

Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Regional Office VIII
CHED Bldg., Athletic Rd., Quarry Dist., Tacloban City

CHEDRO VIII ANNUAL PROCUREMENT PLAN FOR 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	
	Travelling Expenses	TD	NP-53.9 - Small Value Procurement		N/A			GoP	530,000.00	530,000.00		1) Transportation services for Issuance of GP/GR/COPC, Monitoring of Programs - Curriculum Revisions, Scholarship & Student Services Monitoring
	Travelling Expenses - (Contingency)	TD/Admin/OD	NP-53.9 - Small Value Procurement		N/A			GoP	53,000.00	53,000.00		1) Airfare/Transportation expenses & accomodation for the conduct of Investigations, 2) Airfare/Transportation expenses for the attendance to Trainings/Seminars/Workshops/
	Repair & Maintainance of Office Equipment	TD/Admin/OD	NP-53.9 - Small Value Procurement		N/A			GoP	34,000.00	34,000.00		Aircon, Coolers and the like
	Repair & Maintainance of Office Equipment (Contingency)	TD/Admin/OD	NP-53.9 - Small Value Procurement		N/A			GoP	6,000.00	6,000.00		Aircon, Coolers and the like
	Repair & Maintainance of Building and other property	Admin/OD	NP-53.9 - Small Value Procurement		N/A			GoP	42,500.00	42,500.00		Repairs & maintenance of & ICT Equipment
	Repair & Maintainance of Building (Contingency)	TD/Admin/OD	NP-53.9 - Small Value Procurement		N/A			GoP	7,500.00	7,500.00		Repair and Maintenance of building and other property
	Other Supplies & Materials Exp (Contingency)	TD/Admin/OD	NP-53.9 - Small Value Procurement		N/A			GoP	45,000.00	45,000.00		Electric & water supply
	Electric & Water Services	TD/Admin/OD	NP-53.9 - Small Value Procurement		N/A			GoP	450,000.00	450,000.00		Electric & water supply
	Acquisition of Accountable forms	TD/Admin	NP-53.5 Agency-to-Agency		N/A			GoP	10,000.00	10,000.00		Official Receipts, Checks & SECPA
	Security Services	TD/Admin	NP-53.5 Agency-to-Agency	3/1/2020	4/1/2020	5/2/2020	6/1/2020	GoP	550,000.00	550,000.00		Contract for 3 Security Guards @ 24 hr. shift
	General Services	TD/Admin	Direct Contracting		N/A			GoP	250,000.00	250,000.00		Contract for four (4) Utility workers on an 8-hour basis, 5 days a week unless the exigency of the service requires.
	Fuel, Oil & Lubricants	TD/Admin	NP-53.9 - Small Value Procurement		N/A			GoP	68,000.00	68,000.00		Provision of fuel, oil & other lubricants as billed
	Fuel, Oil & Lubricants (Contingency)	TD/Admin	NP-53.9 - Small Value Procurement		N/A			GoP	12,000.00	12,000.00		Provision of fuel, oil & other lubricants as billed
	Motor Vehicle Expense	TD/Admin	NP-53.9 - Small Value Procurement		N/A			GoP	42,500.00	42,500.00		Office vehicles & others machineries.
	Motor Vehicle Expense (Contingency)	TD/Admin	NP-53.9 - Small Value Procurement		N/A			GoP	7,500.00	7,500.00		Contract for Repair and Maintenance: as the need arises - Office vehicles & others machineries.
	Representation Expenses	TD/Admin	NP-53.9 - Small Value Procurement		N/A			GoP	133,000.00	133,000.00		meetings/forum and the like hosted by CHEDRO8
	Internet Subscription	TD/Admin/OD	Direct Contracting		N/A			GoP	80,000.00	80,000.00		Internet Subscription

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Postage & Courier Services	TD/Admin/OD	Direct Contracting		N/A			GoP	80,000.00	80,000.00		Contract for the provision postage &
Communication Expense	TD/Admin/OD	Direct Contracting		N/A			GoP	160,000.00	160,000.00		Contract for the provision of telecommunication services
Printing & Publication	TD/Admin	NP-53.9 - Small Value Procurement		N/A			GoP	10,000.00	10,000.00		Printing of Reports, etc.
Professional Services	TD/Admin/OD	NP-53.9 - Small Value Procurement		N/A			GoP	400,000.00	400,000.00		Expenses for the Honoraria of RQATS, COS & Resources Persons
Taxes, Insurance Premiums & Other Fees	TD/Admin/OD	NP-53.9 - Small Value Procurement		N/A			GoP	75,000.00	75,000.00		Payment of Taxes, Licenses, Fidelity Bond & Premiums & Insurance
Transportation & Delivery Expense	TD/Admin	Direct Contracting		N/A			GoP	20,000.00	20,000.00		Contract for the provision postage & courier services
Rents	TD/Admin/OD	NP-53.9 - Small Value Procurement		N/A			GoP	69,000.00	69,000.00		Rental for: Bldg. & Structures; Motor Vehicles; Equipment & Living Quarters
TOTAL								3,135,000.00	3,135,000.00		

Prepared by:

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