

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

Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Program/Project)
						Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
90201000 00	TRAVELLING EXPENSES - LOCAL													
	RFID Load and Toll Fees	CHEDRO III		No	Direct Contracting	within the calendar year 2023				GAA	25,000.00	25,000.00		
	Procurement of Airline Tickets for the following activities:													
	Two-way Airline Ticket March 21, 2023: Manila-Cagayan de Oro (w/ 20 kg check-in baggage) March 24, 2023: Cagayan de Oro - Manila (w/ 20 kg check-in baggage)	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	27,000.00	27,000.00		
	Two-way Airline Ticket April 25, 2023 - Manila to Davao April 28, 2023 - Davao to Manila	Administrative/ Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	30,000.00	30,000.00		
	Two-way Airline Ticket May 15, 2023: Manila - Siargao with 20kgs check-in baggage May 18, 2023: Siargao - Manila with 20kgs check-in baggage	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	38,000.00	38,000.00		
	Monitoring & Evaluation	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	100,000.00	100,000.00		
	Validation	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	80,000.00	80,000.00		
	Attendance to Trainings & Seminars	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	80,000.00	80,000.00		
	Vehicle Rental	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	40,000.00	40,000.00		
50202010 00	TRAINING EXPENSES													
	Procurement of Catering Services/ Lease of Venue for the following activities													
	Meals (AM Snack, Lunch, PM Snack) for the Filipino Brand of Service Excellence (FBSE) Training	CHEDRO III		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	29,250.00	29,250.00		
	Meals (AM Snack and Lunch) Partner's Appreciation Day (RQAT Members) Feb 01, 2023	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	26,250.00	26,250.00		
	Room Accommodation Location: Aurora Date: February 16 - 17, 2023 Single Room Twin Sharing Room	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	GAA	18,000.00	18,000.00		
	Room Accommodation Location: Pampanga Date: February 20-21, 2023 Single Room (2) Twin Sharing Room (1) For Legal Education Board in the evaluation and inspection of the Bachelor of Laws Program of Don Honorio Ventura State University	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	GAA	12,000.00	12,000.00		
	Room Accommodation, Meals and Venue CHED-MARINA-PAMI Workshop on BS Marine Transportation and BS Marine Engineering Curriculum Catch Up Plans	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	2/8/2023	2/8/2023	HEDF	355,200.00	355,200.00		

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						Advs/Post of IAES	Sub/Open of bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Provision of venue and meals Lunch Managed buffet lunch 3 viands (rice, 1 beef, 1 chicken, 1 vegetable, dessert and drinks) PM Snacks Pasta with bread Bottled juice or soda For the Hybrid Orientation on CMO 3 Series of 2022 or the Localized Guidelines for the Safe Spaces Act for Higher Education Sector on Feb. 20, 2023	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	41,750.00	41,750.00		
	Room Accommodation Single Room Twin Sharing Room Triple Sharing Room For the Hybrid Orientation on CMO 3 Series of 2022 or the Localized Guidelines for the Safe Spaces Act for Higher Education Sector on Feb. 20, 2023	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	GAA	21,000.00	21,000.00		
	1st Quarter Calendar Year 2023 National Directorate and Commission en Banc Meeting on March 7-10, 2023	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	2/23/2023	2/23/2023	GAA	902,100.00	902,100.00		
	Hotel Accommodations (Twin Sharing) for the conduct of onsite validation for CHED-funded projects in Region III) March 6-7, 2023 (8 Pax/ 4 rooms) at Nueva Ecija March 7-8, 2023 (8 Pax/ 4 rooms) at Tarlac City March 8-9, 2023 (8 Pax/ 4 rooms) at City of San Fernando, Pampanga March 9-10, 2023 (8 Pax/ 4 rooms) at Zambales	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	3/3/2023	3/3/2023	HEDF	60,000.00	60,000.00		
	Meals during the Regional Gender and Development Committee (RGADC) III CY 2023 1st quarter meeting dated Mar 16, 2023	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	7,000.00	7,000.00		
	Accommodation March 20-21 Validation visit to DHVSU requesting for issuance for Certificate of Compliance on their Bachelor of Science in Nursing program on March 20-21, 2023	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	HEDF	10,500.00	10,500.00		
	AM Snacks Pasta and Bottled Water In-House Seminar to CHED CLR employees and staff March 21, 2023	CHEDRO III		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	6,500.00	6,500.00		
	Room Accommodation and Meals For CHED IAS Collaboration and Development Workshop on April 18-21, 2023	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	4/14/2023	4/14/2023	HEDF	305,400.00	305,400.00		
	Room Accommodation and Meals For Comprehensive Course on Mediation Batch 3 April 10-15, 2023	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	4/3/2023	4/3/2023	HEDF	630,500.00	630,500.00		
	AM Snacks Meals for Holy Wednesday Activity	CHEDRO III		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	5,200.00	5,200.00		
	Venue and Meals Lunch Managed Buffet (3 viands, 1 pork, 1 chicken, dessert and drink) PM Snack (Pasta with bread, bottled juice or soda)	Administrative/ Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	4/20/2023	4/20/2023	GAA	70,000.00	70,000.00		

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						Ads/Post of IAB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Venue, Meals and Room Accommodation May 10-12, 2023 CHED Orientation on CMO 18, series of 2022 on the Granting of Institutional Recognition	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	5/5/2023	5/5/2023	HEDF	314,050.00	314,050.00		
	Room Accommodation for the conduct of CHED MARINA Monitoring of BS Marine Transportation Program May 2, 2023 - 1 Solo Room May 3, 2023 - 1 Solo Room May 4, 2023 - 1 Solo Room	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	HEDF	9,000.00	9,000.00		
	May 23, 2023 Dinner Solo Room May 24, 2023 Dinner Solo Room May 25, 2023 Dinner Solo Room	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	GAA	40,800.00	40,800.00		
	Meals and room accommodation for the Technical Panel for Engineering and Technology in the evaluation of application for government recognition of the Bachelor of Science in Aviation Electronics Technology program dated on May 15-16, 2023	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	HEDF	8,000.00	8,000.00		
	May 31 - June 3, 2023 Venue, Meals and Accommodation for 21 pax 6 Solo Rooms 6 Twin Sharing Rooms 1 Triple Sharing Rooms	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	5/25/2023	5/25/2023	HEDF	303,000.00	303,000.00		
	June 7, 2023 (4) Dinner (4) Solo Rooms June 8, 2023 (4) Dinner (4) Solo Rooms	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	HEDF	27,200.00	27,200.00		
	Venue, Meals and Accommodation for the conduct of of Zone 1 - Orientation with the Regional Evaluation Committee (REC) and SUC Institution Evaluation Committee (IEC) on the DBM-CHED JC No. 3, s. 2022 on June 6 - 9, 2023 8 Solo Room 7 Twin Sharing Rooms	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	6/2/2023	6/2/2023	HEDF	506,000.00	506,000.00		
	May 31, 2023 Venue and Meals (Lunch and PM snacks) Lunch-packed with at least two viands, rice, dessert with drinks PM Snacks- Sandwich or Pasta with bottled drinks; packed Venue: with wifi internet with Sound System and microphones Table set-up with LED Wall	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	5/26/2023	5/26/2023	GAA	275,000.00	275,000.00		

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						Ado/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Meals & Accommodation - City of San Fernando, Pampanga June 19 - 21, 2023 On-site checking of TES liquidation reports by the Unifast Central Office and CHED Unifast Region III	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	GAA	28,800.00	28,800.00		
	June 22, 2023 (20 pax) PM Snack Dinner Solo Rooms (10) Twin Sharing (5) June 23, 2023 (20 pax) AM Snack Lunch PM Snack Dinner Solo Rooms (10) Twin Sharing (10) June 24, 2023 (20 pax) AM Snack	Technical Division		No	NP-Small Value Procurement	N/A	N/A	6/20/2023	6/20/2023	HEDF	200,000.00	200,000.00		
	Meals & room accommodation for the TP/RQAT Onsite evaluation of MSCS program of PRMSU, Iba Zambales dated on June 12-14, 2023	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	HEDF	35,000.00	35,000.00		
	Meals & room accommodation for the TP/RQAT Onsite evaluation of MPA program of PRMSU, Iba Zambales dated on June 12-14, 2023	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	HEDF	45,000.00	45,000.00		
	Room accommodation during the Joint RQAT visit of technical panel for nursing at Our Lady of Fatima University - Pampanga Campus and Jose C. Feliciano College Foundation dated on June 15-17, 2023	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	HEDF	25,000.00	25,000.00		
	Room accommodation for TP-RQAT Onsite Evaluation of Bataan Peninsula State University's Master in Information Technology (MIT) dated on June 02, 2023	Technical Division		No	NP-Lease of Real Property or Venue	N/A	N/A	N/A	N/A	HEDF	12,000.00	12,000.00		
30203010 00	OFFICE SUPPLIES EXPENSES													
	Office Supplies	CHEDRO III		No	PS-DBM	N/A	N/A	N/A	N/A	GAA	200,000.00	200,000.00		
	Retractable Black Ballpen Notepad (8 x 6 inches) ID Lace ID holder (2.5 x 3.5) A4 Bondpaper CHED-MARINA-PAMI Workshop on BS Marine Transportation and BS Marine Engineering Curriculum Catch Up Plans	Technical Division		No	Shopping	N/A	N/A	N/A	N/A	HEDF	6,350.00	6,350.00		
	Supplies and Other Materials Tote Bag Plain cotten canvass color white Ethyl alcohol spray Facemask Retractable ballpen For the Hybrid Orientation on CMO 3 Series of 2022 or the Localized Guidelines for the Safe Spaces Act for Higher Education Sector on Feb. 20, 2023	Administrative/ Technical Division		No	Shopping	N/A	N/A	N/A	N/A	GAA	47,250.00	47,250.00		

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	Bond Paper A4, (8 1/4 x 11 3/7) 70 gsm Bond Paper Long, (8 1/2 x 13) 70 gsm (not available) Legal Brown Envelope Documentary (not available) Disinfectant Spray aerosol, 400g min (not available)	Administrative/ Technical Division		No	PS-DBM	N/A	N/A	N/A	N/A	GAA	19,050.00	19,050.00		
	Expanding Plastic Envelope Color: Purple Type: Pushlock with handle Size: 8.5 x 13 inches	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	10,000.00	10,000.00		
	Bond Paper A4, (8 1/4 x 11 3/7) 70 gsm Legal Brown Envelope Documentary Disinfectant Spray aerosol, 400g min	CHEDRO III		No	Shopping	N/A	N/A	N/A	N/A	GAA	15,250.00	15,250.00		
	Ethyl Alcohol Spray, KN95 Facemask, ID Lanyard, ID Case, Scissors, Masking Tape, Colored Cartolina Paper, Permanent Marker, A4 Bond Paper, Manila Paper Supplies to be used in CHED IAS Collaboration and Development Workshop on April 18-21, 2023	Technical Division		No	Shopping	N/A	N/A	N/A	N/A	HEDF	43,685.00	43,685.00		
	100 pieces with CHED Mediation Logo, white canvas, with zipper (see attached layout and size) Customized Coaster Large (11cm) - Resin Coaster with CHED Mediation Logo Customized Notebook with Pen - Leather Cover with CHED Mediation Logo, 100 leaves, color black Customized Tumbler with handle and CHED Mediation Logo, assorted color For Comprehensive Course on Mediation Batch 3 April 18-21, 2023 May 31, 2023	Technical Division		No	NP-Small Value Procurement	N/A	N/A	3/27/2023	4/4/2023	HEDF	77,550.00	77,550.00		
	Permanent Marker Black Certificate Frame, wood, A4 size, brown	Technical Division		No	Shopping	N/A	N/A	N/A	N/A	GAA	10,300.00	10,300.00		
	Note Pad, Stick on (2' x 3') Note Pad, Stick on (3' x 3') Scotch Tape 24mm / 50yds Envelope, Documentary, Legal (Brown) Disinfectant Spray, Aerosol 400 grams	CHEDRO III		No	Shopping	N/A	N/A	N/A	N/A	GAA	17,500.00	17,500.00		
50203020 00	ACCOUNTABLE FORMS	CHEDRO III												
	Security Papers	Administrative Division		No	Direct Contracting	within the calendar year 2023				GAA	55,000.00	55,000.00		
	Official Receipts	CHEDRO III		No	Direct Contracting	within the calendar year 2023				GAA	55,000.00	55,000.00		
50203040 00	DRUGS AND MEDICINES EXPENSES													
	First Aid Kits	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	15,000.00	15,000.00		
	Commonly-Used Medicines	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	15,000.00	15,000.00		
	Vitamin C (Sodium Ascorbate with Zinc) Capsule - 56 boxes Isopropyl Ethyl Alcohol 70% Antiseptic Disinfectant - 30 gallons	CHEDRO III		No	NP-Small Value Procurement	N/A	N/A	6/23/2023	6/23/2023	GAA	94,500.00	94,500.00		
50203080 00	FUEL, OIL AND LUBRICANTS													
	Lubricants & Oil for Government Vehicles	CHEDRO III		No	Direct Retail Purchase of POL Products	within the calendar year 2023				GAA	30,000.00	30,000.00		
	Diesel for Government Vehicles	CHEDRO III		No	Direct Retail Purchase of POL Products	within the calendar year 2023				GAA	80,000.00	80,000.00		

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						Ads/Post of IAB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Gasoline for Generator Set	CHEDRO III		No	Direct Retail Purchase of POL Products	within the calendar year 2023				GAA	10,000.00	10,000.00		
5020390 00	OTHER SUPPLIES AND MATERIALS EXPENSES													
	Other Supplies and Materials	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	20,000.00	20,000.00		
	9 watts equivalent to 75 watts LED bulb Starter for 40watts fluorescent Ballast for 40watts fluorescent	Administrative Division		No	Shopping	N/A	N/A	N/A	N/A	GAA	8,750.00	8,750.00		
	Purified Drinking Water	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	20,000.00	20,000.00		
	Breaker 20A (with aircon outlet) Electrical Wire #10 Electric Tape	Administrative Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	1,200.00	1,200.00		
	Frosted Sticker with Installation at the Server Room located at the 3rd Floor	Administrative Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	25,000.00	25,000.00		
	Exhaust Fan, 12 inches, Ceiling mount heavy duty	Administrative Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	2,000.00	2,000.00		
	Door knob, Door jamb, Door Pad and Hinges standard size 60 x 210 centimeters	Administrative Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	5,200.00	5,200.00		
	Materials used for the dismantling and re-installation of sliding door partition at MIS Unit at the 3rd flr.	Administrative Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	10,000.00	10,000.00		
	Dismantling of glass panel (Technical Division) and installation at Records Section screw (12x3) tubular 1 3/4 width, 21 ft bracket Silicone Rivets Dismantle & Labor	Administrative Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	17,400.00	17,400.00		
50203100 00	SEMI-EXPENDABLE EXPENSES													
	Semi Expendable- Office Equipment													
	Window Type Aircon 1.0HP, Inverter, Cooling Capacity 9000h, Dimensions 53.5 x 47 x 35.5cm 2.0 HP Full DC Inverter, Window Type Air Conditioner, 19080 kJ/h (4320-21420), 660 x 700 x 428mm Package: 739 x 793 x 505mm, Quad Series Full DC Inverter, R32 Refrigerant / 640g 1.5 HP Standard Inverter Window Type Air Conditioner, Fan Speed, Random Auto Restart, Air Swing Control (Right & Left auto), Up & Down Manual), 230 V, 10 Phase - 60 Hz, Unit: 560 x 655 x 346mm Package: 640 x 728x 481 mm	CHEDRO III		No	NP-Small Value Procurement	N/A	N/A	5/14/2023	6/14/2023	GAA	115,000.00	115,000.00		
50204010 00	WATER EXPENSES													
	Water Expenses	CHEDRO III		No	Direct Contracting	within the calendar year 2023				GAA	25,000.00	25,000.00		
50204020 00	ELECTRICITY													
	SFELAPCO	CHEDRO III		No	Direct Contracting	within the calendar year 2023				GAA	720,000.00	720,000.00		
50205010 00	POSTAGE & COURIER EXPENSES													
	Philpost	CHEDRO III		No	Agency to Agency	within the calendar year 2023				GAA	20,000.00	20,000.00		

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						Adv/Post of IAB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Furnitures and Fixtures	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	10,000.00	10,000.00		
50215010 00	TAXES, DUTIES & LICENSES													
	Registration of Service Vehicle	CHEDRO III		No	Agency to Agency	within the calendar year 2023				GAA	15,000.00	15,000.00		
50215020 00	FIDELITY BOND PREMIUMS													
	Bureau of Treasury Bond	CHEDRO III		No	Agency to Agency	within the calendar year 2023				GAA	60,000.00	60,000.00		
50215030 00	INSURANCE EXPENSES													
	Comprehensive Insurance for Motor Vehicles	CHEDRO III		No	Agency to Agency	within the calendar year 2023				GAA	10,000.00	10,000.00		
	Comprehensive Insurance for CHEDRO III Building	CHEDRO III		No	Agency to Agency	within the calendar year 2023				GAA	105,000.00	105,000.00		
50290010 00	ADVERTISING EXPENSES													
	Publication of Vacant Positions in the Local Newspaper	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	21,000.00	21,000.00		
50290020 00	PRINTING AND PUBLICATION EXPENSES													
	CHEDRO III Bulletin	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	30,000.00	30,000.00		
	Printing of Tarpaulins	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	10,000.00	10,000.00		
	Tarpaulin for the Panunumpa ng Lingkod Bayan 2 ft x 5 ft	Administrative Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	500.00	500.00		
	Tarpaulin for the Partners' Appreciation Day regional quality assessment team on February 1, 2023	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	360.00	360.00		
	Tarpaulin for LUDIP Evaluation of SUCs in Region III size: 70x90 inches	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	1,000.00	1,000.00		
	Tarpaulin with wooden frame and top glass for StuFAPs Organizational Chart 30 x 60 inches	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	7,000.00	7,000.00		
	Tarpaulin for CHEDRO CLR Citizen's Charter 35 inches x 75 inches, 12 oz	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	600.00	600.00		
	Tarpaulin for Celebration of National Insurance Month and Philhealth's 28th Anniversary 33rd Civil Registration Month	Administrative Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	1,100.00	1,100.00		
	Tarpaulin Photo Wall Background white background with CHED and Safe Spaces Act Logo 10 meters by 12 meters. For the Hybrid Orientation on CMO 3 Series of 2022 or the Localized Guidelines for the Safe Spaces Act for Higher Education Sector on Feb. 20, 2023	Administrative Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	2,000.00	2,000.00		
	Tarpaulin for the 1ST Quarter CY 2023 National Directorate and Commission En Banc Meeting dated March 7-10, 2023	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	2,000.00	2,000.00		
	Tarpaulin Photo Wall Background white background with CHED and PCW Logo 4ft by 8ft material weight: 10 OZ with four eyelets on the corner	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	500.00	500.00		
	Tarpaulin for the conduct of Philippine ROTC Games 2023 Orientation	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	1,500.00	1,500.00		
	Printing of Advocacy Materials	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023				GAA	10,000.00	10,000.00		

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Program/Project)
					Ads/Post of IAB	Sub/Open of bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50299030 00	REPRESENTATION EXPENSES												
	Coordination Meetings	CHEDRO III	No	NP-Small Value Procurement	within the calendar year 2023				GAA	10,000.00	10,000.00		
	Strategic Planning	CHEDRO III	No	NP-Small Value Procurement	within the calendar year 2023				GAA	20,000.00	20,000.00		
	Year-End Assessment	CHEDRO III	No	NP-Small Value Procurement	within the calendar year 2023				GAA	20,000.00	20,000.00		
50299050 00	RENT EXPENSES / RENTS - EQUIPMENT												
	Photocopier	CHEDRO III	No	NP-Small Value Procurement	within the calendar year 2023				GAA	20,000.00	20,000.00		
	Rent-Motor Vehicle	CHEDRO III	No	NP-Small Value Procurement	within the calendar year 2023				GAA	40,000.00	40,000.00		
	Van Rental -inspection and Evaluation of ASCOT Baler, Aurora's College of Law February 16, 2023 - CHED CL -Legal Education Board (LEB) - ASCOT Baler, Aurora February 17, 2023 - ASCOT Baler, Aurora - CHED CL - Legal Education Board (LEB)	Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	30,000.00	30,000.00		
	Van Rental February 20, 2023 - Legal Education Board (LEB), Quezon City - DHVSU, Bacolor Pampanga February 21 - DHVSU, Bacolor Pampanga - LEB	Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	16,000.00	16,000.00		
	Van Rental CHED-MARINA-PAMI Workshop on BS Marine Transportation and BS Marine Engineering Curriculum Catch Up Plans	Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	18,000.00	18,000.00		
	VAN RENTAL (for the conduct of onsite validation for CHED funded projects in Region III) March 06, 2023 (7 passengers) CHEDRO3-CHEDCO-CLSU- Hotel (Cabanatuan City, Nueva Ecija) March 07, 2023 (7 passengers) Hotel, Cabanatuan City-NEUST-TAU-Hotel, Tarlac City March 08, 2023 (7 passengers) Hotel, Tarlac City-TSU-DHVSU-Hotel, City of San Fernando Pampanga March 09, 2023 (7 passengers) Hotel, City of San Fernando Pampanga-PRMSU- Hotel, Zambales March 10, 2023 (7 passengers) Hotel, Zambales-CHEDRO3-CHEDCO	Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	48,000.00	48,000.00		
	Van Rental (March 20-21, 2023) Manila-DHVSU / DHVSU-Manila Validation visit to DHVSU requesting for issuance for Certificate of Compliance on their Bachelor of Science in Nursing program on March 20-21, 2023	Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	14,000.00	14,000.00		
	Van Rental March 30-31, 2023 CHED CO-CHEDR3-BPSU (vice versa) CHED Technical Panel and Evaluators for Nursing Onsite Validation	Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	20,000.00	20,000.00		

Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Program/Project)
						Advs/Post of I&E	Sub/Opn of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Van Rental - April 10, 2023 CHED Central Office, Quezon City - Venue, Clark, Pampanga 30-40 pax Van Rental - April 15, 2023 Venue, Clark, Pampanga - CHED Central Office, Quezon City 30-40 pax For Comprehensive Course on Mediation Batch 3 April 10-15, 2023	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	45,000.00	45,000.00		
	May 10, 2023 Van Rental - 3 Vans- Ched Central Office Quezon City - Angeles City, Pampanga 10-15pax per van May 12, 2023 - Van Rental 3 Vans-Angeles City, Pampanga - CHEDCO 10-15pax per van CHED Orientation on CMO 18, series of 2022 on the Granting of Institutional Recognition	Technical Division		No	NP-Small Value Procurement	N/A	N/A	5/8/2023	5/8/2023	HEDF	54,000.00	54,000.00		
	May 2, 2023 - Van Rental - CHED Central Office (Quezon City) to Venue (City of San Fernando, Pampanga) (2 passengers) May 5, 2023 - Van Rental - Venue (City of San Fernando, Pampanga) to CHED Central Office (Quezon City) (2 passengers)	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	18,000.00	18,000.00		
	May 23, 2023 Transportation Vehicle Rental (Van Rental)-CHED Central Office to Venue (Olongapo City) May 26, 2023 Transportation Vehicle Rental (Van Rental)-Venue (Olongapo City) to CHED Central Office	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	24,000.00	24,000.00		
	May 17, 2023 Van Rental - Airconditioned-Van CHED Central Office, Quezon City to First City Providential College, San Jose Del Monte, Bulacan (vice versa) (4 passengers)	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	7,000.00	7,000.00		
	SUV Rental for the TP-RQAT Evaluation of La Consolacion University - Philippines on May 25, 2023 CHED Central Office, Quezon City - La Consolacio University Philippines (vice versa) (4 passengers)	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	10,000.00	10,000.00		

Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (Brief Description of Program/Project)
						Ads/Post of IAB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOE	CO	
	Van Rental for the TP - RQAT Onsite Evaluation of First City Provisional College on June 1, 2023 and Bataan Peninsula State University on June 12-14, 2023 June 12, 2023: CHED Central Office, Quezon City to PRMSU, Iba Zambales (9 passengers) June 14, 2023: PRMSU, Iba Zambales to CHED Central Office, Quezon City (5 passenger)		Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	30,000.00	30,000.00		
	June 7, 2023 SUV Vehicle Rental- CHED Central Office, Quezon City to Venue (Dr. Yangas College, Inc., Bocaue, Bulacan) (For 3 passengers) June 9, 2023 SUV Vehicle Rental- Venue (Dr. Yangas College, Inc., Bocaue Bulacan) to CHED Central Office, Quezon City (For 3 passengers)		Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	8,000.00	8,000.00		
	Van Rental June 6, 2023: CHED Central Office, Quezon City to Angeles City, Pampanga (7 passengers) June 9, 2023: Angeles City, Pampanga to CHED Central Office, Quezon City (7 passengers)		Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	18,000.00	18,000.00		
	June 1, 2023 SUV Rental City College of San Jose Del Monte, Bulacan to Bataan Peninsula State University, Balanga Bataan (2 passengers) Bataan Peninsula State University to Quezon City (2 passengers) June 2, 2023 SUV Rental CHED Region 3 Office to Interworld Colleges Foundation, Paniquil Tarteo Vice Versa (2 passengers)		Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	22,000.00	22,000.00		
	Van Rental - Airconditioned June 2, 2023: CHED Regional Office III, CSFP to Bataan Peninsula State University, Balanga Bataan (vice versa) (7 passengers)		Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	10,000.00	10,000.00		
	June 6, 2023 Van Rental - Airconditioned CHED Regional Office III, CSFP to Baliuag Maritime Academy to Marian University Baliuag to Marian College to Saint Mary's Baliuag Bulacan to CHED Regional Office III, CSFP (8 passengers)		Technical Division	No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	10,000.00	10,000.00		

Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Program/Project)
						Adm/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Van Rental- Airconditioned June 19 -22, 2023 Transportation during the On-site checking of TES liquidation reports by the Unifast Central Office and CHED Unifast Region III	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	24,000.00	24,000.00		
	Van Rental- Airconditioned June 26-27, 2023 Transportation during the On-site checking of TES liquidation reports by the Unifast Central Office and CHED Unifast Region III	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	GAA	20,000.00	20,000.00		
	Van Rental June 15, 2023 CHED Central Office to OLFU, City of San Fernando, Pampanga 4 passengers June 17, 2023 Hotel to DHV/SU, Bacolor, Pampanga to CHED Central Office 4 passengers	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	25,000.00	25,000.00		
	Van rental during the conduct of Zone 1 - Orientation with the Regional Evaluation Committee (REC) and SUC Institution Evaluation Committee (IEC) on the DBM-CHED JC No.3, s 2022	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	14,000.00	14,000.00		
	Van rental during the FGD on the Draft PSG for graduate programs in Accountancy based on CMO15, s2019 and revision of CMO's for Undergraduate programs	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	27,000.00	27,000.00		
	Van rental during the Joint RQAT visit of the Technical Panel for the Doctor of Medicine program of Bulacan State University	Technical Division		No	NP-Small Value Procurement	N/A	N/A	N/A	N/A	HEDF	12,000.00	12,000.00		
50299080 00	MEMBERSHIP DUES AND CONTRIBUTIONS TO ORGANIZATIONS													
	Annual Dues to DM Government Center	CHEDRO III		No	Agency to Agency	within the calendar year 2023			GAA	32,000.00	32,000.00			
50299070 00	OTHER SUBSCRIPTION EXPENSES													
	Subscription for Web-Hosting	CHEDRO III		No	Direct Contracting	within the calendar year 2023			GAA	117,600.00	117,600.00			
	Newspaper Subscription	CHEDRO III		No	NP-Small Value Procurement	within the calendar year 2023			GAA	10,000.00	10,000.00			
	TOTAL										9,221,332.51	9,221,332.51		

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:


AIDA S. GOMEZ
Education Program Specialist II
Member, BAC-Secretariat

Reviewed by:


ENGR. TEODORO W. PARAS
Education Supervisor II
BAC-Chairman

Approved by:


MS. LORA L. YUSI
CEPS, Officer-in-Charge, Office of the Director IV
Head of the Procuring Entity

Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (Brief Description of Program/Project)
						Ads/Post of I&EB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	

DEFINITION

1. **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.
2. **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.
3. **PMO/End User** - Unit as proponent of program or project
4. **Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
5. **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.
6. **Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund
7. **Estimated Budget** - Agency approved estimate of project/program costs
8. **Remarks** - brief description of program or project

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