



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

ANNUAL PROCUREMENT PLAN - NON CSE FY 2024

Schools Division of Davao de Oro

CODE (PAP)	Procurement Program /Project	PMO/End User	Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY				Source of Funds	ESTIMATE BUDGET (PHP)			REMARKS (Brief Description of Program/ Project)	(Explaining changes from the APP)
				Advertisement	Submission /Opening of BIDS	Notice of Award	Contract Signing		Total	MOOE	CO		
	Office Supplies	Division Office	NP-Agency to Agency				Quarterly	GAA	3,117,000.00	3,117,000.00		Office Supplies & materials available at PS.	
	Office Supplies (Not Available at PS-DBM)	Division Office	NP-Small Value, Shopping				Quarterly	GAA	2,956,000.00	2,956,000.00		Office Supplies & materials not available at PS.	
	Training Expenses	Division Office	NP-Small Value					GAA	2,907,000.00	2,907,000.00		Provision of registration fees for Trainings to be attended	
	Security Services	Division Office	NP-Small Value					GAA	572,000.00	572,000.00		Security Guards services for 12 months	
	INSET	Division Office	NP- Small Value					GAA	6,462,850.00	6,462,850.00		For Year Round of SDO	
	PRAISE	Division Office	NP- Small Value					GAA	340,150.00	340,150.00		For Year Round of SDO	
	Auditing Services	Division Office	NP- Small Value, Shopping					GAA	150,000.00	150,000.00		For Year Round of SDO	
	Travel	Division Office	NP- Small Value					GAA	2,149,000.00	2,149,000.00		Provision of travel expenses	
	Electricity Expenses	Division Office	Direct Contracting					GAA	860,000.00	860,000.00		For Year Round of SDO	
	Water	Division Office	Direct Contracting					GAA	172,000.00	172,000.00		For Year Round of SDO	
	Internet Subscription	Division Office	NP- Small Value					GAA	395,000.00	395,000.00		For Year Round of SDO	
	Mobile Expenses	Division Office	NP- Small Value					GAA	358,000.00	358,000.00		Communication allowance for Diviion/Office Head	
	Other General Services	Division Office	NP- Small Value				Quarterly	GAA	2,468,000.00	2,468,000.00		For Year Round of SDO	
	Repairs & Maintenance-Building	Division Office	NP- Small Value				Quarterly	GAA	429,000.00	429,000.00		For Year Round of SDO	
	Taxes, Duties & Licenses	Division Office	Direct Contracting				Quarterly	GAA	96,000.00	96,000.00		For Year Round of SDO	
	Maintenance (Motor Vehicle))	Division Office	NP- Small Value				Quarterly	GAA	115,000.00	115,000.00		For Year Round of SDO	
	Other Machinery & Equipment	Division Office	NP- Small Value				Quarterly	GAA	143,000.00	143,000.00		For Year Round of SDO	
	Printing & Publication Expenses	Division Office	NP- Small Value				Quarterly	GAA	47,000.00	47,000.00		For Year Round of SDO	



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				Advertisement	Submission /Opening of BIDS	Notice of Award	Contract Signing		Total	MOOE	CO	(Brief Description of Program/ Project	(Explaining changes from the APP)
	Fuel and Lubricant Expenses	Division Office	NP- Small Value					GAA	717,000.00	717,000.00		Supply of Fuel & Lubricants for vehicles used by SDS,ASDS & COA	
	Postage & Courier Services	Division Office	NP- Small Value	Quarterly				GAA	16,000.00	16,000.00		For Year Round of SDO	
	Advertising Expenses	Division Office	NP- Small Value	Quarterly				GAA	20,000.00	20,000.00		Advertising programs as the need arises	
	Transportation & delivery expenses	Division Office	NP- Small Value					GAA	25,000.00	25,000.00		For Year Round of SDO	
	Other Subscription	Division Office	NP- Small Value	Quarterly				GAA	27,000.00	27,000.00		Other subscription as the need arises	
	Fidelity Bond	Division Office	Direct Contracting	Annual				GAA	143,000.00	143,000.00		For bonded Division employees	
	TOTAL								24,685,000.00	24,685,000.00			
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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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RECOMMENDING APPROVAL :


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