

Annual Procurement Plan for FY 2024 (Indicative)

Code (PAP)	Procurement 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 (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
2024 CURRENT APPROPRIATIONS													
MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)													
301010002	Common-Use Supplies and Equipment	OCD/FAD/SSD/CID	No	NP - Agency-to-Agency (Sec. 53.5)	To be procured at Procurement Service pursuant to Section 53.5 of the IRR of R.A. 9184				GoP	655,029.94	655,029.94		various common-use office supplies available at PS-DBM, in case of non availability of PS resort to SVP or Shopping
	Common Supplies, Materials and Equipment												
301010002	Office Supplies/Materials not available at PS but regularly purchased from other sources	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	1,850,726.21	1,850,726.21		various office/instructional supplies needed for the day to day requirements
301010002	Accountable Forms/Checkbooks	FAD	No	NP-Agency-to-Agency (Sec. 53.5)	N/A	N/A			GoP	6,500.00	6,500.00		
301010002	Drugs and Medicines	SSD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	245,495.00	245,495.00		
301010002	Medical, Dental and Laboratory Supplies	CID/ SSD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	17,000.00	17,000.00		additional supplies for laboratories
301010002	Textbooks and Instructional Materials	CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	145,000.00	145,000.00		additional textbooks and instructional materials
301010002	Fuel, Oil and Lubricants	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	679,400.00	679,400.00		
301010002	ICT Office Supplies	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	600,000.00	600,000.00		
301010002	Other Supplies	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	1,700,523.12	1,700,523.12		various cleaning/maintenance supplies/ disinfection supplies
	Utilities												
301010002	Electricity Expenses	FAD	No	Direct Contracting (Sec. 50)	N/A	N/A			GoP	8,800,000.00	8,800,000.00		
	Communication Services												
301010002	Postage and Courier Services	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	44,200.00	44,200.00		
301010002	Telephone - Mobile	OCD/FAD/SSD/CID	No	Direct Contracting (Sec. 50)	N/A	N/A			GoP	163,440.00	163,440.00		
301010002	Telephone - Landline	OCD/ FAD	No	Direct Contracting (Sec. 50)	N/A	N/A			GoP	96,000.00	96,000.00		
301010002	Internet Subscription Expenses	OCD/ FAD	No	Public Bidding	within the last quarter of CY 2023	within the last quarter of CY 2023	Jan. 2024	Jan. 2024	GoP	1,887,625.00	1,887,625.00		
301010002	Advertising Services	SSD	No	NP-Agency-to-Agency (Sec. 53.5)	N/A	N/A				153,000.00	153,000.00		
301010002	Printing and Publication	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	30,000.00	30,000.00		printing of Northern Scholar and Igpaw school paper, tarpaulin for activities
	Representation Expenses												
301010002	Food	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	1,585,190.00	1,585,190.00		representation for visitors, guests and resource persons
301010002	Token, etc.	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	680,950.00	680,950.00		representation for visitors, guests and resource persons
301010002	Accommodation	OCD/FAD/SSD/CID	No	NP-Lease of Real Property and Venue (Sec. 53.10)	N/A	N/A			GoP	620,300.00	620,300.00		accommodation for visitors, guests and resource persons
301010002	Transportation and Delivery Expenses	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	90,000.00	90,000.00		
	Rent												
301010002	Building and Structures	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	20,000.00	20,000.00		
	Subscriptions												
301010002	Subscription of Magazines/ Journals	SSD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	-	-		
301010002	Other Subscription	SSD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	174,000.00	174,000.00		
	Professional Services												
301010002	Legal Services	FAD	No	Direct Contracting (Sec. 50)	N/A	N/A			GoP	5,000.00	5,000.00		
301010002	Auditing Services	FAD	No	Direct Contracting (Sec. 50)	N/A	N/A			GoP	100,000.00	100,000.00		
301010002	Consultancy Services	FAD	No	Direct Contracting (Sec. 50)	N/A	N/A			GoP	100,000.00	100,000.00		
301010002	Other Professional Services (Resource Persons for Training and other Professionals)	OCD/FAD/SSD/CID	No	Direct Contracting (Sec. 50)	N/A	N/A			GoP	1,768,460.00	1,768,460.00		
	General Services												
301010002	Janitorial and Environment/Sanitary Services	OCD/ FAD	Yes	Public Bidding	within the last quarter of CY 2023	within the last quarter of CY 2023	Jan. 2024	Jan. 2024	GoP	3,973,871.88	3,973,871.88		the amount will be sourced from the budget for MOOE - Janitorial Services, Environmental/Sanitary Services and projected savings in Other General Services



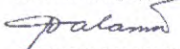
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301010002	Security Services	OCD/ FAD	Yes	Public Bidding	within the last quarter of CY 2023	within the last quarter of CY 2023	Jan. 2024	Jan. 2024	GoP	4,031,157.00	4,031,157.00		the amount will be sourced from the budget for MOOE - Security Services
301010002	Other General Services	OCD/ FAD	No	NP - SVP (Sec. 53.9)					GoP	93,000.00	93,000.00		
301010002	General Services (Clerical/Dorm Personnel)	OCD/ FAD	Yes	Public Bidding	within the last quarter of CY 2023	within the last quarter of CY 2023	Jan. 2024	Jan. 2024	GoP	2,690,033.14	2,690,033.14		the amount will be sourced from the budget for MOOE - Other General Services, Other General Services-ICT, Utility Expenses and projected savings in Scholarship Expenses arising from the lesser budget requirement of the actual scholarship categorization of scholars
	Repair and Maintenance												
301010002	School Buildings	OCD/ FAD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	1,021,700.00	1,021,700.00		repair and maintenance of academic/admin/dormitory buildings
301010002	Other Structures	OCD/ FAD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	85,200.00	85,200.00		
301010002	Other Machinery and Equipment	OCD/ FAD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	1,106,100.00	1,106,100.00		repair and maintenance of water pump, generator and maintenance equipment
301010002	Office Equipment	OCD/ FAD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	614,200.00	614,200.00		
301010002	Furnitures and Fixtures	OCD/ FAD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	35,000.00	35,000.00		
301010002	ICT Equipment	OCD/ FAD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	50,000.00	50,000.00		repair and maintenance of ICT equipment
301010002	Technical and Scientific Equipment	OCD/ FAD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	847,620.00	847,620.00		repair and maintenance of copiers and other office equipment
301010002	Transportation Equipment	OCD/ FAD	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	500,720.00	500,720.00		repair and maintenance of vehicles
	Taxes, Insurance Premium and Other Fees												
301010002	Insurance expenses	FAD	No	NP-Agency-to-Agency (Sec. 53.5)	N/A	N/A			GoP	3,503,662.01	3,503,662.01		insurance of school buildings, vehicles
301010002	Fidelity Bond Premium	FAD	No	NP-Agency-to-Agency (Sec. 53.5)	N/A	N/A			GoP	127,725.00	127,725.00		
301010002	Taxes, Duties and Licenses	FAD	No	NP-Agency-to-Agency (Sec. 53.5)	N/A	N/A			GoP	8,871.70	8,871.70		registration of vehicles
301010002	Student Group Accident Insurance	SSD	No	NP-Agency-to-Agency (Sec. 53.5)	N/A	N/A			GoP	68,500.00	68,500.00		
	Travelling Expenses												
301010002	Airfare (Local & Foreign)	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	400,500.00	400,500.00		
301010002	Landfare	OCD/FAD/SSD/CID	No	NP - SVP (Sec. 53.9)	N/A	N/A			GoP	90,000.00	90,000.00		
301010002	Scholarship/Grants Expenses	OCD/SSD	No	Direct Contracting (Sec. 50)	N/A	N/A			GoP	14,365,300.00	14,365,300.00		stipend and living allowance of students
	Total MOOE									55,831,000.00	55,831,000.00		
	CAPITAL OUTLAY - EQUIPMENT												
301010002	Office Equipment	OCD/FAD/SSD/CID		NP - SVP (Sec. 53.9)	N/A	N/A	N/A	N/A	GoP	250,000.00		250,000.00	procurement of various office equipment
301010002	Motor Vehicle	OCD/FAD/SSD/CID	Yes	Public Bidding	within the last quarter of CY 2023	within the last quarter of CY 2023	Jan. 2024	Jan. 2024	GoP	2,650,000.00		2,650,000.00	procurement of one unit motor vehicle
	Total CO - Equipment Outlay									2,900,000.00	-	2,900,000.00	
TOTAL, ANNUAL PROCUREMENT PLAN FOR FY 2024										58,731,000.00	55,831,000.00	2,900,000.00	


Prepared by:


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