

**COMMISSION ON HIGHER EDUCATION- CORDILLERA ADMINISTRATIVE REGION**  
**Indicative Annual Procurement Plan for FY 2021**

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	
50201010	Contingency for traveling expenses-airfare	Admin/Technical	Direct Contracting	N/A	N/A	As the need arises	As the need arises	GoP	100,000.00	100,000.00	Provision for airfare in attending seminars/workshop/trainings called by Central office and other govt agencies
50203020	Procurement of Office Supplies Expenses - Available at the Procurement Service- DBM	Admin	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	205,000.00	205,000.00	See attached APP-CSE
50203020	Procurement of Office Supplies Expenses - Not Available at the Procurement Service- DBM	Admin	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	69,000.00	69,000.00	See attached APP-CSE
50203020	Procurement of Accountable Forms- Check booklets	Admin	NP-53.5 Agency-to-Agency	N/A	N/A	July	July	GoP	20,000.00	20,000.00	
50203020	Procurement of Accountable Forms- Official receipts	Admin	NP-53.5 Agency-to-Agency	N/A	N/A	July	July	GoP	15,000.00	15,000.00	
50203020	Procurement of Accountable Forms- Security paper	Admin	NP-53.5 Agency-to-Agency	N/A	N/A	July	July	GoP	484,000.00	484,000.00	
50203090	Procurement of gasoline, oil and lubricants	Admin/Technical	Direct Contracting	N/A	N/A	January 2021	January 2021	GoP	160,000.00	160,000.00	intended for the motor vehicle and generator set
50204010	Procurement of Utility Services- Water	Admin/Technical	NP-53.5 Agency-to-Agency	N/A	N/A	January 2021	January 2021	GoP	80,000.00	80,000.00	
50204010	Procurement of Utility Services- Water (Drinking Water)	Admin/Technical	NP-53.9 - Small Value Procurement	October 16, 2020	N/A	January 2020	January 2020	GoP	4,000.00	4,000.00	
50204020	Procurement of Utility Services- Electricity	Admin/Technical	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00	

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50205010	Procurement of Telecommunication Services- Postage and Courier	Admin/Technical	NP-53.9 - Small Value Procurement	October 16, 2020	N/A	January 2021	January 2021	GoP	27,000.00	27,000.00	
50205010	Procurement of Telecommunication Services- Postage and Courier	Admin/Technical	NP-53.5 Agency-to-Agency	N/A	N/A	January 2021	January 2021	GoP	3,000.00	3,000.00	
50205020	Procurement of Telecommunication Services- Telephone-landline	Admin/Technical	Direct Contracting	N/A	N/A	January 2021	January 2021	GoP	60,000.00	60,000.00	
50205030	Procurement of Telecommunication Services Internet Provider	Admin/Technical	Direct Contracting	N/A	N/A	January 2021	January 2021	GoP	60,000.00	60,000.00	
50205040	Procurement of Telecommunication Services- Cable, Telegraph and Radio	Admin/Technical	NP-53.9 - Small Value Procurement	October 16, 2020	N/A	January 2021	January 2021	GoP	7,000.00	7,000.00	
50212030	Procurement of General Services- Security Services	Admin/Technical	NP-53.9 - Small Value Procurement	October 16, 2020	N/A	January 2021	January 2021	GoP	552,000.00	552,000.00	
50212020	Procurement of General Services Janitorial Services	Admin/Technical	NP-53.9 - Small Value Procurement	October 16, 2020	N/A	January 2021	January 2021	GoP	200,000.00	200,000.00	
50213050	Contingency for repairs and maintenance. Office Equipment/ICT/F&F	Admin/Technical	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	12,000.00	12,000.00	Provision for repair and maintenance of office equipment
50213060	Contingency for repairs and maintenance Motor Vehicle	Admin/Technical	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	75,000.00	75,000.00	provision for repair and maintenance of official vehicles
50299010	Advertising Expenses	Admin/Technical	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	20,000.00	20,000.00	Intended for the promotion of the activities of the office and other agencies
50299020	Procurement/ reproduction of Statistical Bulletin	Technical	NP-53.9 - Small Value Procurement	June	N/A	June	June	GoP	30,000.00	30,000.00	


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50299030	Provision of meals for the conduct of Tree Planting	Admin/Technical	NP-53.9 - Small Value Procurement	September	N/A	September	September	GoP	16,000.00	16,000.00	In compliance to AO 26 s. 2011 and to coincide with the CSC month celebration
50299030	Provision of meals/catering services for the Orientation on Existing Policies/ Updates on DBM HDMF, PHILHEALTH	Admin/Technical	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	8,000.00	8,000.00	To coincide with CHED Anniversary Celebration and in accordance with GAD activities
50299030	Provision of meals/catering services for the Orientation on Existing Policies/ Updates on GSIS, CSC and LBP Guidelines	Admin/Technical	NP-53.9 - Small Value Procurement	October	N/A	October	October	GoP	8,000.00	8,000.00	For continuous update on programs and activities of the stated agencies
50299030	Provision of meals/catering services for the Women's Month Celebration	Admin/Technical	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	16,000.00	16,000.00	
50299030	Provision of meals/catering services for the GAD Meeting with Student Leaders of HEI's in CAR and SUC Focal Person	Admin/Technical	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	38,000.00	38,000.00	
50299030	Provision of meals/catering services for the 2021 Strategic Planning	Admin/Technical	NP-53.9 - Small Value Procurement	January	N/A	January	January	GoP	16,000.00	16,000.00	
50299030	Provision of meals/catering services for the 2022 Planning and Target Setting	Admin/Technical	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	16,000.00	16,000.00	
50299030	Provision of meals/catering services for the 1st Sem Assessment and 2nd Semester Planning	Admin/Technical	NP-53.9 - Small Value Procurement	July	N/A	July	July	GoP	16,000.00	16,000.00	
50299030	Provision of meals/catering services for the 2020 Year End Assessment	Admin/Technical	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	16,000.00	16,000.00	
50299050	Rental of transportation services	Technical	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	150,000.00	150,000.00	Provision for hiring of vehicle to be used during monitoring/investigation & other urgent matters.

Prepared by:

  
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