

CHEDROXII Annual Procurement Plan for NON-CSE FY 2020



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	
A. OFFICE SUPPLIES & MATERIALS												
	Procurement of office supplies through DBM and other suppliers for the whole year											
	Procurement of Common Used Supplies Available at DBM	Admin Division	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-20	Jan-20	GoP	300,000.00	300,000	0	
	Procurement of Common Used Supplies Not Available at DBM	Admin Division	Shopping	Jan-20	Jan-20	Jan-20	Jan-20	GoP	100,000.00	100,000	0	
	Procurement of Accountable Forms	Admin Division	NP-53.5 Agency-to-Agency	QUARTERLY				GoP	50,000.00	50,000	0	
B. UTILITIES												
	Procurement of Electricity and water Supply for the whole year											
	Procurement of Electric Supply	Admin Division	NP-53.5 Agency-to-Agency	MONTHLY				GoP	750,000.00	750,000	0	
	Procurement of Water Supply	Admin Division	NP-53.5 Agency-to-Agency	MONTHLY				GoP	240,000.00	240,000	0	
C. COMMUNICATIONS												
	Procurement of Office Telecommunication Services and Internet connection for the whole year											
	Procurement of Telephone and Landline Connection	Admin Division	Direct Contracting	MONTHLY				GoP	250,000.00	250,000	0	
	Procurement of Internet Subscription	Admin Division	Direct Contracting	MONTHLY				GoP	300,000.00	300,000	0	
D. GENERAL SERVICES												
	Procurement of Security Services for 1 year											
	Annual Procurement of Security Services	Admin Division	Competitive Bidding	Mar-20	Mar-20	Mar-20	Mar-20	GoP	800,000.00	800,000	0	

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E. CONDUCT OF REGULAR OFFICE ACTIVITIES											Procurement of Venue and Catering Services for the Conduct of Annual Office Activities
Procurement of Venue and Catering Services for CHEDRO XII Annual Strategic Planning	Admin Division	NP-53.10 Lease of Real Property and Venue	Jul-20	Jul-20	Jul-20	Jul-20	GoP	60,000.00	60,000	0	
Procurement of Venue and Catering Services for CHED Anniversary	Admin Division	NP-53.9 - Small Value Procurement	Apr-20	N/A	Apr-20	Apr-20	GoP	100,000.00	100,000	0	
Procurement of Catering Services for the conduct of Sem-end Assessment and Evaluation	Admin Division	NP-53.9 - Small Value Procurement	Jun-20	N/A	Jun-20	Jun-20	GoP	30,000.00	30,000	0	
Procurement of Catering and Accommodation for the Conduct of MidYear Assessment And Evaluation	Admin Division	NP-53.9 - Small Value Procurement	Jul-20	N/A	Jul-20	Jul-20	GoP	50,000.00	50,000	0	
Procurement of Catering and Accommodation for Year End Annual Performance Evaluation and Planning Workshop	Admin Division	NP-53.9 - Small Value Procurement	Dec-20		Dec-20	Dec-20	GoP	100,000.00	100,000	0	
F. CONDUCT OF OFFICE ACTIVITIES FOR SPECIAL PROGRAMS AND OTHER TRAININGS											Procurement of Venue and Catering Services for the Activity Conduct of Special Programs and Other Trainings
Procurement of Catering Services for the Conduct of ISO Orientation and Training for CHEDRO Employees	ISO Team	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	GoP	60,000.00	60,000	0	
Procurement of Catering Services for Various Development Training for Employees	Admin Division	NP-53.9 - Small Value Procurement	QUARTERLY				GoP	500,000.00	500,000	0	
Procurement of Catering Services for RQAT Re-orientation	Technical Division	NP-53.9 - Small Value Procurement	Feb-20	N/A	Feb-20	Feb-20	GoP	30,000.00	30,000	0	
Procurement of Catering Services for SHEI Scholarship Coordinators' Consultative Meeting	K to 12 Unit	NP-53.9 - Small Value Procurement	Feb-20	N/A	Feb-20	Feb-20	Special Purpose Fund	34,000.00	34,000	0	
Procurement of Catering Service for Meeting with the council of Deans of Teacher Education Programs in Region XII	Z.N Panawidan	NP-53.9 - Small Value Procurement	Mar-20	N/A	Mar-20	Mar-20	GoP	42,000.00	42,000	0	
Procurement of Catering Services for Hosting of 1st Quarter RGADC Meeting	A.R. Dafieltoto	NP-53.9 - Small Value Procurement	Mar-20	N/A	Mar-20	Mar-20	GoP	28,000.00	28,000	0	

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Procurement of Catering Services for Re-Orientation on TES Application	Unifast Unit	NP-53.9 - Small Value Procurement	May-20	N/A	May-20	May-20	Special Purpose Fund	75,000.00	75,000	0	
Procurement of Catering Services for Orientation on CMO 1 s. 2015 to New GFPs of SUCd and LUCs sum Review of GAD AR 2018 and GPB 2019	A.R. Dafieltoto	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May-20	May-20	GoP	43,000.00	43,000	0	
Procurement of Catering Services for Re-Orientation on the Existing Guidelines in the Implementation of All Student Financial Assistance Program	StuFAPs Unit	NP-53.9 - Small Value Procurement	Jun-20	N/A	Jun-20	Jun-20	Special Purpose Fund	75,000.00	75,000	0	
Procurement of Catering Services for the Seminar/Orientation on the Implementation of Joint Circular Memorandum(JMC) No. 2017-2 for CHED Tulong Dunong Program and Free Tuition	StuFAPs Unit	NP-53.9 - Small Value Procurement	Jul-20	N/A	Jul-20	Jul-20	Special Purpose Fund	75,000.00	75,000	0	
Procurement of Catering Services for Orientation on Data Privacy Act of 2012; Freedom of Information (FOI) and 8888	Z.N Panawidan	NP-53.9 - Small Value Procurement	Oct-20	N/A	Oct-20	Oct-20	GoP	42,000.00	42,000	0	
Procurement of Catering Services for training of CODI members of CHED XII, SUCs, LUCs, and selected PHEIS	A.R. Dafieltoto	NP-53.9 - Small Value Procurement	Jun-20	N/A	Jun-20	Jun-20	GoP	182,000.00	182,000	0	
Procurement of Catering Services for HEI/ HEMIS Orientation	HEMIS Unit	NP-53.9 - Small Value Procurement	Jul-20	N/A	Jul-20	Jul-20	Special Purpose Fund	42,000.00	42,000	0	
Procurement of Catering Services for DARETO and IDIG Project Exhibit	K to 12 Unit	NP-53.9 - Small Value Procurement	Sep-20	N/A	Sep-20	Sep-20	Special Purpose Fund	56,000.00	56,000	0	
Procurement of Catering Services for Conference on PWD and Senior Citizen	F.E. Jimenez	NP-53.9 - Small Value Procurement	Sep-20	N/A	Sep-20	Sep-20	GoP	36,000.00	36,200	0	
Procurement of Catering Services for SGS-L Grantees Assembly	K to 12 Unit	NP-53.9 - Small Value Procurement	Jun-20	N/A	Jun-20	Jun-20	Special Purpose Fund	77,000.00	77,000	0	
Procurement of Catering Services for the Submission on the Documentary Requirements for TES Application	Unifast Unit	NP-53.9 - Small Value Procurement	May-20	N/A	May-20	May-20	Special Purpose Fund	75,000.00	75,000	0	
Procurement Catering Services for the Conduct of Zonal Orientation(Cotabato Province) about TES for the stakeholders	Unifast Unit	NP-53.9 - Small Value Procurement	Mar-20	N/A	Mar-20	Mar-20	Special Purpose Fund	25,000.00	25,000	0	
Procurement of Catering Services for the conduct of Orientation on Student Loan Program for the stakeholders	Unifast Unit	NP-53.9 - Small Value Procurement	Apr-20	N/A	Apr-20	Apr-20	Special Purpose Fund	75,000.00	75,000	0	


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Procurement of Catering Services for K to 12 Transition Program Project Implementation Planning and Review	K to 12 Unit	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	Special Purpose Fund	28,000.00	28,000	0	
Meeting With NSTP Coordinators	Technical Division	NP-53.9 - Small Value Procurement	Oct-20		Oct-20	Oct-20	GoP	20,000.00	20,000	0	
Education Summit	Technical Division	NP-53.9 - Small Value Procurement	Nov-20		Nov-20	Nov-20	GoP	50,000.00	50,000	0	
G. OFFICE EQUIPMENTS											
8GB DDR3 RAM	HEMIS Unit	Shopping	Mar-20	N/A	Mar-20	Mar-20	GoP	6,255.00	6,255	0	Procurement of Office Equipments
MS Office 365/2019	HEMIS Unit	Shopping	Jan-20	N/A	Jan-20	Jan-20	GoP	13,000.00	13,000	0	
H. CONTINGENCIES											
Contingency for Airfares	All Employees Involved	Direct Contracting	As need arise				GoP	600,000.00	600,000	0	
Contingency for Office Equipments Repairs and Maintenance	Admin Division	Direct Contracting	As need arise				GoP	100,000.00	100,000	0	
Contingency for Transportation Equipments Repairs and Maintenance	Admin Division	Direct Contracting	As need arise				GoP	100,000.00	100,000	0	
Contingency for Hiring of Transportation Services	Admin Division	Direct Contracting	As need arise				GoP	50,000.00	50,000	0	
Contingency for Accommodation (Guests/Visitors/Personnel)	Admin Division	NP-53.9 - Small Value Procurement	As need arise				GoP	80,000.00	80,000	0	
TOTAL								5,804,255.00	-	0	0

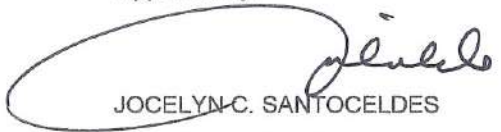
Prepared and Certified by:


 MARIA TERESA L. SAMONTE, Ed. D
 Chief Administrative Officer

Certified Funds Available/ Certified Appropriate Funds Available:


 RHODORA O. COGONON
 Administrative Officer III / Budget Officer

Approved by:


 JOCELYN C. SANTOCELDES
 OIC Office of the Director IV