



**HOME GUARANTY CORPORATION**  
**ANNUAL PROCUREMENT PLAN 2018**  
 (As of December 2018)

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds				Remarks (brief description of Program/Activity/ Project)
				Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>A. Goods and Services</b>											
P001-2018	Security Services - Head Office	Admin. Dept.	Competitive Bidding	Nov-18	Dec-18	Jan-19	Feb-19	Corporate Budget	7,644,780.00	7,644,780.00	-	
P002-2018	Security Services - Projects	AMDG	Competitive Bidding	Nov-18	Dec-18	Jan-19	Feb-19	Corporate Budget	22,255,452.38		22,255,452.38	
P003-2018	Janitorial Services for Head Office	Admin. Dept.	Competitive Bidding	N/A	N/A	N/A	Mar-18	Corporate Budget	7,273,341.50	7,273,341.50	-	
P004-2018	Air conditioning Units (split-type)	Admin. Dept.	NP-53.9 Small value Procurement	Jun-18	N/A	Jul-18	Jul-18	Corporate Budget	482,500.00		482,500.00	initially identified as an item for competitive bidding but mode of procurement was changed to SVP
P005-2018	Leasehold Improvement	Admin. Dept.	Competitive Bidding	Aug-18	Oct-18	Dec-18	Dec-18	Corporate Budget	7,019,516.90	7,019,516.90		
P006-2018	Production and Printing of Annual Report for 2016 Accomplishments	Corplan Dept.	Competitive Bidding	N/A	N/A	N/A	Feb-18	Corporate Budget	600,000.00	600,000.00		Portion of the procurement activities conducted in 2017; contract carried over to 2018
P007-2018	Additional works (2017 accomplishments)		Negotiated Procurement	N/A	N/A	N/A	Apr-18	Corporate Budget	103,800.00	103,800.00		
P008-2018	Engagement of the services of external surveyor for the 254 lots in Pinesville Subdivision Phase 2 (Phase 1-As-Built Relocation Survey)	AMD	NP-53.1 Two Failed Biddings	Aug-18	Oct-18	Dec-18	Dec-18	Corporate Budget	1,466,000.00		1,466,000.00	Negotiation failed; included in the 2019 APP
P009-2018	Procurement of Two (2) Independent appraisers for the valuation of PNR Air Rights	AMD	NP- 53.1 Two Failed Biddings	Sep-18	Oct-18	Nov-18	Nov-18	Corporate Budget	560,000.00		560,000.00	
P010-2018	Procurement of petroleum, oil and lubricant requirements for HGC motor vehicles	AMD	NP-53.1 Two Failed Biddings	Sep-18	Oct-18	Nov-18	Nov-18	Corporate Budget	2,572,072.39	2,572,072.39		
P011-2018	Procurement of a service provider to conduct the 2017 Third Party Customer Satisfaction Survey	Corplan Dept.	NP- 53.9 Small Value Procurement	Jan-18	N/A	Mar-18	Mar-18	Corporate Budget	450,000.00	450,000.00	-	
P012-2018	Procurement of a service provider to conduct the 2018 Third Party Customer Satisfaction Survey	Corplan Dept.	NP-53.9 Small Value Procurement	Oct-18	N/A	Feb-19	Feb-19	Corporate Budget	400,000.00	400,000.00	-	
P013-2018	Engagement of services of external appraisers for Margarita Eastville	AMD	NP-53.9 Small Value Procurement	Sep-18	N/A	Oct-18	Oct-18	Corporate Budget	36,000.00		36,000.00	
P014-2018	Engagement of services of external appraisers for NGC-CEZ properties	AMD	NP-53.9 Small Value Procurement	Jan-18	N/A	Feb-18	Apr-18	Corporate Budget	70,000.00		70,000.00	

P015-2018	Engagement of services of external appraisers for the appraisal of Lubao Properties	AMD	NP-53.9 Small value Procurement	Jun-18	N/A	Jul-18	Jul-18	Corporate Budget	60,000.00		60,000.00	
P016-2018	Engagement of services of two (2) external appraisers for the appraisal of properties located in Hacienda Valley, Brgy. Pinulot, Dinalupihan, Bataan	AMD	NP-53.9 Small Value Procurement	Jun-18	N/A	Jul-18	Jul-18	Corporate Budget	100,000.00		100,000.00	
P017-2018	Engagement of services of external appraiser for Felizana Estate	AMD	NP-53.9 Small Value Procurement	N/A	N/A	Aug-18	Aug-18	Corporate Budget	15,000.00		15,000.00	
P018-2018	Engagement of services of external appraisers for BF Martinville and Karagatan Village	AMD	NP-53.9 Small Value Procurement	N/A	N/A	Aug-18	Aug-18	Corporate Budget	35,000.00		35,000.00	
P019-2018	Engagement of services of external appraiser to conduct an updated appraisal of nine (9) lots located in Las Palmas Village, Brgy. Poblacion III, Sto. Tomas, Batangas	AMD	NP-53.9 Small Value Procurement	N/A	N/A	Jun-18	Jun-18	Corporate Budget	15,000.00		15,000.00	
P020-2018	Engagement of services of external appraisers for Trinidad Village and Allenville Subdivision	AMD	NP-53.9 Small Value Procurement	N/A	N/A	Sep-18	Sep-18	Corporate Budget	20,000.00		20,000.00	
P021-2018	Engagement of services of two (2) external appraisers for Smokey Garbage Site	AMD	NP-53.9 Small Value Procurement	May-18	N/A	Jun-18	Jun-18	Corporate Budget	100,000.00		100,000.00	
P022-2018	Engagement of services of external appraiser for the appraisal of 35 HGC properties	AMD	NP-53.9 Small Value Procurement	June 2018	N/A	Jul-18	Jul-18	Corporate Budget	57,500.00		57,500.00	
P023-2018	Engagement of services of external appraiser for the appraisal of Manila Harbor Center	AMD	NP-53.9 Small Value Procurement	Aug-18	N/A	Sep-18	Sep-18	Corporate Budget	100,000.00		100,000.00	
P024-2018	Engagement of services of external appraiser for the appraisal of BLISS properties	AMD	NP-53.9 Small Value Procurement	N/A	N/A	Jul-18	Jul-18	Corporate Budget	48,000.00		48,000.00	
P025-2018	Engagement of services of an external appraiser for the appraisal of Earthland Properties	AMD	NP-53.9 Small value Procurement	N/A	N/A	Jul-18	Jul-18	Corporate Budget	20,000.00		20,000.00	
P026-2018	Engagement of services of an external appraiser for the appraisal of Metro Manila Hills (283 lots)	AMD	NP-53.9 Small Value Procurement	N/A	N/A	Jul-18	Jul-18	Corporate Budget	25,000.00		25,000.00	
P027-2018	Engagement of services of an external appraisers for Country Homes I & II (90 lots)	AMD	NP-53.9 Small Value Procurement	N/A	N/A	Jul-18	Jul-18	Corporate Budget	30,000.00		30,000.00	
P028-2018	Engagement of services of external appraisers for Tradition Homes I & II (399 lots)	AMD	NP-53.9 Small Value Procurement	N/A	N/A	Jul-18	Jul-18	Corporate Budget	40,000.00		40,000.00	
P029-2018	Engagement of services of an external appraiser for Southview Homes (18 lots)	AMD	NP-53.9 Small Value Procurement	N/A	N/A	Jul-18	Jul-18	Corporate Budget	9,000.00		9,000.00	
P030-2018	Appraisal services of called accounts	RMGCD	NP-53.9 Small value Procurement	N/A	N/A	N/A	N/A	Corporate Budget	700,000.00	700,000.00		As the need arises
P031-2018	Appraisal of serviceable and unserviceable HGC vehicles	Admin. Dept.	NP-53.9 Small Value Procurement	Sep-18	N/A	Oct-18	Nov-18	Corporate Budget	10,000.00	10,000.00		



P032-2018	Various furnitures and fixtures	Various units	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	Corporate Budget	317,000.00	317,000.00		As the need arises
P033-2018	Procurement of services for pest control treatment for 1 year	Admin. Dept.	NP-53.9 Small Value Procurement	Feb-18	N/A	Mar-18	Apr-18	Corporate Budget	120,000.00	120,000.00	-	
P034-2018	Repair of split-type and Window-type airconditioning unit	Admin. Dept.	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	Corporate Budget	120,000.00	120,000.00		As the need arises
P035-2018	Procurement of Alkaline Drinking Water	Admin. Dept.	NP-53.9 Small Value Procurement	Jun-18	N/A	Jul-18	Jul-18	Corporate Budget	195,015.60	195,015.60		
P036-2018	Catering services for various corporate activities	Various units	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	Corporate Budget	480,000.00	480,000.00		As the need arises
P037-2018	Repair and maintenance of HGC service vehicles	Admin. Dept.	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	Corporate Budget	2,075,700.44	2,075,700.44		As the need arises
P038-2018	Procurement of services of drug testing laboratory	HRD	NP-53.9 Small Value Procurement	Mar-18	N/A	May-18	Jun-2018	Corporate Budget	145,000.00	145,000.00		
P039-2018	Clinic Equipment	HRD	NP-53.9 Small Value Procurement	Aug-18	N/A	Sept-18	Sep-18	Corporate Budget	50,000.00		50,000.00	
P040-2018	Training services for HGC Quality and Information Management System	MISD	NP-53.9 Small Value Procurement	Apr-18	N/A	May-18	May-18	Corporate Budget	200,000.00	200,000.00		
P041-2018	Lease of office premises	Admin. Dept.	NP-53.10 Lease of Venue and Property	N/A	N/A	N/A	N/A	Corporate Budget	51,461,080.64	51,461,080.64		With existing contract
P042-2018	Procurement of training services for various seminars/trainings/workshops	HRD	NP-53.9 Small Value Procurement/Agency to Agency	N/A	N/A	N/A	N/A	Corporate Budget	1,240,000.00	1,240,000.00		As the need arises
P043-2018	Venue for Corporate Teambuilding Activity (with meals and accommodation)	HRD	NP-53.10 Lease of Venue and Property	Apr-18	N/A	Apr-18	Apr-18	Corporate Budget	928,203.70	928,203.70	-	
P044-2018	Bus rental for Corporate Teambuilding		NP-53.9 Small Value Procurement	Apr-18	N/A	Apr-18	Apr-19	Corporate Budget	140,000.00	140,000.00	-	
P045-2018	Meals going to the Teambuilding Activity		NP-53.9 Small Value Procurement	N/A	N/A	Apr-19	Apr-20	Corporate Budget	33,244.67	33,244.67	-	
P046-2018	Shirt for Corporate Teambuilding Activity		NP-53.9 Small Value Procurement	N/A	N/A	Apr-20	Apr-21	Corporate Budget	31,110.00	31,110.00	-	
P047-2018	Purchase of building maintenance tools and equipment	Admin. Dept.	Shopping	N/A	N/A	N/A	N/A	Corporate Budget	550,000.00	550,000.00		Schedule to be determined as the need arises
P048-2018	Clinic /Medical Supplies	HRD	Shopping	N/A	N/A	N/A	N/A	Corporate Budget	30,000.00	30,000.00		
P049-2018	Common/non-common office supplies	Admin. Dept.	NP-53.5 Agency to Agency	N/A	N/A	N/A	N/A	Corporate Budget	2,920,576.77	2,920,576.77		Quarterly purchase from Procurement Service-Dept. of Budget and Management (PS-DBM); Item/s not available from PS-DBM to purchase outside using Shopping as the mode of procurement
P050-2018	Semi-expendable supplies and other supplies	Various units	Shopping	N/A	N/A	N/A	N/A	Corporate Budget	250,000.00	250,000.00		As the need arises
P051-2018	Purchase of toner for existing kyocera printers	Admin. Dept.	Direct Contracting	N/A	N/A	Quarterly	Quarterly	Corporate Budget	1,708,000.00	1,708,000.00		
P052-2018	Newspaper subscription	Admin. Dept.	NP-53.9 Small Value Procurement	Jun-18	N/A	Jul-18	Jul-18	Corporate Budget	121,817.00	121,817.00		
P053-2018	Printing Service for Buyer's Guide Brochure	GAD	NP-53.9 Small Value Procurement	Aug-18	N/A	Sep-18	Oct-18	Corporate Budget	70,000.00	70,000.00		



P054-2018	Gender Fair Language Training - Meals Room accommodations and Amenities	GAD	NP-53. Lease of Venue	Aug-18	N/A	Aug-18	Aug-18	Corporate Budget	361,982.50	361,982.50		
P055-2018	GAD Technical Expert Professional Fee	GAD	NP-53.7 Highly Technical Consultant	N/A	N/A	Aug-18	Aug-18	Corporate Budget	52,800.00	52,800.00		
P056-2018	GAD Advocacy Shirts and Jackets	GAD	NP-53.9 Small Value Procurement	Aug-18	N/A	Aug-18	Aug-18	Corporate Budget	39,600.00	39,600.00		
P057-2018	Venue for the conduct of corporate planning session (with accomodation and meals)	Corplan Dept.	NP-53.10 Lease of Venue and Property	Oct-18	N/A	Oct-18	Nov-18	Corporate Budget	600,000.00	600,000.00		
P058-2018	Meals/snacks for fire drill exercise	Admin	NP-53.9 Small Value Procurement	Apr-18	N/A	Apr-18	Apr-18	Corporate Budget	21,359.80	21,359.80		
P059-2018	Meals /snacks for Children's trick or treat (Halloween Kid's Party)	HRD	NP-53.9 Small Value Procurement	Oct. 18	N.A	Oct-18	Oct-18	Corporate Budget	9,047.00	9,047.00		
P060-2018	Meals for/snacks for GAD Film Showing	GAD	NP-53.9 Smal Value Procurement	Nov-18	N/A	Nov-18	Nov-18	Corporate Budget	15,750.00	15,750.00		
P061-2018	Preventive maintenance of centralized airconditioning and other mechanical equipment of Jade Building	Admin	NP-53.9 Small Value Procurement	Aug-18	N/A	Oct-18	Oct-18	Corporate Budget	696,000.00	696,000.00		
P062-2018	Publication requirement for various announcements of HGC	Various units	NP-53.9 Small value Procurement	N/A	N/A	N/A	N/A	Corporate Budget	379,342.35	379,342.35		As the need arises
P063-2018	Supply of basketball uniforms for the 2018 HGC Sportsfest	HRD	NP-53.9 Small Value Procurement	Oct-18	N/A	Nov-18	Nov-18	Corporate Budget	82,000.00	82,000.00		
P064-2018	Services of a bowling center	HRD	NP-53.9 Small Value Procurement	Oct-18	N/A	Nov-18	Nov-18	Corporate Budget	105,000.00	105,000.00		
P065-2018	Meals for 2018 HGC Sportsfest	HRD	NP-53.9 Small Value Procurement	Oct-18	N/A	Nov-18	Nov-18	Corporate Budget	65,400.00	65,400.00		
P066-2018	Provision for buffet lunch for 2018 Thanksgiving Celebration	HRD	NP-53.9 Small Value Procurement	Nov-18	N/A	Nov-18	Nov-18	Corporate Budget	201,060.00	201,060.00		
P067-2018	Giveaways for the 2018 Thanksgiving Celebration	HRD/Treasury/A MDG/Guaranty	NP-53.9 Small value Procurement	Nov-18	N/A	Dec-18	Dec-18	Corporate Budget	387,890.00	387,890.00		
P068-2018	Cocktail services, Mobile Bar and Lights and Sounds for the 2018 HGC Thanksgiving	HRD	NP-53.9 Small Value Procurement	Nov-18	N/A	Nov-18	Nov-18	Corporate Budget	140,050.00	140,050.00		
P069-2018	Provision for raffle prizes for the 2018 HGC Thanksgiving Celebration	HRD	NP-53.9 Small Value Procurement	Nov-18	N/A	Nov-18	Nov-18	Corporate Budget	61,000.00	61,000.00		
P070-2018	Venue for the conduct of Regional Roundtable Discussion	BDAED	53.10-Lease of Venue	Sep-18	N/A	Oct-18	Oct-18	Corporate Budget	62,400.00	62,400.00		
									118,785,393.64	93,190,941.26	25,594,452.38	118,785,393.64
<b>B. Information Systems Technology</b>												
P071-2018	IPBX Sytem/Network Switches and Hubs	MISD	Competitive Bidding	Aug-18	Oct-18	Dec-18	Dec-18	Corporate Budget	5,381,735.00		5,381,735.00	
P072-2018	Generator Set - Data Center	MISD	Competitive Bidding	Aug-18	Oct-18	Dec-18	Dec-18	Corporate Budget	2,000,000.00		2,000,000.00	
P073-2018	Procurement of Blade Servers	MISD	Competitive Bidding	Aug-18	Oct-18	Dec-18	Dec-18	Corporate Budget	2,000,000.00		2,000,000.00	
P074-2018	Systems Development (Integrated IS)	MISD	Competitive Bidding	Aug-18	Oct-18	Dec-18	Dec-18	Corporate Budget	4,000,000.00		4,000,000.00	

P075-2018	Backup Fiber Optic Internet Connection	MISD	NP-53.1 Two Failed Biddings	Sep-18	Oct-18	Dec-18	Dec-18	Corporate Budget	600,000.00	600,000.00		
P076-2018	Offsite Backup & Disaster Recovery System	MISD	Competitive Bidding	Oct-18	Nov-18	Dec-18	Dec-18	Corporate Budget	1,500,000.00		1,500,000.00	
P077-2018	Graphic Software	MISD	NP-53.9 Small Value Procurement	Sep-18	N/A	Sep-18	Oct-18	Corporate Budget	200,000.00	-	200,000.00	
P078-2018	Desktop and Notebook	MISD	NP-53.9 Small Value Procurement	Sep-18	N/A	Oct-18	Oct-18	Corporate Budget	1,000,000.00	-	1,000,000.00	
P079-2018	Unified Threat Management Platform	MISD	NP-53.9 Small Value Procurement	May-18	N/A	Jun-18	Jun-18	Corporate Budget	770,000.00	770,000.00		
P080-2018	Multimedia Projectors	MISD	NP-53.9 Small Value Procurement	Oct-18	N/A	Nov-18	Nov-18	Corporate Budget	500,000.00	-	500,000.00	
P081-2018	Printers	MISD	NP-53.9 Small Value Procurement	Oct-18	N/A	Nov-18	Nov-18	Corporate Budget	500,000.00	-	500,000.00	
P082-2018	Scanner	MISD	NP-53.9 Small Value Procurement	Aug-18	N/A	Sep-18	Sep-18	Corporate Budget	600,000.00	-	600,000.00	
P083-2018	CCTV Upgrade	MISD	NP-53.9 Small Value Procurement	Sep-18	N/A	Oct-18	Oct-18	Corporate Budget	250,000.00	-	250,000.00	
P084-2018	300 GB Hard Drive SAS6	MISD	Shopping	N/A	N/A	Sep-18	Sep-18	Corporate Budget	48,000.00	-	48,000.00	
									19,349,735.00	1,370,000.00	17,979,735.00	
	<b>C. Consultancy</b>											
P085-2018	Consultancy services to assist in ACU's operation and creation of a Strategic Audit Plan	ACU	Competitive Bidding	Sep-18	Oct-18	Nov-18	Nov-18	Corporate Budget	1,000,000.00	1,000,000.00		
									1,000,000.00	1,000,000.00		
	<b>D. Others</b>											
P086-2018	Office Uniform for CY 2018	HRD	NP-53.9 Small Value Procurement	Mar-18	N/A	May-18	Jun-2018	Corporate Budget	219,150.00	219,150.00	-	
P087-2018	Rice	Admin. Dept.	NP-53.9 Small Value Procurement	Jul-18	N/A	Aug-18	Sep-18	Corporate Budget	376,560.00	376,560.00		
P088-2018	Procurement of services for pre-employment and promotional tests	HRD	NP-53.9 Small Value Procurement	Aug-18	N/A	Aug-18	Aug-18	Corporate Budget	432,005.00	432,005.00		
									1,027,715.00	1,027,715.00		
	<b>GRAND TOTAL</b>								140,162,843.64	96,588,656.26	43,574,187.38	

Prepared by:



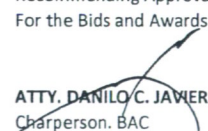
MARIA LOURDES B. ABAYARI  
Member, BAC Secretariat

Reviewed by:



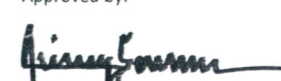
ATTY. RONCES ANNE REYES-DE LEON  
Head, BAC Secretariat

Recommending Approval  
For the Bids and Awards Committee



ATTY. DANILO C. JAVIER  
Chairperson, BAC

Approved by:



JIMMY B. SARONA  
Officer-In-Charge