



**INSURANCE COMMISSION (IC)
CONSOLIDATED ANNUAL PROCUREMENT PLAN (APP) FOR FY 2025**

Project No.	Code (PAP)	Program / Activity / 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/Activity (Brief Description of Program/Project)
						ADS/POST OF IB/REI	SUB/OPEN OF BIDS	NOTICE OF AWARD	CONTRACT SIGNING		TOTAL	MOOE	CO	
1st Quarter														
1	100010001	Janitorial Manpower Services	Administrative Division	Yes	Competitive Bidding	4th Quarter 2024	1st Quarter 2025			GoP	11,500,000.00	11,500,000.00		Provision of janitorial services for one (1) year
2	100010001	Security Manpower Services	Administrative Division	Yes	Competitive Bidding	4th Quarter 2024	1st Quarter 2025			GoP	11,800,000.00	11,800,000.00		Provision of security services for one (1) year
3	100010001	Subscription for Talent Assessment Tool	Human Resource Division	Yes	Small Value Procurement / NP - Direct Retail Purchase	4th Quarter 2024	1st Quarter 2025			GoP	1,000,000.00	1,000,000.00		Subscription of Talent Assessment Tool for one (1) year
4	100010001	Subscription to Application, API, and Cloud Security Testing Tools	Information Systems Division	Yes	Competitive Bidding	4th Quarter 2024	1st Quarter 2025			GoP	5,000,000.00	5,000,000.00		Provision for the service to provide comprehensive security assessments for applications, APIs, and cloud environments
5	100010001	Subscription to Cybersecurity Training Tools	Information Systems Division	Yes	Competitive Bidding	4th Quarter 2024	1st Quarter 2025			GoP	3,000,000.00	3,000,000.00		Provision for a comprehensive cloud platform for research and penetration testing
6	100010001	Procurement of Data Management System for Actuarial Studies	Technical Services Group / Information Technology Division	Yes	Competitive Bidding	4th Quarter 2024	1st Quarter 2025			GoP	4,000,000.00	4,000,000.00		Provision for a customized tool to be used by the Commission in generating reports for Actuarial Studies
7	100010001	Lease of Office Space for Cebu District Office	Cebu District Office	Yes	NP - Lease of Real Property and Venue	1st Quarter			GoP	4,650,000.00	4,650,000.00		Lease of Office Space for one (1) year	
8	100010001	Lease of Office Space for Davao District Office	Davao District Office	Yes	NP - Lease of Real Property and Venue	1st Quarter			GoP	1,430,000.00	1,430,000.00		Lease of Office Space for one (1) year	
9	100010001	Lease of Network Printers	Information Technology Division	No	Competitive Bidding	1st Quarter			GoP	3,500,000.00	3,500,000.00		Provision for the Lease of Multifunctional Network Printers including devices, equipment, consumables, and technical support	
10	100010001	Subscription to Data Governance Solution	Information Technology Division	No	Competitive Bidding	1st Quarter			GoP	6,500,000.00	6,500,000.00		Provision for the Data Governance Solution Software used for monitoring and logging of user access activities	
11	100010001	Subscription to IT Service Management System	Information Technology Division	No	Competitive Bidding	1st Quarter			GoP	7,190,000.00	7,190,000.00		Provision for the IT Service Management System that includes Managed Service Helpdesk Support for End-users and Monitoring Tools	
12	100010001	Renewal of Firewall Appliance License and Maintenance Agreement	Information Technology Division	No	Small Value Procurement	1st Quarter			GoP	3,000,000.00	3,000,000.00		Provision for the Renewal of Licenses, Maintenance Agreement, and Technical Support of the IC Network Firewall Appliance for Network Security	
13	100010001	Subscription to Online Library of Laws	Information Technology Division	No	Small Value Procurement	1st Quarter			GoP	1,202,000.00	1,202,000.00		Provision for the Subscription to Lex Libris Online	
14	100010001	Subscription to Electronic Signature Software	Information Technology Division	No	Small Value Procurement	1st Quarter			GoP	450,000.00	450,000.00		Provision for the Subscription of Electronic Signature Software Solution for various IC Processes	
15	100010001	Subscription to National Registry of Scripless Securities (NRoSS)	Technical Services Group	No	NP - Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	1st Quarter			GoP	60,000.00	60,000.00		Provision for connection fee of NRoSS from the Bureau of Treasury (BTr)	
16	100010001	Subscription to Bloomberg	Technical Services Group	No	NP - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services/ Direct Contracting	1st Quarter			GoP	2,100,000.00	2,100,000.00		Provision for renewal of Subscription	
17	100010001	Procurement of Motor Vehicles	Administrative Division	No	NP - Agency-to-Agency / Competitive Bidding	1st Quarter			GoP	9,100,000.00		9,100,000.00	Provision of four (4) units of motor vehicle as supported by Authority to Purchase Motor Vehicle (APMV)	
18	100010001	Procurement of Air-conditioning Units in IC Board Room	Administrative Division	No	Small Value Procurement / Direct Acquisition	1st Quarter			GoP	500,000.00		500,000.00	Provision of Air-conditioning units for the IC Board Room	
19	100010001	Preventive Maintenance of Fire Alarm System of IC	Administrative Division	No	Small Value Procurement	1st Quarter			GoP	1,776,188.00	1,776,188.00		Provision for the maintenance of installed fire alarm system of IC	
20	100010001	Termite Pest Control	Administrative Division	No	Small Value Procurement	1st Quarter			GoP	698,500.00	698,500.00		Provision for the termite pest control of IC.	

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21	100010001	Disinfection and Sanitation of Office Premises	Administrative Division	No	Small Value Procurement	1st Quarter				GoP	800,000.00	800,000.00		Provision for Disinfection and Sanitation of Office Premises
22	100010001	Conduct of Activities for the 2025 National Women's Month Celebration	IC GADFPS	No	Small Value Procurement / Direct Acquisition	1st Quarter				GoP	750,000.00	750,000.00		Activities for the National Women's Month Celebration (March)
23	100010001	Keyboard for the IC Chorale	IC Chorale	No	Small Value Procurement / Direct Acquisition	1st Quarter				GoP	200,000.00		200,000.00	To be used by the IC Chorale during practices and official performances
2nd Quarter														
24	100010001	Supply and Delivery of Law Books	Davao District Office	No	Small Value Procurement / Direct Acquisition	2nd Quarter				GoP	24,000.00	24,000.00		
25	100010001	Procurement of Binding Machine	Davao District Office	No	Small Value Procurement / Direct Acquisition	2nd Quarter				GoP	35,000.00	35,000.00		
26	100010001	Procurement of Heavy Duty Paper Shredder	Davao District Office	No	Small Value Procurement / Direct Acquisition	2nd Quarter				GoP	30,000.00	30,000.00		
27	100010001	Supply, Delivery, Installation and Labor Costs for Electrical Works, End to End Data Structure Cabling Systems and Modular Workstations, Furniture and Accessories for Cebu District Office	Cebu District Office	No	Small Value Procurement	2nd Quarter				GoP	400,000.00	400,000.00		
28	100010001	Subscription to Actuarial Exam Reviewers/Modules	Actuarial Division	No	Direct Contracting / NP - Direct Retail Purchase	2nd Quarter				GoP	570,000.00	570,000.00		Subscription for three (3) actuarial exam reviewers/modules
29	100010001	First-Aid Supplies and Emergency Medicines (IC Clinic)	Human Resource Division	No	Small Value Procurement	2nd Quarter				GoP	500,000.00	500,000.00		Purchase of first-aid supplies and emergency medicines for IC personnel
30	100010001	Vitamins and Supplements	Human Resource Division	No	Competitive Bidding	2nd Quarter				GoP	2,800,000.00	2,800,000.00		Purchase of vitamins and supplements for IC personnel
31	100010001	2025 Teambuilding Workshop	Human Resource Division	No	NP - Lease of Real Property and Venue / Small Value Procurement/ Direct Acquisition	2nd Quarter				GoP	7,000,000.00	7,000,000.00		
32	100010001	Collaterals for the Teambuilding Workshop	Human Resource Division	No	Small Value Procurement	2nd Quarter				GoP	420,000.00	420,000.00		
33	100010001	Influenza Vaccination	Human Resource Division	No	Small Value Procurement	2nd Quarter				GoP	400,000.00	400,000.00		
34	100010001	Upgrading of Perimeter Fence, Roofing and Parking	Administrative Division	No	Competitive Bidding	2nd Quarter				GoP	5,500,000.00		5,500,000.00	Upgrading of Perimeter Fence, Repainting of Walkway and Parking Roofing and Upgrading of lighting for the Parking
35	100010001	Procurement of Air-conditioning Units in Various IC Offices	Administrative Division	No	Competitive Bidding	2nd Quarter				GoP	5,003,470.00		5,003,470.00	Provision of Air-conditioning units for the IC Main Office
36	100010001	Preventive Maintenance of Air-conditioning Units	Administrative Division	No	Small Value Procurement	2nd Quarter				GoP	693,000.00	693,000.00		Provision for Preventive Maintenance services to ensure that all air-conditioning (AC) units, including their accessories, electrical lines and pipes are clean and in good operational condition.
37	100010001	Subscription to Diagramming Application	Technical Services Group	No	Small Value Procurement / NP - Direct Retail Purchase	2nd Quarter				GoP	30,000.00	30,000.00		Subscription to diagramming application to be used by the Statistics and Research Division and Actuarial Division
38	100010001	Subscription to Design Platform	Technical Services Group	No	Small Value Procurement / NP - Direct Retail Purchase	2nd Quarter				GoP	30,000.00	30,000.00		Subscription to design platform to be used by the Statistics and Research Division
39	100010001	Subscription to Grammar Checker Application	Technical Services Group	No	Small Value Procurement / NP - Direct Retail Purchase	2nd Quarter				GoP	30,000.00	30,000.00		Subscription to grammar checker application to be used by the Statistics and Research Division
40	100010001	Subscription to AI Solution	Information Systems Division	No	Small Value Procurement	2nd Quarter				GoP	1,000,000.00	1,000,000.00		Provision for a service to acquire artificial intelligence tools that automate processes, enhance decision-making, and improve operational efficiency through data-driven insights and predictive analytics

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41	100010001	Oracle Support	Information Systems Division	No	Direct Contracting	2nd Quarter				GoP	2,500,000.00	2,500,000.00		Provision for the technical and functional support for Oracle-based Servers
42	100010001	Subscription to Managed Security Operations Center	Information Systems Division	No	Competitive Bidding	2nd Quarter				GoP	20,000,000.00	20,000,000.00		Provision for the subscription-based service that provides 24/7 monitoring, threat detection, incident response, and proactive threat intelligence to secure the IC's environment from cyberattacks.
43	100010001	Renewal of Application Delivery Controller License and Maintenance Agreement	Information Technology Division	No	Competitive Bidding	2nd Quarter				GoP	10,000,000.00	10,000,000.00		Provision for the Renewal of Comprehensive Maintenance Service Agreement of Application Delivery Controller and Link Load Balancer
44	100010001	ICT Consultancy Services and Systems Development	Information Technology Division	No	NP - Highly Technical Consultant	2nd Quarter				GoP	5,760,000.00	5,760,000.00		Provision for the a service that provides expert guidance and custom development of ICT systems
45	100010001	Procurement of Data Center Upgrade and Modernization (Lot 1)	Information Technology Division	No	Competitive Bidding	2nd Quarter				GoP	75,000,000.00		75,000,000.00	Provision for the Supply, Delivery, Installation, and Configuration of Network Communication and Security Equipment (Network Refresh and Segmentation, Upgrade of LAN and WLAN, Two-Tier Firewall)
46	100010001	Procurement of Data Center Upgrade and Modernization (Lot 2)	Information Technology Division	No	Competitive Bidding	2nd Quarter				GoP	78,280,000.00		78,280,000.00	Provision for the Supply, Delivery, Installation, and Configuration of Data Center Critical Support Infrastructure and IT Modernization (Data Center & IT Fruits, Backup Generator Set, Fire Suppression System, Modular Data Racks, PACU, UPS)
47	100010001	Subscription to Online Video Conferencing Software (Webex)	Information Technology Division	No	Small Value Procurement / NP - Direct Retail Purchase	2nd Quarter				GoP	500,000.00	500,000.00		Provision for the Subscription to Cisco Webex Video Conferencing Software (IC ACE, CAD/PAMD/REPD Hearing Cases, Bids and Awards)
48	100010001	Subscription to Online Video Conferencing Software (Zoom)	Information Technology Division	No	Small Value Procurement / NP - Direct Retail Purchase	2nd Quarter				GoP	200,000.00	200,000.00		Provision for the Subscription to Zoom Business Video Conferencing Software (IC Meetings, Trainings, HR Interviews, Internal and External Stakeholders Meetings, Conferences)
49	100010001	Subscription to Identity and Access Management System	Information Technology Division	No	Competitive Bidding	2nd Quarter	3rd Quarter			GoP	11,520,000.00	11,520,000.00		Provision for the Subscription to an Identity and Access Management System to provide secure access to IC information assets
50	100010001	Procurement of Various Information Communication Technology (ICT) Equipment	Information Technology Division	No	Competitive Bidding	2nd Quarter		3rd Quarter		GoP	22,442,000.00		22,442,000.00	Provision for the Supply, Delivery, and Configuration of Various ICT Devices including End-user Workstations and Peripherals
51	100010001	Subscription to Backup and Disaster Recovery Services	Information Technology Division	No	Competitive Bidding	2nd Quarter		3rd Quarter		GoP	3,000,000.00	3,000,000.00		Provision for the Upgrade of IC Backup System and Disaster Recovery Services for High Availability and Resiliency
52	100010001	Subscription to Cloud-Based PDF Solution and Applications	Information Technology Division	No	Small Value Procurement	2nd Quarter		3rd Quarter		GoP	1,850,000.00	1,850,000.00		Provision for the Subscription to Multimedia and Web Development Suite and Tools including PDF Reader, Photo & Video Editing, Web Development, etc.
53	100010001	Development of the IC Governance and Risk Compliance (GRC) System	Information Technology Division / Information Systems Division	No	Competitive Bidding	2nd Quarter		3rd Quarter		GoP	41,000,000.00	41,000,000.00		Provision for a customized software solution to streamline governance, risk management, and compliance processes
54	100010001	Development of IC Customer Relationship Management (CRM) System	Information Technology Division / Information Systems Division	No	Competitive Bidding	2nd Quarter		3rd Quarter		GoP	45,000,000.00	45,000,000.00		Provision for a tailored CRM solution to enhance client interactions, manage service requests, and improve customer experience through personalized and efficient service delivery

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55	100010001	Development of Enhanced Document Routing and Management System (EDRMS)	Administrative Division / Information Technology Division / Information Systems Division	No	Competitive Bidding	2nd Quarter		3rd Quarter		GcP	50,000,000.00		50,000,000.00	Provision for the enhancement of an existing system to improve the automation, tracking, and management of documents and correspondence, ensuring efficient information flow and security
56	100010001	Preventive Maintenance of Automatic Sliding Door	Administrative Division	No	Small Value Procurement	2nd Quarter		3rd Quarter		GcP	89,100.00	89,100.00		Provision for the maintenance of automatic sliding door
57	100010001	Lease of Off-site Records Facility	Administrative Division	No	NP - Lease of Real Property and Venue / Small Value Procurement	2nd Quarter		3rd Quarter		GcP	2,000,000.00	2,000,000.00		Lease of storage space for the off-site records of the agency
58	100010001	Compactor Storage for the Administrative Division	Administrative Division	No	Small Value Procurement	2nd Quarter		3rd Quarter		GcP	2,000,000.00	2,000,000.00		Provision of Compactors for Permanent Records of the agency
59	100010001	Compactor Storage for the Conservatorship, Receivership, and Liquidation (CRL) Division	Conservatorship, Receivership, and Liquidation (CRL) Division	No	Small Value Procurement	2nd Quarter		3rd Quarter		GcP	1,000,000.00	1,000,000.00		Provision of Compactors for CRL Files of the agency
60	100010001	Compactor Storage for the Human Resource Division	Human Resource Division	No	Small Value Procurement	2nd Quarter		3rd Quarter		GcP	1,000,000.00	1,000,000.00		Provision of Compactors for the 201 Files of the agency
3rd Quarter														
61	100010001	Functional Group Planning and Budgeting Activity (FGPBA)	Functional Groups / Planning and Management Division	No	NP - Lease of Real Property and Venue / Small Value Procurement / Direct Acquisition			3rd Quarter		GcP	6,600,000.00	6,600,000.00		Lease of Venue to include accommodations, logistics, foods, transportation, contingency and incidental expenses
62	100010001	Conduct of a 3-day GAD Planning and Budgeting Workshop	IC GADFPS	No	NP - Lease of Real Property and Venue / Small Value Procurement			3rd Quarter		GcP	700,000.00	700,000.00		Pursuant to PCW Memorandum on the Preparation and Online Submission of GAD Plans and Budgets
63	100010001	Comprehensive Annual Physical Examination	Human Resource Division	No	NP - Agency-to-Agency / Competitive Bidding			3rd Quarter		GcP	7,500,000.00	7,500,000.00		
64	100010001	Collaterals for the Insurance Consciousness Week	Human Resource Division	No	Small Value Procurement			3rd Quarter		GcP	480,000.00	480,000.00		
65	100010001	Services of Third Party Certifying Body for ISO	Quality Management Team (QMT)	No	Small Value Procurement			3rd Quarter		GcP	162,000.00	162,000.00		Year 2 of the ISO Certification of IC. Covered by MYCA for three (3) years, as follows: 1st Year: P216,000.00 2nd Year: P162,000.00 3rd Year: P162,000.00
66	100010001	Conduct of Third-Party Vulnerability Assessment and Penetration Testing	Information Systems Division	No	Competitive Bidding			3rd Quarter		GcP	2,000,000.00	2,000,000.00		Provision for an independent assessment to identify and exploit vulnerabilities of various Web Applications.
67	100010001	Managed Services for Session Initiation Protocol (SIP) Phone	Information Technology Division	No	Small Value Procurement			3rd Quarter		GcP	1,000,000.00	1,000,000.00		Provision for Managed Services for SIP Phones (Active Back-up Communication Line)
68	100010001	Subscription to Endpoint Security with Managed Detection and Response	Information Technology Division	No	Competitive Bidding			3rd Quarter		GcP	8,500,000.00	8,500,000.00		Provision for the Endpoint Security Software (End-user Devices: Laptops, Desktops) with Managed Services on Cybersecurity Incident Detection and Response
69	100010001	Primary Dedicated Internet Connection	Information Technology Division	No	Competitive Bidding / Direct Contracting	3rd Quarter		4th Quarter		GcP	4,000,000.00	4,000,000.00		Provision for the Primary Dedicated Internet Connection (Internet Gateway and Incoming Connections)
70	100010001	Secondary Dedicated Internet Connection	Information Technology Division	No	Competitive Bidding / Direct Contracting	3rd Quarter		4th Quarter		GcP	3,000,000.00	3,000,000.00		Provision for the Secondary Dedicated Internet Connection (Active Backup Internet Connection)

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71	100010001	Domestic Leased Line (DLL) Internet Service	Information Technology Division	No	Competitive Bidding / Direct Contracting	3rd Quarter	4th Quarter		GoP	1,000,000.00	1,000,000.00		Provision for the Private Leased Line Connection from IC Cebu and Davao District Offices to IC Main Office	
72	100010001	Maintenance Services for E1 Integrated Services Digital Network (ISDN) with IP Private Automatic Branch Exchange (PABX)	Information Technology Division	No	Competitive Bidding / Direct Contracting	3rd Quarter	4th Quarter		GoP	2,300,000.00	2,300,000.00		Provision for Managed Services of E1 ISDN Line (Trunk Line) and IP PABX (Local Line using Internet Protocol)	
73	100010001	Subscription to Office Productivity Suite	Information Technology Division	No	NP - Agency-to-Agency / NP - Direct Retail Purchase	3rd Quarter		4th Quarter	GoP	10,070,000.00	10,070,000.00		Provision for the Renewal of Office Productivity Suite (Microsoft 365 E3 - Core Applications, Collaboration Tools, User Management)	
74	100010001	Pneumonia PCV13 Vaccination	Human Resource Division	No	NP - Agency-to-Agency / Competitive Bidding	3rd Quarter		4th Quarter	GoP	1,600,000.00	1,600,000.00			
75	100010001	Comprehensive Maintenance Support Services for the Enhanced Licensing System (ELS)	Information Systems Division	No	Competitive Bidding	3rd Quarter		4th Quarter	GoP	4,000,000.00	4,000,000.00		Provision for a tailored CRM solution to enhance client interactions, manage service requests, and improve customer experience through personalized and efficient service delivery	
76	100010001	Migration to Cloud Services for the Insurance Commission	Information Systems Division	No	Competitive Bidding	3rd Quarter		4th Quarter	GoP	13,000,000.00	13,000,000.00		Provision for the migration of IC portal and microservices	
4th Quarter														
77	100010001	Subscription of Secure Sockets Layer (SSL) Certificate	Information Technology Division	No	Small Value Procurement	4th Quarter			GoP	100,000.00	100,000.00		Provision for the Subscription to Third-party SSL Certificate Issuer for Encrypted Traffic between Client and Public Facing Web Applications	
78	100010001	Preventive Maintenance of Elevated Water and Cistern Tanks	Administrative Division	No	Small Value Procurement	4th Quarter			GoP	117,700.00	117,700.00		Provision to maintain the Water tank and Cistern	
79	100010001	Conduct of Activities for the Anti-Violence Against Women and their Children Campaign	IC GADFPS	No	Small Value Procurement / Direct Acquisition	4th Quarter			GoP	750,000.00	750,000.00		Activities for the Anti-Violence Against Women and their Children Campaign (November)	
80	100010001	Year End Assessment Program	Steering Committee	No	Competitive Bidding / NP - Lease of Real Property and Venue or Agency-to-Agency / Small Value Procurement, Direct Acquisition	4th Quarter			GoP	4,300,000.00	4,300,000.00			
81	100010001	Collaterals for the Year-End Assessment	Human Resource Division	No	Small Value Procurement	4th Quarter			GoP	480,000.00	480,000.00			
82	100010001	Memorabilia/Souvenir for the CY 2025 Loyalty Awardees	Human Resource Division	No	Small Value Procurement	4th Quarter			GoP	1,000,000.00	1,000,000.00			
83	100010001	Printing of 2026 Institutional Calendar	Administrative Division	No	Small Value Procurement	4th Quarter			GoP	200,000.00	200,000.00			
84	100010001	2026 IC Anniversary and Stakeholders' Recognition	Steering Committee	No	Competitive Bidding / NP - Lease of Real Property and Venue or Agency-to-Agency / Small Value Procurement, Direct Acquisition	4th Quarter			GoP	11,300,000.00	11,300,000.00			
Others														
85	100010001	Common Use Supplies and Equipment available at the DBM-Procurement Service (PS)	Administrative Division	No	NP - Agency-to-Agency	As the need arises	N/A	As the need arises	GoP	2,964,172.00	2,964,172.00		Please refer to the APP-CSE	
86	100010001	Common Use Supplies and Equipment not available at the DBM-PS	Administrative Division	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	2,000,000.00	2,000,000.00		Procurement of various common-use supplies and equipment which are not available or out-of-stock from the DBM-PS	
87	100010001	Office Supplies, Parts and Equipment used in Official Operations	Administrative Division	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	1,500,000.00	1,500,000.00		Procurement of various supplies and other semi-expensable property that are essential and necessary for the official operations of the agency.	

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88	100010001	Other Supplies and Materials Expenses used in Official Operations	Administrative Division	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	1,500,000.00	1,500,000.00		Procurement of other supplies and materials that are essential and necessary for the official operations of the agency.	
89	100010001	Printing and Publication Expenses used in Official Operations	Administrative Division	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	2,000,000.00	2,000,000.00		Printing and binding expenses that are essential and necessary for the official operations of the agency (e.g. Annual Report, calling cards, tarpaulins, etc.)	
90	100010001	Supply of Petroleum, Oil and Lubricants of IC vehicles	Administrative Division	No	NP - Direct Retail Purchase	As the need arises	N/A	As the need arises	GoP	2,305,728.00	2,305,728.00		Provision of fuel, oil, and lubricants needed for all IC vehicles in the performance of various official travels/functions.	
91	100010001	Mineral Drinking Water	Administrative Division	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	605,000.00	605,000.00		Supply and Delivery of Drinking water with Brand New Hot and Cold Dispenser	
92	100010001	Procurement of Various ICT Supplies	Information Technology Division	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	875,000.00	875,000.00			
93	100010001	Renewal of Telecommunication Plans	Information Technology Division	No	Renewal of Regular and Recurring Services	As the need arises	N/A	As the need arises	GoP	1,200,000.00	1,200,000.00		Provision for ongoing contracts for institutional postpaid accounts with the telecommunications provider which shall be terminated upon contract expiration, consistent with DBM Budget Circular No. 2024-2	
94	100010001	Landline/Trunkline	Administrative Division / Davao District Office / Cebu District Office	No	Renewal of Regular and Recurring Services	As the need arises	N/A	As the need arises	GoP	1,200,000.00	1,200,000.00		Provision of landlines and trunkline for the IC Main Office and District Offices	
95	100010001	Water Expenses	Administrative Division / Davao District Office / Cebu District Office	No	Renewal of Regular and Recurring Services	As the need arises	N/A	As the need arises	GoP	1,025,000.00	1,025,000.00		Provision of water for the IC Main Office and District Offices	
96	100010001	Electricity Expenses	Administrative Division / Davao District Office / Cebu District Office	No	Renewal of Regular and Recurring Services	As the need arises	N/A	As the need arises	GoP	10,750,000.00	10,750,000.00		Provision of electricity for the IC Main Office and District Offices	
97	100010001	Digital Cable Television Service	Administrative Division	No	Small Value Procurement	As the need arises	N/A	As the need arises	GoP	77,000.00	77,000.00		Provision for annual subscription of Digital Cable services for IC officials, and for education and dissemination of information to the public	
98	100010001	Publication/Posting of Notices in Newspaper	Administrative Division	No	Small Value Procurement / NP - Agency-to-Agency	As the need arises	N/A	As the need arises	GoP	222,000.00	222,000.00		Publication expenses that are essential and necessary for the official operations of various IC offices	
99	100010001	Newspapers / Magazines	Administrative Division	No	Small Value Procurement	As the need arises	N/A	As the need arises	GoP	1,210,000.00	1,210,000.00		Daily subscription of newspaper for IC officials and divisions, and for dissemination of information to the public.	
100	100010001	PhilPost	Administrative Division	No	NP - Agency-to-Agency	As the need arises	N/A	As the need arises	GoP	291,500.00	291,500.00		For the reloading of Pitney Bowes Metered Machine located at the Records Section	
101	100010001	Courier Services	Administrative Division / Cebu District Office / Davao District Office	No	Small Value Procurement	As the need arises	N/A	As the need arises	GoP	980,000.00	980,000.00		Procurement of courier services that are essential and necessary for the official operations of the agency.	
102	100010001	Purchase of Accountable Forms	Administrative Division	No	NP - Agency-to-Agency	As the need arises	N/A	As the need arises	GoP	3,630,000.00	3,630,000.00		Purchase of accountable forms that are essential and necessary for the official operations of the agency.	
103	100010001	Repairs and Maintenance - Office Building	Administrative Division	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	3,500,000.00	3,500,000.00		Provision for repairs and maintenance (R&M) of the IC Main Office building	
104	100010001	Repairs and Maintenance - Office Equipment	Administrative Division / Davao District Office	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	776,500.00	776,500.00		Provision for R&M - Office Equipment of IC Main Office and Davao District Office	
105	100010001	Repairs and Maintenance - Other Property, Plant, and Equipment	Administrative Division	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	857,500.00	857,500.00		Provision for R&M - Other Property, Plant, and Equipment (PPE)	

Project No.	Code (PAP)	Program / Activity / 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/Activity (Brief Description of Program/Project)
						ADS/POST OF IB/REI	SUB/OPEN OF BIDS	NOTICE OF AWARD	CONTRACT SIGNING		TOTAL	MOOE	CO	
106	100010001	Repairs and Maintenance - Furnitures and Fixtures	Administrative Division	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	80,000.00	80,000.00		Provision for R&M - Furnitures and Fixtures of IC	
107	100010001	Repairs and Maintenance - Motor Vehicle	Administrative Division	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	1,210,000.00	1,210,000.00		Provision for R&M - Motor Vehicles of IC	
108	100010001	Maintenance of the breastfeeding station and childcare facility	IC GADFPS	No	Small Value Procurement / Direct Acquisition	As the need arises	N/A	As the need arises	GoP	200,000.00	200,000.00		Pursuant to R.A. No. 10028 or the Expanded Exclusive Breastfeeding in the Workplace Law	
Subtotal, MOOE										356,906,888.00	356,906,888.00			
Subtotal, CO										246,025,470.00		246,025,470.00		
TOTAL, FY 2025 Appropriations										602,932,358.00	356,906,888.00	246,025,470.00		
FY 2024 Continuing Appropriations														
1	100010001	Printing of 2025 Institutional Calendar	Planning and Management Division	No	Small Value Procurement	4th Quarter 2024		1st Quarter 2025	GoP	200,000.00	200,000.00			
2	100010001	Customized Dri-Fit Shirts for the Insurance Commission Wellness Day (Bowling Tournament)	Human Resource Division	No	Small Value Procurement	4th Quarter 2024		1st Quarter 2025	GoP	360,000.00	360,000.00			
3	100010001	Customized Polo Shirt with Embroidery for the Year-End Assessment	Human Resource Division	No	Small Value Procurement	4th Quarter 2024		1st Quarter 2025	GoP	360,000.00	360,000.00			
4	100010001	Mandatory Drug Testing	Human Resource Division	No	Small Value Procurement	4th Quarter 2024		1st Quarter 2025	GoP	150,000.00	150,000.00			
5	100010001	Professional Photography Services	Human Resource Division	No	Small Value Procurement	4th Quarter 2024		1st Quarter 2025	GoP	200,000.00	200,000.00		Professional Photography Services for the IC Executive Committee and Newly-Hired Employees (for ID, Directory, and other necessary use of photographs)	
6	100010001	Emergency Preparedness and First Aid Kits	Administrative Division	No	Small Value Procurement	4th Quarter 2024		1st Quarter 2025	GoP	1,000,000.00	1,000,000.00		Provision of emergency preparedness and first aid kits for IC personnel	
7	100010001	Supply, Delivery, Installation and Labor Costs for Roller Blinds	Administrative Division	No	Competitive Bidding	4th Quarter 2024		1st Quarter 2025	GoP	2,500,000.00	2,500,000.00		For the replacement of old Roller Blinds n the IC Main Office	
8	100010001	Subscription to Public Cloud Services for the Insurance Commission	Information Systems Division	No	Competitive Bidding	4th Quarter 2024		1st Quarter 2025	GoP	12,000,000.00	12,000,000.00			
9	100010001	Subscription to Citizen Experience (CX) Automation Platform	Public Assistance and Mediation Division	No	Small Value Procurement	4th Quarter 2024		1st Quarter 2025	GoP	1,000,000.00	1,000,000.00		Provision to subscribe to a citizen experience solution to enhance consumer protection and insurance regulations	
10	100010001	Secondary Internet Service Provider	Information Technology Division	No	Competitive Bidding	4th Quarter 2024		1st Quarter 2025	GoP	2,700,000.00	2,700,000.00		Procurement of various supplies and other semi-expendable property, essential and necessary in the official operations.	
11	100010001	2025 IC Anniversary and Stakeholders' Recognition	Steering Committee	No	Competitive Bidding / NP - Lease of Real Property and Venue or Agency-to-Agency / Small Value Procurement, Direct Acquisition			1st Quarter	GoP	11,300,000.00	11,300,000.00		The Estimated Budget for the project shall include the following: -Management of Events for IC Strengthening Week and Stakeholders' Recognition -Lease of Venue and Food Provisions for IC Anniversary and Stakeholders' Recognition - IC Strengthening Week Activities as determined by the Steering Committee (e.g. Fun Run, Wellness and other activities for IC personnel, Gawad Parangal) -Other collaterals and miscellaneous expenses	
12	100010001	Customized 18-day Campaign to End Violence Against Women Advocacy Collaterals for the Insurance Commission	IC GADFPS	No	Small Value Procurement / Direct Acquisition			1st Quarter	GoP	600,000.00	600,000.00		Supply and delivery of the collaterals as part of the 2024 Anti-Violence Against Women and their Children Campaign	
13	100010001	Corporate Giveaways	Administrative Division	No	Small Value Procurement, Direct Acquisition			2nd Quarter	GoP	1,000,000.00	1,000,000.00		Procurement of Corporate Giveaways for the delegation visiting the Commission and Tokens for officials.	
14	100010001	Memorabilia/Souvenir for the Loyalty Awardees	Human Resource Division	No	Small Value Procurement			2nd Quarter	GoP	915,000.00	915,000.00			
15	100010001	Procurement of Internet Services for Domestic Leased Line (DLL) for the Insurance Commission Main Office and District Offices	Information Technology Division	No	Direct Contracting			2nd Quarter	GoP	750,000.00	750,000.00			

Project No.	Code (PAP)	Program / Activity / 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/Activity (Brief Description of Program/Project)
						ADS/POST OF IB/REI	SUB/OPEN OF BIDS	NOTICE OF AWARD	CONTRACT SIGNING		TOTAL	MOOE	CO	
16	100010001	Procurement of VMWARE vCenter Server and Comprehensive Maintenance Service Agreement Support	Information Technology Division	No	Small Value Procurement	2nd Quarter				GoP	1,000,000.00	1,000,000.00		
17	100010001	Consultancy Services for the Enterprise Architect	Information Systems Division / Information Technology Division	No	NP - Highly Technical Consultants	2nd Quarter				GoP	1,440,000.00	1,440,000.00		Engagement of services of an Enterprise Architect Consultant for the Insurance Commission
18	100010001	Consultancy Services for the Public Service Continuity Planning	Planning and Management Division	No	Small Value Procurement	2nd Quarter				GoP	180,000.00	180,000.00		
19	100010001	Functional Group Performance Evaluation and Assessment Review (PEAR) and Strategic Planning Activity (SPA)	OCOM	No	NP - Lease of Real Property and Venue / Small Value Procurement	2nd Quarter				GoP	1,000,000.00	1,000,000.00	-	Lease of Venue to include accommodations, logistics, foods, transportation, contingency and incidental expenses
20	100010001	Functional Group Performance Evaluation and Assessment Review (PEAR) and Strategic Planning Activity (SPA)	LSG	No	NP - Lease of Real Property and Venue / Small Value Procurement	2nd Quarter				GoP	1,000,000.00	1,000,000.00	-	Lease of Venue to include accommodations, logistics, foods, transportation, contingency and incidental expenses
21	100010001	Office Supplies, Parts and Equipment used in Official Operations	Administrative Division	No	Small Value Procurement / Direct Acquisition	As the need arises				GoP	1,500,000.00	1,500,000.00		Procurement of various supplies and other semi-expendable property that are essential and necessary for the official operations of the agency.
TOTAL, FY 2024 Continuing Appropriations											41,155,000.00	41,155,000.00	-	

PREPARED BY:

f. Giamant
 ATTY. CELESTE MARIE R. NUGAL
 BAC Secretariat Head

CERTIFIED FUNDS APPROPRIATED / AVAILABLE:

R. Subijano
 REINER P. SUBIJANO
 Budget Division

RECOMMENDING APPROVAL:

Edwin Cornelius A. Lauz
 EDWIN CORNELIUS A. LAUZ
 BAC Member

Jan Laurence G. Gatchallan
 ATTY. JAN LAURENCE G. GATCHALLAN
 BAC Member

Juan Paolo P. Roxas
 ATTY. JUAN PAOLO P. ROXAS
 BAC Member

David Ricardo S. Cagahastian
 ATTY. DAVID RICARDO S. CAGAHASTIAN
 BAC Vice-Chairperson

Arturo S. Trinidad II
 ARTURO S. TRINIDAD II
 BAC Chairperson

APPROVED
 DISAPPROVED

Reynaldo A. Regalado
 REYNALDO A. REGALADO
 Insurance Commissioner

Date: 24 JAN 2025