

**LBP LEASING CORPORATION**  
**Annual Procurement Plan for FY 2014**

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)
				Pre-Proc. Conf.	Ads/Post of IAEB	Pre-bid Conf.	Eligibility Check	Sub/Open of Bids	Submission of Additional Requirements/Bid Eval.	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/Turnover		Total	MOOE	CO	
1	Acquisition of additional space	LLC Personnel	Direct Contracting									October 2014			December 2014	Corporate Funds	45,000,000		45,000,000	Additional space is needed for the Company's expansion
2	Acquisition of various computer applications to enhance operational efficiencies and to comply with the BIR LTIS requirement	LLC Accounting & other Personnel	Competitive Bidding	April 21	April 28-May	May 6	May 19	May 19	May 23	May 26	May 27-28	May 29-30	June 2	June 2014	June 2014	Corporate Funds	12,617,880		12,617,880	LLC has been classified as a Large Taxpayer and has been required to convert into a fully automated accounting system that meets the BIR LTIS standards. In addition, it needs to acquire other applications that will make its financing and leasing operations more efficient.
3	Acquisition of five (5) units of replacement vehicles for day to day operations*	LLC Personnel	Competitive Bidding	May 19	May 26-June	June 4	June 16	June 16	June 19	June 20	June 23-24	June 25-26	June 30	July 2014	July 2014	Corporate Funds	6,000,000		6,000,000	LLC's operations have substantially grown and its existing vehicles are costing more to maintain each year because of age and above-average utilization rate. The replacement vehicles will enhance operational efficiencies.
4	Acquisition of Computer Hardware & Peripherals	LLC Personnel	Competitive Bidding	June 6	June 13-20	June 23	July 7	July 7	July 10	July 11	July 14-15	July 16-17	July 21	Aug. 2014	Aug. 2014	Corporate Funds	3,819,278		3,819,278	LLC needs to upgrade its server and to acquire additional computers and peripherals to support the new applications and the use of additional 25 employees for hiring in 2013.
5	Office Reconfiguration	LLC Personnel	Competitive Bidding	July 7	July 14-21	July 23	Aug. 5	Aug. 5	Aug. 11	Aug. 12	Aug. 15-18	Aug. 19-20	Aug. 26	Sept. 2014	Oct. 2014	Corporate Funds	1,100,000		1,100,000	Additional 25 positions have been approved in the 2014 Corporate Budget. The existing office layout needs to be redesigned/replanned to accommodate additional personnel. There is also a need for additional secured records areas. The additional work places will be furnished for the additional staff.
6	Replacement of Blinds	LLC Personnel	Competitive Bidding	Sept. 1	Sept. 8-15	Sept. 17	Sept. 29	Sept. 29	Oct. 3	Oct. 6	Oct. 7-8	Oct. 9-10	Oct. 13	Oct. 2014	Oct. 2014	Corporate Funds	610,020		610,020	Majority of the existing blinds are damaged due to age and normal wear and tear and are unsightly because of discoloration and stains that can no longer be removed.
7	Acquisition of CCTV Cameras	LLC Personnel	Competitive Bidding	Sept. 8	Sept. 15-22	Sept. 24	Oct. 6	Oct. 6	Oct. 9	Oct. 13	Oct. 14-15	Oct. 16-17	Oct. 20	Oct. 2014	Oct. 2014	Corporate Funds	360,000		360,000	As a security measure and in lieu of security personnel or guards, the CCTV is deemed an essential equipment for the LLC office premises.
8	2 Units Split-type Aircon	LLC Personnel	Competitive Bidding	Sept. 15	Sept. 22-29	Oct. 1	Oct. 13	Oct. 13	Oct. 16	Oct. 20	Oct. 21-22	Oct. 23-24	Oct. 27	Oct. 2014	Oct. 2014	Corporate Funds	330,000		330,000	LLC conducts regular Mancom/Board/other business meetings at the Boardroom which often last after office hours. The LLC President works or holds meetings at the Office of the President outside of the regular office hours. To minimize power cost resulting from using the centralized aircon units after office hours, split-type units will be installed at the Boardroom & the Office of the President.
9	2 Units Heavy-Duty Shredders	LLC Personnel	Competitive Bidding	Sept. 15	Sept. 22-29	Oct. 1	Oct. 13	Oct. 13	Oct. 16	Oct. 20	Oct. 21-22	Oct. 23-24	Oct. 27	Oct. 2014	Oct. 2014	Corporate Funds	82,000		82,000	Additional shredders are needed to accommodate the volume/demand for documents to be shredded to ensure proper & immediate disposal of documents containing restricted or confidential data.
																	<b>69,919,178</b>		<b>69,919,178</b>	

RECOMMENDED BY: (Sgd.)  
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