

**CHED Regional Office III**  
**Indicative Annual Procurement Plan for FY 2025 (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 IEB	Sub/Opens of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>54291000 00</b>	<b>1. TRAVELLING EXPENSES - LOCAL</b>													
	a. Monitoring & Evaluation	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
	b. Validation	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
	c. Attendance to Trainings & Seminars	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
<b>54292010 00</b>	<b>2. TRAINING EXPENSES</b>													
	Orientation on COE/COD	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
	Values Reorientation Training	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
	Mental Health Training	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	32,221.10	32,221.10		
<b>60202010 00</b>	<b>3. OFFICE SUPPLIES EXPENSES</b>													
	Procurement of various Office Supplies													
	ALCOHOL, Ethyl, 500 mL	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	6,051.00	6,051.00		
	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	120.99	120.99		
	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	111.52	111.52		
	BATTERY, dry cell, size D, Two (2) pieces per blister pack	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	423.28	423.28		
	AIR FRESHENER, Aerosol type, 150g	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,514.52	2,514.52		
	BROOM, Soft (Walis Tambo)	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	BROOM, Stick (Walis Ting-ting)	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	250.58	250.58		
	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	457.60	457.60		
	DETERGENT POWDER, all purpose, 1kg	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	DISINFECTANT SPRAY, Aerosol type, 400g	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	FURNITURE CLEANER, Aerosol type, 300mL	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	LIQUID HAND SOAP, 500mL	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	472.46	472.46		
	MOPHANDLE, heavy duty	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	MOPHEAD, made of rayon	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	4,753.32	4,753.32		
	DIGITAL VOICE RECORDER	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	8,073.08	8,073.08		
	PHILIPPINE NATIONAL FLAG	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	626.65	626.65		
	MOUSE, OPTICAL, USB connection type	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	822.80	822.80		

Code (PAP)	Procurement Program/Project	PMO/ User	En-	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)
						Add/Part of IAB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	GLUE, all-purpose, 200 grams	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	777.92	777.92		
	STAPLE WIRE, standard	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	653.40	653.40		
	TAPE, electrical	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	106.98	106.98		
	TAPE, masking, 24mm	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	340.34	340.34		
	TAPE, transparent, 24mm	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	122.98	122.98		
	RULER, plastic, 450 mm	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	36.61	36.61		
	CALCULATOR, Compact	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	1,464.32	1,464.32		
	CORRECTION TAPE, 8 meters	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	380.49	380.49		
	DATA FILE BOX	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	849.20	849.20		
	DATA FOLDER	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	2,265.12	2,265.12		
	ENVELOPE, Documentary, legal, 500 pieces per box	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	5,383.96	5,383.96		
	ENVELOPE, Mailing, 500 pieces per box	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	2,378.86	2,378.86		
	FASTENER, metal, non-sharp edges, 50 sets per box	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	1,041.04	1,041.04		
	FOLDER, pressboard, 100 pieces per box	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	5,239.52	5,239.52		
	MARKER, Fluorescent, 3 colors per set	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	403.26	403.26		
	RUBBER BAND No. 18, 350g	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	743.80	743.80		
	STAPLER, standard type	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	800.80	800.80		
	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	203.83	203.83		
	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	326.04	326.04		
	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	286.00	286.00		
	NOTEBOOK, stenographer	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	66.22	66.22		
	PAPER, MULTICOPY A4, 500 sheets per ream	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	18,221.50	18,221.50		
	PAPER, MULTICOPY LEGAL, 500 sheets per ream	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	10,404.90	10,404.90		
	RECORD BOOK, 500 PAGES	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	1,144.00	1,144.00		
	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	2,082.08	2,082.08		
	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	9,495.20	9,495.20		
	LIQUID HAND SANITIZER, 500ml	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	889.35	889.35		
	INSECTICIDE, 600ml	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	1,532.96	1,532.96		
	INK CARTRIDGE, EPSON C13T684100 (T6641), Black	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00		
	INK CARTRIDGE, EPSON C13T684200 (T6642), Cyan	CHED		No	PS-DBM	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00		

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						Adm/Post of I&EB	Sub/Opens of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00		
	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00		
	Bond Paper Short-	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	5,741.25	5,741.25		
	Post-it Flag - Sign Here	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	STAPLER, big, heavy duty, with remover	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	1,100.00	1,100.00		
	SIGN PEN, liquid or gel, (.7 ink black)	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,229.25	2,229.25		
	SIGN PEN, liquid or gel, (.7 ink blue)	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,229.15	2,229.15		
	SIGN PEN, liquid or gel, (1.0 ball point ink blue)	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	SIGN PEN, liquid or gel, (1.0 ball point ink black)	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	Brother Refill Ink, BTD60 Black	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	2,200.00	2,200.00		
	Brother Refill Ink, BT5000 (Magenta, Cyan, Yellow)	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	4,400.00	4,400.00		
	Canon Paper (short size: 8.5" x 11", gsm:85, color: Brilliant	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	16,478.14	16,478.14		
	Epson 143 - Black Ink	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	13,422.83	13,422.83		
	Epson 143 - Magenta Ink	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	10,560.00	10,560.00		
	Epson 143 - Yellow Ink	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	10,560.00	10,560.00		
	Epson 143 - Cyan Ink	CHED		No	PS- DBM	N/A	N/A	N/A	N/A	GoP	10,560.00	10,560.00		
<b>94263920 00</b>	<b>4. ACCOUNTABLE FORMS</b>													
	a. Procurement of Security Papers	CHED		No	NP-Agency to Agency	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
	b. Procurement of checkbooks at the LBP	CHED		No	NP-Agency to Agency	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00		
	c. Procurement of Official Receipts	CHED		No	NP-Agency to Agency	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00		
<b>94263948 00</b>	<b>5. DRUGS AND MEDICINES EXPENSES</b>													
	Procurement of medicine and vitamins													
	a. Paracetamol 500mg tablet	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00		

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					Adv/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	b. Guaifenesin 200mg softgel capsule	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00		
	c. Lozartan 50+ Amlodipine 5mg	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00		
	d. Ibuprofen	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00		
	e. Ambroxol	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00		
<b>60203000 00</b>	<b>6. FUEL, OIL AND LUBRICANTS</b>												
	a. Lubricants & Oil for Government Vehicles	CHED	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00		
	b. Diesel for Government Vehicles	CHED	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
	c. Gasoline for Generator Set	CHED	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00		
<b>60203000 00</b>	<b>7. OTHER SUPPLIES AND MATERIALS EXPENSES</b>												
	a. LPG Tank	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	b. Polo Shirt for Women's Month Celebration	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00		
	c. Electrical and ICT Materials: Fluorescent bulb, tape, carriage/box, wires; power adapter AC/DC, extension wires, wireless access point, wireless adapter	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
	d. Water coupling, water pipes and other accessories, toilet sewage	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	e. Office Furnitures and Fixtures: tables, decor	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
<b>60204010 00</b>	<b>8. WATER EXPENSES</b>												
	a. Water Expenses	CHED	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	25,000.00	25,000.00		
<b>60204020 00</b>	<b>9. ELECTRICITY</b>												
	a. SFELAPCO	CHED	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	750,000.00	750,000.00		
<b>60205010 00</b>	<b>10. POSTAGE &amp; COURIER EXPENSES</b>												
	a. Philpost	CHED	No	Agency to Agency	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00		
	b. Courier Services	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
<b>60206030 00</b>	<b>11. TELEPHONE EXPENSES</b>												
	MOBILE												
	a. Smart / Globe	CHED	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	66,000.00	66,000.00		
	b. Call & Text Cards	CHED	No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00		
	LANDLINE												
	a. PLDT	CHED	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00		
<b>60206030 00</b>	<b>12. INTERNET SUBSCRIPTION EXPENSES</b>												
	PLDT Landline Service	CHED	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
<b>60210030 00</b>	<b>13. EXTRAORDINARY AND MISCELLANEOUS EXPENSES</b>												

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						Advs/Post of IABE	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Extraordinary and Miscellaneous Expense	CHED		No	N/A	N/A	N/A	N/A	N/A	GoP	136,000.00	136,000.00		
50211010 00	<b>14. LEGAL SERVICES</b>													
	Notarial Fee	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
50211000 00	<b>15. AUDITING SERVICES</b>													
	Auditing Services	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
50211990 00	<b>16. OTHER PROFESSIONAL SERVICES</b>													
	a. Payment of Honoraria of RQAT Members	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	300,000.00	300,000.00		
	b. Payment of Honoraria of Speakers	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00		
5021204000	<b>17. JANITORIAL SERVICES</b>													
	Payment of Janitorial Services	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	35,000.00	35,000.00		
50212030 00	<b>18. SECURITY SERVICES</b>													
	Payment of Security Services of 2 Security Guards	CHED		No	NP- Small Value Procurement	01/01/2024	#####	#####	#####	GoP	744,000.00	744,000.00		
50213040 00	<b>19. REPAIRS &amp; MAINTENANCE - BUILDINGS AND OTHER STRUCTURES</b>													
	Payment for repairs and maintenance of office/building - 3 storey	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
50213050 00	<b>20. REPAIRS &amp; MAINTENANCE - MACHINERY AND EQUIPMENT</b>													
	Repairs of computers, laptop, printers	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00		
50213060 00	<b>21. REPAIRS &amp; MAINTENANCE - TRANSPORTATION EQUIPMENT</b>													
	a. Procurement of services for CHED vehicle repairs and maintenance Innova & Adventure	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	80,000.00	80,000.00		
	b. Procurement of spare parts for damage parts	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00		
50215000 00	<b>22. REPAIRS &amp; MAINTENANCE - FURNITURE &amp; FIXTURES</b>													
	Repairs of Furnitures and Fixtures	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00		
50215010 00	<b>23. TAXES, DUTIES &amp; LICENSES</b>													
	Vehicle Registration of Innova and Adventure and other related fees	CHED		No	Agency to Agency	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00		
50215020 00	<b>24. FIDELITY BOND PREMIUMS</b>													
	Payment for the Fidelity Bond for Accountable Officer and Personnel	CHED		No	Agency to Agency	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00		
50215030 00	<b>25. INSURANCE EXPENSES</b>													
	a. Comprehensive Insurance for Motor Vehicles	CHED		No	Agency to Agency	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00		
	b. Comprehensive Insurance for CHEDRO III Building	CHED		No	Agency to Agency	N/A	N/A	N/A	N/A	GoP	55,000.00	55,000.00		
50200010 00	<b>26. ADVERTISING EXPENSES</b>													
	Publication of Vacant Positions in the Local Newspaper	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	16,000.00	16,000.00		

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						AdvsPost of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50299020 00	<b>27. PRINTING AND PUBLICATION EXPENSES</b>													
	a. CHEDRO III Bulletin	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00		
	b. Printing of Tarpaulins	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00		
	c. Printing of Advocacy Materials	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00		
50299030 00	<b>REPRESENTATION EXPENSES</b>													
	Procurement of Catering Services for the following activities:													
	a. Regional Assembly with the Registrars via zoom platform	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	7,000.00	7,000.00		
	b. Full-Time Delivery Unit Meeting	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	c. Higher Education Celebration	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
	d. Assembly of RQAT Members	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00		
	e. GAD Regional Summit/Seminar on GAD Data Analysis/Sex Disaggregated Data/Genderizing the Curriculum	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	f. Regional Conference of of SAS Directors/Guidance Counselor	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	g. Regional Conference of NSTP Coordinators	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
	h. Mid-Year Performance Review and Actin Planning	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	i. Year-end Assessment and Target Setting	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	j. Year-End Conference with HEI Presidents	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	3,000.00	3,000.00		
	k. Regional Teleconference of the HEMIS Coordinators and IT Support Staff	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	4,000.00	4,000.00		
	l. Awarding of Best Employees and Support Staff Implementing the program on Awards and Incentives for Service Excellence (PRAISE)	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	4,000.00	4,000.00		
	j. Prizes for Contests during PRAISE	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	3,000.00	3,000.00		
	k. Regional Conference of the Council of Deans	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	3,000.00	3,000.00		
50299050 00	<b>29. RENT EXPENSES / RENTS - EQUIPMENT</b>													
	a. Rent Expenses for Photocopier	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
	b. Rent-Motor Vehicle	CHED		No	NP- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	3,000.00	3,000.00		
50299060 00	<b>30. MEMBERSHIP DUES AND CONTRIBUTIONS TO ORGANIZATIONS</b>													
	Payment of Annual Dues to DM Government Center	CHED		No	Agency to Agency	N/A	N/A	N/A	N/A	GoP	52,000.00	52,000.00		
50299070 00	<b>31. OTHER SUBSCRIPTION EXPENSES</b>													
	a. Payment of Annual Zoom Subscription	CHED		No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00		
	b. Payment of Newspaper Subscription	CHED		No	Small Value Procurement	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
10004010 00	<b>Building</b>													
	Structural Investigation and Retrofitting Works of the CHEDRO-III	CHED		YES	Public Bidding	01/12/2023	#####	#####	#####	GoP				

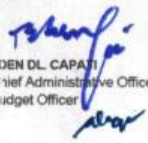
Code (PAP)	Procurement Program/Project	PMO/ User	End-	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (Brief Description of Program/Project)
						Advs/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>TOTAL</b>											<b>3,746,000.00</b>	<b>3,746,000.00</b>		

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.

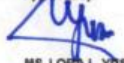
Prepared by:

  
**MARICRIS S. DAVID**  
 Education Program Specialist II  
 Head, BAC-Secretariat

Reviewed by:

  
**EDEN D. CAPATI**  
 Chief Administrative Officer  
 Budget Officer

Approved by:

  
**MS. LORA L. YOSI**  
 Director IV  
 Head of the Procuring Entity

#### 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 PHNGeps.