

**Human Settlements Adjudication Commission (HSAC) Indicative Annual Procurement Plan for FY 2021**  
(formerly the *Housing and Land Use Regulatory Board (HLURB)*, reconstituted pursuant to Republic Act No. 11201)

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
-	Knowledge and Skills Enhancement Seminars for HRDD Personnel	AS - HRDD	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	-	Registration Fee for Knowledge and Skills Enhancement Seminars to be conducted by CSI, CPD and other institutions/organizations, for the HRDD Personnel
-	Meals for Human Resource Merit Promotion and Selection Board (HRMPSB) Deliberation and other Meetings	AS - HRDD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	-	Meals for the conduct of the Human Resource Merit Promotion and Selection Board (HRMPSB) Deliberation and other Meetings
-	Operations Planning and Team Building Activity for Central Office Employees	AS - HRDD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-21	Apr-21	GoP	380,000.00	380,000.00	-	Lease of Venue, with Meals and Accommodation for Operations Planning and CO Team Building activities (80pax x Php2,375/day x 2days)
-	Year-End Assembly	AS - HRDD	NP-53.9 - Small Value Procurement	N/A	N/A	Dec-21	Dec-21	GoP	120,000.00	120,000.00	-	Meals and Other Supplies for the Year-End Assembly (200 pax for CO including S/Gs and J/As), estimated at Php800/pax
-	DHSUD and HSAC Anniversary Celebration	AS - HRDD	NP-53.9 - Small Value Procurement	N/A	N/A	Feb-21	Feb-21	GoP	300,000.00	300,000.00	-	Meals and Other Supplies for the celebration of DHSUD & HSAC Anniversary (200 pax for CO including S/Gs and J/As), estimated at Php800/pax
-	GAD Related Activity/Seminar	AS - HRDD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00	-	Venue, Meals and Accommodation for GAD-Related Activity/Seminar.
-	Professional Services	AS - HRDD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00	-	Honorarium for Resource Persons for in-house Trainings/Seminars organized by the HRDD for the CO employees
-	Knowledge and Skills Enhancement Activity for Central Office personnel	CO - Units	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	250,000.00	250,000.00	-	Registration Fee for Knowledge and Skills Enhancement Seminars estimated at Php2,500 x 50pax x 2 days (at least 1 training for 50 employees for CY 2021)
-	Significant Events Participation	CO - Units	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	80,000.00	80,000.00	-	Meals and Materials for the participation with Significant Events such as Independence Day, Women's Month, CSC Anniversary, etc.
-	Cultural and Athletic Activities	CO - Units	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	24,000.00	24,000.00	-	Meals and Uniforms for the participation of CO personnel to cultural and athletic activities.
-	2021 Mid-Year Assessment and 2022 Agency Planning Workshop	PMS and PMED	NP-53.10 Lease of Real Property and Venue	Jul-21	N/A	Jul-21	Jul-21	GoP	210,000.00	210,000.00	-	Lease of Venue, with Meals and Accommodation for the 2021 Mid-Year Assessment and 2022 Agency Planning Workshop (32pax x Php3,250/day x 2days)
-	Preparation of QMS Documents	PMS	NP-53.9 - Small Value Procurement	Jan-21	N/A	Jan-21	Jan-21	GoP	100,000.00	100,000.00	-	Professional Services/Consultancy for the preparation of the QMS documents
-	ISO Certification of the HSAC Adjudication and Support Processes.	PMS	Competitive Bidding	Jan-21	Jan-21	Jan-21	Feb-21	GoP	290,000.00	290,000.00	-	Professional Services/Consultancy for the ISO Certification of the HSAC Adjudication and Support Processes covering the Central Office and RABs NCR and IV-B
-	Records Management System Training	AS - RD	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	-	Registration Fee for Knowledge and Skills Enhancement Seminars to be conducted by NAP, DTI and other institutions/organizations, for the Records Division personnel