

**Commission on Higher Education 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/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>Operations</b>											
5020101000	Travelling Expenses (Local)	Technical/ Admin Division		N/A	N/A	N/A	N/A	GoP	1,000,000.00	1,000,000.00		Monitoring and Evaluation of performance of Higher Education programs
	<b>a. Office and other supplies and materials</b>											
5020301002	Office Supplies Expenses	Technical/ Admin Division	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	150,000.00	150,000.00		
5020301002	ICT Supplies	Technical/ Admin Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00		
5020302000	Accountable Forms	Admin division	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	200,000.00	200,000.00		
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	100,000.00	100,000.00		
	Other Supplies	Admin division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
	<b>b. Training (e.g. staff development, GAD activities, planning and assesment)</b>											
5029903000	Representation Expenses	Technical/ Admin Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
5020201002	Training Expenses	Technical/ Admin Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	80,000.00	80,000.00		
5029906000	Membership Dues and Contributions to Organizations	Technical/ Admin Division	Direct Contracting	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00		
	<b>c. Utility</b>											
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		
	<b>c. Communication</b>											
5020501000	Postage and courier	Admin division	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
5020502001	Telephone - mobile	Technical/ Admin Division	Direct Contracting	N/A	N/A	N/A	N/A	GoP	80,000.00	80,000.00		
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		
5020503002	Other Subscription Expenses	Technical/ Admin Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00		
5020401000	Cable, Satellite, Telegraph and Radio Expenses	Admin division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	13,000.00	13,000.00		
	<b>e. Professional Services</b>											
5021101000	Legal Services	Admin division	Direct Contracting	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	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
5021202000	Janitorial Services	Admin division	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	250,000.00	250,000.00		

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	270,000.00	270,000.00		
5021306000	Repairs and maintenance of Transportation	Admin division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
5021306000	Repairs and maintenance of the building	Admin division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	80,000.00	80,000.00		
5021306000	Repairs and maintenance of ICT Equipment	Admin division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
5021306000	Repairs and maintenance of Furniture and Fixtures	Admin division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00		
5021305002	Repairs and maintenance of Office Equipment	Admin division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	40,000.00	40,000.00		
5021501001	Taxes, duties, and licenses	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	113,000.00	113,000.00		
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	20,000.00	20,000.00		
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	5,000.00	5,000.00		
5021003000	Extra Ordinary and Miscellaneous Expenses	Technical/ Admin Division		N/A	N/A	N/A	N/A	GoP	118,000.00	118,000.00		
<b>TOTAL</b>									<b>4,062,000.00</b>	<b>4,062,000.00</b>		

Prepared by:

  
**Myrna I Galarrita**  
 Chief Administrative Officer

Approved:

  
**Raul C. Alvarez, Jr. CESO III**  
 Director IV