

**INDICATIVE ANNUAL PROCUREMENT PLAN
FY 2019**

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Name of Agency: Department of Education, Division of Silay City

Code (PAP)	Procurement Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget			Remarks (Brief Description of Program/Project)
				Ads/RFQ	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5021502000	Payment of Fidelity Bond Premium	OSDS,CID,SGOD	Agency to Agency	January - December 2019				MOOE	131,250.00	131,250.00		Fidelity Bond Renewal of Personnel
	Repair and Maintenance of Government Vehicle	OSDS,CID,SGOD	Small Value Procurement	January - December 2019				MOOE	120,000.00	120,000.00		Nissan Escapade Van, Mitsubishi L300, Isuzu Pick-up
5020321003	Repair and Maintenance of Office/IT Equipment	OSDS,CID,SGOD	Small Value Procurement	January - December 2019				MOOE	36,000.00	36,000.00		Office/ICT Equipment
5020321008	Procurement of Semi-expendable Disaster Response and Rescue Equipment	OSDS,CID,SGOD	Small Value Procurement	03/01/2019	03/21/2019	03/24/2019	03/25/2019	MOOE	23,000.00	23,000.00		Fire Extinguishers
5029905005	Payment of rental of leaving quarter	OSDS	N/A					MOOE	48,000.00	48,000.00		SDS leaving quarter
5021203000	Payment of security services	OSDS,CID,SGOD	Competitive Bidding	11/27/2018	12/05/2018	12/08/2018	12/09/2018	MOOE	312,000.00	312,000.00		Security Guards
5021199000	Payment of other professional services	OSDS,CID,SGOD	N/A	January - December 2019				MOOE	277,200.00	277,200.00		Job Order/MOA Personnel
5020502001	Payment of Mobile Telephone	OSDS,CID,SGOD	Direct Contracting	January - December 2019				MOOE	105,000.00	105,000.00		Mobile Load from January/December
5020502002	Payment of Landline Telephone	OSDS,CID,SGOD	Direct Contracting	January - December 2019				MOOE	150,000.00	150,000.00		Telephone Landline Bill from January-December
5020503000	Payment of Internet Subscription	OSDS,CID,SGOD	Direct Contracting	January - December 2019				MOOE	240,000.00	240,000.00		WiFi/Internet Subscription
5020401000	Payment of Water Expenses											
	- Metered water expense	OSDS,CID,SGOD	Direct Contracting	January - December 2019				MOOE	42,000.00	42,000.00		Water bill from January-December
	- 5-gallon bottled drinking water	OSDS,CID,SGOD	Shopping	January - December 2019				MOOE	36,000.00	36,000.00		Drinking water from January-December
5020402000	Payment of Electricity Expenses	OSDS,CID,SGOD	Direct Contracting	January - December 2019				MOOE	1,140,000.00	1,140,000.00		Electricity bill from January-December
5020309000	Payment of Fuel, Oil and Lubricant Expenses	OSDS,CID,SGOD	Competitive Bidding/SVP	January - December 2019				MOOE	288,000.00	288,000.00		Fuel, oil and lubricant for 3 vehicles
5029999002	Payment of Other Maintenance and Operating Expenses	OSDS,CID,SGOD	Competitive Bidding/SVP/Shopping					MOOE	210,000.00	210,000.00		Other MOE not found in the procurement projects
	- Bedding Supplies (P 20,000.00)			03/06/2019	03/14/2019	03/17/2019	03/18/2019					
	- Petty Cash (P 120,000.00)			January - December 2019								
	- Teachers' Day/Cultural, Athletic Activities (P 70,000.00)			October, 2019								

4002	Repair and Maintenance of Office Buildings												
	- Rehabilitation of SDS Toilet	OSDS	Small Value Procurement	12/04/2018	12/12/2018	To be awarded upon receipt of SARO		MOOE	100,500.00				
	- Rehabilitation of Division Office Main Bldg Toilets	OSDS,CID,SGOD	Small Value Procurement	12/04/2018	12/12/2018	To be awarded upon receipt of SARO		MOOE	149,500.00	250,000.00			Toilets in the Main and BSP Buildings
5020101000	Travel Expenses	OSDS,CID,SGOD	Agency to Agency/Shopping	January - December 2019				MOOE	1,450,104.00	1,450,104.00			Travel of personnel
5020201000	Training Expenses (A)												Training of teaching and non-teaching personnel
	- National Women's Month (Movie Watching)	OSDS,CID,SGOD	Small Value Procurement	02/11/2019	02/19/2019	02/22/2019	02/23/2019	MOOE	49,000.00	49,000.00			
	- 18-day Campaign Against VAW	OSDS,CID,SGOD	Small Value Procurement	10/01/2019	10/09/2019	10/12/2019	10/13/2019	MOOE	29,000.00	29,000.00			
	- Year-end Review of GAD Responsive PAPs	OSDS,CID,SGOD	Competitive Bidding/A to A	11/03/2018	11/23/2019	11/26/2019	11/27/2019	MOOE	118,150.00	118,150.00			
	- Revisiting Child Protection Policy	OSDS,CID,SGOD	Small Value Procurement	03/01/2019	03/09/2019	03/12/2019	03/13/2019	MOOE	30,000.00	30,000.00			
	- Symposium on Magna Carta of Women with Advocacy Materials	OSDS,CID,SGOD	Small Value Procurement	02/11/2019	02/19/2019	02/22/2019	02/23/2019	MOOE	20,000.00	20,000.00			
	- National Observance of Filipino Values Month	CID	Small Value Procurement	03/01/2019	03/09/2019	03/12/2019	03/13/2019	MOOE	10,000.00	10,000.00			
	- Capacity-building for School Learning Resource Coordinators and Illustrators	CID	Small Value Procurement	03/01/2019	03/09/2019	03/12/2019	03/13/2019	MOOE	10,000.00	10,000.00			
	- Division Press Conference	CID	Small Value Procurement	08/12/2019	08/20/2019	08/23/2019	08/24/2019	MOOE	10,000.00	10,000.00			
	- Seminar-Writeshop on the Preparation of Science Lesson Exemplars	CID	Small Value Procurement	01/04/2019	01/24/2019	01/27/2019	01/28/2019	MOOE	10,000.00	10,000.00			
	- Revisiting Action Research in English and Reading	CID	Small Value Procurement	06/03/2019	06/11/2019	06/14/2019	06/15/2019	MOOE	3,000.00	3,000.00			
	- Revisiting Contextualization and Localization of Curriculum Materials	CID	Small Value Procurement	06/03/2019	06/11/2019	06/14/2019	06/15/2019	MOOE	3,500.00	3,500.00			
	- Creative Story Telling and Writing in MTB and English	CID	Small Value Procurement	08/12/2019	08/20/2019	08/23/2019	08/24/2019	MOOE	3,500.00	3,500.00			
	- Capacity Building of Kindegarten Teachers	CID	Small Value Procurement	12/03/2018	12/23/2018	12/26/2018	12/27/2018	MOOE	10,000.00	10,000.00			
	- Division Mathlympics	CID	Small Value Procurement	08/12/2019	08/20/2019	08/23/2019	08/24/2019	MOOE	10,000.00	10,000.00			
	- Revisiting Araling Panlipunan K to 12 Curriculum	CID	Small Value Procurement	06/03/2019	06/11/2019	06/14/2019	06/15/2019	MOOE	10,000.00	10,000.00			
	- Training-Workshop on Recreational Activities	CID	Small Value Procurement	06/03/2019	06/11/2019	06/14/2019	06/15/2019	MOOE	5,000.00	5,000.00			
	- Training-Workshop in Gymnastics and Physical Activities	CID	Small Value Procurement	06/03/2019	06/11/2019	06/14/2019	06/15/2019	MOOE	5,000.00	5,000.00			
	- ALS Kamustahan	CID	Small Value Procurement	12/03/2018	12/23/2018	12/26/2018	12/27/2018	MOOE	10,000.00	10,000.00			
	- Mid-Year Review of SGOD Personnel	SGOD	Small Value Procurement	05/01/2019	05/21/19	05/24/19	05/25/19	MOOE	25,000.00	25,000.00			
	- ARH and NDEP Training	SGOD	Small Value Procurement	08/12/2019	08/20/2019	08/23/2019	08/24/2019	MOOE	12,500.00	12,500.00			
	- Orientation on School Donations	SGOD	Small Value Procurement	05/01/2019	05/21/19	05/24/19	05/25/19	MOOE	12,500.00	12,500.00			
	- Prime HRM Orientation and Evaluation	OSDS,CID,SGOD	Small Value Procurement	05/01/2019	05/21/19	05/24/19	05/25/19	MOOE	40,000.00	40,000.00			
	- School Year-End Performance Review	OSDS,CID,SGOD	Small Value Procurement	05/01/2019	05/21/19	05/24/19	05/25/19	MOOE	70,000.00	70,000.00			
	- MANCOM/EXECOM	OSDS,CID,SGOD	Small Value Procurement	January - December, 2019				MOOE	64,000.00	64,000.00			
	Sub-total								5,428,704.00	5,428,704.00			
5020301000	Common Supplies and Equipment (1st Quarter)	OSDS,CID,SGOD	Agency to Agency/Shopping	01/14/2019	01/22/2019	01/25/2019	01/26/2019	MOOE	122,346.09	122,346.09			Supplies and equipment for office use

5020301000	Common Supplies and Equipment (2nd Quarter)	OSDS,CID,SGOD	Agency to Agency/Shopping	04/08/2019	04/16/2019	04/19/2019	04/20/2019	MOOE	59,236.12	59,236.12		Supplies and equipment for office use
5020301000	Common Supplies and Equipment (3rd Quarter)	OSDS,CID,SGOD	Agency to Agency/Shopping	07/08/2019	07/16/2019	07/19/2019	07/20/2019	MOOE	43,579.05	43,579.05		Supplies and equipment for office use
5020301000	Common Supplies and Equipment (4th Quarter)	OSDS,CID,SGOD	Agency to Agency/Shopping	10/07/2019	10/15/2019	10/18/1900	10/19/2019	MOOE	18,744.19	18,744.19		Supplies and equipment for office use
	Sub-total								243,905.45	243,905.45		
5020201000	Training Expenses (B)											Training of teaching and non-teaching personnel
	- Training-Workshop on the Preparation of Budget Outlay & Daily Lesson Log (DLL)/Detailed Lesson Plan (DLP) in EsP	School Teachers	Small Value Procurement	02/11/2019	02/19/2019	02/22/2019	02/23/2019	HRTD	158,000.00	158,000.00		
	- 2-Days Occupational First Aid and Basic Life Support - CPR/AED Training	School Teachers	Small Value Procurement	02/11/2019	02/19/2019	02/22/2019	02/23/2019	HRTD	76,000.00	76,000.00		
	- Training-Workshop for Araling Panlipunan Budget of Work for S.Y. 2019	School Teachers	Small Value Procurement	03/04/2019	03/12/2019	03/15/2019	03/16/2019	HRTD	95,400.00	95,400.00		
	- Division Seminar-Workshop on Maintenance & Utilization of Science and Math Equipment	School Teachers	Small Value Procurement	03/22/2019	03/30/2019	04/02/2019	04/03/2019	HRTD	185,000.00	185,000.00		
	- Division Training-Writeshop on the Management and Development of Big and Small Books in Kindergarten	School Teachers	Small Value Procurement	03/15/2019	03/23/2019	03/26/2019	03/27/2019	HRTD	97,000.00	97,000.00		
	- Two-Day Training-Workshop for Filipino CY 2019 "Sa batang marunong magbasa nakasalalay ang pag-asa ng pamilya"	School Teachers	Small Value Procurement	03/15/2019	03/23/2019	03/26/2019	03/27/2019	HRTD	100,000.00	100,000.00		
	- Symposium on Healthy Lifestyle and Lifestyle Diseases	School Teachers	Small Value Procurement	03/15/2019	03/23/2019	03/26/2019	03/27/2019	HRTD	105,000.00	105,000.00		
	- Training workshop for the Development of Elementary and Secondary Strategic Intervention Materials for least Learned Competencies in Mathematics	School Teachers	Small Value Procurement	03/15/2019	03/23/2019	03/26/2019	03/27/2019	HRTD	134,000.00	134,000.00		
	- Measurement & Evaluation in MAPEH Curriculum	School Teachers	Small Value Procurement	04/08/2019	04/16/2019	04/19/2019	04/20/2019	HRTD	158,000.00	158,000.00		
	- Training-Workshop on Action & Basic Research for Teacher III	School Teachers	Small Value Procurement	05/13/2019	05/21/2019	05/24/2019	05/25/2019	HRTD	159,000.00	159,000.00		
	- Orientation on the Preparation of E-POW and Updates on the Construction	School Teachers, School heads	Small Value Procurement	05/13/2019	05/21/2019	05/24/2019	05/25/2019	HRTD	70,000.00	70,000.00		
	- Seminar-Workshop on Procurement Processes and Financial Management	School Teachers, School heads	Small Value Procurement	05/13/2019	05/21/2019	05/24/2019	05/25/2019	HRTD	183,800.00	183,800.00		
	- Conference with school heads and school SBM Coordinator	School Teachers, School heads	Small Value Procurement	06/03/2019	06/11/2019	06/14/2019	06/15/2019	HRTD	80,000.00	80,000.00		
	- Training-Workshop for Division LR evaluators on Assessment and Evaluation (A&E) Processes and School LR Illustrators' Workshop on Development of K to 12 Supplementary Teaching and Learning Materials Supplementary Teaching Materials	School Teachers, CID	Small Value Procurement	06/03/2019	06/11/2019	06/14/2019	06/15/2019	HRTD	150,000.00	150,000.00		

	- Teaching Strategies in Reading, Grammar & Writing	School Teachers	Small Value Procurement	06/03/2019	06/11/2019	06/14/2019	06/15/2019	HRTD	109,200.00	109,200.00		
	- DRRM Coordination Management Protocol (DO 21, S.2015)	School Teachers	Small Value Procurement	06/03/2019	06/11/2019	06/14/2019	06/15/2019	HRTD	113,000.00	113,000.00		
	- 3-Day Division Training of EPP/TLE/TVL Teachers on Agri-crop and Vegetable Production	School Teachers	Small Value Procurement	08/05/2019	08/13/2019	08/16/2019	08/17/2019	HRTD	149,000.00	149,000.00		
	- Division Mid-Year Performance Review	CID, SGOD, OSDS	Small Value Procurement	05/13/2019	05/21/2019	05/24/2019	05/25/2019	HRTD	158,000.00	158,000.00		
	- School Heads' Mid-Year Performance Review	CID, SGOD, OSDS	Small Value Procurement	08/05/2019	08/13/2019	08/16/2019	08/17/2019	HRTD	65,000.00	65,000.00		
	- Teacher Induction Program (Batch 1)	School Teachers	Small Value Procurement	08/05/2019	08/13/2019	08/16/2019	08/17/2019	HRTD	292,000.00	292,000.00		
	- Teacher Induction Program (Batch 2)	School Teachers	Small Value Procurement	09/09/2019	09/17/2019	09/20/2019	09/21/2019	HRTD	220,600.00	220,600.00		
	- Research Conference	School Teachers	Small Value Procurement	09/09/2019	09/17/2019	09/20/2019	09/21/2019	HRTD	90,000.00	90,000.00		
	- Division Orientation on the ALS K to 10 Basic Education Curriculum Budget of Work Utilization of the ALS Recognition of Prior Learning and Assessment Forms	School Teachers	Small Value Procurement	10/07/2019	10/15/2019	10/18/2019	10/19/2019	HRTD	140,000.00	140,000.00		
	- Reorientation and Revisiting cum Workshop on Duties and Functions of Non-Teaching Personnel	CID, SGOD, OSDS	Small Value Procurement	04/08/2019	04/16/2019	04/19/2019	04/20/2019	HRTD	192,000.00	192,000.00		
	- Division Training of Trainers on Information & Comm. Technology (ICT)	School Teachers	Small Value Procurement	10/07/2019	10/15/2019	10/18/2019	10/19/2019	HRTD	150,000.00	150,000.00		
	- DMEA	CID, SGOD, OSDS	Small Value Procurement	January - December, 2019				HRTD	70,000.00	70,000.00		
	Sub-total								3,500,000.00	3,500,000.00		
5021304002	Repair of Classrooms	SSES, MES	Public Bidding						10,005,890.67			School Buildings
	- Silay South ES			11/30/2018	12/21/2018	To be awarded upon receipt of SARO		BEFF			6,930,963.02	
	- Mambag-id ES										3,074,927.65	
5021304002	Electrification of Un-energized Schools and Modernization of Electrical Systems On-Grid Schools	MES, BES, GEGMES, SPED	Public Bidding	11/30/2018	12/21/2018	To be awarded upon receipt of SARO		BEFF	2,950,203.55			
	- Mambag-id ES										404,044.74	
	- Bongol ES										229,262.85	
	- Gov. Emilio Gaston Mem. ES										1,653,365.49	
	- Silay SPED Center										663,530.47	
5021304002	Conservation and Restoration of Gabaldon School Buildings	LAPCES	Public Bidding	11/30/2018	12/21/2018	To be awarded upon receipt of SARO		BEFF	4,311,603.72			School Buildings
	- La Purisima Concepcion ES										4,311,603.72	
	Sub-total								17,267,697.94	17,267,697.94		
5020503000	Internet & Communication Expenses for LIS/EBEIS	SGOD	Shopping	January - December, 2019				LIS/EBEIS	3,600.00	3,600.00		LIS and EBEIS consumption
5020201000	Training Expenses (C)	SGOD/CID/Teachers										Training of teaching and non-teaching personnel



