



REPUBLIC OF THE PHILIPPINES
ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY



Office of the Bids and Awards Committee

San Enrique, Iloilo | email: bac.isufstsec24@gmail.com

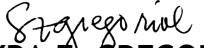
Website: www.iscof.edu.ph | Contact No.: 09233138288/09631083493

**ANNUAL PROCUREMENT PLAN
FY 2025**


SUMMARY OF FUND DISTRIBUTION

FUNDING SOURCE	MOOE	CAPITAL OUTLAY	TOTAL
FUND 101	4,984,000.00	25,000,000.00	29,984,000.00
FUND 164	21,341,680.00	1,035,200.00	22,376,880.00
FUND 161	907,200.00	180,000.00	1,087,200.00
Grand Total	27,232,880.00	26,215,200.00	53,448,080.00

Prepared by:


ZYRA E. GREGORIO
Member, BAC Secretariat

Concurred:


GIEFRED IAN P. PANIZA, EdD
BAC Chairman

Noted:


ENGR. REX D. DIAZ, DIT
Campus Administrator



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ANNUAL PROCUREMENT PLAN NO. 2025-01-02-00
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	
OFFICE SUPPLIES EXPENSES													
5-02-03-010-00	Procurement of Office Supplies, Equipment, Devices, Furniture & Fixtures	All Offices	YES	NP-53.5 Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	Income	1,376,572.75	1,376,572.75		Procurement of Office Supplies, Equipment, Devices, Furniture & Fixtures
5-02-03-010-00	Procurement of Other Supplies and Materials	All Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	579,180.24	579,180.24		Various other supplies and materials
MEDICAL, DENTAL, AND LABORATORY SUPPLIES													
5-02-03-080-00	Procurement of Medical, Dental, and Laboratory Supplies	Medical/Dental	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	82,510.56	82,510.56		Procurement of Medical, Dental, and Laboratory Supplies
AGRICULTURAL AND MARINE SUPPLIES													
5-02-03-100-00	Procurement of Agricultural Supplies	Selected Offices	YES	Competitive Bidding	As Needed	As Needed	As Needed	As Needed	Income	586,483.64	586,483.64		Procurement of Agricultural Supplies
SEMI-EXPENDABLE EQUIPMENT													
5-02-03-210-02	Procurement of Semi-Expendable Office Equipment	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	109,720.80	109,720.80		Various Semi-Expendable Office Equipment
5-02-03-210-03	Procurement of Semi-Expendable ICT Equipment	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	988,453.89	988,453.89		Various Semi-Expendable ICT Equipment
5-02-03-210-10	Procurement of Semi-Expendable Agricultural and Forestry Equipment	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	127,915.20	127,915.20		Various Semi-Expendable Agricultural and Forestry Equipment
5-02-03-210-10	Procurement of Semi-Expendable Communication Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Income	49,620.48	49,620.48		Procurement of Semi-Expendable Communication Equipment



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ANNUAL PROCUREMENT PLAN NO. 2025-01-02-00
FUND 164

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1-04-05-080-00	Procurement of Semi-Expendable Disaster Response and Rescue Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Income	24,393.60	24,393.60		Procurement of Semi-Expendable Disaster Response and Rescue Equipment
5-02-03-210-05	Procurement of Semi-Expendable Marine and Fishery Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Income	2,688.00	2,688.00		Various Semi-Expendable Marine and Fishery Equipment
1-04-05-190-00	Procurement of Semi-Expendable Other Machinery Equipment	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	291,494.60	291,494.60		Procurement of Semi-Expendable Other Machinery Equipment
5-02-03-210-12	Procurement of Semi-Expendable Sports Equipment	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	206,592.00	206,592.00		Various Semi-Expendable Sports Equipment
5-02-03-210-13	Procurement of Semi-Expendable Technical & Scientific Equipment	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	138,651.50	138,651.50		Various Semi-Expendable Technical & Scientific Equipment
5-02-03-220-01	Procurement of Semi-Expendable Furniture and Fixture	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	747,438.00	747,438.00		Various Semi-Expendable Furniture and Fixture
5-02-03-220-01	Procurement of Semi-Expendable Books	Library	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	480,000.00	480,000.00		Procurement of Semi-Expendable Books
REPAIRS AND MAINTENANCE													
5-02-13-020-99	Repairs and Maintenance of Other Land Improvements	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	20,000.00	20,000.00		Repairs and Maintenance of Other Land Improvements
5-02-13-040-01	Repairs and Maintenance of Buildings	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	1,910,417.22	1,910,417.22		Repairs and Maintenance of Buildings



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ANNUAL PROCUREMENT PLAN NO. 2025-01-02-00
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	
5-02-13-050-02	Repairs and Maintenance of Office Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	130,000.00	130,000.00		Repairs and Maintenance of Office Equipment
5-02-13-050-03	Repairs and Maintenance of ICT Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	141,701.20	141,701.20		Repairs and Maintenance of ICT Equipment
5-02-13-050-12	Repairs and Maintenance of Printing Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	10,000.00	10,000.00		Repairs and Maintenance of Printing Equipment
5-02-13-050-04	Repairs and Maintenance of Agricultural/Forestry Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	3,000.00	3,000.00		Repairs and Maintenance of Agricultural/Forestry Equipment
5-02-13-050-11	Repairs and Maintenance of Medical Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	10,000.00	10,000.00		Repairs and Maintenance of Medical Equipment
5-02-13-050-11	Repairs and Maintenance of Sports Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	10,046.54	10,046.54		Repairs and Maintenance of Sports Equipment
5-02-13-050-14	Repairs and Maintenance of Technical & Scientific Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	46,006.96	46,006.96		Repairs and Maintenance of Technical & Scientific Equipment
5-02-13-050-01	Repairs and Maintenance of Machinery and Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	7,500.00	7,500.00		Repairs and Maintenance of Machinery and Equipment



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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5-02-13-060-01	Repairs and Maintenance of Motor Vehicles	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	248,500.00	248,500.00		Repairs and Maintenance of Motor Vehicles
5-02-13-060-01	Repairs and Maintenance of Furniture and Fixtures	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	16,720.00	16,720.00		Repairs and Maintenance of Furniture and Fixtures
FUEL, OIL AND LUBRICANTS EXPENSES													
5-02-03-090-00	Fuel, Oil, and Lubricants Expenses	Admin/Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	360,620.00	360,620.00		Fuel, oil and lubricants expenses for university vehicles and other
WATER EXPENSES													
5-02-04-010-00	Water Expenses	Admin	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	Income	32,500.00	32,500.00		Water Expenses
ELECTRICITY EXPENSES													
5-02-04-020-00	Electricity Expenses	Admin/Selected Offices	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	Income	1,470,000.00	1,470,000.00		Electricity Expenses
POSTAGE AND COURIER EXPENSES													
5-02-05-010-00	Postage and Courier Expenses	Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	28,345.60	28,345.60		Postage and Courier Expenses
TELEPHONE EXPENSES													
5-02-05-020-00	Telephone Expenses	Admin/Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	415,000.00	415,000.00		Telephone Expenses



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FUND 164

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
SUBSCRIPTION EXPENSES													
5-02-99-070-00	Subscription expenses	Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	25,000.00	25,000.00		Subscription expenses
INTERNET SUBSCRIPTION EXPENSES													
5-02-05-030-00	Internet Subscription expenses	Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	715,500.00	715,500.00		Internet Subscription expenses
OTHER GENERAL SERVICES													
5-02-12-990-00	Other General Expenses/ Job Order	Admin/Selected Offices	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	Income	3,300,000.00	3,300,000.00		Other General Expenses/ Job Order
OTHER PROFESSIONAL SERVICES													
5-02-11-990-00	Other Professional Services	Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	1,231,470.80	1,231,470.80		Other Professional Services
LEGAL SERVICES													
5-02-11-990-00	Legal Services	Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	10,000.00	10,000.00		Legal Services
TRAVELING EXPENSES													
5-02-01-010-00	Traveling Expenses-Local	Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	1,592,515.08	1,592,515.08		Traveling Expenses-Local
5-02-01-020-00	Traveling Expenses-Foreign	Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	420,000.00	420,000.00		Traveling Expenses-Foreign



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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	
TRAINING EXPENSES													
5-02-02-010-00	Training Expenses (Student and Faculty)	Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	1,351,756.25	1,351,756.25		Training Expenses (Student and Faculty)
PRINTING AND PUBLICATION EXPENSES													
5-02-99-020-00	Printing and Publication Expenses	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Scheduled	As Scheduled	As Scheduled	As Scheduled	Income	428,758.49	428,758.49		Printing services for school paper and other publication
REPRESENTATION EXPENSES													
5-02-99-030-00	Representation Expenses	Selected Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	1,103,456.60	1,103,456.60		Representation Expenses
INSURANCE EXPENSES													
5-02-15-030-00	Insurance Expenses	OSA	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	146,500.00	146,500.00		Insurance Premiums for students
MEMBERSHIP DUES AND CONTRIBUTIONS													
5-02-99-060-00	Membership Dues and Contributions	OSA	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	14,650.00	14,650.00		Membership Dues and Contributions
LABOR AND WAGES													
5-02-16-010-00	Labor and Wages	Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	250,000.00	250,000.00		Labor and Wages



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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
SCHOLARSHIP GRANTS/EXPENSES													
5-02-02-020-00	Scholarship Grants/Expenses	Selected Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	100,000.00	100,000.00		Scholarship (Dissertation grant) for Faculty
EQUIPMENT													
5-02-99-070-00	Office Equipment	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	391,200.00		391,200.00	Various Office Equipment
5-02-99-070-00	ICT Equipment	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	593,000.00		593,000.00	Various ICT Equipment
5-02-99-070-00	Furniture and Fixtures	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	51,000.00		51,000.00	Various ICT Furniture and Fixtures
GRAND TOTAL										22,376,880.00	21,341,680.00	1,035,200.00	

Prepared by:

Zyra E. Gregorio
ZYRA E. GREGORIO
 Member, BAC Secretariat

Certified Correct:

Giefred Ian P. Paniza, EdD
GIEFRED IAN P. PANIZA, EdD
 BAC Chairperson

Pia P. Paz, DDM-ET
PIA P. PAZ, DDM-ET
 BAC Vice Chairperson

Nicanor G. Parreno, Jr., PhD
NICANOR G. PARREÑO, JR., PhD
 BAC Member

Weena J. Bulnes, EdD
WEENA J. BULNES, EdD
 BAC Member

Mariter S. Asur
MARITER S. ASUR
 BAC Member

Certified Funds Available/

Faith Marille S. Segura, CPA, CTT
FAITH MARILLE S. SEGURA, CPA, CTT
 Accountant II

Recommending Approval:

Engr. Rex D. Diaz, DIT
ENGR. REX D. DIAZ, DIT
 Campus Administrator

Approved:

JOHNY B. DOLOR, PhD
 Vice President for Administrative Affairs

NORDY D. SIASON JR., EdD, CESO VI
 SUC President II

Date Prepared: Augut 27,2024



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CONSOLIDATED PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) NO. 2025-01-02-00

Charged to: FUND 164
Projects, Programs and Activities (PAPs)

CODE	GENERAL DESCRIPTION	Quantity/ Size		ESTIMATED BUDGET	MODE OF PROCUREMENT	Schedule/Milestone of Activities												
						Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	
	Subtotal			391,200.00														
	Information and Communication Technology Equipment																	
	Desktop Computer (with complete accessories, i3,	5	unit	252,500.00	Competitive Bidding													
	Desktop Computer (with complete accessories, i5,	2	unit	140,000.00	Competitive Bidding													
	Laptop (i3, with genuine MS Office and OS)	1	unit	50,500.00	Competitive Bidding													
	Laptop (i5, with genuine MS Office and OS)	2	unit	150,000.00	Competitive Bidding													
	Subtotal			593,000.00														
	FURNITURE AND FIXTURES AND BOOKS																	
	Furniture and Fixtures																	
	Sala Set L Shaped	1	set	51,000.00	Competitive Bidding													
	Subtotal			51,000.00														
	TOTAL CAPITAL OUTLAY			1,035,200.00														

TOTAL BUDGET: 22,376,880.00

NOTE: Technical Specifications for each Item/ Project being proposed shall be submitted as part of the PPMP

Prepared by:

ZYRA B. GREGORIO
 Member, BAC Secretariat

Recommending Approval:

GIEFRES PAN P. PANIZA, EdD
 BAC Chairman

Approved:

ENGR. REX D. DIAZ, DIT
 Campus Administrator



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ANNUAL PROCUREMENT PLAN 2025-01-01-00

FUND 101

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
OFFICE SUPPLIES EXPENSES													
5-02-03-010-00	Procurement of Office Supplies, Equipment, Devices, Furniture & Fixtures, avail at PS	Selected Offices	YES	NP-53.5 Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	GoP	578,340.11	578,340.11		Common-Office Supplies Available at PS-DBM
5-02-03-010-00	Procurement of Office Supplies, Equipment, Devices, Furniture & Fixtures, NOT avail at PS	Selected Offices	YES	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	GoP	274,659.89	274,659.89		Various Common Office Supplies NOT available at PS-DBM
OTHER SUPPLIES AND MATERIALS EXPENSES													
5-02-03-010-00	Procurement of Other Supplies and Materials	Selected Offices	YES	Competitive Bidding	As Needed	As Needed	As Needed	As Needed	GoP	206,000.00	206,000.00		Various other supplies and materials
SEMI-EXPENDABLE EQUIPMENT													
5-02-03-220-00	Procurement of Semi-Expendable Furnitures and Fixtures	Selected Offices	YES	Competitive Bidding	As Needed	As Needed	As Needed	As Needed	GoP	666,000.00	666,000.00		Various Semi-Expendable Furnitures and Fixtures
FUEL, OIL, AND LUBRICANTS													
5-02-03-090-00	Fuel, Oil, and Lubricants Expenses	Admin	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	GoP	119,000.00	119,000.00		Fuel, oil and lubricants expenses for university vehicles and other machineries
ELECTRICITY EXPENSES													
5-02-04-020-00	Electricity Expenses	Admin	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	822,000.00	822,000.00		Electricity Expenses



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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
WATER EXPENSES													
5-02-04-010-00	Water Expenses	Admin	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	190,000.00	190,000.00		Water Expenses
TELEPHONE EXPENSES													
5-02-05-020-00	Telephone Expenses	Admin	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	60,000.00	60,000.00		Telephone Expenses/Subscription/Load Allowance
INTERNET SUBSCRIPTION EXPENSES													
5-02-05-030-00	Internet Subscription expenses	Admin	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	GoP	61,000.00	61,000.00		Internet Subscription expenses
OTHER GENERAL SERVICES													
5-02-12-990-00	Other General Services/ Job Order	Admin	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	GoP	398,000.00	398,000.00		Other General Services/ Job Order
REPAIRS AND MAINTENANCE													
5-02-13-040-02	Repairs and Maintenance of School Buildings	Admin	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	GoP	448,000.00	448,000.00		Repairs and Maintenance of School Buildings
TAXES, DUTIES, AND LICENSES													
5-02-15-010-00	Taxes, Duties, and Licenses	Admin	YES	Direct Contracting	As Scheduled	As Scheduled	As Scheduled	As Scheduled	GoP	17,000.00	17,000.00		Taxes, Duties, and Licenses
FIDELITY BOND PREMIUMS													
5-02-15-020-00	Fidelity Bond Premiums	Admin	YES	Direct Contracting	As Scheduled	As Scheduled	As Scheduled	As Scheduled	GoP	53,000.00	53,000.00		Fidelity Bond Premiums



REPUBLIC OF THE PHILIPPINES
ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY

Office of the Bids and Awards Committee

San Enrique, Iloilo | email: bac.isufstsec24@gmail.com
 Website: www.iscof.edu.ph | Contact No.: 09233138288/09631083493



ANNUAL PROCUREMENT PLAN 2025-01-01-00

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	
INSURANCE EXPENSES													
5-02-15-030-00	Insurance Expenses	Admin	YES	Direct Contracting	As Scheduled	As Scheduled	As Scheduled	As Scheduled	GoP	420,000.00	420,000.00		Insurance Premiums for students
REPRESENTATION EXPENSES													
5-02-99-030-00	Representation Expenses	All Offices	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	GoP	179,000.00	179,000.00		Representation Expenses
SUBSCRIPTION EXPENSES													
5-02-99-070-00	Subscription Expenses	All Offices	YES	NP-53.9 - Small Value	As Needed	As Needed	As Needed	As Needed	GoP	54,000.00	54,000.00		Subscription Expenses
OTHER MAINTENANCE AND OPERATING EXPENSES													
5-02-99-990-00	Other Maintenance and Operating Expenses	Medical and Dental Office	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	GoP	200,000.00	200,000.00		Other Maintenance and Operating Expenses of the University
TRAVELING EXPENSES													
5-02-01-010-00	Traveling Expenses-Local	All Offices	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	GoP	119,000.00	119,000.00		Traveling Expenses-Local
TRAINING EXPENSES													
5-02-02-010-00	Training Expenses	All Offices	YES	NP-53.10 Lease of Real Property and Venue	As Needed	As Needed	As Needed	As Needed	GoP	119,000.00	119,000.00		Seminars, trainings, webinars expenses



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ANNUAL PROCUREMENT PLAN 2025-01-01-00

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	
SCHOOL BUILDINGS													
5-06-04-040-02	Construction of Hospitality Management Training Hub	Admin	YES	Competitive Bidding	Dec-24	Dec-24	Jan-25	Jan-25	GoP	25,000,000.00		25,000,000.00	Construction of Hospitality Management Training Hub
GRAND TOTAL										29,984,000.00	4,984,000.00	25,000,000.00	

Prepared by:

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ZYRA E. GREGORIO
 Member, BAC Secretariat

Certified Correct:

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Nicanor G. Parreno, Jr.
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Certified Funds Available/

Certified Appropriate Funds Available:

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FAITH MARILLE S. SEGURA, CPA, CTT
 Accountant II

Recommending Approval:

Engr. Rex D. Diaz
ENGR. REX D. DIAZ, DIT
 Campus Administrator

Approved:

JOHNY B. DOLOR, PhD
 Vice President for Administrative Affairs

NORDY D. SIASON JR., EdD, CESO VI
 SUC President II

Date Prepared: August 27, 2024

APP-CSE 2025 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Modernized Philippine Government Electronic Procurement System (mPhilGEPS) will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the mPhilGEPS and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/adeqO>. Instructions on how to fill-out is included in the reminders of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's mPhilGEPS account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGEPS account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: The APP-CSE for FY 2025 must be submitted on or before **31 July 2024**.

Department/Bureau/Office: ISUFST - San Enrique Campus
Region: 37
Address: Poblacion Itaya, San Enrique Iloilo

Agency Code/UACS: 80670103120
Organization Type: SUC

Contact Person: GIEFRED IAN P. PANIZA
Position: SAC CHAIRMAN
E-mail: giap.paniza2@gmail.com
Telephone/Mobile Nos: (033)327-3405/09233138288/096311


Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	2	0	0	2	100.86	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	50.43	100.86
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	19	0	0	19	6,784.71	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	19	357.09	6,784.71
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, A4 size	piece	14	10	0	24	843.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	35.16	843.84
4	60121413-CB-P02	CLEARBOOK, Legal size	piece	5	0	0	5	181.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	36.36	181.80
5	60121534-ER-P01	ERASER, plastic/rubber	piece	2	0	0	2	16.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	8.26	16.52
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	30	0	0	30	666.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	22.20	666.00
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	3	0	0	3	134.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	44.72	134.16
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	20	0	0	20	444.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	22.20	444.00
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	13	0	0	13	581.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	13	44.72	581.36
BATTERIES AND CELLS AND ACCESSORIES																										
18	26111702-8T-A02	BATTERY, dry cell, size AA	pack	17	0	0	17	348.33	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	17	20.49	348.33
19	26111702-8T-A01	BATTERY, dry cell, size AAA	pack	3	0	0	3	55.02	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	18.34	55.02
CLEANING EQUIPMENT AND SUPPLIES																										
20	47131812-AF-A01	AIR FRESHENER	can	32	0	0	32	2,793.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	32	87.31	2,793.92
21	47131604-BR-S01	BROOM (Walis Tambo)	piece	20	0	0	20	2,496.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	124.80	2,496.00
22	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	20	0	0	20	520.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	26.00	520.00
23	47131826-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	9	0	0	9	374.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	41.60	374.40
25	47131811-DE-B02	DETERGENT BAR	piece	39	0	0	39	364.26	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	39	9.34	364.26
26	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	21	0	0	21	1,135.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21	54.08	1,135.68
27	47131803-DS-A01	DISINFECTANT SPRAY	can	21	0	0	21	2,937.69	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21	139.89	2,937.69
28	47131601-DU-P01	DUST PAN	piece	21	0	0	21	982.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21	46.80	982.80
31	73101612-HS-L01	HAND SOAP, liquid, 500mL	bottle	28	0	0	28	1,202.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	28	42.95	1,202.60
32	47121604-MP-B01	MOP BUCKET	unit	5	6	0	11	25,168.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	2,288.00	25,168.00
35	47121701-TB-P04	TRASHBAG, XXL size	roll/pack	17	17	0	34	4,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	34	130.00	4,420.00
36	47121701-TB-P05	TRASHBAG, Large size	roll/pack	2	0	0	2	118.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	59.28	118.56
37	47121701-TB-P06	TRASHBAG, XL size	roll/pack	2	0	0	2	185.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	92.56	185.12
38	47121702-WB-P01	WASTEBASKET	piece	11	0	0	11	480.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	43.68	480.48
FILMS																										

41	13111203-AC-F01	ACETATE	roll	3	0	0	0	3	3,731.52	0	0	0	0	0.00	0	0	0	0	0.00	3	1,243.84	3,731.52
42	13111201-CF-P02	CARBON FILM, Legal size	box	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	351.83	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																						
53	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	3	0	0	0	3	9,044.88	0	0	0	0	0.00	0	0	0	0	0.00	3	3,014.96	9,044.88
54	43202010-FD-U04	FLASH DRIVE	piece	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	152.74	0.00
57	43211708-MO-C02	COMPUTER MOUSE, Wireless	unit	6	0	0	0	6	971.52	0	0	0	0	0.00	0	0	0	0	0.00	6	161.92	971.52
58	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																						
61	31201610-GL-X02	GLUE, all-purpose	bottle	18	18	0	0	36	2,237.04	0	0	0	0	0.00	0	0	0	0	0.00	36	62.14	2,237.04
62	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	10	0	0	0	10	364.00	0	0	0	0	0.00	0	0	0	0	0.00	10	36.40	364.00
63	31151804-SW-S01	STAPLE WIRE, standard	box	2	0	0	0	2	47.52	0	0	0	0	0.00	0	0	0	0	0.00	2	23.76	47.52
64	31201502-TA-E02	TAPE, electrical	roll	2	0	0	0	2	38.90	0	0	0	0	0.00	0	0	0	0	0.00	2	19.45	38.90
65	31201503-TA-M01	TAPE, masking, 24mm	roll	27	0	0	0	27	1,503.36	0	0	0	0	0.00	0	0	0	0	0.00	27	55.68	1,503.36
66	31201503-TA-M02	TAPE, masking, 48 mm	roll	23	0	0	0	23	2,786.68	0	0	0	0	0.00	0	0	0	0	0.00	23	121.16	2,786.68
67	31201517-TA-P01	TAPE, packaging, 48 mm	roll	12	0	0	0	12	268.32	0	0	0	0	0.00	0	0	0	0	0.00	12	22.36	268.32
68	31201512-TA-T01	TAPE, transparent, 24mm	roll	33	36	0	0	69	1,219.92	0	0	0	0	0.00	0	0	0	0	0.00	69	17.68	1,219.92
69	31201512-TA-T02	TAPE, transparent, 48 mm	roll	20	20	0	0	40	902.80	0	0	0	0	0.00	0	0	0	0	0.00	40	22.57	902.80
MEASURING AND OBSERVING AND TESTING EQUIPMENT																						
71	41111604-RU-P02	RULER, plastic, 450mm	piece	8	0	0	0	8	159.44	0	0	0	0	0.00	0	0	0	0	0.00	8	19.93	159.44
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																						
75	44101807-CA-C01	CALCULATOR, Compact	unit	7	7	0	0	14	3,300.78	0	0	0	0	0.00	0	0	0	0	0.00	14	235.77	3,300.78
77	44122105-BF-C01	CLIP, backfold, 19mm	box	22	22	0	0	44	411.84	0	0	0	0	0.00	0	0	0	0	0.00	44	9.36	411.84
78	44122105-BF-C02	CLIP, backfold, 25mm	box	20	24	0	0	44	686.40	0	0	0	0	0.00	0	0	0	0	0.00	44	15.60	686.40
79	44122105-BF-C03	CLIP, backfold, 32mm	box	26	26	0	0	52	1,730.56	0	0	0	0	0.00	0	0	0	0	0.00	52	33.28	1,730.56
80	44122105-BF-C04	CLIP, backfold, 50mm	box	30	30	0	0	60	3,619.20	0	0	0	0	0.00	0	0	0	0	0.00	60	60.32	3,619.20
81	44121801-CT-R02	CORRECTION TAPE	piece	50	50	0	0	100	1,350.00	22	0	0	22	297.00	0	0	0	0	0.00	122	13.50	1,647.00
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	23	0	0	0	23	729.56	0	0	0	0	0.00	0	0	0	0	0.00	23	31.72	729.56
83	44111515-OF-B01	DATA FILE BOX	piece	49	40	0	0	89	12,984.21	0	0	0	0	0.00	0	0	0	0	0.00	89	145.89	12,984.21
85	44103202-OS-M01	DATER STAMP	piece	8	0	0	0	8	3,479.60	0	0	0	0	0.00	0	0	0	0	0.00	8	434.95	3,479.60
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	1	0	0	0	1	939.95	0	0	0	0	0.00	0	0	0	0	0.00	1	939.95	939.95
90	44121506-EN-M02	ENVELOPE, Mailing	box	1	0	0	0	1	432.52	0	0	0	0	0.00	0	0	0	0	0.00	1	432.52	432.52
93	44122118-FA-P01	FASTENER	box	10	0	0	0	10	946.40	0	0	0	0	0.00	0	0	0	0	0.00	10	94.64	946.40
105	44121716-MA-F01	MARKER, Fluorescent	set	5	0	0	0	5	155.55	0	0	0	0	0.00	0	0	0	0	0.00	5	31.11	155.55
106	44121708-MP-B01	MARKER, Permanent, Black	piece	25	24	0	0	49	405.23	0	0	0	0	0.00	0	0	0	0	0.00	49	8.27	405.23
107	44121708-MP-B02	MARKER, Permanent, Blue	piece	16	0	0	0	16	132.32	0	0	0	0	0.00	0	0	0	0	0.00	16	8.27	132.32
108	44121708-MP-B03	MARKER, Permanent, Red	piece	5	0	0	0	5	41.35	0	0	0	0	0.00	0	0	0	0	0.00	5	8.27	41.35
109	44121708-MW-B01	MARKER, Whiteboard, Black	piece	100	105	0	0	205	1,978.25	0	0	0	0	0.00	0	0	0	0	0.00	205	9.65	1,978.25
110	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	40	45	0	0	85	820.25	0	0	0	0	0.00	0	0	0	0	0.00	85	9.65	820.25
111	44121708-MW-B03	MARKER, Whiteboard, Red	piece	5	0	0	0	5	48.25	0	0	0	0	0.00	0	0	0	0	0.00	5	9.65	48.25
112	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	25	25	0	0	50	441.00	0	0	0	0	0.00	0	0	0	0	0.00	50	8.82	441.00
113	44122104-PC-X02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	26	22	0	0	48	934.08	0	0	0	0	0.00	0	0	0	0	0.00	48	19.46	934.08
116	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	25	0	0	0	25	1,117.75	0	0	0	0	0.00	0	0	0	0	0.00	25	44.71	1,117.75
117	44121619-PS-M01	PENCIL SHARPENER	piece	10	0	0	0	10	2,360.80	0	0	0	0	0.00	0	0	0	0	0.00	10	236.08	2,360.80
118	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	6	0	0	0	6	923.52	0	0	0	0	0.00	0	0	0	0	0.00	6	153.92	923.52
119	44122101-RU-B01	RUBBER BAND No. 18	box	1	0	0	0	1	135.20	0	0	0	0	0.00	0	0	0	0	0.00	1	135.20	135.20
120	44121905-SP-F01	STAMP PAD, felt	piece	15	0	0	0	15	598.80	0	0	0	0	0.00	0	0	0	0	0.00	15	39.92	598.80
121	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	20	19	0	0	39	2,555.28	0	0	0	0	0.00	0	0	0	0	0.00	39	65.52	2,555.28
122	44121615-ST-S01	STAPLER, standard type	piece	14	13	0	0	27	5,335.20	0	0	0	0	0.00	0	0	0	0	0.00	27	197.60	5,335.20
124	44121613-SR-P02	STAPLE REMOVER, piler-type	piece	10	0	0	0	10	465.10	0	0	0	0	0.00	0	0	0	0	0.00	10	46.51	465.10
125	44121605-TD-T01	TAPE DISPENSER, table top	piece	12	0	0	0	12	930.96	0	0	0	0	0.00	0	0	0	0	0.00	12	77.58	930.96
PAPER MATERIALS AND PRODUCTS																						
126	14111525-CA-A01	CARTOLINA, assorted colors	pack	1	0	0	0	1	83.72	0	0	0	0	0.00	0	0	0	0	0.00	1	83.72	83.72


129	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	30	31	0	61	2,260.66	0	0	0	0	0.00	0	0	0	0	0.00	61	37.06	2,260.66
130	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	25	24	0	49	2,904.72	0	0	0	0	0.00	0	0	0	0	0.00	49	59.28	2,904.72
131	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	33	35	0	68	3,536.00	0	0	0	0	0.00	0	0	0	0	0.00	68	52.00	3,536.00
133	14111507-PP-M01	PAPER, MULTICOPIY A4	ream	20	26	0	46	9,834.80	0	0	0	0	0.00	0	0	0	0	0.00	46	213.80	9,834.80
134	14111507-PP-M02	PAPER, MULTICOPIY LEGAL	ream	20	0	0	20	4,659.20	0	0	0	0	0.00	0	0	0	0	0.00	20	232.96	4,659.20
139	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	16	0	0	16	1,467.20	0	0	0	0	0.00	0	0	0	0	0.00	16	91.70	1,467.20
141	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	10	0	0	10	338.00	0	0	0	0	0.00	0	0	0	0	0.00	10	33.80	338.00
142	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	94	94	0	188	18,769.92	0	0	0	0	0.00	0	0	0	0	0.00	188	99.84	18,769.92
PERFUMES OR COLOGNES OR FRAGRANCES																					
143	53131626-HS-S01	HAND SANITIZER	bottle	20	11	0	31	2,637.48	0	0	0	0	0.00	0	0	0	0	0.00	31	85.08	2,637.48
PESTICIDES OR PEST REPELLENTS																					
144	10191509-IN-A01	INSECTICIDE	can	10	0	0	10	1,393.60	0	0	0	0	0.00	0	0	0	0	0.00	10	139.36	1,393.60
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																					
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	25	23	0	48	11,131.20	0	0	0	0	0.00	0	0	0	0	0.00	48	231.90	11,131.20
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	21	22	0	43	10,414.60	0	0	0	0	0.00	0	0	0	0	0.00	43	242.20	10,414.60
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	21	22	0	43	10,414.60	0	0	0	0	0.00	0	0	0	0	0.00	43	242.20	10,414.60
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	21	22	0	43	10,414.60	0	0	0	0	0.00	0	0	0	0	0.00	43	242.20	10,414.60
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
1	80141505-TS-001	BALLPEN	piece	150	71	0	221	2,210.00	100	0	0	100	1,000.00	0	0	0	0	0.00	321	10.00	3,210.00
4	80141505-TS-004	STICKER PAPER	pack	34	34	0	68	4,080.00	0	0	0	0	0.00	0	0	0	0	0.00	68	60.00	4,080.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	48	0	0	48	1,920.00	0	0	0	0	0.00	0	0	0	0	0.00	48	40.00	1,920.00
6	80141505-TS-006	PHOTO PAPER	pack	27	0	0	27	1,814.40	0	0	0	0	0.00	0	0	0	0	0.00	27	67.20	1,814.40
7	80141505-TS-007	BLEACHING SOLUTION	bottle	8	0	0	8	2,208.00	0	0	0	0	0.00	0	0	0	0	0.00	8	276.00	2,208.00
16	80141505-TS-016	DISHWASHING LIQUID	bottle	15	0	0	15	1,710.00	0	0	0	0	0.00	0	0	0	0	0.00	15	114.00	1,710.00
17	80141505-TS-017	PLASTIC FASTENER	box	40	0	0	40	1,584.00	0	0	0	0	0.00	0	0	0	0	0.00	40	39.60	1,584.00
20	80141505-TS-020	EXTENSION CORD	piece	5	0	0	5	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	5	300.00	1,500.00
23	80141505-TS-023	BOND PAPER	ream	197	197	197	591	138,936.95	197	197	198	592	139,172.04	0	0	0	0	0.00	1183	235.09	278,108.99
24	80141505-TS-024	PUSH PIN	pack	2	0	0	2	100.00	0	0	0	0	0.00	0	0	0	0	0.00	2	50.00	100.00
25	80141505-TS-025	DOOR MAT	piece	20	20	0	40	4,800.00	0	0	0	0	0.00	0	0	0	0	0.00	40	120.00	4,800.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	10	0	0	10	180.00	0	0	0	0	0.00	0	0	0	0	0.00	10	18.00	180.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	50	50	50	150	1,039.58	66	0	0	66	457.42	0	0	0	0	0.00	216	6.93	1,497.00
28	80141505-TS-028	DEODORANT CAKE	piece	35	0	0	35	2,310.00	0	0	0	0	0.00	0	0	0	0	0.00	35	66.00	2,310.00
42	80141505-TS-042	GLUE GUN	unit	5	6	0	11	3,108.13	0	0	0	0	0.00	0	0	0	0	0.00	11	282.56	3,108.13
46	80141505-TS-046	KEYBOARD	unit	1	0	0	1	474.00	0	0	0	0	0.00	0	0	0	0	0.00	1	474.00	474.00
A. TOTAL																				P	525,763.73
B. ADDITIONAL PROVISION FOR INFLATION (10% OF TOTAL)																				P	52,576.37
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																				P	-
D. GRAND TOTAL (A + B+ C)																				P	578,340.11
E. APPROVED BUDGET BY THE AGENCY HEAD																					
In Figures and Words:																					

We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:


LOUIE GRACE P. ALVIROR
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:


FAITH MARILLE S. SEGURA, CPA, CTT
Accountant / Budget Officer

Approved by:


ENGR. REX D. DIAZ, DT
Head of Office/Agency

Date Prepared: July 29, 2024

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM - Other Items

AGENCY CODE/UACS:

AGENCY NAME:

ORGANIZATION TYPE:

REGION:

ADDRESS:

CONTACT PERSON:

DESIGNATION:

EMAIL:

CONTACT NUMBER:

INTRODUCTION:
REMARKS:

This form shall be utilized by government agencies for items that are not available in the PS-DBM catalogue but are regularly purchased from other sources. Information given in this form will serve as a survey to identify the items that may be considered as CSE by the PS-DBM.


- The APP-CSE 2025 Form - Other Items must be accomplished using Excel ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which can be downloaded in the PS-DBM website (www.ps-phillips.gov.ph).
- All information must be provided accurately.
- To fill-out, find the item in the "List of Items - 1" tab of this file then type the desired product in the search bar (working only for Microsoft Excel 2013 or higher). Copy the description, right click then PASTE AS VALUES in the dedicated column of the form "Item Description". You may also use the "List of Items - 2" then press CTRL + F to find the item. If it is necessary to input the details of the product, you may type it in the "Specification" column provided inside the item description. The first one hundred (100) rows are dedicated only for this procedure, while the remaining rows is open for editing. You can insert additional rows after the first 100 if necessary.
- Upload the APP-CSE 2025 Form - Other Items through the Google Forms Link: <https://docs.google.com/forms/d/1u3t1382809631083493/edit>.
- For the further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954428 (Smart) or 0962-8255199 (Smart), or email appcse.helpdesk@ps-phillips.gov.ph, or visit the PS-DBM website (www.ps-phillips.gov.ph) for the guide on how to fill-out the APP-CSE.
- The APP-CSE for FY 2025 must be submitted on or before July 31, 2024.


No.	UNSPSC	Item Description	Specification <i>(Input specific features or composition of the item such as dimensions, color, or functions)</i>	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year					
					Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug				Sept	Q3	Q3 AMOUNT	Oct	Nov
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																								
1	-	Flash Drive (16 GB)	ICT Supplies	piece	2			2	1,173.60					0	0.00					0	0.00	2	586.80	1,173.60
2	-	Flash Drive (1TB, shock proof)	ICT Supplies	piece	2			2	1,344.00					0	0.00					0	0.00	2	672.00	1,344.00
3	-	Flashdrive (8GB)	ICT Supplies	piece	2			2	837.60					0	0.00					0	0.00	2	418.80	837.60
4	-	HDMI Adapter (Laptop and Desktop)	ICT Supplies	piece	2			2	672.00					0	0.00					0	0.00	2	336.00	672.00
5	-	HDMI to VGA Adapter	ICT Supplies	piece	1			1	307.00					0	0.00					0	0.00	1	307.00	307.00
6	-	House (Optical, USB Connection Type)	ICT Supplies	piece	2			2	468.00					0	0.00					0	0.00	2	234.00	468.00
7	-	Mousepad	ICT Supplies	piece	1			1	180.00					0	0.00					0	0.00	1	180.00	180.00
8	-	Power Supply	ICT Supplies	piece	2			2	9,838.00					0	0.00					0	0.00	2	9,838.00	9,838.00
9	-	USB Extension Port (5-w-1)	ICT Supplies	piece	1			1	582.00					0	0.00					0	0.00	1	582.00	582.00
10	-	USB to HDMI Adapter	ICT Supplies	piece	1			1	334.80					0	0.00					0	0.00	1	334.80	334.80
11	-	Board paper (10", long)	Office Supplies	pack	33			33	1,227.60					0	0.00					0	0.00	33	37.20	1,227.60
12	-	Board paper (10", short)	Office Supplies	pack	33			33	1,069.20					0	0.00					0	0.00	33	32.40	1,069.20
13	-	Brown envelope (A4)	Office Supplies	piece	140			140	560.00					0	0.00					0	0.00	140	4.00	560.00
14	-	Brown envelope (long)	Office Supplies	piece	14			14	4,900.00					0	0.00					0	0.00	14	350.00	4,900.00
15	-	Certificate holder (A4)	Office Supplies	piece	17			17	3,060.00					0	0.00					0	0.00	17	180.00	3,060.00
16	-	Certificate holder (short)	Office Supplies	piece	11			11	1,782.00					0	0.00					0	0.00	11	162.00	1,782.00
17	-	Cutter blade (10", big)	Office Supplies	tube	16			16	345.60					0	0.00					0	0.00	16	21.60	345.60
18	-	Document tray organizer (2 layer)	Office Supplies	piece	9			9	3,607.20					0	0.00					0	0.00	9	400.80	3,607.20
19	-	Eraser (red, for blackboard/whiteboard)	Office Supplies	piece	2			2	18.00					0	0.00					0	0.00	2	18.00	36.00
20	-	Expanded folder (long)	Office Supplies	piece	271	121		271	3,252.00					0	0.00					0	0.00	271	12.00	3,252.00
21	-	Glue (super glue)	Office Supplies	tube	13			13	1,201.20					0	0.00					0	0.00	13	92.40	1,201.20
22	-	Highlighter pen (assorted colors)	Office Supplies	piece	70			70	1,050.00					0	0.00					0	0.00	70	15.00	1,050.00
23	-	Index Tab (self adhesive,transparent)	Office Supplies	box	1			1	112.80					0	0.00					0	0.00	1	112.80	112.80
24	-	Index tab (matte, 145 gm, A4)	Office Supplies	pack	2			2	134.40					0	0.00					0	0.00	2	67.20	134.40
25	-	Long range stapler	Office Supplies	piece	1			1	350.00					0	0.00					0	0.00	1	350.00	350.00
26	-	Photo frame (A4)	Office Supplies	piece	5			5	672.00					0	0.00					0	0.00	5	134.40	672.00
27	-	Ring binder (1/2")	Office Supplies	piece	30			30	396.00					0	0.00					0	0.00	30	13.20	396.00
28	-	Ring binder (3/4")	Office Supplies	piece	160			160	3,840.00					0	0.00					0	0.00	160	24.00	3,840.00
29	-	Ring binder (1")	Office Supplies	piece	180			180	7,128.00					0	0.00					0	0.00	180	39.60	7,128.00
30	-	Ring binder (1 1/2")	Office Supplies	piece	6			6	331.20					0	0.00					0	0.00	6	55.20	331.20
31	-	Sign pen (0.4, black)	Office Supplies	piece	194			194	4,656.00					0	0.00					0	0.00	194	24.00	4,656.00
32	-	Sign pen (0.4, blue)	Office Supplies	piece	154			154	3,696.00					0	0.00					0	0.00	154	24.00	3,696.00
33	-	Sign pen (1.0, black)	Office Supplies	piece	10			10	948.00					0	0.00					0	0.00	10	94.80	948.00
34	-	Sign pen (1.0, blue)	Office Supplies	piece	10			10	948.00					0	0.00					0	0.00	10	94.80	948.00
35	-	Sign pen (black, 0.5mm)	Office Supplies	piece	130			130	3,120.00					0	0.00					0	0.00	130	24.00	3,120.00
36	-	Sign pen (blue, 0.5mm)	Office Supplies	piece	47			47	1,128.00					0	0.00					0	0.00	47	24.00	1,128.00
37	-	Sign pen (red, 0.5mm)	Office Supplies	piece	11			11	264.00					0	0.00					0	0.00	11	24.00	264.00
38	-	Special paper (long, 20%)	Office Supplies	piece	7			7	394.80					0	0.00					0	0.00	7	56.40	394.80
39	-	Special paper (short, 20%)	Office Supplies	piece	10			10	468.00					0	0.00					0	0.00	10	46.80	468.00
40	-	Stamp Pad Ink (50ml,Purple/Violet)	Office Supplies	bottle	13			13	234.00					0	0.00					0	0.00	13	18.00	234.00
41	-	Staple Wire (#10)	Office Supplies	box	6			6	50.40					0	0.00					0	0.00	6	8.40	50.40
42	-	Staple Wire (#25)	Office Supplies	box	71			71	3,322.80					0	0.00					0	0.00	71	46.80	3,322.80
43	-	Tape (duct tape)	Office Supplies	roll	121			121	1,452.00					0	0.00					0	0.00	121	12.00	1,452.00
44	-	Diploma Jacket, A4	Office Supplies	piece	20			20	934.67					0	0.00					0	0.00	20	46.73	934.67
45	-	Folder (White) Long	Office Supplies	piece	160	50		210	2,100.00					0	0.00					0	0.00	210	10.00	2,100.00
46	-	PVC Cover	Office Supplies	pack	3			3	2,040.00					0	0.00					0	0.00	3	680.00	2,040.00
47	-	Folder size A4 (white)	Office Supplies	pack	3			3	690.00					0	0.00					0	0.00	3	230.00	690.00
48	-	Folder size lang (white)	Office Supplies	pack	1			1	260.00					0	0.00					0	0.00	1	260.00	260.00
49	-	Sign Pen 0.7mm	Office Supplies	box	2			2	700.00					0	0.00					0	0.00	2	350.00	700.00
50	-	Paper Cutter Wood Base	Office Supplies	unit	1			1	1,764.93					0	0.00					0	0.00	1	1,764.93	1,764.93
51	-	Clamp On Ammeter, 0-300Amp	Office Supplies	piece	1			1	3,000.87					0	0.00					0	0.00	1	3,000.87	3,000.87
52	-	Multi-Tester, High Quality	Office Supplies	piece	1			1	2,517.00					0	0.00					0	0.00	1	2,517.00	2,517.00
53	-	Caution tape	Office Supplies	piece	1			1	417.00					0	0.00					0	0.00	1	417.00	417.00

54	-	Screw Driver, 10 pcs	Office Supplies	piece	1		1	817.00			0	0.00			0	0.00			0	0.00	1	817.00	817.00
55	-	Puncher (3 holes, HD)	Office Supplies	piece	1		1	2,359.87			0	0.00			0	0.00			0	0.00	1	2,359.87	2,359.87
56	-	Epson 001 (black)	Printing Supplies(printers)	bottle	10		10	4,000.00			0	0.00			0	0.00			0	0.00	10	4,000.00	4,000.00
57	-	Epson 001 (cyan)	Printing Supplies(printers)	bottle	14		14	5,600.00			0	0.00			0	0.00			0	0.00	14	400.00	5,600.00
58	-	Epson 001 (magenta)	Printing Supplies(printers)	bottle	14		14	5,600.00			0	0.00			0	0.00			0	0.00	14	400.00	5,600.00
59	-	Epson 001 (yellow)	Printing Supplies(printers)	bottle	17		17	6,800.00			0	0.00			0	0.00			0	0.00	17	400.00	6,800.00
60	-	Epson 003 (black)	Printing Supplies(printers)	bottle	90		90	36,000.00			0	0.00			0	0.00			0	0.00	90	400.00	36,000.00
61	-	Epson 003 (cyan)	Printing Supplies(printers)	bottle	51		51	20,400.00			0	0.00			0	0.00			0	0.00	51	400.00	20,400.00
62	-	Epson 003 (magenta)	Printing Supplies(printers)	bottle	49		49	19,600.00			0	0.00			0	0.00			0	0.00	49	400.00	19,600.00
63	-	Epson 003 (yellow)	Printing Supplies(printers)	bottle	42		42	16,800.00			0	0.00			0	0.00			0	0.00	42	400.00	16,800.00
64	-	Epson LX310 ribbon	Printing Supplies(printers)	bottle	13		13	4,365.16			0	0.00			0	0.00			0	0.00	13	335.78	4,365.16
65	-	INK CARTRIDGE, Canon PEXMA 790, black	Printing Supplies(printers)	cart	4		4	2,600.00			0	0.00			0	0.00			0	0.00	4	650.00	2,600.00
66	-	INK CARTRIDGE, Canon PEXMA 790- colored	Printing Supplies(printers)	cart	3		3	1,650.00			0	0.00			0	0.00			0	0.00	3	550.00	1,650.00
67	-	Schneeier MP2014 Toner (YELLOW)	Printing Supplies(photocopier)	cart	3		3	15,300.00			0	0.00			0	0.00			0	0.00	3	5,100.00	15,300.00
68	-	Bath Soap	Janitorial Supplies	piece	30		30	969.00			0	0.00			0	0.00			0	0.00	30	32.30	969.00
69	-	Boots (rubber, size 10)	Janitorial Supplies	pair	2		2	600.00			0	0.00			0	0.00			0	0.00	2	300.00	600.00
70	-	Boots (rubber, size 11)	Janitorial Supplies	pair	4		4	1,320.00			0	0.00			0	0.00			0	0.00	4	330.00	1,320.00
71	-	Broom (for cobwebs)	Janitorial Supplies	piece	7		7	1,638.00			0	0.00			0	0.00			0	0.00	7	234.00	1,638.00
72	-	Cloth Duster	Janitorial Supplies	piece	5		5	1,140.00			0	0.00			0	0.00			0	0.00	5	228.00	1,140.00
73	-	Dipper (big, plastic)	Janitorial Supplies	piece	3		3	398.00			0	0.00			0	0.00			0	0.00	3	66.00	398.00
74	-	Glass cleaner	Janitorial Supplies	bottle	4		4	600.00			0	0.00			0	0.00			0	0.00	4	150.00	600.00
75	-	Hand Towel	Janitorial Supplies	piece	9		9	486.00			0	0.00			0	0.00			0	0.00	9	54.00	486.00
76	-	Muratic Acid	Janitorial Supplies	gallon	12		12	5,472.00			0	0.00			0	0.00			0	0.00	12	456.00	5,472.00
77	-	sack	Janitorial Supplies	piece	40		40	600.00			0	0.00			0	0.00			0	0.00	40	15.00	600.00
78	-	Toilet brush	Janitorial Supplies	piece	16		16	2,388.00			0	0.00			0	0.00			0	0.00	16	138.00	2,388.00
79	-	Toilet pump	Janitorial Supplies	piece	12		12	1,122.11			0	0.00			0	0.00			0	0.00	12	93.51	1,122.11
80	-	Wall clock	Janitorial Supplies	piece	3		3	1,257.00			0	0.00			0	0.00			0	0.00	3	419.00	1,257.00
81	-	Portable Vacuum Cleaner	Janitorial Supplies	unit	1		1	1,500.00			0	0.00			0	0.00			0	0.00	1	1,500.00	1,500.00
82	-	Floor Rug (ordinary) 200x300 cm	Janitorial Supplies	piece	1		1	2,800.00			0	0.00			0	0.00			0	0.00	1	2,800.00	2,800.00

A. TOTAL																								P	249,690.81		
B. ADDITIONAL PROVISION FOR INFLATION (10% OF TOTAL)																									P	24,969.08	
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																									P	.	
D. GRAND TOTAL (A + B + C)																									P	274,659.89	
E. APPROVED BUDGET BY THE AGENCY HEAD																											
In Figures and Words:																											

We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:

 LOUISE GRACE P. AVIOR
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 FAITH MARIBEL S. MENDOZA, CPA, CTT
 Accountant / Budget Officer

Approved by:

 ENES REX D. CRUZ, DIT
 Head of Office/Agency

Date Prepared: July 29, 2024



REPUBLIC OF THE PHILIPPINES
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Office of the Bids and Awards Committee

San Enrique, Iloilo | email: bac.isufstsec24@gmail.com

Website: www.iscof.edu.ph | Contact No.: 09233138288 / 09631083493



CONSOLIDATED PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) FY 2025 (NON-CSE)

END- USER/ UNIT:

Administration

Charged to:

FUND 101

Projects, Programs and Activities (PAPs)

CODE	GENERAL DESCRIPTION	Quantity/ Size	ESTIMATED BUDGET	MODE OF PROCUREMENT	Schedule/Milestone of Activities											
					Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
	Subtotal		54,000.00													
	TRAVELING EXPENSES															
	Traveling Expenses-Local		119,000.00	Direct Contracting												
	Subtotal		119,000.00													
	TRAINING EXPENSES															
	Training Expenses		119,000.00	NP-53.10 Lease of Real Property and Venue												
	Subtotal		119,000.00													
	TOTAL MOOE		4,131,000.00													
	CAPITAL OUTLAY															
	MACHINERY AND EQUIPMENT OUTLAY															
	School Buildings															
	Construction of Hospitality Management Training Hub		25,000,000.00	Competitive Bidding												
	Subtotal		25,000,000.00													
	TOTAL CAPITAL OUTLAY		25,000,000.00													

TOTAL BUDGET: 29,131,000.00

NOTE: Technical Specifications for each Item/ Project being proposed shall be submitted as part of the PPMP

Prepared by:

Zyra E. Gregorio
ZYRA E. GREGORIO
 Member, BAC Secretariat

Recommending Approval:

Giefred I. Paniza
GIEFRED IAN P. PANIZA, EdD
 BAC Chairman

Approved:

Rex D. Diaz
ENGR/ REX D/ DIAZ, DIT
 Campus Administrator



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ANNUAL PROCUREMENT PLAN 2025-01-03-00
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	
OFFICE SUPPLIES EXPENSES													
5-02-03-010-00	Procurement of Office Supplies, Equipment, Devices, Furniture & Fixtures	Production	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	140,892.10	140,892.10		Procurement of various office supplies
5-02-03-010-00	Procurement of Other Supplies & Materials	Production	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	145,113.40	145,113.40		Procurement of various office supplies
AGRICULTURAL SUPPLIES													
5-02-03-100-00	Procurement of Agricultural Supplies	Production	YES	NP-53.9 - Small Value Procurement	As Needed	As Needed	As Needed	As Needed	Income	541,194.50	541,194.50		Procurement of various Agricultural Supplies
SEMI-EXPENDABLE EQUIPMENT													
5-02-03-210-02	Procurement of Semi-Expendable Office Equipment	Selected Offices	YES	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Income	30,000.00	30,000.00		Procurement of various Semi-Expendable Office Equipment
TRANSPORTATION AND DELIVERY													
5-02-03-090-00	Transportation and Delivery	Production	YES	Direct Contracting	As Needed	As Needed	As Needed	As Needed	Income	50,000.00	50,000.00		Transportation and Delivery



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Registration No. 78Q13035



ANNUAL PROCUREMENT PLAN 2025-01-03-00

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	
EQUIPMENT													
5-02-99-070-00	Office Equipment	Selected Offices	YES	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Income	180,000.00		180,000.00	Various Office Equipment
GRAND TOTAL										1,087,200.00	907,200.00	180,000.00	

Prepared by:

Zyra G. Gregorio
ZYRA G. GREGORIO
 Member, BAC Secretariat

Certified Correct:

Giefred A. Paniza
GIEFRED A. PANIZA, EdD
 BAC Chairperson

Pia P. Paz
PIA P. PAZ, DDM-ET
 BAC Vice Chairperson

Nicanor C. Parreño, Jr.
NICANOR C. PARRÉÑO, JR., PhD
 BAC Member

Webster J. Bulnes
WEBSTER J. BULNES, EdD
 BAC Member

Mariter S. Asur
MARITER S. ASUR
 BAC Member

Certified Funds Available/

Certified Appropriate Funds Available:

Faith Marille S. Segura
FAITH MARILLE S. SEGURA, CPA, CTT
 Accountant II

Recommending Approval:

Rex D. Diaz
ENR. REX D. DIAZ, DIT
 Campus Administrator

Approved:

JOHNY B. DOLOR, PhD
 Vice President for Administrative Affairs

NORDY D. SIASON JR., EdD, CESO VI
 SUC President II

Date Prepared: August 27, 2024



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PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) 2025-01-03-00
FUND 161

END- USER/ UNIT:

INCOME GENERATING PROJECT 161

Charged to:

FUND 161

Projects, Programs and Activities (PAPs)

CODE	GENERAL DESCRIPTION	Quantity/ Size		ESTIMATED BUDGET	MODE OF PROCUREMENT	Schedule/Milestone of Activities											
						Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
	Semi-Expendable Office Equipment																
	UNIVERSITY NOTEBOOK																
	Ring binder machine (25 holes)	1	unit	30,000.00	NP-53.61 - Small Value Procurement												
	Subtotal			30,000.00													
	TOTAL MOOE			907,200.00													
	CAPITAL OUTLAY																
	MACHINERY AND EQUIPMENT OUTLAY																
	Office Equipment																
	TEST BOOKLET																
	Duplicating Machine	1	unit	180,000.00	Competitive Bidding												
	Subtotal			180,000.00													
	TOTAL CAPITAL OUTLAY			180,000.00													

TOTAL BUDGET: 1,087,200.00

NOTE: Technical Specifications for each Item/ Project being proposed shall be submitted as part of the PPMP

Prepared by:

RANDY P. PALENCIA EdD
End-User

Recommending Approval:

GIEFRED JAN P. PANIZA EdD
BAC Chairman

Approved:

ENGR. REX D. DIAZ, DIT
Campus Administrator