



# **LBP LEASING AND FINANCE CORPORATION**

(A LANDBANK SUBSIDIARY)

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28 July 2023

**ATTY. ROWENA CANDICE M. RUIZ**

Executive Director V

Government Procurement Policy Board – Technical Support Office  
Unit 2506, Raffles Corporate Center, F. Ortigas Jr.,  
Ortigas Center, Mandaluyong City

**Dear Director Ruiz:**

In compliance to your requirement, we are submitting the attached Supplemental Annual Procurement Plan Non-CSE for the 1st Semester of FY 2023 of LBP Leasing and Finance Corporation (LLFC).

We hope that this submission satisfies your requirement.

Thank you.

Sincerely yours,

**MICHAEL P. ARAÑAS**

President and CEO

(LBP LEASING AND FINANCE CORPORATION) Supplemental Annual Procurement Plan for FY 2023

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity?	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
LLFC-CO-2023-001	Retiling of Floor Areas used for Old Cabling	Admin. Unit	NO	Competitive Bidding	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	3,000,000		3,000,000	Move schedule of project to 4th quarter
LLFC-CO-2023-002	Office Reconfiguration (AMG/Legal/ASG, etc.)	Admin. Unit	NO	Competitive Bidding	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	2,500,000		2,500,000	Move schedule of project to 4th quarter
LLFC-CO-2023-003	Reconfiguration of Room A	Admin. Unit	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	300,000		300,000	Move schedule of project to 4th quarter
LLFC-CO-2023-004	Furniture for the Receiving Area	Admin. Unit	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	100,000		100,000	Move schedule of project to 4th quarter
LLFC-CO-2023-005	Furniture for the Conference Room	Admin. Unit	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	500,000		500,000	Move schedule of project to 4th quarter
LLFC-CO-2023-011	DMS Capturing Software & Support	IT Unit	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	-		-	Reallocate Budget of P600,000.00 to LLFC-CO-2023-017
LLFC-CO-2023-013	UPS	IT Unit	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	500,000		500,000	Move schedule of project to 1st quarter
LLFC-CO-2023-014	BIS Software	IT Unit	NO	Competitive Bidding	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	-		-	Reallocate Budget of P3,126,000.00 to LLFC-CO-2023-016
LLFC-CO-2023-015	Biometrics	IT Unit	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	80,000		80,000	Move schedule of project to 2nd quarter
LLFC-CO-2023-016	Purchase of Various ICT Equipment for additional Office Space	IT Unit	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	4,000,000		4,000,000	Reallocate Budget of P4,000,000.00 from LLFC-CO-2023-014, LLFC-MOOE-2023-005, and LLFC-MOOE-2023-015
LLFC-CO-2023-017	Document Management System License Subscription	IT Unit	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,000,000		1,000,000	Reallocate Budget of P1,000,000.00 from LLFC-CO-2023-011 and LLFC-MOOE-2023-027
LLFC-CO-2023-018	Office Apps Premium Subscription	IT Unit	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	1,000,000		1,000,000	Reallocate Budget of P1,000,000.00 from LLFC-MOOE-2023-004, LLFC-MOOE-2023-028, and LLFC-MOOE-2023-029
LLFC-MOOE-2023-004	Office Apps Premium Subscription (new)	IT Unit	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	-		-	Reallocate Budget to LLFC-CO-2023-018
LLFC-MOOE-2023-005	Document Management System License Subscription/Library (additional)	IT Unit	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	-		-	Reallocate Budget to LLFC-CO-2023-016
LLFC-MOOE-2023-010	BIS-Professional & Implementation Fee	IT Unit	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	-		-	For deletion

(LBP LEASING AND FINANCE CORPORATION) Supplemental Annual Procurement Plan for FY 2023

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity?	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
LLFC-MOOE-2023-011	Payroll Suite-Annual Maintenance	IT Unit	NO	Direct Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	400,000	400,000		Change mode of procurement to Direct Contracting
LLFC-MOOE-2023-015	Professional & Implementation Fee	IT Unit	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	-	-		Reallocate Budget of P200,000.00 to LLFC-MOOE-2023-045 and P800,000.00 to LLFC-CO-2023-16
LLFC-MOOE-2023-016	Security Awareness/ICT Training	IT Unit	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	70,000	70,000		Move schedule of training to 3rd quarter
LLFC-MOOE-2023-017	UPS Maintenance	IT Unit	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	75,000	75,000		Reallocate Budget of P75,000.00 to LLFC-MOOE-2023-058
LLFC-MOOE-2023-018	ERPS Annual Maintenance Support (existing)	IT Unit	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	560,000	560,000		Change mode of procurement to Small Value Procurement, Reallocate Budget of P160,000 to LLFC-MOOE-2023-062 and P80,000 from LLFC-MOOE-2023-063
LLFC-MOOE-2023-020	Corporate Messaging System Maintenance and Credits	IT Unit	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	12,000	12,000		Change mode of procurement to Shopping
LLFC-MOOE-2023-025	Internet Subscription (primary & secondary)	IT Unit	NO	Direct Contracting	N/A	N/A	1st Quarter	1st Quarter	Corporate Budget	-	-		Reallocate Budget of P420,000.00 to LLFC-MOOE-2023-059 and P420,000.00 to LLFC-MOOE-2023-060
LLFC-MOOE-2023-027	Document Management System License Subscription/Library	IT Unit	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	-	-		Reallocate Budget of P400,000.00 to LLFC-CO-2023-017
LLFC-MOOE-2023-028	Office Apps Basic Subscription	IT Unit	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	-	-		Reallocate Budget of P110,000.00 to LLFC-CO-2023-018
LLFC-MOOE-2023-029	Office Apps Premium Subscription	IT Unit	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	-	-		Reallocate Budget of P180,000.00 to LLFC-CO-2023-018
LLFC-MOOE-2023-032	Water	Admin. Unit	NO	Direct Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	198,400	198,400		Change mode of procurement to Direct Contracting
LLFC-MOOE-2023-039	Advertising & Publicity	Admin. Unit	NO	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	Corporate Budget	1,500,000	1,500,000		Change mode of procurement to Small Value Procurement
LLFC-MOOE-2023-043	Customer Satisfaction Survey	Admin. Unit	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	540,000	540,000		Move schedule of project to 4th quarter
LLFC-MOOE-2023-045	Training of Personnel	Admin. Unit	NO	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	Corporate Budget	1,510,000	1,510,000		Increase of Budget of P200,000.00 sourced from LLFC-MOOE-2023-015

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LLFC-MOOE-2023-058	UPS Maintenance	IT Unit	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	75,000	75,000		Reallocate Budget of P75,000.00 from LLFC-MOOE-2023-017
LLFC-MOOE-2023-059	Internet Subscription (primary)	IT Unit	NO	Direct Contracting	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	420,000	420,000		Reallocate Budget of P420,000.00 from LLFC-MOOE-2023-025
LLFC-MOOE-2023-060	Internet Subscription (secondary)	IT Unit	NO	Direct Contracting	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	420,000	420,000		Reallocate Budget of P420,000.00 from LLFC-MOOE-2023-025
LLFC-MOOE-2023-061	Rental of Additional Office Space	Admin Unit	NO	NP-53.10 Lease of Real Property and Venue	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	1,440,000	1,440,000		Insert Budget of P1,440,000.00 for LLFC-ULFC Merger
LLFC-MOOE-2023-062	Rental of Printers	IT Unit	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	160,000	160,000		Reallocate Budget of P160,000 from LLFC-MOOE-2023-018
LLFC-MOOE-2023-063	Internet Subscription upgrade	IT Unit	NO	Direct Contracting	4th Quarter	4th Quarter	4th Quarter	4th Quarter	Corporate Budget	80,000	80,000		Reallocate Budget of P80,000 from LLFC-MOOE-2023-018
										20,440,400	7,460,400	12,980,000	

Prepared by: JOSE EMMANUEL I. GUERRERO  
BAC Secretariat

Recommending Approval: PETER PAUL I. RIGOR  
BAC Vice-Chairperson

Approved by MICHAEL P. ARAÑAS  
President and CEO



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## POSTING CERTIFICATION

This is to certify that **LBP LEASING AND FINANCE CORPORATION** has posted its **Supplemental Annual Procurement Plan Non-CSE** for the 1<sup>st</sup> Semester of FY 2023 on its agency website and can be accessible through this link:

<https://www.lbpleasing.com/Documents/Transparency%20Seal/Annual%20Procurement%20Plans/APP-NCSE/2023%20APP%20NCSE%20Supplemental.pdf>

This certification is being issued in compliance with GPPB Circular No. 02-2020, this 28<sup>th</sup> July 2023.

**MR. PETER PAUL I. RIGOR**

Vice-Chairperson, Bids and Awards Committee