

**FOREIGN SERVICE INSTITUTE
PROCUREMENT MONITORING REPORT
As of January 1 to June 30, 2020**

Code (UACS/PA P)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity?	Mode of Procurement	Actual Procurement Activity											Source of Funds	ABC (PhP)				
					Pre-Proc Conference	Ads/Pest of IB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award/PO/JO	Contract Signing	Notice to Proceed	Delivery/ Completion		Inspection & Acceptance	Total	MOOE	CO	
COMPLETED PROCUREMENT ACTIVITIES AS OF JUNE 30, 2020																					
N/A	Resource person/facilitator for the conduct of the Seminar-Workshop Series on Critical Thinking, Futures Thinking, and the Annual Business Planning	PS	No	HTC	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	13-Jan	N/A	GOP - GAA	70,000.00	70,000.00	-
N/A	Catering Services for the Closing Ceremony of the Pre-Departure Orientation Seminar (PDOS) Batch 01-2020	FPTS	No	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-005	16-Jan	N/A	17-Jan	N/A	GOP - GAA	11,250.00	11,250.00	-
N/A	Provision for training facilities, meals, transportation, and accommodation for the participants of the Seminar-Workshop Series: Ways Forward for FSI Personnel	FSI	No	LOV	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-006	6-Jan	N/A	25-Jan	N/A	GOP - GAA	560,000.00	560,000.00	-
N/A	Catering services for the Official Turnover of FSI ISO 9001:2015 Certificate	FSI	No	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-007	23-Jan	N/A	27-Jan	N/A	GOP - GAA	50,000.00	50,000.00	-
N/A	Conduct the training program entitled "Arts Management Training for Foreign Service Personnel"	CPS	No	Agency to Agency	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	31-Jan	N/A	GOP - GAA	120,000.00	120,000.00	-
N/A	Catering services for the Instructional Design Workshop	DTPAS	No	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-008	30-Jan	N/A	5-Feb	N/A	GOP - GAA	12,500.00	12,500.00	-
N/A	Procurement of HDMI cables and laserjet printer	LIB	No	Shopping	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-005 to 006	17-Feb	N/A	N/A	N/A	GOP - GAA	11,307.00	11,307.00	-
N/A	Facilitator for the conduct of the Seminar-Workshop Series on Internalizing Core Values, Values-Driven Leadership, and Transforming the Culture of Complacency in the Workplace for FSI officers	PS	No	HTC	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	20-Feb	N/A	GOP - GAA	50,000.00	50,000.00	-
N/A	Catering service provider for the closing ceremony of CPRSD training programs	CPRSD	No	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-010	27-Feb	N/A	30-Mar	N/A	GOP - GAA	32,500.00	32,500.00	-
N/A	Catering service provider for the Closing Ceremony of the Foreign Service Officers' Cadetship Course (FSOCC) Batch XXVII	CPS	No	NP-SVP	N/A	6903466	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-011	9-Mar	N/A	12-Mar	N/A	GOP - GAA	64,000.00	64,000.00	-
N/A	Consultant/resource person for the conduct of the Seminar-Workshop on Effective Written Communication for selected FSI personnel	PS	No	HTC	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	10-Mar	N/A	GOP - GAA	25,000.00	25,000.00	-
N/A	Printing of FSI Letterheads	AFSD	No	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-013	6-Jul	N/A	N/A	N/A	GOP - GAA	49,500.00	49,500.00	-
N/A	Procurement of Various Common Use Office Supplies not available at PS-DBM	FSI	No	Shopping	N/A	7073094	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-007 to 008	27-Jul	N/A	N/A	N/A	GOP - GAA	110,479.00	110,479.00	-
N/A	Procurement of Various Common Use Office Inks and Toners not available at PS-DBM	FSI	No	Shopping	N/A	7073106	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-009 to 012	27-Jul	N/A	N/A	N/A	GOP - GAA	241,483.00	241,483.00	-
N/A	Procurement of Various Office Supplies through the Procurement Service	FSI	No	Agency to Agency	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	APR-2020-05-25	25-May	N/A	27-May	N/A	GOP - GAA	29,151.20	29,151.20	-
N/A	Procurement of Various Office Supplies through the Procurement Service (Covid response)	FSI	No	Agency to Agency	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	APR-2020-05-26	25-May	N/A	27-May	N/A	GOP - GAA	277,199.85	277,199.85	-
Total Allotted Budget of Procurement Activities																			1,714,370.05		
Total Contract Price of Procurement Activities Conducted																			(1,464,795.05)		
Total Savings (Total Allotted Budget - Total Contract Price)																			249,575.00		

ON-GOING PROCUREMENT ACTIVITIES

N/A	Bidding for Janitorial Services	FSI	Yes	Competitive Bidding	N/A	6772817	3-Jan	15-Jan	15-Jan	15-Jan	17-Jan	NOA 02/05/20	5-Feb	21-Feb	Ongoing	N/A	GOP - GAA	1,983,000.00	1,983,000.00	-
N/A	Printing of the book entitled "Women in Diplomacy"	PUB	No	NP-SVP	N/A	6804095	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-009	10-Feb	N/A	Ongoing	N/A	GOP - GAA	200,000.00	200,000.00	-
N/A	Local Newspapers Subscription for 2020	LIBRARY	No	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-001	3-Jan	N/A	Ongoing	N/A	GOP - GAA	87,308.00	87,308.00	-
N/A	One (1) Year Website Hosting Services	MISS	No	Renewal of Contract	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-001	2-Jan	N/A	Ongoing	N/A	GOP - GAA	8,000.00	8,000.00	-
N/A	Subscription of Anti Virus	MISS	No	Direct Contracting	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-002	2-Jan	N/A	Ongoing	N/A	GOP - GAA	58,200.00	58,200.00	-
N/A	One (1) Year dedicated Internet Connection Subscription 45 MBPS	MISS	No	Renewal of Contract	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-002	2-Jan	N/A	Ongoing	N/A	GOP - GAA	600,000.00	600,000.00	-
N/A	Rental of Computers for one year	MISS	No	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-003	23-Jan	N/A	Ongoing	N/A	GOP - GAA	844,800.00	844,800.00	-
N/A	Rental of One unit Photocopy machine for one year	GSS	No	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-004	2-Jan	N/A	Ongoing	N/A	GOP - GAA	306,000.00	306,000.00	-
N/A	Subscription of Cellphone Service Provider for one year (Smart)	GSS	No	WETI	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-003	6-Jan	N/A	Ongoing	N/A	GOP - GAA	60,000.00	60,000.00	-
N/A	Cable Subscription Renewal	GSS	No	Direct Contracting	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-004	6-Jan	N/A	Ongoing	N/A	GOP - GAA	48,000.00	48,000.00	-

Code (UACS/PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity?	Mode of Procurement	Actual Procurement Activity											Source of Funds	ABC (PhP)				
					Pre-Proc Conference	Ads/Post of IB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award/POJO	Contract Signing	Notice to Proceed	Delivery/Completion		Inspection & Acceptance	Total	MOOE	CO	
N/A	Highly technical consultant for the FSI instructional and coaching requirements in maintaining FSI's ISO 9001:2015 certification; sustaining the effective implementation of FSI's QMS; and enhancing the understanding and appreciation of FSI personnel on the principles and requirements of ISO QMS Standards	PS	No	HTC	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A	GOP - GAA	187,000.00	187,000.00	-
N/A	Procurement of sixteen (16) e-mail subscription for six (6) months	FSI	No	NP-SVP	N/A	7087789	N/A	N/A	N/A	N/A	N/A	FSI-2020-01-014	27-Jul	N/A	Ongoing	N/A	GOP - GAA	124,000.00	124,000.00	-	
Total Alloted Budget of On-going Procurement Activities																		2,228,000.00			

Code (UAC/SPA/P)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity?	Mode of Procurement	Contract Cost (PhP)			List of Invited Observers	Pre-bid Conf	Eligibility Check	Date of Receipt of Invitation			Delivery/Completion/Acceptance (If applicable)	Remarks (Explaining changes from the APP)
					Total	MOOE	CO				Sub/Open of Bids	Bid Evaluation	Post Qual		

COMPLETED PROCUREMENT ACTIVITIES AS OF JUNE 30, 2020

N/A	Resource person/facilitator for the conduct of the Seminar-Workshop Series on Critical Thinking, Futures Thinking, and the Annual Business Planning	PS	No	HTC	60,000.00	60,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	13-Jan	N/A
N/A	Catering Services for the Closing Ceremony of the Pre-Departure Orientation Seminar (PDOS) Batch 01-2020	FPTS	No	NP-SVP	11,250.00	11,250.00	-	N/A	N/A	N/A	N/A	N/A	N/A	17-Jan	N/A
N/A	Provision for training facilities, meals, transportation, and accommodation for the participants of the Seminar-Workshop Series: Ways Forward for FSI Personnel	FSI	No	LOV	551,825.00	551,825.00	-	N/A	N/A	N/A	N/A	N/A	N/A	25-Jan	N/A
N/A	Catering services for the Official Turnover of FSI ISO 9001:2015 Certificate	FSI	No	NP-SVP	50,000.00	50,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	27-Jan	N/A
N/A	Conduct the training program entitled "Arts Management Training for Foreign Service Personnel"	CPS	No	Agency to Agency	120,000.00	120,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	31-Jan	N/A
N/A	Catering services for the Instructional Design Workshop	DTPAS	No	NP-SVP	12,500.00	12,500.00	-	N/A	N/A	N/A	N/A	N/A	N/A	5-Feb	N/A
N/A	Procurement of HDMI cables and laserjet printer	LIB	No	Shopping	11,307.00	11,307.00	-	N/A	N/A	N/A	N/A	N/A	N/A		N/A
N/A	Facilitator for the conduct of the Seminar-Workshop Series on Internalizing Core Values, Values-Driven Leadership, and Transforming the Culture of Complacency in the Workplace for FSI officers	PS	No	HTC	50,000.00	50,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	20-Feb	N/A
N/A	Catering service provider for the closing ceremony of CPRSD training programs	CPRSD	No	NP-SVP	32,500.00	32,500.00	-	N/A	N/A	N/A	N/A	N/A	N/A	28-Feb	N/A
N/A	Catering service provider for the Closing Ceremony of the Foreign Service Officers' Cadetship Course (FSOCC) Batch XXVII	CPS	No	NP-SVP	63,600.00	63,600.00	-	N/A	N/A	N/A	N/A	N/A	N/A	12-Mar	N/A
N/A	Consultant/resource person for the conduct of the Seminar-Workshop on Effective Written Communication for selected FSI personnel	PS	No	HTC	25,000.00	25,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	10-Mar	N/A
N/A	Printing of FSI Letterheads	AFSD	No	NP-SVP	29,025.00	29,025.00	-	N/A	N/A	N/A	N/A	N/A	N/A		N/A
N/A	Procurement of Various Common Use Office Supplies not available at PS-DBM	FSI	No	Shopping	22,410.00	22,410.00	-	N/A	N/A	N/A	N/A	N/A	N/A		N/A
N/A	Procurement of Various Common Use Office Inks and Toners not available at PS-DBM	FSI	No	Shopping	119,027.00	119,027.00	-	N/A	N/A	N/A	N/A	N/A	N/A		N/A
N/A	Procurement of Various Office Supplies through the Procurement Service	FSI	No	Agency to Agency	29,151.20	29,151.20	-	N/A	N/A	N/A	N/A	N/A	N/A	27-May	N/A
N/A	Procurement of Various Office Supplies through the Procurement Service (Covid response)	FSI	No	Agency to Agency	277,199.85	277,199.85	-	N/A	N/A	N/A	N/A	N/A	N/A	27-May	N/A

ON-GOING PROCUREMENT ACTIVITIES

N/A	Bidding for Janitorial Services	FSI	Yes	Competitive Bidding	1,737,708.72	1,737,708.72	-	COA, Transparency and Accountability Network, PCCI	26-Dec	26-Dec	26-Dec	26-Dec	26-Dec	Ongoing	N/A
N/A	Printing of the book entitled "Women in Diplomacy"	PUB	No	NP-SVP	165,000.00	165,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A
N/A	Local Newspapers Subscription for 2020	LIBRARY	No	NP-SVP	77,363.00	77,363.00	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A
N/A	One (1) Year Website Hosting Services	MISS	No	Renewal of Contract	8,000.00	8,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A
N/A	Subscription of Anti Virus	MISS	No	Direct Contracting	58,200.00	58,200.00	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A
N/A	One (1) Year dedicated Internet Connection Subscription 45 MBPS	MISS	No	Renewal of Contract	600,000.00	600,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A
N/A	Rental of Computers for one year	MISS	No	NP-SVP	805,200.00	805,200.00	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A
N/A	Rental of One unit Photocopy machine for one year	GSS	No	NP-SVP	306,000.00	306,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A
N/A	Subscription of Cellphone Service Provider for one year (Smart)	GSS	No	WETI	60,000.00	60,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A
N/A	Cable Subscription Renewal	GSS	No	Direct Contracting	23,472.66	23,472.66	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A

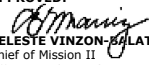
Code (UACS/PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity?	Mode of Procurement	Contract Cost (PhP)			List of Invited Observers	Date of Receipt of Invitation					Remarks (Explaining changes from the APP)	
					Total	MOOE	CO		Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual		Delivery/Completion/Acceptance (if applicable)
N/A	Highly technical consultant for the FSI instructional and coaching requirements in maintaining FSI's ISO 9001:2015 certification; sustaining the effective implementation of FSI's QMS; and enhancing the understanding and appreciation of FSI personnel on the principles and requirements of ISO QMS Standards	PS	No	HTC	187,000.00	187,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A
N/A	Procurement of sixteen (16) e-mail subscription for six (6) months	FSI	No	NP-SVP	122,000.00	122,000.00	-	N/A	N/A	N/A	N/A	N/A	N/A	Ongoing	N/A
Total Alloted Budget of On-going Procurement Activities					2,161,872.66										

Prepared by:

ALLAN V. PADILLA
 Administrative Officer II

Recommended for Approval by:

RHODORA M. JOAQUIN
 BAC Vice-Chairperson

APPROVED:

CELESTE VINZON-BATBAT
 Chief of Mission II
 Officer-in-Charge (Director General), FSI
 and Head of the Procuring Entity