



Republic of the Philippines
Department of Education
 REGION XI
 SCHOOLS DIVISION OF DAVAO DE ORO


ANNUAL PROCUREMENT PLAN FY 2022

| CODE (PAP) | Procurement Program /Project | PMO/End User | Mode of Procurement | SCHEDULE FOR EACH PROCUREMENT ACTIVITY | | | | Source of Funds | ESTIMATE BUDGET (PHP) | | | REMARKS | |
|------------|---|-----------------|---------------------|--|-----------------------------|-----------------|------------------|-----------------|-----------------------|--------------|----|---|-----------------------------------|
| | | | | Advertisement | Submission /Opening of BIDS | Notice of Award | Contract Signing | | Total | MOOE | CO | (Brief Description of Program/ Project | (Explaining changes from the APP) |
| | Office Supplies | Division Office | NP-Agency to Agency | Quarterly | | | | GAA | 1,394,000.00 | 1,394,000.00 | | Office Supplies & materials available at PS. | |
| | Office Supplies (Not Available at PS-DBM) | Division Office | NP-Small Value | Quarterly | | | | GAA | 457,000.00 | 457,000.00 | | Office Supplies & materials not available at PS. | |
| | Training Expenses | Division Office | NP-Small Value | | | | | GAA | 2,200,000.00 | 2,200,000.00 | | Provision of registration fees for Trainings to be attended | |
| | Security Services | Division Office | NP-Small Value | | | | | GAA | 550,000.00 | 550,000.00 | | Security Guards services for 12 months | |
| | INSET | Division Office | NP- Small Value | | | | | GAA | 5,202,550.00 | 5,202,550.00 | | For Year Round of SDO | |
| | PRAISE | Division Office | NP- Small Value | | | | | GAA | 326,450.00 | 326,450.00 | | For Year Round of SDO | |
| | ISO Training (OSDS) | Division Office | NP- Small Value | | | | | GAA | 1,000,000.00 | 1,000,000.00 | | For Year Round of SDO | |
| | Travel | Division Office | NP- Small Value | | | | | GAA | 1,500,000.00 | 1,500,000.00 | | Provision of travel expenses | |
| | Electricity Expenses | Division Office | Direct Contracting | | | | | GAA | 826,000.00 | 826,000.00 | | For Year Round of SDO | |
| | Water | Division Office | Direct Contracting | | | | | GAA | 166,000.00 | 166,000.00 | | For Year Round of SDO | |
| | Internet Subscription | Division Office | NP- Small Value | | | | | GAA | 379,000.00 | 379,000.00 | | For Year Round of SDO | |
| | Mobile Expenses | Division Office | NP- Small Value | | | | | GAA | 343,000.00 | 343,000.00 | | Communication allowance for Division/Office Head | |
| | Other General Services | Division Office | NP- Small Value | Quarterly | | | | GAA | 2,370,000.00 | 2,370,000.00 | | For Year Round of SDO | |
| | Taxes, Duties & Licenses | Division Office | Direct Contracting | Quarterly | | | | GAA | 75,000.00 | 75,000.00 | | For Year Round of SDO | |
| | Maintenance (Motor Vehicle)) | Division Office | NP- Small Value | Quarterly | | | | GAA | 1,000,000.00 | 1,000,000.00 | | For Year Round of SDO | |
| | Other Machinery & Equipment | Division Office | NP- Small Value | Quarterly | | | | GAA | 137,000.00 | 137,000.00 | | For Year Round of SDO | |
| | Fuel and Lubricant Expenses | Division Office | NP- Small Value | | | | | GAA | 700,000.00 | 700,000.00 | | supply of Fuel & Lubricants for vehicles used by SDS,ASDS & COA | |
| | Postage & Courier Services | Division Office | NP- Small Value | Quarterly | | | | GAA | 5,000.00 | 5,000.00 | | For Year Round of SDO | |
| | Advertising Expenses | Division Office | NP- Small Value | Quarterly | | | | GAA | 5,000.00 | 5,000.00 | | Advertising programs as the need arises | |
| | Transportation & delivery expenses | Division Office | NP- Small Value | | | | | GAA | 9,000.00 | 9,000.00 | | For Year Round of SDO | |

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|--|--------------------|-----------------|--------------------|-----------|-----|----------------------|----------------------|--|---------------------------------------|
| | Other Subscription | Division Office | NP- Small Value | Quarterly | GAA | 6,000.00 | 6,000.00 | | Other subscription as the need arises |
| | Fidelity Bond | Division Office | Direct Contracting | Annual | GAA | 137,000.00 | 137,000.00 | | For bonded Division employees |
| | TOTAL | | | | | 18,788,000.00 | 18,788,000.00 | | |
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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 agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provision 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

PREPARED BY:


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CERTIFIED FUNDS AVAILABLE:


RYAN S. VILLANUEVA
 OIC, Office of the Accountant

RECOMMENDING APPROVAL :


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 BAC, Chairman

APPROVED:


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 Schools Division Superintendent