

CHED Regional Office III
Indicative Annual Procurement Plan for FY 2023 (Non-CSE)

Code (PALP)	Procurement Program/Project	PMO/ User	End-	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Program/Project)
					AdPost of IACB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50201010	1. TRAVELLING EXPENSES - LOCAL	CHED		Small Value Procurement	within the calendar year 2023	GAA	100,000.00						
					1.1 Monitoring & Evaluation	within the calendar year 2023	GAA	80,000.00					
					1.2 Validation	within the calendar year 2023	GAA	80,000.00					
					1.3 Attendance to Trainings & Seminars	within the calendar year 2023	GAA	40,000.00					
5020201000	2. TRAINING EXPENSES	CHED		Small Value Procurement	within the calendar year 2023	GAA	45,000.00						
					2.1 Attendance to Trainings & Seminars	within the calendar year 2023	HEDF	30,000.00					
					2.2 Catering Services/ Lease of Venue	within the calendar year 2023	GAA	200,000.00					
					3.1 Office Supplies	within the calendar year 2023	GAA	45,000.00					
5020401000	4. ACCOUNTABLE FORMS	CHED		Agency to Agency	within the calendar year 2023	GAA	55,000.00						
					4.1 Security Papers	within the calendar year 2023	GAA	55,000.00					
					4.2 Official Receipts	within the calendar year 2023	GAA	15,000.00					
					5.1 First Aid Kits	within the calendar year 2023	GAA	30,000.00					
5020909000	6. FUEL, OIL AND LUBRICANTS	CHED		Small Value Procurement	within the calendar year 2023	GAA	15,000.00						
					6.1 Lubricants & Oil for Government Vehicles	within the calendar year 2023	GAA	80,000.00					
					6.2 Diesel for Government Vehicles	within the calendar year 2023	GAA	10,000.00					
					6.3 Gasoline for Generator Set	within the calendar year 2023	GAA	20,000.00					
5020401000	8. WATER EXPENSES	CHED		Direct Contracting	within the calendar year 2023	GAA	25,000.00						
					8.1 Water Expenses	within the calendar year 2023	GAA	720,000.00					
					9.1 SFLAPCO	within the calendar year 2023	GAA	20,000.00					
					10.1 Philpost	within the calendar year 2023	GAA	40,000.00					
5020501000	10. POSTAGE & COURIER EXPENSES	CHED		Agency to Agency	within the calendar year 2023	GAA	20,000.00						
					10.2 Courier Services	within the calendar year 2023	GAA	720,000.00					
					11.1 MOBILE	within the calendar year 2023	GAA	42,000.00					
					11.1.1 Smart / Globe	within the calendar year 2023	GAA	30,000.00					
5020502002	11. TELEPHONE EXPENSES	CHED		Small Value Procurement	within the calendar year 2023	GAA	60,000.00						
					11.2 LANDLINE	within the calendar year 2023	GAA	60,000.00					
					11.2.1 PLDT	within the calendar year 2023	GAA	42,000.00					
					12.1 PLDT	within the calendar year 2023	GAA	72,000.00					
5020503000	13. EXTRAORDINARY AND MISCELLANEOUS EXPENSES	CHED		Direct Contracting	within the calendar year 2023	GAA	50,000.00						
					12.1 PLDT	within the calendar year 2023	GAA	50,000.00					
					11.2.1 PLDT	within the calendar year 2023	GAA	60,000.00					
					11.1.2 Call & Text Cards	within the calendar year 2023	GAA	60,000.00					

Code (PAR)	Procurement Program/Project	PMO/ User	End-	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PHP)			Remarks (Brief Description of Program/Project)
					Ad/Post of IABE	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	28.3 Year-End Assessment		CHED	Small Value Procurement		within the calendar year 2023		GAA	20,000.00				
	29. RENT EXPENSES / RENTS - EQUIPMENT												
	29.1 Photocopier		CHED	Small Value Procurement		within the calendar year 2023		GAA	10,000.00		10,000.00		
	29.2 Rent-Motor Vehicle		CHED	Small Value Procurement		within the calendar year 2023		GAA	40,000.00		40,000.00		
	30. MEMBERSHIP DUES AND CONTRIBUTIONS TO ORGANIZATIONS												
	30.1 Annual Dues to DM Government Center		CHED	Small Value Procurement		within the calendar year 2023		GAA	32,000.00		32,000.00		
	31. OTHER SUBSCRIPTION EXPENSES												
502 9907099	31.1 Zoom		CHED	Direct Contracting		within the calendar year 2023		GAA	20,000.00		25,000.00		
	31.2 Newspaper Subscription		CHED	Small Value Procurement		within the calendar year 2023		GAA	5,000.00				
	TOTAL								3,675,000.00		3,675,000.00		

We hereby warrant that the total amount reflected in this Annual Office Supplies/Equipment Procurement Plan to procure the listed supplies/equipment has been included in or is within our approved budget for the year.

Prepared by:


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 Director IV
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DEFINITION

- PROGRAM (BESF)** - A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
- PROJECT (BESF)** - Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
- PMO/End User** - Unit as proponent of program or project
- Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
- Schedule for Each Procurement Activity** - Major procurement activities (pre-procurement conference, advertising/posting, pre-bid conference, eligibility screening, submission and receipt of bids; bid evaluation; post qualification; award of contract; contract preparation), delivery/completion and acceptance/turnover.
- Source of Funds** - Whether GOP, Foreign Assisted or Special Purpose Fund
- Estimated Budget** - Agency approved estimate of project/program costs
- Remarks** - brief description of program or project

Remarks
 Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.