



Republic of the Philippines  
**ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY**

OFFICE OF BIDS AND AWARDS COMMITTEE  
Dingle, Iloilo | Email: [iscofdingle@yahoo.com](mailto:iscofdingle@yahoo.com) / [iscofdle@gmail.com](mailto:iscofdle@gmail.com) / [dingle@iscof.edu.ph](mailto:dingle@iscof.edu.ph)  
Website: [iscof.edu.ph](http://iscof.edu.ph) | Contact No: (033) 337-1591 / (+63) 9488865995



## ANNUAL PROCUREMENT PLAN (APP) FY 2025 SUMMARY OF FUND DISTRIBUTION

SOURCE OF FUNDS	TOTAL MOOE	TOTAL CO	GRAND TOTAL (MOOE + CO)
FUND 101	3,896,000.00	-	3,896,000.00
FUND 161	1,356,250.00	-	1,356,250.00
FUND 164	26,684,963.57	1,801,871.43	28,486,835.00
<b>GRAND TOTAL</b>	<b>31,937,213.57</b>	<b>1,801,871.43</b>	<b>33,739,085.00</b>

Prepared by:

  
**SHELLA MAE D. TABIA**  
BAC Secretariat


Concurred:

  
**DINGRAS E. BALBONA, DDM-LG**  
BAC Chairperson


  
**NOLI L. GERONA, Ph.D.**  
BAC Vice Chair

  
**AURELIO D. ESMEDIANA, JR., Dr. Dev.**  
BAC Member


  
**ALMA P. LOCARA, Ed. D.**  
BAC Member


  
**JINKY D. PEREZ, Ph.D.**  
BAC Member

Certified Funds/Available:

  
**JO ANN O. SORSANO, CPA**  
Accountant II

Recommending Approval:

  
**DINGRAS E. BALBONA, DDM-LG**  
OIC-Campus Administrator

  
**JOHNNY B. DOLOR, Ed.D.**  
Vice President for Administration and Finance

Approved:

  
**NORDY D. SIASON, JR., Ed.D., CESO VI**  
SUC President II

Date Prepared: 8/15/2024



## ANNUAL PROCUREMENT PLAN - FY 2025 FUND 101

Code (PAP)	Procurement 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 Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)</b>													
<b>TRAINING AND CAPACITY BUILDING EXPENSES</b>													
5-02-02-010-00	Attendance to Trainings/Workshops/Forum /Fora/Capacity Building	GASS / Higher Ed. / Units	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	GoP	74,000.00	74,000.00		Attendance to Trainings/Workshops/Forum /Fora/Capacity Building
<b>TRAVELING EXPENSES</b>													
5-02-01-010-00	Traveling Expenses	GASS / Higher Ed. / Units	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	GoP	74,000.00	74,000.00		Various Traveling Expenses
<b>OFFICE SUPPLIES EXPENSES</b>													
5-02-03-010-00	Procurement of Common-Use Office Supplies, Materials & Devices available at PS-DBM	GASS / Higher Ed. / Units	No	NP-53.5 Agency-to-Agency	April 2025	April 2025	May 2025	May 2025	GoP	82,522.38	82,522.38		Various Common-Use Supplies & Devices available at PS-DBM
5-02-03-010-00	Procurement of Common-Use Office Supplies, Materials & Devices not available at PS-DBM	GASS / Higher Ed. / Units	Yes	Competitive Bidding	November 2024	November 2024	January 2025	January 2025	GoP	662,477.62	662,477.62		Various Common-Use Supplies & Devices not available at PS-DBM
<b>FUEL, OIL AND LUBRICANTS EXPENSES</b>													
5-02-03-090-00	Procurement of Diesel/Gasoline Fuel, Oil and Lubricants	GASS / Higher Ed. / Units	No	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	GoP	122,000.00	122,000.00		Diesel/Gasoline Fuel, Oil and Lubricants
<b>SEMI-EXPENDABLE FURNITURE, FIXTURES AND BOOKS EXPENSES</b>													
5-02-03-220-00	Procurement of Semi-Expendable Furnitures & Fixtures	GASS / Higher Ed. / Units	Yes	Competitive Bidding	November 2024	November 2024	January 2025	January 2025	GoP	1,015,000.00	1,015,000.00		Various Semi-Expendable Furnitures & Fixtures



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**ANNUAL PROCUREMENT PLAN - FY 2025**  
**FUND 101**

Code (PAP)	Procurement 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 Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>OTHER SUPPLIES AND MATERIALS EXPENSES</b>													
5-02-03-990-00	Procurement of Other Supplies and Materials not available at PS-DBM	GASS / Higher Ed. / Units	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	GoP	206,000.00	206,000.00		Various Other Supplies & Materials not available at PS-DBM
<b>OTHER GENERAL SERVICES</b>													
5-02-12-990-00	Other General Services/Job Orders	GASS/ RGO	No	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Income	619,000.00	619,000.00		To furnish the college the competent services base on their expertise
<b>REPAIR AND MAINTENANCE - SCHOOL BUILDINGS</b>													
5-02-13-040-02	Repair and Maintenance of School Buildings/University Facilities	GASS / Higher Ed. / Units	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	GoP	668,000.00	668,000.00		Repair and Maintenance of Various School Buildings/University Facilities
<b>REPRESENTATION EXPENSES</b>													
5-02-99-030-00	Purchase of Supplies & Materials, Foods for Trainings and Seminars & each Division Activities	GASS / Higher Ed. / Units	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	GoP	119,000.00	119,000.00		Various Supplies, Materials used for graduation, meetings and other related activities
<b>SUBSCRIPTION EXPENSES</b>													
5-02-99-070-00	Subscription of Journals/Newspaper/Online Databases, Electronic and Digital Resources (AV Materials)	GASS / Higher Ed. / Units	No	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	GoP	54,000.00	54,000.00		Journals/Online Sources needed by all College Department









### ANNUAL PROCUREMENT PLAN - FY 2025 FUND 101


Code (PAP)	Procurement 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 Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>OTHER MAINTENANCE AND OPERATING EXPENSES</b>													
5-02-03-010-00	Procurement of CoVID-19 Related Supplies and Materials	GASS / Higher Ed. / Units	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	GoP	200,000.00	200,000.00		Various CoVID-19 Related Supplies and Materials
<b>GRAND TOTAL</b>										<b>3,896,000.00</b>	<b>3,896,000.00</b>	<b>0.00</b>	


Prepared by:   
**SHELLA MAE D. TABIA**  
 BAC Secretariat


Concurred:

 <b>DINGRAS E. BALBONA, DDM-LG</b> BAC Chairperson	 <b>NOLI L. GERONA, Ph.D.</b> Vice BAC Chair	 <b>AURELIO D. ESMEDIANA, JR., D.R. Dev.</b> BAC Member	 <b>ALMA P. LOCARA, Ed.D.</b> BAC Member	 <b>JINKY D. PEREZ, Ph.D.</b> BAC Member
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Certified Funds/Available:   
**JO ANN O. SORSANO, CPA**  
 Accountant II

Recommending Approval:   
**DINGRAS E. BALBONA, DDM-LG**  
 OIC-Campus Administrator

Approved:   
**JOHNNY B. DOLOR, Ed.D.**  
 Vice President for Administration and Finance

Approved:   
**NORDY D. SIASON, JR., Ed.D., CESO VI**  
 SUC President II

**Date Prepared: 8/15/2024**



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**ANNUAL PROCUREMENT PLAN**

**FY 2025**

**FUND 161**

Code (PAP)	Procurement 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 Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)</b>													
<b>TRAINING AND CAPACITY BUILDING EXPENSES</b>													
5-02-02-010-00	Attendance to Trainings/Workshops/Forum/Fora/Capacity Building/Extension	RGO	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	30,000.00	30,000.00		Attendance to Trainings/Workshops/Forum/Fora/Capacity Building/Extension Activities
<b>ANIMAL/ZOOLOGICAL SUPPLIES AND MATERIALS</b>													
5-02-03-040-00	Procurement of Animal/Zoological Supplies and Materials	RGO	No	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Income	595,000.00	595,000.00		Various Animal/Zoological Supplies and Materials
<b>AGRICULTURAL AND MARINE SUPPLIES, MATERIALS, TOOLS, ACCESSORIES AND DEVICES</b>													
5-02-03-100-00	Procurement of Agricultural and Marine Supplies, Materials, Tools, Accessories and Devices	RGO	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	199,850.00	199,850.00		Various Agricultural and Marine Supplies, Materials, Tools, Accessories and Devices
<b>OTHER SUPPLIES AND MATERIALS EXPENSES</b>													
5-02-03-990-00	Procurement of Construction and Hardware Supplies and Materials	RGO	No	Small Value Procurement	January 2025	January 2025	February 2025	February 2025	Income	9,500.00	9,500.00		Various Construction and Hardware Supplies and Materials
<b>FUEL, OIL AND LUBRICANTS EXPENSES</b>													
5-02-03-090-00	Procurement of Diesel/Gasoline Fuel, Oil and Lubricants	RGO	No	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Income	136,900.00	136,900.00		Diesel/Gasoline Fuel, Oil and Lubricants
<b>SEMI-EXPENDABLE AGRICULTURAL, FISHERY AND FORESTRY EQUIPMENT</b>													
5-02-03-210-04	Procurement of Semi-Expendable Agricultural, Fishery and Forestry Equipment	RGO	No	Small Value Procurement	March 2025	March 2025	April 2025	February 2024	Income	110,000.00	110,000.00		Various Semi-Expendable Agricultural, Fishery and Forestry Equipment



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**ANNUAL PROCUREMENT PLAN**






**FY 2025**


**FUND 161**


Code (PAP)	Procurement	PMO/	Is this	Mode of	Schedule for Each Procurement Activity				Source	Estimated Budget (Php)			Remarks
<b>OTHER GENERAL SERVICES</b>													
5-02-12-990-00	Other General Services/ Job Orders	RGO	No		February 2025	February 2025	March 2025	March 2025	Income	35,000.00	35,000.00		To furnish the college the competent services base on their expertise
<b>REPAIR AND MAINTENANCE - MACHINERY AND EQUIPMENT</b>													
5-02-13-050-00	Repair and Maintenance of Machinery and Equipment	RGO	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	130,000.00	130,000.00		Repair and maintenance of Machinery and Equipment
<b>REPRESENTATION EXPENSES</b>													
5-02-99-030-00	Purchase of Supplies & Materials, Foods for Trainings and Seminars & each Division Activities	RGO	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	30,000.00	30,000.00		Various Supplies, Materials used for graduation, meetings and other related activities
<b>RENT/LEASE EXPENSES</b>													
5-02-99-050-00	Rent/Lease Expenses	RGO	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	80,000.00	80,000.00		Rent/Lease Expenses
<b>GRAND TOTAL</b>										<b>1,356,250.00</b>	<b>1,356,250.00</b>		


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 Vice President for Administration and Finance

Approved:   
**NORDY D. SIASON, JR., Ed.D., CESO VI**  
 SUC President II

**Date Prepared: 8/15/2024**



## ANNUAL PROCUREMENT PLAN - FY 2025 FUND 164

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procure ment Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisemen t/Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)</b>													
<b>TRAINING AND CAPACITY BUILDING EXPENSES</b>													
5-02-02-010-00	Attendance to Trainings/Workshops/Forum/Fora/Capacity Building/Extension Activities	GASS/ Higher Ed. / Fiduciary / R&D / ESCD	No	NP-53.10 Lease of Real Property and Venue	As Needed	As Needed	As Needed	As Needed	Income	1,807,055.41	1,807,055.41		Attendance to Trainings/Workshops/Forum/Fora/Capacity Building/Extension Activities
<b>TRAVELING EXPENSES</b>													
5-02-01-010-00	Traveling Expenses	GASS/ Higher Ed. / Fiduciary / R&D	No		As Needed	As Needed	As Needed	As Needed	Income	2,320,360.00	2,320,360.00		Various Traveling Expenses
<b>OFFICE SUPPLIES EXPENSES</b>													
5-02-03-010-00	Procurement of Common-Use Office Supplies, Materials & Devices available at PS-DBM	GASS/ Higher Ed. / Units	No	NP-53.5 Agency-to-Agency	April 2025	April 2025	May 2025	May 2025	Income	102,008.19	102,008.19		Various Common-Use Supplies & Devices available at PS-DBM
5-02-03-010-00	Procurement of Common-Use Office Supplies, Materials & Devices not available at PS-DBM	GASS/ Higher Ed. / Fiduciary	No	Shopping	February 2025	February 2025	March 2025	March 2025	Income	512,353.24	512,353.24		Various Common-Use Supplies & Devices not available at PS-DBM
5-02-03-010-00	Purchase of ICT Supplies, Accessories and Devices	GASS/ Higher Ed. / Fiduciary	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	367,711.40	367,711.40		Various ICT Supplies, Accessories and Devices
5-02-03-010-00	Procurement of Printing Supplies (Printers)	GASS/ Higher Ed. / Fiduciary	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	254,126.66	254,126.66		Various Printing Supplies (Printers)
5-02-03-010-00	Procurement of Printing Supplies (Photocopiers)	GASS/ Higher Ed. / Fiduciary	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	114,560.00	114,560.00		Various Printing Supplies (Photocopiers)
<b>ANIMAL/ZOOLOGICAL SUPPLIES, MATERIALS, TOOLS, ACCESSORIES AND DEVICES</b>													
5-02-03-090-00	Procurement of Animal/Zoological Supplies, Materials, Tools, Accessories and Devices	Fiduciary / R&D	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	37,412.00	37,412.00		Various Animal/Zoological Supplies, Materials, Tools, Accessories and Devices



## ANNUAL PROCUREMENT PLAN - FY 2025 FUND 164

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procure ment Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisemen t/Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>AGRICULTURAL AND MARINE SUPPLIES, MATERIALS, TOOLS, ACCESSORIES AND DEVICES</b>													
5-02-03-100-00	Procurement of Agricultural and Marine Supplies, Materials, Tools, Accessories and Devices	GASS/ Higher Ed. / Fiduciary	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	111,920.00	111,920.00		Various Agricultural and Marine Supplies, Materials, Tools, Accessories and Devices
<b>MEDICAL AND DENTAL SUPPLIES AND MATERIALS</b>													
5-02-03-070-00	Purchase of Medical and Dental Supplies and Materials	Fiduciary	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	165,185.08	165,185.08		Various Medical and Dental Supplies and Materials
<b>LABORATORY SUPPLIES AND MATERIALS</b>													
5-02-03-130-00	Purchase of Laboratory Supplies and Materials	Higher Ed. / Fiduciary / R&D	No	Small Value Procurement	January 2025	January 2025	February 2025	February 2025	Income	192,838.73	192,838.73		Various Laboratory Supplies and Materials
<b>TEXTBOOK AND INSTRUCTIONAL MATERIALS</b>													
5-02-03-130-00	Purchase of Textbooks and Instructional Materials	GASS / Higher Ed.	No	Small Value Procurement	January 2025	January 2025	February 2025	February 2025	Income	55,000.00	55,000.00		Various Textbooks and Instructional Materials
<b>FUEL, OIL AND LUBRICANTS EXPENSES</b>													
5-02-03-090-00	Procurement of Diesel/Gasoline Fuel, Oil and Lubricants	GASS/ Higher Ed. / Fiduciary / R&D / ESCD	No	NP-53.14 Direct Retail Purchase of POL	Monthly	Monthly	Monthly	Monthly	Income	493,000.00	493,000.00		Diesel/Gasoline Fuel, Oil and Lubricants
<b>SEMI-EXPENDABLE OFFICE EQUIPMENT</b>													
5-02-03-210-02	Procurement of Semi-Expendable Office Equipment	Fiduciary	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	171,289.60	171,289.60		Various Semi-Expendable Office Equipment
<b>SEMI-EXPENDABLE INFORMATION AND COMMUNICATION TECHNOLOGY EQUIPMENT</b>													





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**ANNUAL PROCUREMENT PLAN - FY 2025**  
**FUND 164**

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procure ment Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisemen t/Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5-02-03-210-03	Procurement of Semi-Expendable Information and Communication Technology Equipment	GASS / Higher Ed. / Fiduciary / R&D	No	Competitive Bidding	April 2025	April 2025	May 2025	May 2025	Income	1,430,470.60	1,430,470.60		Various Semi-Expendable Information and Communication Technology Equipment
<b>SEMI-EXPENDABLE AGRICULTURAL, FISHERY AND FORESTRY EQUIPMENT</b>													
5-02-03-210-04	Procurement of Semi-Expendable Agricultural, Fishery and Forestry Equipment	Higher Ed.	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	23,360.00	23,360.00		Various Semi-Expendable Agricultural, Fishery and Forestry Equipment
<b>SEMI-EXPENDABLE COMMUNICATION EQUIPMENT</b>													
5-02-03-210-04	Procurement of Semi-Expendable Communication Equipment	Higher Ed. / Fiduciary	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	61,000.00	61,000.00		Various Semi-Expendable Communication Equipment
<b>SEMI-EXPENDABLE DISASTER RESPONSE AND RESCUE EQUIPMENT</b>													
5-02-03-210-08	Procurement of Semi-Expendable Disaster Response and Rescue Equipment	Higher Ed. / Fiduciary	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	1,612.80	1,612.80		Various Semi-Expendable Disaster Response and Rescue Equipment
<b>SEMI-EXPENDABLE MEDICAL EQUIPMENT</b>													
5-02-03-210-10	Procurement of Semi-Expendable Medical Equipment	Fiduciary	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	8,904.48	8,904.48		Various Semi-Expendable Medical Equipment
<b>SEMI-EXPENDABLE TECHNICAL AND SCIENTIFIC EQUIPMENT</b>													
5-02-03-210-13	Procurement of Semi-Expendable Technical and Scientific Equipment	Higher Ed. / Fiduciary / R&D	No	Small Value Procurement	March 2025	March 2025	April 2025	April 2025	Income	184,660.65	184,660.65		Various Semi-Expendable Technical and Scientific Equipment
<b>SEMI-EXPENDABLE OTHER MACHINERY &amp; EQUIPMENT</b>													



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**ANNUAL PROCUREMENT PLAN - FY 2025**  
**FUND 164**

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procure ment Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisemen t/Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5-02-03-210-99	Procurement of Semi-Expendable Other Machinery & Equipment	Higher Ed. / Fiduciary / R&D	No	Small Value Procurement	March 2025	March 2025	April 2025	April 2025	Income	150,672.80	150,672.80		Various Semi-Expendable Other Machinery & Equipment
<b>SEMI-EXPENDABLE FURNITURE AND FIXTURES EXPENSES</b>													
5-02-03-220-00	Procurement of Semi-Expendable Furnitures & Fixtures	GASS / Higher Ed. / Fiduciary / R&D	No	Competitive Bidding	March 2025	March 2025	April 2025	April 2025	Income	841,486.58	841,486.58		Various Semi-Expendable Furnitures & Fixtures
<b>SEMI-EXPENDABLE BOOKS EXPENSES</b>													
5-02-03-220-00	Procurement of Semi-Expendable Books	Higher Ed. / Fiduciary	No	Competitive Bidding	February 2025	February 2025	March 2025	March 2025	Income	600,000.00	600,000.00		Various Semi-Expendable Books
<b>OTHER SUPPLIES AND MATERIALS EXPENSES</b>													
5-02-03-990-00	Procurement of Other Supplies and Materials	GASS / Higher Ed. / Fiduciary	No	Competitive Bidding	February 2025	February 2025	March 2025	March 2025	Income	525,477.44	525,477.44		Various Other Supplies & Materials
5-02-03-990-00	Purchase of Janitorial Supplies and Materials	GASS / Higher Ed. / Fiduciary / R&D	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	164,093.29	164,093.29		Various Janitorial Supplies and Materials
5-02-03-990-00	Purchase of Housekeeping, Culinary, and F&B Supplies and Materials	Higher Ed. / Fiduciary	No	Small Value Procurement	February 2025	February 2025	March 2025	March 2025	Income	534,400.00	534,400.00		Various Housekeeping, Culinary, and F&B Supplies and Materials
5-02-03-990-00	Procurement of Construction and Hardware Materials	Fiduciary	No	Small Value Procurement	January 2025	January 2025	February 2025	February 2025	Income	14,000.00	14,000.00		Various Construction and Hardware Materials
5-02-03-990-00	Procurement of Sports Supplies and Materials	Fiduciary	No	Small Value Procurement	August 2025	August 2025	September 2025	September 2025	Income	135,700.00	135,700.00		Various Sports Supplies and Materials



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OFFICE OF BIDS AND AWARDS COMMITTEE

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**ANNUAL PROCUREMENT PLAN - FY 2025**  
**FUND 164**

Code (PAP)	Procurement 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 Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5-02-03-990-00	Procurement of Supplies and Materials/Rental of Costumes and Others for Cultural Activities	Fiduciary	No	Small Value Procurement	January 2025	January 2025	January 2025	January 2025	Income	160,000.00	160,000.00		Various Supplies and Materials/Rental of Costumes and Others for Cultural Activities
5-02-03-990-00	Procurement of Supplies and Materials, Uniform for SCUAA Activities	Fiduciary	No	Small Value Procurement	August 2025	August 2025	September 2025	September 2025	Income	329,700.00	329,700.00		Various Supplies and Materials, Uniform for SCUAA Activities
<b>COMMUNICATION EXPENSES</b>													
5-02-05-000-00	Communication Expenses	GASS / Higher Ed. / Fiduciary / R&D / ESCD	No	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Income	681,840.00	681,840.00		Communication Expenses for College Use.
<b>RESEARCH, EXPLORATION AND DEVELOPMENT EXPENSES</b>													
5-02-05-000-00	Conduct of Faculty Researches, Faculty/Student Research Presentation, Journal Publication and IPR	GASS / Higher Ed. / R&D	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	470,000.00	470,000.00		Faculty Researches, Faculty/Student Research Presentation, Journal Publication and IPR
<b>OTHER PROFESSIONAL SERVICES</b>													
5-02-11-990-00	Other Professional Services	GASS / Higher Ed. / Fiduciary	No	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	Monthly	Monthly	Monthly	Monthly	Income	2,382,500.00	2,382,500.00		To furnish the college the competent services base on their field of specialization
<b>OTHER GENERAL SERVICES</b>													
5-02-12-990-00	Other General Services/Job Orders	GASS/ Higher Ed. / Fiduciary / STO / R&D / ESCD	No	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Income	6,967,253.00	6,967,253.00		To furnish the college the competent services base on their expertise
<b>REPAIR AND MAINTENANCE - BUILDINGS AND OTHER STRUCTURES</b>													



## ANNUAL PROCUREMENT PLAN - FY 2025 FUND 164

Code (PAP)	Procurement 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 Project)
					Advertisemen t/Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5-02-13-040-02	Repair and Maintenance of School Buildings/University Facilities/Other Structures	GASS/ Higher Ed. / Fiduciary / R&D	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	1,205,200.00	1,205,200.00		Repair and Maintenance of School Buildings/University Facilities/Other Structures
<b>REPAIR AND MAINTENANCE - MACHINERY AND EQUIPMENT</b>													
5-02-13-050-00	Repair and Maintenance of Machinery and Equipment	GASS/ Higher Ed. / Fiduciary / STO / R&D	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	117,635.00	117,635.00		Repair and maintenance of Machinery and Equipment
<b>REPAIR AND MAINTENANCE - MOTOR VEHICLES</b>													
5-02-13-060-01	Repair and Maintenance of Motor Vehicles	GASS	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	221,000.00	221,000.00		Repair and maintenance of Motor Vehicles
<b>INSURANCE EXPENSES</b>													
5-02-15-030-00	Insurance Expenses	STO	No	Small Value Procurement	September 2025	September 2025	October 2025	October 2025	Income	240,000.00	240,000.00		Insurance Expenses for students, faculty and staff
<b>PRINTING AND PUBLICATION EXPENSES</b>													
5-02-99-030-00	Printing and Publication of Forms, Magazines/Tabloids, Modules, Testing Materials	Fiduciary	No	Small Value Procurement	January 2025	January 2025	February 2025	February 2025	Income	246,800.00	246,800.00		Various Forms, Magazines/Tabloids, Modules, Testing Materials
<b>REPRESENTATION EXPENSES</b>													
5-02-99-030-00	Purchase of Supplies & Materials, Foods for Trainings and Seminars & each Division Activities	GASS/ Higher Ed. / Fiduciary	No	Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	2,092,376.62	2,092,376.62		Various Supplies, Materials used for graduation, meetings and other related activities
<b>SUBSCRIPTION EXPENSES</b>													




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**ANNUAL PROCUREMENT PLAN - FY 2025**  
**FUND 164**

Code (PAP)	Procurement 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 Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5-02-99-070-00	Subscription of Journals/Newspaper/Online Databases, Electronic and Digital Resources (AV Materials)	Fiduciary	No	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	Monthly	Monthly	Monthly	Monthly	Income	40,000.00	40,000.00		Journals/Online Sources needed by all College Department
<b>OTHER MAINTENANCE AND OPERATING EXPENSES</b>													
5-02-03-010-00	Other Maintenance and Operating Expenses	GASS	No		As Needed	As Needed	As Needed	As Needed	Income	150,000.00	150,000.00		Other Maintenance and Operating Expenses
<b>CAPITAL OUTLAY</b>													
<b>MACHINERY AND EQUIPMENT OUTLAY</b>													
5-06-04-050-02	Procurement of Office Equipment	Fiduciary	No	Small Value Procurement	March 2025	March 2025	April 2025	April 2025	Income	50,432.00		50,432.00	Various Office Equipment
5-06-04-050-03	Purchase of Information and Communication Technology Equipment	GASS / Higher Ed. / Fiduciary	No	Competitive Bidding	March 2025	March 2025	April 2025	April 2025	Income	1,568,944.00		1,568,944.00	Various Information and Communication Technology Equipment
5-06-04-050-99	Purchase of Other Machinery and Equipment	R&D	No	Small Value Procurement	March 2025	March 2025	April 2025	April 2025	Income	182,495.43		182,495.43	Various Other Machinery and Equipment
<b>GRAND TOTAL</b>										<b>28,486,835.00</b>	<b>26,684,963.57</b>	<b>1,801,871.43</b>	

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Date Prepared: 8/15/2024

















