



ILOILO STATE COLLEGE OF FISHERIES
Main Tiwi Campus

ANNUAL PROCUREMENT PLAN FY 2017



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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
I. GENERAL APPROPRIATIONS ACT 2017												
A. MFO 1: Higher Education Services												
	Travelling Expenses - Local	Higher Ed						101	335,454.55	335,454.55		
	Training Expenses	Higher Ed						101	484,545.45	484,545.45		
	Scholarship Grants (ESGP-PA)	Higher Ed						101	6,666,363.64	6,666,363.64		
	Scholarship Grants (Tulong-Dunong)	Higher Ed						101	447,272.73	447,272.73		
	Office Supplies Expenses	Higher Ed	Public Bidding	Quarterly	Quarterly	Quarterly	Quarterly	101	363,636.36	363,636.36		
	Fuel, oil and Lubricant Expenses	Higher Ed						101	90,909.09	90,909.09		
	Other Supplies and Materials Expenses	Higher Ed	Public Bidding	Quarterly	Quarterly	Quarterly	Quarterly	101	726,363.64	726,363.64		
	Water Expenses	Higher Ed						101	85,454.55	85,454.55		
	Electricity Expenses	Higher Ed						101	318,181.82	318,181.82		
	Telephone Expenses	Higher Ed						101	209,090.91	209,090.91		
	Other Professional Services	Higher Ed						101	353,636.36	353,636.36		
	Other General Services/ Job Order	Higher Ed						101	72,727.27	72,727.27		
	R & M - School Buildings	Higher Ed	Public Bidding	As Needed	As Needed	As Needed	As Needed	101	999,090.91	999,090.91		
	R & M - ICT Equipment	Higher Ed	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	101	181,818.18	181,818.18		
	R & M - Furniture and Fixtures	Higher Ed	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	101	90,909.09	90,909.09		
	Taxes, Duties and Licenses	Higher Ed						101	59,090.91	59,090.91		
	Printing and Publication Expenses	Higher Ed						101	27,272.73	27,272.73		
	Rent/Lease Expenses	Higher Ed						101	45,454.55	45,454.55		
	Membership Dues and Contributions	Higher Ed						101	80,909.09	80,909.09		
	Subscription Expenses	Higher Ed						101	77,272.73	77,272.73		
	School Buildings	Higher Ed	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	101	29,090,909.09		29,090,909.09	
	Other Structures	Higher Ed	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	101	909,090.91		909,090.91	
	Furniture and Fixtures	Higher Ed	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	101	953,636.36		953,636.36	
									Subtotal	42,669,090.91	11,715,454.55	30,953,636.36

B. MFO 3: Research Services											
Travelling Expenses - Local	Research						101	220,000.00	220,000.00		
Training Expenses	Research						101	60,000.00	60,000.00		
Fuel, oil and Lubricant Expenses	Research						101	75,454.55	75,454.55		
Other Supplies and Materials Expenses	Research	Public Bidding	Quarterly	Quarterly	Quarterly	Quarterly	101	210,909.09	210,909.09		
Water Expenses	Research						101	46,363.64	46,363.64		
Electricity Expenses	Research						101	150,000.00	150,000.00		
Telephone Expenses	Research						101	1,818.18	1,818.18		
Other General Services/ Job Order	Research						101	323,636.36	323,636.36		
R & M - School Buildings	Research	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	101	157,272.73	157,272.73		
Taxes, Duties and Licenses	Research						101	2,727.27	2,727.27		
Printing and Publication Expenses	Research	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	101	43,636.36	43,636.36		
Representation Expenses	Research						101	35,454.55	35,454.55		
Motor Vehicles	Research	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	101	1,818,181.82		1,818,181.82	
Subtotal									3,145,454.55	1,327,272.73	1,818,181.82
C. MFO 4: Extension Services											
Travelling Expenses - Local	Extension						101	100,000.00	100,000.00		
Training Expenses	Extension						101	100,000.00	100,000.00		
Fuel, oil and Lubricant Expenses	Extension	Alternative Mode of Proc.	Monthly	Monthly	Monthly	Monthly	101	50,000.00	50,000.00		
Other Supplies and Materials Expenses	Extension	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	101	179,090.91	179,090.91		
Water Expenses	Extension						101	28,181.82	28,181.82		
Electricity Expenses	Extension						101	125,454.55	125,454.55		
Telephone Expenses	Extension						101	1,818.18	1,818.18		
Other General Services/ Job Order	Extension						101	140,000.00	140,000.00		
R & M - School Buildings	Extension	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	101	198,181.82	198,181.82		
Taxes, Duties and Licenses	Extension						101	1,818.18	1,818.18		
Printing and Publication Expenses	Extension	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	101	20,000.00	20,000.00		
Representation Expenses	Extension						101	30,000.00	30,000.00		
Subtotal									974,545.45	974,545.45	-

D. General Administrative Support Services

Travelling Expenses - Local	GASS						101	290,909.09	290,909.09		
Training Expenses	GASS						101	90,909.09	90,909.09		
Fuel, oil and Lubricant Expenses	GASS	Alternative Mode of Proc.	Monthly	Monthly	Monthly	Monthly	101	272,727.27	272,727.27		
Other Supplies and Materials Expenses	GASS	Public Bidding	Quarterly	Quarterly	Quarterly	Quarterly	101	900,000.00	900,000.00		
Water Expenses	GASS						101	118,181.82	118,181.82		
Electricity Expenses	GASS						101	850,000.00	850,000.00		
Telephone Expenses	GASS						101	181,818.18	181,818.18		
Extraordinary and Miscellaneous Expenses	GASS						101	107,272.73	107,272.73		
Other General Services/ Job Order	GASS						101	1,074,545.45	1,074,545.45		
R & M - Other Structures	GASS	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	101	628,181.82	628,181.82		
Taxes, Duties and Licenses	GASS						101	77,272.73	77,272.73		
Fidelity Bond Premiums	GASS						101	45,454.55	45,454.55		
Advertising Expenses	GASS						101	27,272.73	27,272.73		
Printing and Publication Expenses	GASS	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	101	9,090.91	9,090.91		
Representation Expenses	GASS						101	136,363.64	136,363.64		
Transportation and Delivery Expenses	GASS						101	27,272.73	27,272.73		
Rent/Lease Expenses	GASS						101	27,272.73	27,272.73		
Membership Dues and Contributions	GASS						101	45,454.55	45,454.55		
Other Machinery and Equipment	GASS	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	101	1,727,272.73		1,727,272.73	
Subtotal								6,637,272.73	4,910,000.00	1,727,272.73	
Total GAA								53,426,363.64	18,927,272.73	34,499,090.91	
Contingency (10%)								5,342,636.36	1,892,727.27	3,449,909.09	
TOTAL								58,769,000.00	20,820,000.00	37,949,000.00	

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
II. TRUST FUND 2017												
A. MFO 1: Higher Education Services												
	Hiring of part-time instructor	Higher Ed						164	681,818.18	681,818.18		
	Honorarium	Higher Ed						164	181,818.18	181,818.18		
	Academic Programs for AACUP Accreditations, ISO Certification	Higher Ed						164	68,181.82	68,181.82		
	Upgrade Faculty through attendance to seminars and trainings	Higher Ed						164	90,909.09	90,909.09		
	Travelling Expenses	Higher Ed						164	90,909.09	90,909.09		
	Conduct enrichment program to improve academic performance of students	Higher Ed						164	27,272.73	27,272.73		
	Communication Expenses	Higher Ed						164	31,818.18	31,818.18		
	Fuel, oil and Lubricant Expenses	Higher Ed						164	18,181.82	18,181.82		
	Provide vocational and practicum training of students	Higher Ed						164	18,181.82	18,181.82		
	Purchase of supplies and materials for different department or colleges	Higher Ed	DBM-PS	Quarterly	Quarterly	Quarterly	Quarterly	164	98,927.36	98,927.36		
	Utility Expenses	Higher Ed						164	109,090.91	109,090.91		
	General Services Expenses	Higher Ed						164	90,909.09	90,909.09		
	R & M - Office / ICT Furniture and Fixture	Higher Ed	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	164	65,454.55	65,454.55		
	Other Maintenance and Operating Expenses	Higher Ed	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	164	45,454.55	45,454.55		
	Fiduciary/Miscellaneous Expenses	Higher Ed						164	1,482,918.07	1,482,918.07		
	Purchase of Equipment /ICT/Laboratory/ Fiduciary/ Miscellaneous Expenses	Higher Ed	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	164	469,409.70		469,409.70	
	Purchase of Office Equipment, Furniture and Fixtures	Higher Ed	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	164	111,818.18		111,818.18	
								Subtotal	3,683,073.32	3,101,845.44	581,227.88	

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
B. MFO 2: Advanced Education Services												
	Hiring of part-time faculty aligned with the graduate program offerings/ Honorarium of SGS	SGS						164	2,090,909.09	2,090,909.09		
	Dissemination of graduate programs in other district of the Province of Iloilo	SGS						164	18,181.82	18,181.82		
	Provide venue accessible and conducive to students of the graduate program	SGS						164	45,454.55	45,454.55		
	Utility Expenses	SGS						164	90,909.09	90,909.09		
	General Services Expenses	SGS						164	496,363.64	496,363.64		
	Office Supplies	SGS	Public Bidding	Quarterly	Quarterly	Quarterly	Quarterly	164	136,363.64	136,363.64		
	Other Maintenance and Operating Expenses	SGS						164	960,734.85	960,734.85		
	Purchase of Office Equipment, Furniture and Fixtures	SGS	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	164	209,909.09		209,909.09	
								Subtotal	4,048,825.75	3,838,916.66	209,909.09	
C. MFO 3: Research Services												
	Activity 1: Honorarium-Lecturers/Resource Persons	Research						164	13,636.36	13,636.36		
	Conduct in-house review for research proposal	Research						164	40,909.09	40,909.09		
	Conduct in-house review for completed research	Research						164	31,818.18	31,818.18		
	Fuel, oil and Lubricant Expenses	Research						164	10,909.09	10,909.09		
	Communication Expenses	Research						164	4,545.45	4,545.45		
	General Services Expenses	Research						164	49,090.91	49,090.91		
	Training/Travelling Expenses	Research						164	9,090.91	9,090.91		
	Utility Expenses	Research						164	4,545.45	4,545.45		
	Publish/present faculty researches in local/regional/international journal/ forum	Research						164	45,454.55	45,454.55		
	Purchase of Supplies and Materials	Research	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	164	31,818.18	31,818.18		
	Other Maintenance and Operating Expenses	Research						164	45,454.55	45,454.55		
	Purchase of IT/ICT/Office Equipment	Research	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	164	90,909.09		90,909.09	
								Subtotal	378,195.02	287,272.73	90,909.09	

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
D. MFO 4: Extension Services												
	Activity 1. Honorarium-Lecturers/Resource Persons	Extension						164	9,090.91	9,090.91		
	Travelling Expenses	Extension						164	9,090.91	9,090.91		
	Seminar/Training Expenses	Extension						164	9,090.91	9,090.91		
	Communication Expenses	Extension						164	4,545.45	4,545.45		
	Utility Expenses	Extension						164	9,090.91	9,090.91		
	Purchase of Supplies and Materials	Extension	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	164	47,272.73	47,272.73		
	Fuel, oil and Lubricant Expenses	Extension						164	9,090.91	9,090.91		
	General Services Expenses	Extension						164	32,727.27	32,727.27		
	Repair and Maintenance Expenses	Extension	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	164	31,818.18	31,818.18		
	Other Maintenance and Operating Expenses	Extension						164	22,727.27	22,727.27		
	Purchase of Office Equipment, Furniture and Fixtures	Extension	Public Bidding	As Scheduled	As Scheduled	As Scheduled	As Scheduled	164	45,454.55		45,454.55	
									Subtotal	230,000.00	184,545.45	45,454.55
E. General Administrative Support Services												
	Honorarium BOT Meeting	GASS	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	164	136,363.64	136,363.64		
	R & M - Motor Vehicles	GASS	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	164	31,818.18	31,818.18		
	R & M - Other Equipment	GASS	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	164	22,727.27	22,727.27		
	Travelling Expenses	GASS						164	61,818.18	61,818.18		
	Seminar/Training Expenses	GASS						164	22,727.27	22,727.27		
	Communication Expenses	GASS						164	31,818.18	31,818.18		
	Fuel, oil and Lubricant Expenses	GASS	Alternative Mode of Proc.	Monthly	Monthly	Monthly	Monthly	164	27,272.73	27,272.73		
	Purchase of Supplies and Materials	GASS	DBM-PS	Quarterly	Quarterly	Quarterly	Quarterly	164	90,909.09	90,909.09		
	General Services Expenses	GASS						164	126,000.00	126,000.00		
	Other Maintenance and Operating Expenses	GASS						164	37,987.97	37,987.97		
	Utility Expenses	GASS						164	181,818.18	181,818.18		
	Waste Management Disposal	GASS						164	9,090.91	9,090.91		
	Purchase of Office Equipment	GASS	Public Bidding	As Needed	As Needed	As Needed	As Needed	164	181,818.18		181,818.18	
	Purchase of Furniture and Fixtures	GASS	Public Bidding	As Needed		As Needed	As Needed	164	90,909.09		90,909.09	
									Subtotal	1,053,078.88	780,351.61	272,727.27

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
F. Support to Operations												
	Prompt Medical, Dental and Library Services/Supplies	Medica/ Dental	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	164	238,523.94	238,523.94		
	Strengthening of career guidance services	Guidance Office						164	24,378.79	24,378.79		
	Purchase of Office Supplies and Materials	STO	Public Bidding	Quarterly	Quarterly	Quarterly	Quarterly	164	31,818.18	31,818.18		
	Travel/Training Expenses	STO						164	9,090.91	9,090.91		
	Other Maintenance and Operating Expenses	STO						164	22,727.27	22,727.27		
	Provide updated learning materials and equipment	STO						164	90,909.09		90,909.09	
Subtotal									417,448.18	326,539.09	90,909.09	
Total TF (164)									9,810,607.95	8,519,470.98	1,291,136.97	
Contingency (10%)									981,060.80	851,947.10	129,113.70	
TOTAL									10,791,668.75	9,371,418.08	1,420,250.67	
G. General Administrative Support Services												
	Income Generating Project Expenses	GASS	Alternative Mode of Proc.	As Needed	As Needed	As Needed	As Needed	161	635,965.52	635,965.52		
	Purchase of Equipment, Furniture and Fixtures	GASS	Public Bidding	As Needed		As Needed	As Needed	161	175,454.55		175,454.55	
Total TF (161)									811,420.06	635,965.52	175,454.55	
Contingency (10%)									81,142.01	63,596.55	17,545.45	
TOTAL									892,562.07	699,562.07	193,000.00	
GRAND TOTAL									11,684,230.82	10,070,980.15	1,613,250.67	
Total (GAA+TF)									65,110,594.46	28,998,252.88	39,562,250.67	
Contingency (10%)									6,856,050.35	2,899,825.29	3,956,225.07	
TOTAL (GAA+TF+Contingency)									70,453,230.82	30,890,980.15	39,562,250.67	

DEFINITION

1. **PROGRAM (BESF)**- A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
2. **PROJECT (BESF)**- Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
3. **PMO/End User** - Unit as proponent of program or project
4. **Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
5. **Schedule for Each Procurement Activity** - Major procurement activities (advertising/posting; submission and receipt/Opening of bids; award of contract; contract signing).
6. **Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund
7. **Estimated Budget** - Agency approved estimate of project/program costs
8. **Remarks** - brief description of program or project

Remarks

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.

Breakdown into mooe and co for tracking purposes; aligned with budget documents
Any remark that will help GPPB track programs and projects

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