

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2020**

Region/Station: CORDILLERA ADMINISTRATIVE REGION

PAP Code (1)	Priority Rankin (2)	Expense Code (3)	General Description (Program/ Activities/ Projects) (P/A/Ps) (4)	Quantity / Size (5)	Estimated Budget (6)	Schedule / Milestone of Activities (7)														
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
A.I			A.I. GENERAL ADMINISTRATION SERVICES																	
A.I.a			A.I.a General Management & Supervision																	
A.I.a	3		1. Conducts hearing and formal investigations involving BFP-CAR officers and employees.	1	4,000.00															
		751	Travelling Expenses (Local)		3,500.00															
		755	Office Supplies Expense		500.00															
A.I.a	1		2. Conduct of Recruitment	2	40,500.00															
		765	Other Supplies & Materials Expense		40,500.00															
A.I.a	1		3. Conduct of Promotion	2	40,500.00															
		765	Other Supplies & Materials Expense		40,500.00			23,540.00												
A.I.a	2		4. Implementation of Philippine Anti-Drug Strategy (PADS)	930	163,468.56															
		759	Drugs & Medicines Expense		155,968.56															
		751	Other Supplies & Materials Expense		7,500.00															
A.I.a	1		5. Conduct of Recognition Day	130 pax	153,138.00															
		751	Traveling Expense (Local)	Pax	42,988.00															
		765	Other Supplies & Materials Expense		110,150.00			14,135.00												
A.I.a	1		6. Conduct of New Year's Call	100 pax	22,500.00															
		765	Other Supplies & Materials Expense		22,500.00															
A.I.a	2		7. Conduct of BFP-CAR Annual Sports Fest	130 pax	244,840.00															
		751	Traveling Expense (Local)		13,000.00															
		765	Other Supplies & Materials Expense		230,640.00															
		781	Printing & Publication Expense		1,200.00															
A.I.a	1		8. Develop, Design & Implement Programs that will boost the Morale, Welfare and Capability of Personnel (Organizational Development and Morale Recovery Program (MRP))	66 pax	79,720.00															
		751	Traveling Expense (Local)		10,540.00															
		781	Printing & Publication Expense		1,200.00															
		765	Other Supplies & Materials Expense		67,980.00															
A.I.a	2		9. Pre-Retirement Seminar and Retirement Honors	35 pax	17,575.00															
		765	Other Supplies & Materials Expense		16,875.00															
		781	Printing & Publication Expense		700.00															
A.I.a	1		10. Preparation and submission of all Budget/Financial /Accounting Reports	12	7,680.00															
		751	Traveling Expense (Local)		7,680.00															
A.I.a	2		11. Conduct of Audit and Cash Count and Inventory of Property, Plant and Equipment Regionwide	2 sems	20,000.00															
		751	Traveling Expense (Local)		20,000.00															
A.I.a	1		12. Attends Budget hearings at NHQ	4 pax	10,000.00															
		751	Traveling Expense (Local)		10,000.00															
A.I.a	1		13. Conduct Command Conferences and Review Strategic Performance of Management System	100 pax	87,841.00															
		751	Traveling Expense (Local)		26,441.00			7,880.00												
		765	Other Supplies & Materials Expense		60,000.00															

		781	Printing & Publication Expense		1,400.00														
A.I.a	1		14. Conduct of COA-CAR Exit Conference	1	17,744.00														
		765	Other Supplies & Materials Expense		17,744.00			10,560.00											
A.I.a	1		15. Fire Code Compliance Monitoring thru printing of Accountable Forms (OR's)		79,088.40														
		756	Accountable Forms		79,088.40		10,160.00	17,558.00											
A.I.a	1		16. Bonding of Accountable Officers		111,522.98														
		892	Fidelity Bond Premiums		111,522.98			13,365.00											
A.I.a	1		17. Monitoring of Construction for the Repair of Fire Stations and Fire Trucks	6	30,000.00														
		751	Traveling Expense (Local)		30,000.00														
A.I.a	1		18. Celebration of BFP-CAR Anniversary	120 pax	136,000.00														
		751	Traveling Expense (Local)		5,000.00														
		765	Other Supplies & Materials Expense		131,000.00														
A.I.a	2		19. Conduct of Annual Physical Inventory of Property, Plant and Equipment (PPE) and Disposal/ Personnel Inventory Regionwide	2	26,441.00														
		751	Traveling Expense (Local)		26,441.00														
A.I.a	2		20. BAC Meetings (Pre and Post Bidding)		36,000.00														
		765	Other Supplies & Materials Expense		36,000.00														
A.I.a	1		21. GENDER AWARENESS AND DEVELOPMENT ACTIVITIES		53,000.00														
		765	Other Supplies & Materials Expense		53,000.00			10,357.75											
	1	753	22. Training Expenses		723,367.93														
			21.a Basic Fire Code Course (40 hrs Enhancement Training on Fire Code)	75	110,000.00														
			21.b Utilization of Petty Cash Fund (PCF) and Updates on Fire Code Fees Collection		45,450.00			31,880.00											
			21.c Property and Supply Management System and Cash Management and Control System	2	16,000.00														
			21.d Cash Management and Control System	2															
			21.e Laws and Rules on Government Expenditures and Internal Control System	5	30,000.00														
			21.f Internal Control System	5															
			21.g Basic CSSR and USAR	20	160,000.00														
			21.h Association of Gov't Accountant in the Phil(AGAP)/Association of Gov't Internal Auditors (AGIA)	4	48,000.00														
			21.i CSSR, USAR, Forest Fire and EMT	40	250,000.00														
			21.j Seminar on R.A. 9184		63,917.93														
			23 Reportorial Requirements to General Management Services		48,168.51														
		755	Office Supplies Expense		48,168.51														
			Sub-total A.I.a		2,153,095.38														
		751	Traveling Expense (Local)		203,090.00														
		753	Training Expenses		723,367.93														
		755	Office Supplies Expense		48,668.51														
		756	Accountable Forms		79,088.40														
		759	Drugs & Medicines Expense		155,968.56														
		765	Other Supplies & Materials Expense		826,889.00														
		781	Printing & Publication Expense		4,500.00														
		892	Fidelity Bond Premiums		111,522.98														
			TOTAL A.I (A.I.a+A.I.b)		2,153,095.38														

A.II			A.II OPERATIONS																
A.II.a			A.II.a Fire Prevention Management Program																
A.II.a.1			A.II.a.1 Enforcement of Fire Safety Laws, Rules, Regulations and Others																
A.II.a.1	1		1.a Conduct of Fire Safety Inspection applying for new building and business establishment	61,109	3,207,673.44														
A.II.a.1	1		1.a.1.1 Conduct of Building Plan evaluation	2,016															
		755	Office Supplies Expense		6,048.00														
A.II.a.1	1		1.a.1.2 No. of Issued FSEC to all Building Plan Evaluated	2,016															
		781	Printing & Publication Expense		55,000.00														
A.II.a.1	1		1.a.2 During Construction Phase																
A.II.a.1	1		1.a.2.1 Conduct Preliminary Inspection of New Buildings	2,016															
		751	Traveling Expense (Local)		120,000.00														
		755	Office Supplies Expense		5,000.00														
A.II.a.1	1		1.a.2.2 Conduct final inspection of New building	895															
		751	Traveling Expense (Local)		120,000.00														
		755	Office Supplies Expense		5,000.00														
A.II.a.1			1.a.3 Post Construction Phase																
A.II.a.1	1		1.a.3.1 No. of Issued FSEC to compliant New building evaluated	895															
		781	Printing & Publication Expense		55,000.00														
A.II.a.1			1.b.1 Fire Safety Inspection Existing Business Establishment and Buildings																
A.II.a.1	1		1.b.1.1 Conduct Fire Safety Inspection of High Hazard Establishment	95															
		751	Traveling Expense (Local)		50,000.00														
		755	Office Supplies Expense		5,000.00														
A.II.a.1	1		1.b.1.2 Conduct of Fire Safety Inspection of Low-medium Hazard Establishment	46,686															
		751	Traveling Expense (Local)		500,000.00														
		755	Office Supplies Expense		80,000.00														
A.II.a.1			1.b.2 Verification/Re-inspection																
A.II.a.1	1		1.b.2.1 Verification/Re-inspection of High Hazard	95	55,000.00														
		751	Traveling Expense (Local)		50,000.00														
		755	Office Supplies Expense		5,000.00														
A.II.a.1	1		1.b.2.2 Verification/Re-inspection of Low-medium Hazard Establishment	32,680	309,032.32														
		751	Traveling Expense (Local)		309,032.32														
A.II.a.1	1		1.b.2.3 No. of Issued Notices	32,680															
		755	Office Supplies Expense		160,000.00														
A.II.a.1	1		1.b.2.4 No. of Issued FSIC to compliant existing	46,686															
		781	Printing & Publication Expense		200,000.00														
A.II.a.1	1		2. Fire Code Fees Revenue Collection and Deposits	77															
		751	Traveling Expense (Local)		638,384.72					16,830.00									
		755	Office Supplies Expense		215,710.32														

		781	Printing & Publication Expense (OPS)		264,465.76														
			3. Procurement of Fire Safety Inspection Tools		533,437.28														
		765	Other Supplies & Materials Expense		533,437.28														
			4. Reportorial Requirements to EFSLRR		95,483.84														
		755	Office Supplies Expense		95,483.84														
	1		5. Registration of Motor Vehicle		21,084.08														
		893	Insurance		21,084.08														
			Sub-total A.II.a.1		3,493,646.32														
		751	Traveling Expense (Local)		1,787,417.04														
		755	Office Supplies Expense		577,242.16														
		765	Other Supplies & Materials Expense		533,437.28														
		781	Printing & Publication Expense		574,465.76														
		893	Insurance		21,084.08														
A.II.a.2			A.II.a.2 Information, Education and Communication (IEC) Activities																
A.II.a.2			1. Conduct of Fire Safety Seminars in all other building and establishment		108,865.00														
A.II.a.2	1		1.a Conduct of Fire Safety Seminars in all other building and establishment	773															
		755	Office Supplies Expense		3,865.00														
		761	Fuel, Oil & Lubricants Expense		105,000.00														
A.II.a.2			2. Oplan Ligtas na Pamayanan																
A.II.a.2	1		2.a HANDANG PAMAYANAN PROGRAM: Formulation of Community Fire Prevention Plan (Workshop)	58 stations/ 560 brgys															
		755	Office Supplies Expense		116,000.00					89,100.00									
		761	Fuel, Oil & Lubricants Expense		58,000.00					72,100.00									
A.II.a.2	1		2.b BAYANIHAN PROGRAM: Brigada ng Bayan tungo sa Ligtas na Tahanan at Pamayanan	58 stations/ 560 brgys															
		755	Office Supplies Expense		87,000.00														
		761	Fuel, Oil & Lubricants Expense		100,000.00														
A.II.a.2	1		2.c KAAGAPAY PROGRAM: Katuwang at Gabay sa Ligtas na Pamamahay at Pamayanan	58 stations/ 560 brgys															
		751	Traveling Expense (Local)		33,654.64														
A.II.a.2	1		2.d LINGAP PROGRAM: Ligtas na Bahay, Masagana na Pamumuhay	58 stations/ 560 brgys															
		755	Office Supplies Expense		150,000.00														
		761	Fuel, Oil & Lubricants Expense		100,000.00														
A.II.a.2			3. Organization and Training of Fire Brigades																
A.II.a.2	1		3.a Organization and Training of Public and Government Entities Fire Brigades	75															
		755	Office Supplies Expense		555.00														
		761	Fuel, Oil & Lubricants Expense		22,200.00														
A.II.a.2			4. Conduct of Fire Exits and Evacuation Drills																

A.II.a.2	1		4.a Conduct of Fire Exits and Evacuation drills in private and public building/ establishment	773																
		755	Office Supplies Expense																	
		761	Fuel, Oil & Lubricants Expense																	
A.II.a.2	1		4.b Conduct of Fire Exits and Evacuation drills in Schools four (4) times a year	596																
		755	Office Supplies Expense																	
		761	Fuel, Oil & Lubricants Expense																	
A.II.a.2	1		4.c Conduct of Fire Exits and Evacuation drills in Hospitals four (4) times a year	49																
		755	Office Supplies Expense																	
		761	Fuel, Oil & Lubricants Expense																	
A.II.a.2	1		4.d Conduct of Fire Exits and Evacuation drills in malls, hotels, motels, dormitories, apartments and lodging houses, etc. Twice (2) a year	56																
		755	Office Supplies Expense																	
		761	Fuel, Oil & Lubricants Expense																	
A.II.a.2	1		5. Conduct of Fire Safety Information Campaign Using Quad Media	68																
		751	Traveling Expense (Local)																	
		781	Printing & Publication Expense																	
A.II.a.2	1		6. Monitoring of Fire Prevention Activities	75																
		755	Office Supplies Expense																	
A.II.a.2	1		7. Conduct of BFP/Industrial / Barangay Fire Olympics	1																
	operation	751	Traveling Expense (Local)																	
		755	Office Supplies Expense																	
		761	Fuel, Oil & Lubricants Expense																	
		765	Other Supplies & Materials Expense																	
		781	Printing & Publication Expense																	
A.II.a.2	1		8. Conduct of Fire Prevention Month	1																
		751	Traveling Expense (Local)																	
		755	Office Supplies Expense																	
		761	Fuel, Oil & Lubricants Expense																	
		765	Other Supplies & Materials Expense																	
		781	Printing & Publication Expense																	
A.II.a.2	1		9. Conduct of Oplan Iwas Paputok Campaign "Oplan Paalala" additional	1																
		755	Office Supplies Expense	68 offices																
		761	Fuel, Oil & Lubricants Expense																	
		781	Printing & Publication Expense																	
		765	Other Supplies & Materials Expense																	
A.II.a.2	1		10. Conduct of "Oplan Kaluluwa"	1																
		755	Office Supplies Expense	68 offices																
		761	Fuel, Oil & Lubricants Expense																	
		765	Other Supplies & Materials Expense																	
		781	Printing & Publication Expense																	
			11. Reportorial Requirements to Information and Communication Activities (IEC)																	
		755	Office Supplies Expense																	

			Sub-total A.II.a.2		2,380,080.31														
		751	Traveling Expense (Local)		75,654.64														
		755	Office Supplies Expense		481,109.67				- 210,212.60										
		761	Fuel, Oil & Lubricants Expense		791,769.85														
		765	Other Supplies & Materials Expense		865,660.00														
		781	Printing & Publication Expense		165,886.15														
			TOTAL A.II.a (A.II.a.1+A.II.a.2)		5,873,726.63														
A.II.b			A.II.b Fire and Emergency Management Program																
A.II.b.1			A.II.b.1 Fire Operations Activities																
A.II.b.1			1. Response to Fire Calls/ Maintenance of ZERO Response to Distress Calls																
A.II.b.1	1		1. Response to Fire calls	778	5,546,542.88														
		761	Fuel, Oil & Lubricants Expense	responses	3,460,500.00				- 1,091,981.84										
		755	Office Supplies Expense		2,086,042.88				- 445,010.00										
			2. Procurement of Rescue Tools and Materials																
		765	Other Supplies & Materials Expense:		4,583,410.59														
			Rescue Tools and Materials		1,058,817.00														
			1. Carabiner (18 pcs)	18 pcs	16,380.00														
			2. Double Sheave Pulley	6 pcs	50,400.00														
			3. Single Sheave Pulley	16 pcs	87,120.00														
			4. Anchor Plate	2 pcs	11,220.00														
			5. Seat Harness	25 pcs	129,250.00														
			6. Full Body Harness	1 pc	7,920.00														
			7. Rescue Helmet	37 pcs	183,150.00														
			8. Rescue Gloves/Rappelling Gloves	38 pairs	141,702.00														
			9. Esterpro Rope/Cordage Rope	14 spool	154,000.00														
			10. Chain Pulley Block	7 pcs	98,000.00														
			11. Life Vest Jacket	58 pcs	150,800.00														
			12. Headlamp	33 pcs	28,875.00														
			Trauma Bag and Other Medical Equipments		1,748,736.00														
			1. Trauma Bag (Rescue 8)-Trauma strap- Large Front Compartment w/ organizer-3 side compartment-Dimensions: 60cmx25cmx45cm	70 pcs	204,750.00														
			2. Bag Valve Mask-Adult	70 pcs	122,850.00														
			3. Bag Valve Mask-Pedia	70 pcs	122,850.00														
			4. Elastic Bandages 4" 10 pcs/ Pack	70 packs	57,400.00														
			5. Elastic Bandages 6" 10pcs/ pack	70 packs	57,400.00														
			6. Cervical Collar Adult-Adjustable	70 pcs	49,140.00														
			7. Latex Gloves-100's/ box	70 boxes	10,500.00														
			8. Disposable Face Mask-50's/ box	70 boxes	6,160.00														
			9. 3M 9502V with Breathing Valve Headgear N95 Dustproof Smog Pm2.5 Kg	370 pcs	32,560.00														
			10. Nasopharyngeal Airway (4 different sizes-2 each)	70 packs	49,140.00														
			11. Oropharyngeal Airway (6 different sizes-2 each)	70 packs	67,200.00														
			12. Laryngeal Mask Airway (4 sizes)	70 packs	204,750.00														
			13. KY Jelly Lubricant (50g/ tube)	70 tube	27,860.00														
			14. Stainless Penlight (Halogen)	70 pcs	12,320.00														

			15. USB Headlight 25W Waterproof Flashlight 6 modes 5 high Quantity LEDs Outdoor Camping Light	70 pcs	40,950.00															
			16. Pulse Oximeter-Battery Operated (AAA Battery)	70 pcs	81,900.00															
			17. Wooden Splint (Padded) (2 small, 2 medium, 1 large w/ carrying storage case, Latex free	70 packs	162,190.00															
			18. Trauma Shear	71 pcs	12,496.00															
			19. Safety Goggles	710 pcs	71,000.00															
			20. Thermal Blanket	150 pcs	9,000.00															
			21. Gauze Roll 800gms/ roll	71 rolls	83,070.00															
			22. Airway Purifier Respirator-Full Face Silicone Gas Mask Facepiece Respirator Anti- dust Painting Spraying	80 pcs	140,400.00															
			23. Digital BP Aparatus-Adult (Arm-type Fully Automatic)	70 pcs	122,850.00															
			Tires and Batteries		1,491,440.00															
			Furnitures and Fixtures		284,417.59															
A.II.b.1			2. Pre-Fire Suppression Plan																	
A.II.b.1	1		2.a Conduct pre-fire suppression plan in private and public building/establishment and barangays	304																
		751	Traveling Expense (Local)		35,899.92															
		755	Office Supplies Expense		256,557.12															
A.II.b.1			3. Maintenance of Firetrucks, Ambulance and Motor Vehicle																	
A.II.b.1	1		3.a Warm-up of firetrucks, ambulance and motor vehicles	69/4litres/d	1,983,239.38															
		755	Office Supplies Expense	mv-9	25,000.00															
		761	Fuel, Oil & Lubricants Expense	ambu-8	1,958,239.38															
A.II.b.1	1		Provisions for Fixed Expenditures																	
		766	Water Expenses		506,840.98	-	7,042.35	-	111,844.00	-	358.00									
		767	Electricity Expenses		1,188,854.99				238,426.27		-									
		772	Landline Expenses		250,000.00				46,050.00											
		773	Mobile Expenses		683,600.00				-		-	69,200.00								
		774	Internet Expenses		783,681.29															
		782	Rentals Expenses		2,245,857.00															
		811	Repair & Maint.-DRRE		2,640,000.00															
		893	Insurance		1,106,612.08															
			Sub-total A.II.b.1		21,827,414.94															
		751	Traveling Expense (Local)		35,899.92															
		755	Office Supplies Expense		2,367,600.00															
		761	Fuel, Oil & Lubricants Expense		5,418,739.38															
		765	Other Supplies & Materials Expense		4,583,410.59															
		766	Water Expenses		506,840.98															
		767	Electricity Expenses		1,188,854.99															
		772	Landline Expenses		250,000.00															
		773	Mobile Expenses		683,600.00															
		774	Internet Expenses		800,000.00															
		782	Rentals Expenses		2,245,857.00															
		811	Repair & Maint.-Buildings		2,640,000.00															
		893	Insurance		1,106,612.08															
A.II.b.2			A.II.b.2 Fire Investigation Activities																	

A.II.b.2	1		1. Conduct of Investigation of Fire Incident	208	50,097.98														
		751	Traveling Expense (Local)		26,441.00														
		761	Fuel, Oil & Lubricants Expense		2,656.98														
		765	Other Supplies & Materials Expense		21,000.00														
A.II.b.2	1		2. Conduct of Intelligence Activities		12,397.93														
		751	Traveling Expense (Local)	4	5,999.04														
		765	Other Supplies & Materials Expense		6,398.89														
A.II.b.2	1		3. Filing of Cases Against Suspected Arsonist/s		11,398.89														
		751	Traveling Expense (Local)	4	5,000.00														
		765	Other Supplies & Materials Expense		6,398.89														
A.II.b.2	1		4. Transporting / Handling of Evidences		11,398.90														
		751	Traveling Expense (Local)	4	5,000.00														
		765	Other Supplies & Materials Expense		6,398.90														
A.II.b.2	1		5. Reportorial Requirements to General Management Services		138,965.60														
		755	Office Supplies Expense		138,965.60														
			Sub-total A.II.b.2		224,259.30														
		751	Traveling Expense (Local)		42,440.04														
		755	Office Supplies Expense		138,965.60														
		761	Fuel, Oil & Lubricants Expense		2,656.98														
		765	Other Supplies & Materials Expense		40,196.68														
		781	Printing & Publication Expense		-														
A.II.b.3			A.II.b.3 Non-Fire Response Activities																
A.II.b.3	1		1.a Response to Other Emergency calls	213	13,101.60														
		759	Drugs & Medicines Expense		7,101.60														
		760	Medical, Dental & Laboratory Expense		2,000.00														
		761	Fuel, Oil & Lubricants Expense		4,000.00														
A.II.b.3	1		2. Conduct of "Oplan SUMVAC" Activities/ "Oplan Lakbay Alalay"	1	76,542.48														
		751	Traveling Expense (Local)		7,340.88														
		759	Drugs & Medicines Expense		7,101.60														
		765	Other Supplies & Materials Expense		60,000.00														
		781	Printing & Publication Expense		2,100.00														
A.II.b.3	1		3. Conduct of "Oplan Paghalasa" (Paghahanda Laban sa Sakuna)	1	67,101.60														
		759	Drugs & Medicines Expense		7,101.60														
		765	Other Supplies & Materials Expense		60,000.00														
A.II.b.3	1		4. Assistance to LGU During Disaster / Rescue Operation	96	143,967.60														
		759	Drugs & Medicines Expense		14,748.80														
		760	Medical, Dental & Laboratory Expense		69,218.80														
		765	Other Supplies & Materials Expense		60,000.00														
A.II.b.2	1		5. Reportorial Requirements to Non Fire Response Activities		83,148.34														
		755	Office Supplies Expense		83,148.34														
			Sub-total A.II.b.3		383,861.62														
		751	Traveling Expense (Local)		7,340.88														
		755	Office Supplies Expense		83,148.34														
		759	Drugs & Medicines Expense		36,053.60														
		760	Medical, Dental & Laboratory Expense		71,218.80														
		761	Fuel, Oil & Lubricants Expense		4,000.00														

	781	Printing & Publication Expense		2,100.00														
	765	Other Supplies & Materials Expense		180,000.00														
		TOTAL A.II.b (A.II.b.1+A.II.b.2+A.II.b.3)		22,435,535.86														
		TOTAL A.II (A.II.a+A.II.b)		5,873,726.63														
		GRAND TOTAL (A.I + A.II)		30,462,357.87														

NOTE: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared by:

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Priority Ranking Index

- 1 High Priority
- 2 Medium Priority
- 3 Low Priority

refers to PAPs which are core and/or support functions of the delivery/operating unit which cannot be delayed, deferred or not implemented due to adverse consequences to the those PAPs which can be postponed at a later period within the calendar year
PAPs are not considered as necessities and which can be delayed in favor of other PAPs with higher priority