
50203990	Electrical Supplies	ADMIN	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	560.00	560.00	- based on PPMP
50203990	Electrical Supplies	ADMIN	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	2,375.00	2,375.00	- based on PPMP
50203990	Kitchen Supplies	PENRO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	11,850.00	11,850.00	- based on PPMP
50203990	Janitorial Supplies	PENRO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	18,825.00	18,825.00	- based on PPMP
50203990	Vehicle Maintenance	MES	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	1,400.00	1,400.00	- based on PPMP
50203990	Vehicle Maintenance	MES	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	2,235.00	2,235.00	- based on PPMP
50203990	Vehicle Maintenance	MES	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	90.00	90.00	- based on PPMP
50203990	Vehicle Maintenance	MES	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	220.00	220.00	- based on PPMP
50203990	Seedlings	MMFN	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	79,500.00	79,500.00	- based on PPMP
50203990	Soil	MMFN	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	31,000.00	31,000.00	- based on PPMP

50203990	Garden Supplies	MMFN	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	46,900.00	46,900.00	- based on PPMP
50203990	Handheld Radio (3)	PENRO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	8,400.00	8,400.00	- based on PPMP
50203990	Headlamp (24)	PENRO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	9,576.00	9,576.00	- based on PPMP
50203990	Pull-up Window	GAD	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	2,400.00	2,400.00	- based on PPMP
50203990	Fire Extinguisher (6)	ADMIN	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	5,600.00	5,600.00	- based on PPMP
50203990	Bathroom Supplies	TSD	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	20,245.00	20,245.00	- based on PPMP
50203990	Cellphone	PLANNING-IO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	28,990.00	28,990.00	- based on PPMP
50203990	IT Supplies	COA	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	6,380.00	6,380.00	- based on PPMP
50203990	Heavy Duty Binding Machine	COA	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	25,160.00	25,160.00	- based on PPMP
	<b>Office Equipment</b>	-	-	-	-	-	-	-	-	<b>211,578.62</b>	<b>211,578.62</b>	<b>0.00</b> -
50203210	Airconditioner	MSD	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	44,895.00	44,895.00	- based on PPMP
50203210	Printer (2), Voice Recorder	PLANNING	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	41,350.00	41,350.00	- based on PPMP

50203210	Flashdrive (4), External Drive 1T	NGP	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	- based on PPMP
50203210	Computer Desktop	COA	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	31,357.62	31,357.62	- based on PPMP
50203210	Handheld Radio (3)	PENRO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	8,400.00	8,400.00	- based on PPMP
50203210	Headlamp (24)	PENRO	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	9,576.00	9,576.00	- based on PPMP
50203210	Computer Desktop	FINANCE	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	35,000.00	35,000.00	- based on PPMP
50203210	Laptop	FINANCE	No	Shopping 52.1(b) - Regular Office Supplies and Equipment no available in PS	N/A	N/A	N/A	N/A	GoP	35,000.00	35,000.00	- based on PPMP
											1,014,506.82	0.00
									<b>TOTAL</b>	<b>1,014,506.82</b>		

Prepared by:

Reviewed/Evaluated by:

Recommending Approval:

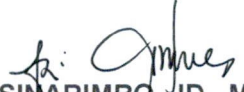
Approved by:

Bids and Awards Committee

  
**LADY MAE U. PARREÑO**  
 ADA VI/ Assistant Procurement  
 Officer

  
**DONNA K. VILLOCINO**  
 Budget Officer

  
**ENGR. EUNICE S. CALAWEN, EnP**  
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