



INDICATIVE ANNUAL PROCUREMENT PLAN FOR FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Adst/Postin g of IB/REI	Submissio n/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
2021 CURRENT APPROPRIATIONS												
I. MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)												
A.II.a.14 A. TRAVEL EXPENSES												
	1. Local Travels	OCD / CID / SSD / FAD	Shopping / NP-SVP / NP - Agency to Agency	-	-	-	-	GoP	1,237,000.00	1,237,000.00	-	Local fare of employees in attendance to meetings, seminars, conference, workshops, and others.
	2. Foreign Travels	OCD / CID / SSD / FAD	Shopping / NP-SVP / NP - Agency to Agency	-	-	-	-	GoP	500,000.00	500,000.00	-	International fare of employees in attendance to meetings, seminars, conference, workshops, and others.
	B. TRAINING EXPENSES	OCD / CID / SSD / FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	800,000.00	800,000.00	-	Attendance to seminars and workshops
	C. SCHOLARSHIP EXPENSES											
	1. Insurance of the scholars for FY 2020-2021	SSD	NP - Agency to Agency	-	-	-	-	GoP	66,200.00	66,200.00	-	632 scholars for CY 2020-2021
	2. Books	CID	NP - SVP / Direct Contracting	-	-	-	-	GoP	1,986,000.00	1,986,000.00	-	Additional books for G12 and books for the Library
	3. Uniform Allowance	SSD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	502,200.00	502,200.00	-	School Uniform
	4. Instructional Supplies	CID	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	1,324,000.00	1,324,000.00	-	Printing of modules for distance learning
	4. School Organizations	CID	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	500,000.00	500,000.00	-	For expenses of various scholars organization
	5. Awards	CID	NP - SVP	-	-	-	-	GoP	500,000.00	500,000.00	-	Awards during recognition, moving-up and graduation ceremony
	6. Educational and Cultural Activities	CID	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	2,000,000.00	2,000,000.00	-	Participation to educational and cultural activities within the PSHS System
	7. Others	CID	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	1,280,000.00	1,280,000.00	-	Participation to competitions and other outside activities (local and international)
	D. SUPPLIES AND MATERIALS											
	1. Office Supplies, ICT Office Supplies, Other Supplies and Materials (available at Procurement Service) <i>*see Part I of the attached APP-CSE 2020 Form for the item breakdown</i>	OCD / CID / SSD / FAD	NP - Agency to Agency / NP - SVP / NP - Emergency Cases / Shopping	-	-	-	-	GoP	800,000.00	800,000.00	-	Items to be procured at DBM Procurement Service
	2. Office Supplies, ICT Office Supplies, Other Supplies and Materials (not available at Procurement Service but regularly purchased from other sources) <i>*see Part II of the attached APP-CSE 2020 Form for the item breakdown</i>	OCD / CID / SSD / FAD	NP - Agency to Agency / NP - SVP / NP - Emergency Cases / Shopping	-	-	-	-	GoP	1,400,000.00	1,400,000.00	-	Items to be procured outside DBM Procurement Service

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Adst/Postin g of IB/REI	Submissio n/Opening of Bids -	Notice of Award	Contract Signing		Total	MOOE	CO	
	4. Accountable Forms	FAD	NP - Agency to Agency / NP - SVP	-	-	-	-	GoP	12,000.00	12,000.00	-	For Cashiers Use
	5. Drugs and Medicines	SSD	NP - Agency to Agency / NP - SVP / NP - Emergency Cases	-	-	-	-	GoP	100,000.00	100,000.00	-	For Clinic and Dormitory of scholars
	6. Medical, Dental, and Lab Supplies	CID / SSD	NP - Agency to Agency / NP - SVP / NP - Emergency Cases	-	-	-	-	GoP	250,000.00	250,000.00	-	For Clinic and Dormitory of scholars
	7. Textbooks and Instructional Supplies	CID / SSD	NP - SVP / Direct Contracting	-	-	-	-	GoP	200,000.00	200,000.00	-	Additional books for G12 and books for the Library
	8. Fuel, Oil, and Lubricants	OCD / CID / SSD / FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	400,000.00	400,000.00	-	For official service vehicle (Nissan Cefiro, Van, Mini Bus, and Fortuner)
	9. Other Supplies and Materials	OCD / CID / SSD / FAD	NP - Agency to Agency / NP - SVP / NP - Emergency Cases	-	-	-	-	GoP	1,189,000.00	1,189,000.00	-	Purchase of janitorial, plumbing, electrical, and other materials
	E. UTILITY EXPENSES											
	1. Water	OCD / CID / SSD / FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	160,000.00	160,000.00	-	Supply of Drinking water and others
	2. Electricity	OCD / CID / SSD / FAD	Direct Contracting	-	-	-	-	GoP	4,400,000.00	4,400,000.00	-	MERALCO
	F. COMMUNICATION EXPENSES											
	1. Postage, Deliveries, and Courier Services	OCD / CID / SSD / FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	80,000.00	80,000.00	-	-
	2. Mobile Expenses	OCD / CID / SSD / FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	170,000.00	170,000.00	-	Communication allowance of homeroom advisers, registrar, guidance, cid chief, ssd chief, resident project engineer and fad chief, campus director
	3. Landline Expenses	OCD / CID / SSD / FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	150,000.00	150,000.00	-	PLDT, GLOBE
	4. Internet Subscription Expenses	OCD / CID / SSD / FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	750,000.00	750,000.00	-	PLDT, GLOBE
	5. Cable, Satellite, Telegraph and Radio Expenses	OCD / CID / SSD / FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	10,000.00	10,000.00	-	-
	6. Extraordinary and Miscellaneous Expenses	OCD / CID / SSD / FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	116,000.00	116,000.00	-	-
	G. PROFESSIONAL SERVICES											
	1. Consultancy Services	OCD / CID / SSD / FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	30,000.00	30,000.00	-	-
	3. Other Professional Services	OCD / CID / SSD / FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	185,000.00	185,000.00	-	Honorarium for resource speakers/lecturers in seminars and workshops
	H. GENERAL SERVICES											
	1. Janitorial Services	FAD	Public Bidding	-	-	-	-	GoP	2,100,000.00	2,100,000.00	-	Outsourcing of Janitorial Services
	2. Security Services	FAD	Public Bidding	-	-	-	-	GoP	2,000,000.00	2,000,000.00	-	Outsourcing of security services
	2. Other General Services	FAD	Public Bidding	-	-	-	-	GoP	6,000,000.00	6,000,000.00	-	Outsourcing of multi-skilled workers and clerks
	I. REPAIRS AND MAINTENANCE											

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Adst/Postin g of IB/REI	Submissio n/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	1. School Buildings	FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	100,000.00	100,000.00	-	Includes labor and materials for the repairs and maintenance of school buildings
	2. Other Structures	FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	100,000.00	100,000.00	-	Includes labor and materials for the repairs and maintenance of other structures
	3. Hostels and Dormitories	FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	20,000.00	20,000.00	-	Includes labor and materials for the repairs and maintenance of Dormitory Buildings for Boys and Girls
	4. Other Machinery and Equipment	FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	20,000.00	20,000.00	-	Includes labor and materials for the repairs and maintenance of other equipment
	5. Office Equipment	FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	100,000.00	100,000.00	-	Includes labor and materials for the repairs and maintenance of Photocopier, binding machine, Air Conditioning Units, and others
	6. Furniture and Fixtures	FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	-	-	-	Includes labor and materials for the repairs and maintenance of tables, chairs, and others
	7. ICT Equipment	FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	50,000.00	50,000.00	-	Includes labor and materials for the repairs and maintenance of printers, projectors, tablets, computers, and others
	8. Technical and Scientific Equipment	FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	100,000.00	100,000.00	-	Includes labor and materials for the repairs and maintenance of apparatus (calibration), laboratory equipment, music equipment, robotics equipment, and others
	9. Motor Vehicles	FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	150,000.00	150,000.00	-	Includes periodic maintenance check up of service vehicles (tires, battery, change oil, general job, and others)
	K. TAXES, INSURANCE, AND PREMIUMS											
	1. Fidelity Bond Premium	FAD	NP - Agency to Agency	-	-	-	-	GoP	120,000.00	120,000.00	-	Fidelity bond of collecting and disbursing officers (Bureau of the Treasury)
	2. Taxes, duties, and licenses	FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	20,000.00	20,000.00	-	For registration of service vehicles
	3. Insurance Expenses	FAD	NP - Agency to Agency / NP - SVP / Direct Contracting	-	-	-	-	GoP	800,000.00	800,000.00	-	Insurance of building and other assets
	L. OTHER MAINTENANCE AND OPERATING EXPENSES											
	1. Advertising Expenses	FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	50,000.00	50,000.00	-	Includes advertisement of vacant positions and other important announcements
	2. Transportation and Delivery Expenses	FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	10,000.00	10,000.00	-	-
	3. Printing and Publication Expenses	FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	80,000.00	80,000.00	-	Tarpaulin printing for various activities and printing of student handbook/manuals, and annual reports
	4. Representation Expenses	FAD	Shopping / NP-SVP / Direct Contracting	-	-	-	-	GoP	100,000.00	100,000.00	-	Food / meal for official meetings
	5. Rent - Motor Vehicles	FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	160,000.00	160,000.00	-	For transportation of employees, scholars and visitors to seminars / trainings / workshops / competitions

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Adst/Postin g of IB/REI	Submissio n/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	6. Other MOOE	FAD	NP - SVP / Direct Contracting	-	-	-	-	GoP	30,000.00	30,000.00	-	Other operating expenses
	TOTAL, MOOE								33,207,400.00	33,207,400.00	-	

II. CAPITAL OUTLAY EQUIPMENT

A.II.b.14 A. ICT EQUIPMENT

	1. Notebook	CID	NP - Agency to Agency / Shopping / NP-SVP / Public Bidding	-	-	-	-	GoP	840,000.00		840,000.00	For instruction
	2. Personal Computer Set (System Unit, Monitor, Keyboard, Mouse, AVR)	CID	NP - Agency to Agency / Shopping / NP-SVP / Public Bidding	-	-	-	-	GoP	440,000.00		440,000.00	For additional teachers and staff
	3. Printer	CID	NP - Agency to Agency / Shopping / NP-SVP / Public Bidding	-	-	-	-	GoP	70,000.00		70,000.00	For additional teachers and staff
	B. ICT SOFTWARE											
	1. Software	CID	NP - Agency to Agency / Shopping / NP-SVP / Public Bidding	-	-	-	-	GoP	677,000.00		677,000.00	Program and operating system for hardware
	TOTAL, CAPITAL OUTLAY-EQUIPMENT								2,027,000.00	-	2,027,000.00	

II. CAPITAL OUTLAY - LOCALLY FUNDED PROJECTS

INFRASTRUCTURE PROJECTS

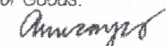
	B.I.o A. CONSTRUCTION OF FABRICATION LABORATORY											
	1. Design and/or Civil Works	BAC	Public Bidding	-	-	-	-	GoP	19,600,000.00	-	19,600,000.00	-
	2. Engineering, Supervision, Administrative, and other Expenses	FAD	Shopping / NP-SVP / Direct Contracting / NP - Agency to Agency	-	-	-	-	GoP	200,000.00	-	200,000.00	Includes CPES, Project Engineer's Fee, Blueprinting, and other related expenses
	B. SITE DEVELOPMENT											
	1. Design and/or Consultancy and Civil Works	BAC	Public Bidding	-	-	-	-	GoP	16,660,000.00	-	16,660,000.00	-
	2. Engineering, Supervision, Administrative, and other Expenses	FAD	Shopping / NP-SVP / Direct Contracting / NP - Agency to Agency	-	-	-	-	GoP	340,000.00	-	340,000.00	Includes CPES, General Requirements, and Others
	C. IMPLEMENTATION OF K-12PROGRAM (MITHI-ICT INFRASTRUCTURE)											
	1. Info Board	FAD	NP-SVP / Direct Contracting / Public Bidding	-	-	-	-	GoP	700,000.00	-	700,000.00	For posting of public messages, announce events or provide information for students, employees and parents
	2. PABX System	FAD	NP-SVP / Direct Contracting / Public Bidding	-	-	-	-	GoP	383,000.00	-	383,000.00	To facilitate communication among employees, internally and externally using different communication channels
	3. Server	FAD	NP-SVP / Direct Contracting / Public Bidding	-	-	-	-	GoP	400,000.00	-	400,000.00	For networking requirements of MITHI Project

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Adst/Postin g of IB/REI	Submissio n/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	TOTAL, CAPITAL OUTLAY- PROJECTS								38,283,000.00	-	38,283,000.00	
	TOTAL, APP FOR FY 2021								73,517,400.00	33,207,400.00	40,310,000.00	

Prepared by:


EDSEL E. ESPINO
 Administrative Officer III

Concurred by BAC Members :

For Goods:

ABIGAIL M. SCAMPO
 Chairperson

For Infrastructures:

MARY ANGEL L. GAVINA
 Chairperson

Approved by:


JOSE M. ANDAYA, D.T.
 Director III

Certified Appropriate Funds Available :


ARNEL E. AGUILAN
 Budget Officer


CRISPINA ROWENA M. MAQUIMOT
 Accountant