

AUG 30 2019

Commission on Higher Education 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 | MOE | CO | |
| | Operations | | | | | | | | | | | |
| | Higher Education Regulation Programs | | | | | | | | | | | Monitoring and Evaluation of performance of higher education programs |
| a. Office and other supplies and materials | | | | | | | | | | | | |
| 5020301000 | Supplies and Materials available at PS | Technical/ Admin Division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 250,000.00 | 250,000.00 | | |
| 5020399000 | Supplies and Materials not available at PS | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 150,000.00 | 150,000.00 | | |
| 5020302000 | Accountable Forms | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 30,000.00 | 30,000.00 | | Not included the SECPA |
| 5020307000 | Drugs and Medicines | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 5,000.00 | 5,000.00 | | |
| 50203039000 | Fuel, oil, and Lubricants | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 80,000.00 | 80,000.00 | | |
| b. Training (e.g. staff development, GAD activities, planning and assesment) | | | | | | | | | | | | |
| 5029903000 | Representation (for various meetings, e.g. RQAT, GAD activities, staff development, Planning and assessing | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 100,000.00 | 100,000.00 | | |
| c. Utility | | | | | | | | | | | | |
| 5020402000 | Electricity | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 250,000.00 | 250,000.00 | | |
| 5020401000 | Water | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 20,000.00 | 20,000.00 | | |
| c. Communication | | | | | | | | | | | | |
| 5020501000 | Postage and courier | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 50,000.00 | 50,000.00 | | |
| 5020502001 | Telephone - mobile | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 150,000.00 | 150,000.00 | | |
| 5020502002 | Telephone - landline | Technical/ Admin Division | Direct Contracting | N/A | N/A | N/A | N/A | GoP | 46,000.00 | 46,000.00 | | |
| 5020503002 | Internet subscription | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 81,000.00 | 81,000.00 | | |
| e. Professional Services | | | | | | | | | | | | |
| 5021101000 | Notarial | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 3,000.00 | 3,000.00 | | |
| 5021102000 | Auditing | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 10,000.00 | 10,000.00 | | |
| 5021199000 | Other Professional Services | Admin division | Direct Contracting | 01/10/2018 | a day after 1st and/or 2nd posting | after the identification of the LCRB | after the notice of awards | GoP | 80,000.00 | 80,000.00 | | |
| 5021202000 | Janitorial Services | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 200,000.00 | 200,000.00 | | |
| 5021203000 | Security services | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 408,000.00 | 408,000.00 | | |
| 5021299000 | Other General Services | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 300,000.00 | 300,000.00 | | |
| 5021306000 | Repairs and maintenance of vehicles/equipment | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 100,000.00 | 100,000.00 | | |

| | | | | | | | | | | | | |
|--------------|--|----------------|-----------------------------------|-----|-----|-----|-----|-----|---------------------|---------------------|--|--|
| 5021501001 | Taxes, insurance premium and other fees | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 50,000.00 | 50,000.00 | | |
| 5021502000 | Taxes, duties, and license | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 5,000.00 | 5,000.00 | | |
| 5021503000 | Fidelity bond premium | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 125,000.00 | 125,000.00 | | |
| 5021503000 | Insurance | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 180,000.00 | 180,000.00 | | |
| 5021503000 | Other Maintenance and Operating Expenses | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | | | | |
| 5029901000 | Advertising | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | | | | |
| 5029902000 | Printing and Publication | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 2,000.00 | 2,000.00 | | |
| TOTAL | | | | | | | | | 2,675,000.00 | 2,675,000.00 | | |

Prepared by:

Myrna I Galarrita
Myrna I Galarrita

Officer-In-Charge
Office of the Chief Administrative Officer

Approved:



Raul C. Alvarez, Jr., REE, Ed.D., CESO III
Director IV

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Commission on Higher Education Annual Procurement Plan for Non-CSE FY 2020

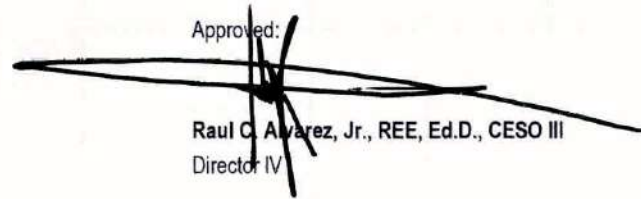
| Code (PAP) | Procurement Program/Project | PMO/ End-User | Mode of Procurement | Schedule for Each Procurement Activity | | | | Source of Funds | Estimated Budget (Php) | | | Remarks (brief description of Program/Activity/Project) |
|--|--|---------------------------|-----------------------------------|--|------------------------------------|--------------------------------------|----------------------------|-----------------|------------------------|------------|----|---|
| | | | | Advertisement/Posting of IB/REI | Submission/Opening of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| | Operations | | | | | | | | | | | |
| | Higher Education Regulation Programs | | | | | | | | | | | Monitoring and Evaluation of performance of higher education programs |
| a. Office and other supplies and materials | | | | | | | | | | | | |
| 5020301000 | Supplies and Materials available at PS | Technical/ Admin Division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 250,000.00 | 250,000.00 | | |
| 5020399000 | Supplies and Materials not available at PS | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 150,000.00 | 150,000.00 | | |
| 5020302000 | Accountable Forms | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 30,000.00 | 30,000.00 | | Not included the SECPA |
| 5020307000 | Drugs and Medicines | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 5,000.00 | 5,000.00 | | |
| 50203039000 | Fuel, oil, and Lubricants | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 80,000.00 | 80,000.00 | | |
| b. Training (e.g. staff development, GAD activities, planning and assessment) | | | | | | | | | | | | |
| 5029903000 | Representation (for various meetings, e.g. RQAT, GAD activities, staff development, Planning and assessing | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 100,000.00 | 100,000.00 | | |
| c. Utility | | | | | | | | | | | | |
| 5020402000 | Electricity | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 250,000.00 | 250,000.00 | | |
| 5020401000 | Water | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 20,000.00 | 20,000.00 | | |
| c. Communication | | | | | | | | | | | | |
| 5020501000 | Postage and courier | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 50,000.00 | 50,000.00 | | |
| 5020502001 | Telephone - mobile | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 150,000.00 | 150,000.00 | | |
| 5020502002 | Telephone - landline | Technical/ Admin Division | Direct Contracting | N/A | N/A | N/A | N/A | GoP | 46,000.00 | 46,000.00 | | |
| 5020503002 | Internet subscription | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 81,000.00 | 81,000.00 | | |
| e. Professional Services | | | | | | | | | | | | |
| 5021101000 | Notarial | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 3,000.00 | 3,000.00 | | |
| 5021102000 | Auditing | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 10,000.00 | 10,000.00 | | |
| 5021199000 | Other Professional Services | Admin division | Direct Contracting | 01/10/2018 | a day after 1st and/or 2nd posting | after the identification of the LCRB | after the notice of awards | GoP | 80,000.00 | 80,000.00 | | |
| 5021202000 | Janitorial Services | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 200,000.00 | 200,000.00 | | |
| 5021203000 | Security services | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 408,000.00 | 408,000.00 | | |
| 5021299000 | Other General Services | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 300,000.00 | 300,000.00 | | |
| 5021306000 | Repairs and maintenance of vehicles/equipment | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 100,000.00 | 100,000.00 | | |

| | | | | | | | | | | | | | | |
|--------------|--|----------------|-----------------------------------|-----|-----|-----|-----|-----|---------------------|---------------------|--|--|--|--|
| 5021501001 | Taxes, insurance premium and other fees | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 50,000.00 | 50,000.00 | | | | |
| 5021502000 | Taxes, duties, and license | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 5,000.00 | 5,000.00 | | | | |
| 5021503000 | Fidelity bond premium | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 125,000.00 | 125,000.00 | | | | |
| 5021503000 | Insurance | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 180,000.00 | 180,000.00 | | | | |
| 5021503000 | Other Maintenance and Operating Expenses | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | | | | | | |
| 5029901000 | Advertising | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | | | | | | |
| 5029902000 | Printing and Publication | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 2,000.00 | 2,000.00 | | | | |
| TOTAL | | | | | | | | | 2,675,000.00 | 2,675,000.00 | | | | |

Prepared by:

Myrna I Galarrita
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Approved:


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|---|--|---------------------------|-----------------------------------|--|------------------------------------|--------------------------------------|----------------------------|-----------------|------------------------|------------|---|
| | | | | Advertisement/Posting of IB/REI | Submission/Opening of Bids | Notice of Award | Contract Signing | | Total | MOOE | |
| | Operations | | | | | | | | | | |
| | Higher Education Regulation Programs | | | | | | | | | | Monitoring and Evaluation of performance of higher education programs |
| a. Office and other supplies and materials | | | | | | | | | | | |
| 5020301000 | Supplies and Materials available at PS | Technical/ Admin Division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 250,000.00 | 250,000.00 | |
| 5020399000 | Supplies and Materials not available at PS | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 150,000.00 | 150,000.00 | |
| 5020302000 | Accountable Forms | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 30,000.00 | 30,000.00 | Not included the SECPA |
| 5020307000 | Drugs and Medicines | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 5,000.00 | 5,000.00 | |
| 50203039000 | Fuel, oil, and Lubricants | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 80,000.00 | 80,000.00 | |
| b. Training (e.g. staff development, GAD activities, planning and assesment) | | | | | | | | | | | |
| 5029903000 | Representation (for various meetings, e.g. RQAT, GAD activities, staff development, Planning and assessing | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 100,000.00 | 100,000.00 | |
| c. Utility | | | | | | | | | | | |
| 5020402000 | Electricity | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 250,000.00 | 250,000.00 | |
| 5020401000 | Water | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 20,000.00 | 20,000.00 | |
| c. Communication | | | | | | | | | | | |
| 5020501000 | Postage and courier | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 50,000.00 | 50,000.00 | |
| 5020502001 | Telephone - mobile | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 150,000.00 | 150,000.00 | |
| 5020502002 | Telephone - landline | Technical/ Admin Division | Direct Contracting | N/A | N/A | N/A | N/A | GoP | 46,000.00 | 46,000.00 | |
| 5020503002 | Internet subscription | Technical/ Admin Division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 81,000.00 | 81,000.00 | |
| e. Professional Services | | | | | | | | | | | |
| 5021101000 | Notarial | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 3,000.00 | 3,000.00 | |
| 5021102000 | Auditing | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 10,000.00 | 10,000.00 | |
| 5021199000 | Other Professional Services | Admin division | Direct Contracting | 01/10/2018 | a day after 1st and/or 2nd posting | after the identification of the LCRB | after the notice of awards | GoP | 80,000.00 | 80,000.00 | |
| 5021202000 | Janitorial Services | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 200,000.00 | 200,000.00 | |
| 5021203000 | Security services | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 408,000.00 | 408,000.00 | |
| 5021299000 | Other General Services | Admin division | Competitive Bidding | N/A | N/A | N/A | N/A | GoP | 300,000.00 | 300,000.00 | |
| 5021306000 | Repairs and maintenance of vehicles/equipment | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 100,000.00 | 100,000.00 | |

| | | | | | | | | | | | | | | |
|--------------|--|----------------|-----------------------------------|-----|-----|-----|-----|-----|---------------------|---------------------|--|--|--|--|
| 5021501001 | Taxes, insurance premium and other fees | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 50,000.00 | 50,000.00 | | | | |
| 5021502000 | Taxes, duties, and license | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 5,000.00 | 5,000.00 | | | | |
| 5021503000 | Fidelity bond premium | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 125,000.00 | 125,000.00 | | | | |
| 5021503000 | Insurance | Admin division | NP-53.5 Agency-to-Agency | N/A | N/A | N/A | N/A | GoP | 180,000.00 | 180,000.00 | | | | |
| 5021503000 | Other Maintenance and Operating Expenses | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | | | | | | |
| 5029901000 | Advertising | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | | | | | | |
| 5029902000 | Printing and Publication | Admin division | NP-53.9 - Small Value Procurement | N/A | N/A | N/A | N/A | GoP | 2,000.00 | 2,000.00 | | | | |
| TOTAL | | | | | | | | | 2,675,000.00 | 2,675,000.00 | | | | |

Prepared by:

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Approved:


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 Director IV