



NATIONAL COUNCIL ON DISABILITY AFFAIRS

Annual Procurement Plan for FY 2024




Code (PAP)	Procurement Program/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 Program/Activity/Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
INFORMATION, EDUCATION AND COMMUNICATION DIVISION													
310100100001000	Establishment of Disability Library in College/University & Municipal Library and Promotion of NCDA Online Learning System												To promote culture of understanding awareness and inclusion by connecting with local disability organizations
	Cost of Meals	IECD	NO	NP-53.9 - Small Value Procurement	March, April, June	N/A	N/A	N/A	GoP	17,500.00	17,500.00		
	Supplies and Materials not available in PS	IECD	NO	NP-53.9 - Small Value Procurement	February	N/A	N/A	N/A	GoP	1,750.00	1,750.00		
310100100001000	Production of IEC materials and other disability related advocacy materials												
	Desk Calendar	IECD	NO	NP-53.9 - Small Value Procurement	March, August, December	N/A			GoP	75,000.00	75,000.00		
	Press Kit / Folder	IECD	NO	NP-53.9 - Small Value Procurement	March, May, December	N/A			GoP	37,500.00	37,500.00		
	Promotional / Advocacy Poster	IECD	NO	NP-53.9 - Small Value Procurement	March, May, December	N/A			GoP	50,000.00	50,000.00		
	Banners / Streamers	IECD	NO	NP-53.9 - Small Value Procurement	February, March, December	N/A	N/A	N/A	GoP	12,000.00	12,000.00		
	Tote Bags	IECD	NO	NP-53.9 - Small Value Procurement	April and December	N/A	N/A	N/A	GoP	8,000.00	8,000.00		
	Laptopbags with NCDA Logo	IECD	NO	NP-53.9 - Small Value Procurement	May and December	N/A	N/A	N/A	GoP	17,225.00	17,225.00		
310100100001000	Re-printing of Disability Laws												To improve awareness of persons with disabilities of their benefits through visual advertisement
	Printing of Disability Laws	IECD	NO	NP-53.9 - Small Value Procurement	February, March, June, July	N/A			GoP	70,000.00	70,000.00		
310100100001000	Consultative Dialogue with Social Media Platforms												Online Advocacy Campaign
	Lease of Venue, Accommodation and meals	IECD	NO	NP-53.10 Lease of Real Property and Venue	April	N/A	April	April	GoP	72,000.00	72,000.00		
	Honoraria (Speakers, Sign Language Interpreters)	IECD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	April	N/A	N/A	N/A	GoP	21,400.00	21,400.00		
	Tokens	IECD	NO	NP-53.9 - Small Value Procurement	April	N/A	N/A	N/A	GoP	5,000.00	5,000.00		

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					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
310100100001000	Conduct of Quarterly Meetings on Sub-Committee											Sub-Committee on Education and on Advocacy	
	Cost of Meals	IECD	NO	NP-53.9 - Small Value Procurement	February, April, May, August, October and December	N/A	N/A	N/A	GoP	80,000.00	80,000.00		
	Advocacy Shirt	IECD	NO	NP-53.9 - Small Value Procurement	March	N/A	N/A	N/A	GoP	20,000.00	20,000.00		
310100100001000	Translation of RA 11650 in Tagalog Version											Dissimination to all learning resource centers	
	Tokens	IECD	NO	NP-53.9 - Small Value Procurement	June	N/A	N/A	N/A	GoP	6,000.00	6,000.00		
	Printing of RA 11650 (Tagalog Version)	IECD	NO	NP-53.9 - Small Value Procurement	June	N/A	June	N/A	GoP	44,000.00	44,000.00		
TECHNICAL COOPERATION DIVISION													
301010000	2024 Global IT Challenge											Hosting of the 2024 Global IT Challenge	
	Lease of Venue, Accommodation and meals	TCD	NO	NP-53.10 Lease of Real Property and Venue	July and October				GoP	10,300,000.00		10,300,000.00	
	Tokens	TCD	NO	NP-53.9 - Small Value Procurement	May	N/A	May	N/A	GoP	325,000.00	325,000.00		
	Supplies and Materials not available in PS	TCD	NO	NP-53.9 - Small Value Procurement	May	N/A	May	N/A	GoP	178,000.00	178,000.00		
	Transportation Expenses	TCD	NO	NP-53.9 - Small Value Procurement	May	N/A	May	N/A	GoP	800,000.00	800,000.00		
	Rental of Electronics (Computer, Laptop, LED, LAN Internet Connection)	TCD	NO	NP-53.9 - Small Value Procurement	May	N/A	May	N/A	GoP	1,300,000.00	1,300,000.00		
	Media Coverage	TCD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	May	N/A	May	N/A	GoP	200,000.00	200,000.00		
	Event Services (Hosting/Emcee, Event Manager, Sign Language Interpreters)	TCD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	May	N/A	May	N/A	GoP	176,000.00	176,000.00		
	Sky Ranch Entrance Fee	TCD	NO	NP-53.9 - Small Value Procurement	May	N/A	May	N/A	GoP	250,000.00	250,000.00		

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					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
310100100001000	National IT Challenge 2024												Conduct and Training of GITC participants and participation of NCDA to GITC 2024
	Lease of Venue, Accommodation and meals	TCD	NO	NP-53.10 Lease of Real Property and Venue	April	N/A	April	April	GoP	990,000.00	990,000.00		
	Honoraria (Speakers, Sign Language Interpreters)	TCD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	April, May, October	N/A	N/A	N/A	GoP	214,400.00	214,400.00		
	Cost of Meals	TCD	NO	NP-53.9 - Small Value Procurement	October	N/A	N/A	N/A	GoP	210,000.00	210,000.00		
	Jacket	TCD	NO	NP-53.9 - Small Value Procurement	August	N/A	N/A	N/A	GoP	30,000.00	30,000.00		
	Streamers	TCD	NO	NP-53.9 - Small Value Procurement	March	N/A	N/A	N/A	GoP	4,000.00	4,000.00		
	Supplies and Materials not available in PS	TCD	NO	NP-53.9 - Small Value Procurement	February	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
3010100000	Sub-Committee on Development Cooperation												Research and Quarterly Meetings
	Cost of Meals	TCD	NO	NP-53.9 - Small Value Procurement	March, June, September, November	N/A	N/A	N/A	GoP	44,000.00	44,000.00		
	Consultant	TCD	NO	NP-53.9 - Small Value Procurement	February	N/A	February	February	GoP	250,000.00	250,000.00		
310100100001000	Policy Programs Plan Formulation and Development												Sub-Committee ICT and Data Collection
	Lease of Venue, Accommodation and meals	TCD	NO	NP-53.10 Lease of Real Property and Venue	February	N/A	February	February	GoP	120,000.00	120,000.00		
	Cost of Meals	TCD	NO	NP-53.9 - Small Value Procurement	March, June, September, November	N/A	N/A	N/A	GoP	60,000.00	60,000.00		
	Honoraria (Sign Language Interpreters)	TCD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services		N/A	N/A	N/A	GoP	16,000.00	16,000.00		
310100100001000	International Commitments												Participation to Cosp in New York and Revalida in Geneva
	Cost of Meals	TCD	NO	NP-53.9 - Small Value Procurement	April, May, August, September	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
	Airfare	TCD	NO	NP-53.5 Agency-to-Agency	June, October	N/A	N/A	N/A	GoP	250,000.00	250,000.00		

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OFFICE OF THE DIRECTOR - MANAGEMENT INFORMATION SYSTEM UNIT													
301010000	Office Productivity Tools												Equipment for the Council's Use
	Laptop	OED - MISU	NO	NP-53.9 - Small Value Procurement	March	N/A	March	N/A	GoP	840,000.00	-	840,000.00	
OFFICE OF THE DIRECTOR - REGIONAL PROGRAMS COORDINATOR													
301010000	NCDA Speakers' Bureau Program												Orientation - Workshop for Disability Rights Advocates
	Lease of Venue, Accommodation and meals	OED - RPC	NO	NP-53.10 Lease of Real Property and Venue	May	N/A	May	May	GoP	130,000.00	130,000.00		
	Tokens	OED - RPC	NO	NP-53.9 - Small Value Procurement	April	N/A	N/A	N/A	GoP	47,500.00	47,500.00		
	Supplies and Materials not available in PS	OED - RPC	NO	NP-53.9 - Small Value Procurement	April	N/A	N/A	N/A	GoP	15,200.00	15,200.00		
301010000	Regional Development Cooperation												Regional Committee on Disability Affairs (RCDA) Meetings
	Travel Expenses (Airfare, Land Travel, Fuel, Per Diems)	OED - RPC	NO	NP-53.5 Agency-to-Agency	February - December	N/A	N/A	N/A	GoP	330,000.00	330,000.00		
	Cost of Meals	OED - RPC	NO	NP-53.9 - Small Value Procurement	February - December	N/A	N/A	N/A	GoP	160,000.00	160,000.00		
301010000	Conferences on Disability												Orientation, Training and Workshops on Disability (Inclusive Governance, RCDA, and Others)
	Lease of Venue, Accommodation and meals	OED - RPC	NO	NP-53.10 Lease of Real Property and Venue	February - November	N/A	N/A	N/A	GoP	170,000.00	170,000.00		
	Honoraria (Sign Language Interpreters)	OED - RPC	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	February - December	N/A	N/A	N/A	GoP	20,000.00	20,000.00		
	Supplies and Materials not available in PS	OED - RPC	NO	NP-53.9 - Small Value Procurement	February - December	N/A	N/A	N/A	GoP	10,000.00	10,000.00		

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					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
301010000	Online Civil Service Service Review												Orientation and Online Learning
	Honoraria (Speakers, Sign Language Interpreters)	OED - RPC	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	January, February, July, August	N/A	N/A	N/A	GoP	160,000.00	160,000.00		
	Video Production	OED - RPC	NO	NP-53.9 - Small Value Procurement	January, February, July, August	N/A	N/A	N/A	GoP	100,000.00	100,000.00		To be uploaded in the NCDA Online Learning System
301010000	Augmentation Support Services												
	Assistive devices (Wheelchairs, crutches, canes, walkers, white canes, etc.)	OED - RPC	NO	NP-53.9 - Small Value Procurement	February - April	N/A	N/A	N/A	GoP	150,000.00	150,000.00		Procurement of assistive devices, provision of financial/livelihood and medical assistance to persons with disabilities coursed through the Local Government Units
	Provision of Medical Assistance (Medicine, surgery/operation, and other treatments)	OED - RPC	NO		January - November	N/A	N/A	N/A	GoP	150,000.00	150,000.00		
	Provision of Financial/Livelihood assistance to Small Business	OED - RPC	NO		February - October	N/A	N/A	N/A	GoP	200,000.00	200,000.00		
301010000	Disability Data Collections												Donation of PRPWD computers to 400 LGUs
	Cargo / Shipping fee	OED - RPC	NO	NP-53.9 - Small Value Procurement	February - November	N/A	N/A	N/A	GoP	275,000.00	275,000.00		
	Cost of Meals	OED - RPC	NO	NP-53.9 - Small Value Procurement	January - December	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
	Travel Expenses (Airfare, Land Travel, Fuel, Per Diems)	OED - RPC	NO	NP-53.5 Agency-to-Agency	February - December	N/A	N/A	N/A	GoP	75,000.00	75,000.00		
	Notarial Services	OED - RPC	NO	NP-53.9 - Small Value Procurement	January - December	N/A	N/A	N/A	GoP	75,000.00	75,000.00		

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301010000	Community Based Inclusive Development - Coordinating Unit												Assessment, Orientation and Training for Respondent Persons with Disabilities
	Lease of Venue, Accommodation and meals	OED - RPC	NO	NP-53.10 Lease of Real Property and Venue	February - November	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
	Travel Expenses (Airfare, Land Travel, Fuel, Per Diems)	OED - RPC	NO	NP-53.5 Agency-to-Agency	February - November	N/A	N/A	N/A	GoP	49,000.00	49,000.00		
	Supplies and Materials not available in PS	OED - RPC	NO	NP-53.9 - Small Value Procurement	February, April, June, August, October	N/A	N/A	N/A	GoP	30,000.00	30,000.00		
301010000	Capacity Building												Organizational Development for Organizations of Persons with Disabilities (OPDs)
	Travel Expenses (Airfare, Land Travel, Fuel, Per Diems)	OED - RPC	NO	NP-53.5 Agency-to-Agency	April, June, September, November	N/A	N/A	N/A	GoP	48,000.00	48,000.00		
	Cost of Meals	OED - RPC	NO	NP-53.9 - Small Value Procurement	April, June, September, November	N/A	N/A	N/A	GoP	145,000.00	145,000.00		
TOTAL										19,639,475.00	8,499,475.00	11,140,000.00	
Prepared by:  ELEONOR LOIS G. SENO BAC Secretariat				Recommended for Approval:  EXEQUIEL A. FRANCISCO FAD Chief, BAC Chairperson					Approved by:  DANDY C. VICTA OIC - Executive Director, HOPE				