

ANNEX A

Philippine Amusement & Gaming Corporation (PAGCOR) Annual Procurement Plan for FY 2014

Code (PAP) ITB No.	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity												Source of Funds	Total Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Pre-Proc Conference	Adv/Post of IAB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover		TOTAL	MOOE	CO	
SUPPLIES AND MATERIALS EXPENSES																				
1	Supply and Delivery of Various Office Supplies - Direct	Various Divisions/ Sections	Public Bidding	Feb. 14, 2014	Feb. 21- March 10, 2014	Feb. 26, 2014	N/A	Mar 10, 2014	March 11-18, 2014	March 19-26, 2014	March 27-April 3, 2014	April 4-11, 2014	Apr. 4-7, 2014	Apr. 14, 2014	Apr. 17, 2014	Internally	4,541,221.58	4,541,221.58	Office supplies for the operations of the branch.	
2	Supply and Delivery of Various Accountable Forms	Various Divisions/ Sections	Negotiated Procurement (Small Value)	Feb. 17, 2014	Feb. 24-March 3, 2014	N/A	N/A	Mar 3, 2014	March 4-11, 2014	March 12-19, 2014	March 20-27, 2014	March 28-April 7, 2014	April 8-11, 2014	Apr 21, 2014	Apr 24, 2014	Internally	251,320.00	251,320.00	Office supplies for the operations of the branch.	
3	Supply and Delivery of Various Food Supplies - Direct	Various Divisions/ Sections	Public Bidding	Feb. 14, 2014	Feb. 21- March 10, 2014	Feb. 26, 2014	N/A	Mar 10, 2014	March 11-18, 2014	March 19-26, 2014	March 27-April 3, 2014	April 4-11, 2014	Apr. 4-7, 2014	Apr. 14, 2014	Apr. 17, 2014	Internally	30,365,777.00	30,365,777.00	Casino operations promotional activities, guests amenities and employees' privilege.	
4	Supply and Delivery of Various Grocery Non-Food Items Supplies - Direct	Various Divisions/ Sections	Public Bidding	Feb. 14, 2014	Feb. 21- March 10, 2014	Feb. 26, 2014	N/A	Mar 10, 2014	March 11-18, 2014	March 19-26, 2014	March 27-April 3, 2014	April 4-11, 2014	Apr. 4-7, 2014	Apr. 14, 2014	Apr. 17, 2014	Internally	1,840,647.20	1,840,647.20	Casino operations promotional activities, guests amenities and employees' privilege.	
5	Supply and Delivery of Various VIP Bar Items (ITB No. 09-13-2013PAV on going-public bidding)	PGSS	Public Bidding	Feb. 14, 2014	Feb. 21- March 10, 2014	Feb. 26, 2014	N/A	Mar 10, 2014	March 11-18, 2014	March 19-26, 2014	March 27-April 3, 2014	April 4-11, 2014	Apr. 4-7, 2014	Apr. 14, 2014	Apr. 17, 2014	Internally	39,650,316.75	39,650,316.75	Casino operations promotional activities and guests amenities.	
6	Supply and Delivery of Various Catering Supplies (with Board approval and on-going public bidding)	PGSS	Public Bidding	Feb. 18, 2014	Feb. 26- March 18, 2014	Mar 3, 2014	N/A	Mar 18, 2014	March 19-26, 2014	March 27- April 3, 2014	April 4-11, 2014	April 12-22, 2014	Apr. 23-25, 2014	May 2, 2014	May 5, 2014	Internally	34,806,462.00	34,806,462.00	Employees privileges.	
8	Supply and Delivery of Various Medical and Dental Laboratory Supplies	Health Services Section	Public Bidding	Feb. 18, 2014	Feb. 26- March 18, 2014	Mar 3, 2014	N/A	Mar 18, 2014	March 19-26, 2014	March 27- April 3, 2014	April 4-11, 2014	April 12-22, 2014	Apr. 23-25, 2014	May 2, 2014	May 5, 2014	Internally	827,378.48	827,378.48	Health Services supplies during medical consultation of employees and guests.	
7	Supply of Gasoline, Diesel, Oil and Lubricants	Customer Relations Section	Public Bidding	Feb. 14, 2014	Feb. 21- March 10, 2014	Feb. 26, 2014	N/A	Mar 10, 2014	March 11-18, 2014	March 19-26, 2014	March 27-April 3, 2014	April 4-11, 2014	Apr. 4-7, 2014	Apr. 14, 2014	Apr. 17, 2014	Internally	1,800,000.00	1,800,000.00	Fuel and oil supplies for the maintenance of transportation services and generator sets of the branch.	
8	Supply and Delivery of Various Other Supplies - Gaming	Gaming and Slot Mach. Division	Public Bidding	Feb. 18, 2014	Feb. 26- March 18, 2014	Mar 3, 2014	N/A	Mar 18, 2014	March 19-26, 2014	March 27- April 3, 2014	April 4-11, 2014	April 12-22, 2014	Apr. 23-25, 2014	May 2, 2014	May 5, 2014	Internally	843,600.00	843,600.00	Supplies for the operation of Table Games and Slot Machines.	
9	Supply and Delivery of Various Bingo Paraphernalia	Bingo Section	Direct Contracting	Feb. 21, 2014	Feb. 27-March 6, 2014	N/A	N/A	March 6, 2014	March 7-14, 2014	March 17-24, 2014	March 25-April 1, 2014	April 2-14, 2014	April 15-21, 2014	Apr 28, 2014	May 2, 2014	Internally	2,144,850.80	2,144,850.80	Supplies for the operation of Bingo Games.	
10	Supply and Delivery of Various Other Supplies - Bingo	Bingo Section	Public Bidding	Feb. 26, 2014	March 5-25, 2014	March 12, 2014	N/A	March 25, 2014	March 26-April 2, 2014	April 3-14, 2014	April 15-22, 2014	April 23-May 5, 2014	May 6-9, 2014	May 16, 2014	May 19, 2014	Internally	680,929.12	680,929.12	Supplies for the operation of Bingo Games.	
11	Supply and Delivery of Various Other Supplies - Others	Bingo/ Gaming/ IT	Negotiated Procurement (Small Value)	Feb. 17, 2014	Feb. 24-March 3, 2014	N/A	N/A	Mar 3, 2014	March 4-11, 2014	March 12-19, 2014	March 20-27, 2014	March 28-April 7, 2014	April 8-11, 2014	Apr 21, 2014	Apr 24, 2014	Internally	212,000.00	212,000.00	Miscellaneous requirements for the branch operations.	
12	Supply and Delivery of Various Uniforms	Treasury/ Slot Mach./ HR/ Mktg.	Negotiated Procurement (Small Value)	Feb. 17, 2014	Feb. 24-March 3, 2014	N/A	N/A	Mar 3, 2014	March 4-11, 2014	March 12-19, 2014	March 20-27, 2014	March 28-April 7, 2014	April 8-11, 2014	Apr 21, 2014	Apr 24, 2014	Internally	28,134.00	28,134.00	Miscellaneous requirements for the branch operations.	
13	Supply and Delivery of Various Funeral Wreath	PGSS	Negotiated Procurement (Small Value)	Feb. 17, 2014	Feb. 24-March 3, 2014	N/A	N/A	Mar 3, 2014	March 4-11, 2014	March 12-19, 2014	March 20-27, 2014	March 28-April 7, 2014	April 8-11, 2014	Apr 21, 2014	Apr 24, 2014	Internally	246,000.00	246,000.00	Miscellaneous requirements for the representation of the branch.	
ENTERTAINMENT EXPENSES																				
14	Hiring of Entertainers for Nightly Shows & Bingo Players' Christmas Party	Entertainment Section	Direct Contracting	Mar. 3, 2014	Mar. 10-26, 2014	N/A	N/A	Mar. 26, 2014	Mar. 27-Apr 3, 2014	Apr. 4-11, 2014	Apr. 12-19, 2014	Apr. 20-30, 2014	May 1-5, 2014	May 12, 2014	May 15, 2014	Internally	7,040,000.00	7,040,000.00	Casino and Bingo operations promotional and entertainment activities.	
RENT EXPENSES - OTHERS																				
15	Supply of Services on Rental of LED TV Sets, Rectangular Tables and Monobloc Chairs for Various Bingo Events	Bingo Section	Negotiated Procurement (Small Value)	Feb. 17, 2014	Feb. 24-March 3, 2014	N/A	N/A	Mar 3, 2014	March 4-11, 2014	March 12-19, 2014	March 20-27, 2014	March 28-April 7, 2014	April 8-11, 2014	Apr 21, 2014	Apr 24, 2014	Internally	284,000.00	284,000.00	Additional equipment during the operations of Bingo Fiesta Games.	
SUBSCRIPTION EXPENSES - NEWSPAPER																				
16	Supply and Delivery of Various Newspapers	PGSS	Negotiated Procurement (Small Value)	Feb. 17, 2014	Feb. 24-March 3, 2014	N/A	N/A	Mar 3, 2014	March 4-11, 2014	March 12-19, 2014	March 20-27, 2014	March 28-April 7, 2014	April 8-11, 2014	Apr 21, 2014	Apr 24, 2014	Internally	290,400.00	290,400.00	Daily newspaper subscription of various branch offices.	
MARKETING EXPENSES																				
17	Supply and Delivery of Various Give-Aways, Promotional Materials, Food, Beverages, Wines & Liquors for Different Marketing Events	Marketing	Public Bidding	Feb. 26, 2014	March 5-25, 2014	March 12, 2014	N/A	March 25, 2014	March 26-April 2, 2014	April 3-14, 2014	April 15-22, 2014	April 23-May 5, 2014	May 6-9, 2014	May 16, 2014	May 19, 2014	Internally	7,936,000.00	7,936,000.00	Casino operations promotional and marketing activities.	
PROFESSIONAL SERVICES																				

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18	Supply of Consultancy Services - Retainer Physicians	HSU	Negotiated Procurement (Highly Technical/Confidential)	March 3, 2014	March 10-17, 2014	N/A	March 17, 2014	March 17, 2014	March 18-25, 2014	March 26-April 2, 2014	April 2-9, 2014	April 9-21, 2014	April 21-24, 2014	May 1, 2014	May 4, 2014	Internally	600,000.00	600,000.00	Additional medical doctors for the operations of health services of the branch
19	Supply of Services for Private Security Agency Personnel for Three (3) Years	INTERNAL SECURITY	Public Bidding	July 2, 2014	July 9-29, 2014	July 15, 2014	N/A	July 29, 2014	July 30-Aug 6, 2014	Aug 7-14, 2014	Aug 15-22, 2014	Aug 22-Sept 1, 2014	Sept 2-5, 2014	Sept 12, 2014	Sept 15, 2014	Internally	59,250,973.32	59,250,973.32	Perimeter security services for the branch operations.
20	Procurement of One (1) Year Services for Bingo Callers	Bingo Section	Direct Contracting	Feb. 21, 2014	Feb 27-March 6, 2014	N/A	N/A	March 6, 2014	March 7-14, 2014	March 17-24, 2014	March 25-April 1, 2014	April 2-14, 2014	April 15-21, 2014	Apr 28, 2014	May 2, 2014	Internally	1,076,110.32	1,076,110.32	Caller during operation of Bingo Games.
CASINO LEASEHOLD IMPROVEMENTS																			
21	Supply and Delivery of Various Construction Materials for the Renovation of Branch Facilities	PGSD	Public Bidding	May 5, 2014	May 12-June 2, 2014	May 16, 2014	N/A	Jun 2, 2014	June 3-10, 2014	June 11-18, 2014	June 19-26, 2014	June 27-July 7, 2014	July 8-11, 2014	July 18, 2014	July 21, 2014	Internally	128,262,171.88	128,262,171.88	Renovation and enhancement of branch facilities.
REPAIRS AND MAINTENANCE																			
22	Supply of Services for One (1) Lot Pest Control for Three (3) Years	PGSS	Public Bidding	Feb. 18, 2014	Feb. 26-March 18, 2014	Mar 3, 2014	N/A	Mar 18, 2014	March 19-26, 2014	March 27-April 3, 2014	April 4-11, 2014	April 12-22, 2014	Apr. 23-25, 2014	May 2, 2014	May 5, 2014	Internally	540,000.00	540,000.00	Control of pests within the casino premises.
23	Supply and Delivery of One (1) Lot Airfreshers with Dispensers for Three (3) Years	PGSS	Public Bidding	Feb. 18, 2014	Feb. 26-March 18, 2014	Mar 3, 2014	N/A	Mar 18, 2014	March 19-26, 2014	March 27-April 3, 2014	April 4-11, 2014	April 12-22, 2014	Apr. 23-25, 2014	May 2, 2014	May 5, 2014	Internally	630,000.00	630,000.00	Enhancement of fresh air within the casino premises.
24	Supply of Services for the Preventive Maintenance of Escalator for Three (3) Years	PGSS	Public Bidding	Feb. 18, 2014	Feb. 26-March 18, 2014	Mar 3, 2014	N/A	Mar 18, 2014	March 19-26, 2014	March 27-April 3, 2014	April 4-11, 2014	April 12-22, 2014	Apr. 23-25, 2014	May 2, 2014	May 5, 2014	Internally	676,800.00	676,800.00	Preventive maintenance of the escalator.
25	Supply of Services for the Preventive Maintenance of Chiller for Three (3) Years	PGSS	Negotiated Procurement (Small Value)	Feb. 21, 2014	Feb. 27-March 6, 2014	N/A	N/A	March 6, 2014	March 7-14, 2014	March 17-24, 2014	March 25-April 1, 2014	April 2-14, 2014	April 15-21, 2014	Apr 28, 2014	May 2, 2014	Internally	414,000.00	414,000.00	Preventive maintenance of the chiller.
26	Supply of Services for the Preventive Maintenance of Generator Set for Three (3) Years	PGSS	Negotiated Procurement (Small Value)	Feb. 21, 2014	Feb 27-March 6, 2014	N/A	N/A	March 6, 2014	March 7-14, 2014	March 17-24, 2014	March 25-April 1, 2014	April 2-14, 2014	April 15-21, 2014	Apr 28, 2014	May 2, 2014	Internally	204,000.00	204,000.00	Preventive maintenance of the generator set.
27	Supply and Delivery of Various Hardware and Construction Supplies	Various Divisions/Sections	Public Bidding	Feb. 26, 2014	March 5-25, 2014	March 12, 2014	N/A	March 25, 2014	March 26-April 2, 2014	April 3-14, 2014	April 15-22, 2014	April 23-May 5, 2014	May 6-8, 2014	May 16, 2014	May 19, 2014	Internally	6,607,610.48	6,607,610.48	Maintain the upkeep of casino premises and equipment.
28	Supply and Delivery of Various Live Plants	PGSS	Negotiated Procurement (Small Value)	March 3, 2014	March 10-17, 2014	N/A	March 17, 2014	March 17, 2014	March 18-25, 2014	March 26-April 2, 2014	April 2-9, 2014	April 9-21, 2014	April 21-24, 2014	May 1, 2014	May 4, 2014	Internally	251,100.00	251,100.00	Enhancement of casino premises.
PROPERTY, PLANT AND EQUIPMENT																			
29	Supply and Delivery of Various Office Equipment	Various Divisions/Sections	Public Bidding	Feb. 26, 2014	March 5-25, 2014	March 12, 2014	N/A	March 25, 2014	March 26-April 2, 2014	April 3-14, 2014	April 15-22, 2014	April 23-May 5, 2014	May 6-8, 2014	May 16, 2014	May 19, 2014	Internally	24,813,118.75	24,813,118.75	Replacement of old units and additional office equipment for branch operations.
30	Supply and Delivery of Various Furniture and Fixtures	Various Divisions/Sections	Public Bidding	Feb. 26, 2014	March 5-25, 2014	March 12, 2014	N/A	March 25, 2014	March 26-April 2, 2014	April 3-14, 2014	April 15-22, 2014	April 23-May 5, 2014	May 6-8, 2014	May 16, 2014	May 19, 2014	Internally	1,173,100.00	1,173,100.00	Replacement of old units and additional office furniture & fixtures for branch operations.
31	Supply and Delivery of Various Communication Equipment	Various Divisions/Sections	Public Bidding	Feb. 20, 2014	Feb. 27-March 19, 2014	March 6, 2014	N/A	March 19, 2014	March 20-27, 2014	March 28-April 4, 2014	April 5-12, 2014	April 13-23, 2014	April 24-27, 2014	May 5, 2014	May 8, 2014	Internally	2,478,995.00	2,478,995.00	Replacement of old units and additional equipment for the effective communication system of the branch.
32	Supply and Delivery of Various IT Equipment and Peripherals	Various Divisions/Sections	Public Bidding	Feb. 20, 2014	Feb. 27-March 19, 2014	March 6, 2014	N/A	March 19, 2014	March 20-27, 2014	March 28-April 4, 2014	April 5-12, 2014	April 13-23, 2014	April 24-27, 2014	May 5, 2014	May 8, 2014	Internally	4,969,160.00	4,969,160.00	Replacement of old units and additional IT equipment and peripherals.
33	Supply and Delivery of Various Medical Equipment	HSU	Negotiated Procurement (Small Value)	Feb. 21, 2014	Feb 27-March 6, 2014	N/A	N/A	March 6, 2014	March 7-14, 2014	March 17-24, 2014	March 25-April 1, 2014	April 2-14, 2014	April 15-21, 2014	Apr 28, 2014	May 2, 2014	Internally	147,000.00	147,000.00	Replacement of old units and additional equipment for the effective medical services of the branch.
34	Supply and Delivery of Various Bingo Equipment & Table	Bingo Section	Public Bidding	Feb. 20, 2014	Feb 27-March 19, 2014	March 6, 2014	N/A	March 19, 2014	March 20-27, 2014	March 28-April 4, 2014	April 5-12, 2014	April 13-23, 2014	April 24-27, 2014	May 5, 2014	May 8, 2014	Internally	4,540,000.00	4,540,000.00	Replacement of old units and additional equipment and tables for the maintenance of bingo operations of the branch.
35	Supply and Delivery of Various Motor Vehicles	PGSS	Public Bidding	Feb. 20, 2014	Feb 27-March 19, 2014	March 6, 2014	N/A	March 19, 2014	March 20-27, 2014	March 28-April 4, 2014	April 5-12, 2014	April 13-23, 2014	April 24-27, 2014	May 5, 2014	May 8, 2014	Internally	14,300,419.21	14,300,419.21	Replacement of old units for the effective transportation services of the branch.
36	Supply and Delivery of Various Entertainment Equipment	Entertainm. Section	Public Bidding	March 5, 2014	March 12-April 1, 2014	March 17, 2014	N/A	April 1, 2014	April 2-9, 2014	April 10-17, 2014	April 18-25, 2014	April 26-May 10, 2014	May 11-14, 2014	May 21, 2014	May 24, 2014	Internally	12,672,500.00	12,672,500.00	Replacement of old units and additional equipment for the effective entertainment system of the branch.
37	Supply, Delivery, Installation, Testing, Commissioning of External Video Wall	Marketing Section	Public Bidding	March 5, 2014	March 12-April 1, 2014	March 17, 2014	N/A	April 1, 2014	April 2-9, 2014	April 10-17, 2014	April 18-25, 2014	April 26-May 10, 2014	May 11-14, 2014	May 21, 2014	May 24, 2014	Internally	3,000,000.00	3,000,000.00	Promotions of various branch marketing activities.
BINGO EVENTS																			
38	Supply and Delivery of Give-Aways on Various Bingo Special Events	Bingo Section	Public Bidding	March 5, 2014	March 12-April 1, 2014	March 17, 2014	N/A	April 1, 2014	April 2-9, 2014	April 10-17, 2014	April 18-25, 2014	April 26-May 10, 2014	May 11-14, 2014	May 21, 2014	May 24, 2014	Internally	700,000.00	700,000.00	Bingo operations promotional activities.
39	Supply and Delivery of Foods for Bingo Players and Augmentation Personnel	Bingo Section	Public Bidding	March 5, 2014	March 12-April 1, 2014	March 17, 2014	N/A	April 1, 2014	April 2-9, 2014	April 10-17, 2014	April 18-25, 2014	April 26-May 10, 2014	May 11-14, 2014	May 21, 2014	May 24, 2014	Internally	788,000.00	788,000.00	Bingo operations promotional activities.
40	Supply and Delivery of Various Requirements for the Christmas Party of Bingo Players	Bingo Section	Negotiated Procurement (Small Value)	July 3, 2014	July 10-30, 2014	July 15, 2014	N/A	July 30, 2014	July 31-Aug 7, 2014	Aug 8-15, 2014	Aug 16-23, 2014	Aug 24-Sept 3, 2014	Sept 4-7, 2014	Sept 14, 2014	Sept 17, 2014	Internally	300,000.00	300,000.00	Bingo operations promotional activities.
MISCELLANEOUS EXPENSES																			



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41	Supply of Laundry Services for Various Cloths	POSS	Negotiated Procurement (Small Value)	Mar. 3, 2014	Mar. 10-26, 2014	N/A	N/A	Mar. 26, 2014	Mar. 27-Apr. 3, 2014	Apr. 4-11, 2014	Apr. 12-19, 2014	Apr. 20-30, 2014	May 1-5, 2014	May 12, 2014	May 15, 2014	Internally	24,000.00	24,000.00	Clearing and sanitation of various cloths and draperies
	F & B FOR VIP GUESTS																		
42	Procurement of F & B for VIP Guests from Internal Concessionaire	Customer Relations Section	Direct Contracting	Feb. 12, 2014	Feb. 17-24, 2014	N/A	N/A	Feb. 24, 2014	Feb. 25-March 4, 2014	March 5-12, 2014	March 13-20, 2014	March 21-31, 2014	April 1-4, 2014	April 11, 2014	April 14, 2014	Internally	22,600,000.00	22,600,000.00	Casino operations promotional, entertainment and VIP Guests amenities.
43	Procurement of F & B for VIP Guests from External Concessionaire from Malate, Manila Area	Customer Relations Section	Direct Contracting	Feb. 12, 2014	Feb. 17-24, 2014	N/A	N/A	Feb. 24, 2014	Feb. 25-March 4, 2014	March 5-12, 2014	March 13-20, 2014	March 21-31, 2014	April 1-4, 2014	April 11, 2014	April 14, 2014	Internally	4,000,000.00	4,000,000.00	Casino operations promotional, entertainment and VIP Guests amenities.
44	Procurement of F & B for VIP Guests from External Concessionaire from Pasay City Area	Customer Relations Section	Direct Contracting	Feb. 12, 2014	Feb. 17-24, 2014	N/A	N/A	Feb. 24, 2014	Feb. 25-March 4, 2014	March 5-12, 2014	March 13-20, 2014	March 21-31, 2014	April 1-4, 2014	April 11, 2014	April 14, 2014	Internally	2,400,000.00	2,400,000.00	Casino operations promotional, entertainment and VIP Guests amenities.
45	Procurement of F & B for VIP Guests from External Concessionaire from Downtown Manila Area	Customer Relations Section	Direct Contracting	Feb. 12, 2014	Feb. 17-24, 2014	N/A	N/A	Feb. 24, 2014	Feb. 25-March 4, 2014	March 5-12, 2014	March 13-20, 2014	March 21-31, 2014	April 1-4, 2014	April 11, 2014	April 14, 2014	Internally	500,000.00	500,000.00	Casino operations promotional, entertainment and VIP Guests amenities.
46	Procurement of F & B for VIP Guests from External Concessionaire from Mall of Asia Complex, Pasay City	Customer Relations Section	Direct Contracting	Feb. 12, 2014	Feb. 17-24, 2014	N/A	N/A	Feb. 24, 2014	Feb. 25-March 4, 2014	March 5-12, 2014	March 13-20, 2014	March 21-31, 2014	April 1-4, 2014	April 11, 2014	April 14, 2014	Internally	500,000.00	500,000.00	Casino operations promotional, entertainment and VIP Guests amenities.
	MORALE, WELFARE & RECREATION																		
47	Supply and Delivery of Various Requirements for Morale, Welfare and Recreation activities.	Human Resources Section	Negotiated Procurement (Small Value)	Feb. 21, 2014	Feb. 27-March 6, 2014	N/A	N/A	March 6, 2014	March 7-14, 2014	March 17-24, 2014	March 25-April 1, 2014	April 2-14, 2014	April 15-21, 2014	Apr 28, 2014	May 2, 2014	Internally	214,300.00	214,300.00	Morale, Welfare and Recreation activities for employees.

432,422,395.89

1. **PROGRAM (BESF)** - A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations.
2. **PROJECT (BESF)** - Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
3. **PMO/End User** - Unit as proponent of program or project.
4. **Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
5. **Schedule for Each Procurement Activity** - Major procurement activities (pre-procurement conference; advertising/posting; pre-bid conference; eligibility screening; submission and receipt of bids; bid evaluation; post qualification; award of contract; contract preparation); delivery/completion and acceptance/turnover.
6. **Source of Funds** - Whether GOP, Foreign Assisted or Special Purpose Fund.
7. **Estimated Budget** - Agency approved estimate of project/program costs.
8. **Remarks** - brief description of program or project.

Breakdown into moose and co for tracking purposes; aligned with budget documents.
Any remark that will help OPPB track programs and projects.

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