

Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Regional Office I
City of San Fernando, La Union

CHED RO I Proposed Indicative Annual Procurement Plan for Non CSE, 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/Project)
				Ads/Post of IB/RE	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MCOE	CO	
	MANDATORY EXPENSES											
	Mineral Water for CHED Employees and Clients		Negotiated Procurement-Small Value Procurement		January			GAA	15,000.00	15,000.00		
	Electricity Services (LUECO)		Direct Contracting		January			GAA	550,000.00	550,000.00		award contract for 1 year
	Mobile Load		Direct Contracting		January			GAA	50,000.00	50,000.00		
	PLDT Internet Subscription/Landline		Direct Contracting		January			GAA	130,000.00	130,000.00		
	Postage Expenses		Agency to Agency		January			GAA	60,000.00	60,000.00		
	REPAIR AND MAINTENANCE											
	Aircon Maintenance		Negotiated Procurement-Small Value Procurement		quarterly			GAA	40,000.00	40,000.00		
	Aircon Replacement of Parts		Negotiated Procurement-Small Value Procurement		as need arises			GAA	15,000.00	15,000.00		
	Fan Maintenance		Negotiated Procurement-Small Value Procurement		quarterly			GAA	10,000.00	10,000.00		
	Fan Replacement of Parts		Negotiated Procurement-Small Value Procurement		as need arises			GAA	5,000.00	5,000.00		
	Generator Set Maintenance		direct contracting		quarterly			GAA	5,000.00	5,000.00		
	Generator Set Replacement of Parts		direct contracting		as need arises			GAA	10,000.00	10,000.00		
	ICT Equipment		Negotiated Procurement-Small Value Procurement		quarterly			GAA	150,000.00	150,000.00		
	Office Equipment		Negotiated Procurement-Small Value Procurement		quarterly			GAA	150,000.00	150,000.00		
	Furniture and Fixtures		Negotiated Procurement-Small Value Procurement		quarterly			GAA	200,000.00	200,000.00		
	Communication Equipment		Negotiated Procurement-Small Value Procurement		quarterly			GAA	150,000.00	150,000.00		
	Motor Vehicle Maintenance		Negotiated Procurement-Small Value Procurement		quarterly			GAA	200,000.00	200,000.00		
	Motor Vehicle Replacement of Parts		Negotiated Procurement-Small Value Procurement		as need arises			GAA	50,000.00	50,000.00		
	PETROLEUM, OIL, LUBRICANTS											
	Fuel for Motor Vehicle		direct contracting		January- December			GAA	200,000.00	200,000.00		
	Lubricants for Motor Vehicle		direct contracting		January- December			GAA	35,000.00	35,000.00		
	Gasoline for Generator Set		direct contracting		January- December			GAA	5,000.00	5,000.00		
	TAXES, DUTIES AND LICENSES											
	LTO Vehicle Registration		NP- Agency to Agency		June			GAA	4,458.12	4,458.12		


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	GSIS Vehicle Registration		NP- Agency to Agency			June		GAA	10,519.02	10,519.02		
	GSIS Building Insurance		NP- Agency to Agency			June		GAA	139,190.00	139,190.00		
	SUBSCRIPTION EXPENSES											
	Newspaper		direct Contracting			January		GAA	4,884.00	4,884.00		
	ICT Software		direct Contracting			January		GAA	10,000.00	10,000.00		
	PRINTING SERVICES											
	IEC materials		Negotiated Procurement-Small Value Procurement			quarterly		GAA	50,000.00	50,000.00		
	Security Paper		Negotiated Procurement-Small Value Procurement			January- December		GAA	1,200,000.00	1,200,000.00		
	plaques, tarpaulin, signages		Negotiated Procurement-Small Value Procurement			January- December		GAA	50,000.00	50,000.00		
	Certificates		Negotiated Procurement-Small Value Procurement			January- December		GAA	5,000.00	5,000.00		
	PROFESSIONAL SERVICES											
	Security Manpower Services		Negotiated Procurement-Small Value Procurement			January- December		GAA	288,000.00	288,000.00		
	GENERAL SERVICES											
	Fire Extinguisher - Refill		Negotiated Procurement-Small Value Procurement			JULY		GAA	15,000.00	15,000.00		
	Office Beautification		Negotiated Procurement-Small Value Procurement			Quarterly		GAA	40,000.00	40,000.00		
	Termite Control Service		Negotiated Procurement-Small Value Procurement			as need arises		GAA	10,000.00	10,000.00		
	Disinfecting Services		Negotiated Procurement-Small Value Procurement			Quarterly		GAA	80,000.00	80,000.00		
	PROCUREMENT OF PPEs		Negotiated Procurement-Small Value Procurement/Shopping			January- December		GAA	250,000.00	250,000.00		
	PROCUREMENT OF OFFICE FURNITURE AND FIXTURE		Negotiated Procurement-Small Value Procurement			January- December		GAA	70,000.00	70,000.00		
	PROCUREMENT OF ICT MATERIALS		Negotiated Procurement-Small Value Procurement			January- December		GAA	150,000.00	150,000.00		
	PROCUREMENT OF OFFICE PRINTERS		Negotiated Procurement-Small Value Procurement			January- December		GAA	120,000.00	120,000.00		
	Food, Venue, Accommodation of CHED CO PPAs		Negotiated Procurement-Small Value Procurement			January- December		GAA	3,000,000.00	3,000,000.00		downloaded from CHEDCO
	AIRLINE TICKETS		Negotiated Procurement-Small Value Procurement			as need arises		GAA	150,000.00	150,000.00		
	REPRESENTATION EXPENSES		Negotiated Procurement-Small Value Procurement			monthly		GAA	1,287,370.68	1,287,370.68		
	MEETINGS (COA Meeting, DBM Meeting, Staff Meeting, BAC Meeting, Org. Meeting, PSB Meeting, Management Meeting, Coordination, dialogue, mediation, Investigation)		Negotiated Procurement-Small Value Procurement			monthly		GAA	250,000.00	250,000.00		
	PROGRAMS and PROJECTS							GAA				
	UNIFAST programs and Projects		Negotiated Procurement-Small Value Procurement			January-December		GAA	350,000.00	350,000.00		

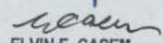
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	K-12 programs and Projects		Negotiated Procurement-Small Value Procurement		January-December			GAA	350,000.00	350,000.00		
	Orientation and Distribution of STUPAPs Financial Assistance		Shopping		January-December			GAA	80,000.00	80,000.00		
	Council Organization Meetings		Negotiated Procurement-Small Value		January-December			GAA	135,000.00	135,000.00		
	National Monthly Celebrations		Shopping		January-December			GAA	120,000.00	120,000.00		
	CHEDRO1 Strategic Planning		Negotiated Procurement-Lease of Venue		January			GAA	45,000.00	45,000.00		
	Orientation on on-line application for StuFAPs		Negotiated Procurement-Lease of Venue		January			GAA	33,000.00	33,000.00		
	Orientation on Data Reports for OSDS		Negotiated Procurement-Lease of Venue		January			GAA	37,000.00	37,000.00		
	GAD Planning and Budgeting of SUCs		Negotiated Procurement-Lease of Venue		January			GAA	23,250.00	23,250.00		
	Annual Physical Examination for Plantilla CHEDRO1 Employees		Negotiated Procurement-Small Value		February			GAA	173,470.00	173,470.00		
	Women's Month Celebration		Negotiated Procurement-Small Value		March			GAA	80,000.00	80,000.00		
	2020 Region 1 Higher Education Conference on Gender Issues		Negotiated Procurement-Lease of Venue		March			GAA	150,000.00	150,000.00		
	La Union Day Celebration		Negotiated Procurement-Small Value		March			GAA	34,700.00	34,700.00		
	Cultural Parade of City of San Fernando, La Union		Negotiated Procurement-Small Value		March			GAA	59,700.00	59,700.00		
	2020 RO1 Education Conference on GAD cum GAD Research		Negotiated Procurement-Lease of Venue		March			GAA	230,000.00	230,000.00		
	CHED RO1 Career Information Blitz		Negotiated Procurement-Lease of Venue		April			GAA	222,500.00	222,500.00		
	CHEDRO1 Assessment Planning		Negotiated Procurement-Lease of Venue		April			GAA	50,000.00	50,000.00		
	CHEDRO1 Office Retreat and 1st Quarter Office Performance Review		Negotiated Procurement-Lease of Venue		April			GAA	50,000.00	50,000.00		
	CHED RO1 Career Information Blitz phase 2		Negotiated Procurement-Lease of Venue		April			GAA	222,500.00	222,500.00		
	CHED 26 th Anniversary Celebration		Negotiated Procurement-Small Value		May			GAA				
	Higher Education Week		Negotiated Procurement-Lease of Venue		MAy			GAA	803,250.00	803,250.00		
	Teacher Education Summit		Negotiated Procurement-Lease of Venue		April			GAA	559500	559500		
	Oplan Balik-Eskwela		Negotiated Procurement-Lease of Venue		June			GAA	35000	35000		
	HEI Executive Conference		Negotiated Procurement-Lease of Venue		June			GAA	600,000.00	600,000.00		
	Mid-Year Review and Assessment		Negotiated Procurement-Lease of Venue		July			GAA	136,000.00	136,000.00		
	Research Conference		Negotiated Procurement-Lease of Venue		July			GAA	450,000.00	450,000.00		
	Seminar on DRRMC for CHEDRO1 Employees		Negotiated Procurement-Lease of Venue		July			GAA	50,000.00	50,000.00		
	National Disability Prevention and Rehabilitation Week		Negotiated Procurement-Lease of Venue		July			GAA	230,000.00	230,000.00		

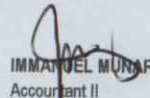
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	Updates on the status of CHED StuFAPs scholars/grantees Orientation on new guidelines		Negotiated Procurement-Lease of Venue		July			GAA	82,500.00	82,500.00		
	Research Peer Mentoring Activity among HEIs		Negotiated Procurement-Lease of Venue		July			GAA	968,000.00	968,000.00		
	Seminar on DRRMC for HEIs		Negotiated Procurement-Lease of Venue		July			GAA	175,000.00	175,000.00		
	Research Ethics Phase 1		Negotiated Procurement-Lease of Venue		August			GAA	250,000.00	250,000.00		
	Gender Sensitivity Training for QAD Coordinators of Private HEIs		Negotiated Procurement-Lease of Venue		August			GAA	89,000.00	89,000.00		
	Research Ethics Phase 2		Negotiated Procurement-Lease of Venue		August			GAA	250,000.00	250,000.00		
	Region 1 Business Education Congress		Negotiated Procurement-Lease of Venue		August			GAA	448,750.00	448,750.00		
	Organization and Accreditation of REC and IACUC		Negotiated Procurement-Lease of Venue		August			GAA	589,600.00	589,600.00		
	HEMIS Orientation Workshop		Negotiated Procurement-Lease of Venue		August			GAA	90,000.00	90,000.00		
	Student Leaders' Conference in ASEAN Context		Negotiated Procurement-Lease of Venue		August			GAA	150,000.00	150,000.00		
	Philippine Civil Service Anniversary Month Celebration		Negotiated Procurement-Lease of Venue		September			GAA	69,700.00	69,700.00		
	CHEDRO1 Wellness Activity		Negotiated Procurement-Lease of Venue		September			GAA	20,000.00	20,000.00		
	CSC Mass Celebration		Negotiated Procurement-Lease of Venue		September			GAA	20,000.00	20,000.00		
	Student Teacher Education Summit		Negotiated Procurement-Lease of Venue		September			GAA	534,500.00	534,500.00		
	Criminal Justice Education Summit		Negotiated Procurement-Lease of Venue		September			GAA	250,000.00	250,000.00		
	Orientation of New Scholars/Grantees		Negotiated Procurement-Lease of Venue		September			GAA	450,000.00	450,000.00		
	CHED Family Day		Negotiated Procurement-Lease of Venue		September			GAA	45,000.00	45,000.00		
	Crime Prevention Seminar		Negotiated Procurement-Lease of Venue		September			GAA	45,000.00	45,000.00		
	Peace Education Conference		Negotiated Procurement-Lease of Venue		September			GAA	60,000.00	60,000.00		
	RQAT Orientation		Negotiated Procurement-Lease of Venue		October			GAA	74,500.00	74,500.00		
	CHED Review and Planning		Negotiated Procurement-Lease of Venue		October			GAA	45,000.00	45,000.00		
	Elderly Filipino Week Celebration		Negotiated Procurement-Lease of Venue		October			GAA	100,000.00	100,000.00		

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	Phase 2 Research Writeshop		Negotiated Procurement-Lease of Venue		October			GAA	255,000.00	255,000.00		
	Mental Health Awareness Conference		Negotiated Procurement-Lease of Venue		October			GAA	189,500.00	189,500.00		
	National Statistics Month		Negotiated Procurement-Lease of Venue		October			GAA	40,000.00	40,000.00		
	18-day Campaign to End VAWC		Negotiated Procurement-Lease of Venue		November			GAA	230,000.00	230,000.00		
	Year-end Assessment of CHED RO1		Negotiated Procurement-Lease of Venue		December			GAA	222,250.00	222,250.00		
	Year-end Assessment on CHED StuFAPs		Negotiated Procurement-Lease of Venue		December			GAA	104,000.00	104,000.00		

Prepared by


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 Chief Administrative Officer

Approved by:


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 OIC, Office of the Director IV/Head of the Procuring Entity