

**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity					Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing	Total		MOOE	CO		
<b>Office Supplies (GF)</b>													
IMD-2	Purchase of Brother Printer Ink	IMD Coordinator	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	2,500.00	2,500.00		Office Supplies	
CIT-2	Purchase of Brother and Epson Ink, Class Record, and Correction Pen	CIT Dean	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	18,050.00	18,050.00		Office Supplies	
CED-2	Purchase of Office Supplies	CED Dean	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	27,475.00	27,475.00		Office Supplies	
DO-2	Purchase of Rubber Stamps, Mouse Pad, Epson Printer Cartridge	Disbursing Officer	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	8,198.00	8,198.00		Office Supplies	
HRMO-2	Purchase of Brother Printer Ink and Special Paper	HRMO	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	15,800.00	15,800.00		Office Supplies	
ADMIN-2	Purchase of Paper Sticker	Campus Administrator	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	400.00	400.00		Office Supplies	
BO-2	Purchase of Wifi Adapter, Wireless Mouse and Keyboard, and Brother Printer Ink	Budget Officer	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	13,400.00	13,400.00		Office Supplies	
AO-2	Purchase of Brother Printer Ink	Senior Bookkeeper	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	5,000.00	5,000.00		Office Supplies	
DSAS-2	Purchase of Office Supplies	DSAS	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	7,569.98	7,569.98		Office Supplies	
GAD-2	Purchase of Brother Printer Ink and Special Paper	GAD Focal Person	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	9,300.00	9,300.00		Office Supplies	
CAS-2	Purchase of Brother Printer Ink and Laser Pointer	CAS Dean	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	21,118.05	21,118.05		Office Supplies	
GO-2	Purchase of Office Supplies	Guidance Counselor	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	4,770.00	4,770.00		Office Supplies	
MIS-2	Purchase of Brother Printer Ink	MIS Officer	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	7,000.00	7,000.00		Office Supplies	
CLI-2	Purchase of Office Supplies	School Nurse	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	3,610.00	3,610.00		Office Supplies	
									<b>144,191.03</b>	<b>Total of Office Supplies (GF)</b>			
<b>Other Supplies (GF)</b>													



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhpP)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
DO-3	Purchase of Christmas Decoration	Disbursing Officer	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	GF	960.59	960.59		Other Supplies
HRMO-2.1	Purchase of Picture Frame	HRMO	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	500.00	500.00		Other Supplies
HRMO-3	Purchase of Tarpaulin	HRMO	NP-53.9 - Small Value Procurement		1st to 4th Quarter			GF	5,800.00	5,800.00		Other Supplies
AO-2.1	Purchase of Ceramic Plates	Senior Bookkeeper	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	390.00	390.00		Other Supplies
DSAS-3	Purchase of Tarpaulin	DSAS	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	3,200.00	3,200.00		Other Supplies
DRV-2	Purchase of Car Shampoo and Car Scent/Freshener	Driver	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	3,250.00	3,250.00		Other Supplies
GAD-3	Purchase of Tarpaulin, Picture Frame and T-Shirt	GAD Focal Person	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	54,900.00	54,900.00		Other Supplies
									<b>69,000.59</b>	<b>Total of Other Supplies (GF)</b>		
<b>Fuel, Oil and Lubricants (GF)</b>												
GS-5	Purchase of Gasoline	In-Charge, General Services	NP-53.9 - Small Value Procurement		1st to 4th Quarter			GF	87,000.00	87,000.00		Fuel, Oil and Lubricants
<b>Mobile Expense (GF)</b>												
DSAS-5	Purchase of Prepaid Load	DSAS	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	GF	1,000.00	1,000.00		TM Prepaid Load (Call and Text Card)
<b>Repair and Maintenance, Motor Vehicle (GF)</b>												
DRV-5	Purchase of Supplies for Repair and Maintenance of Service Jeep	Driver	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	GF	63,100.00	63,100.00		Repair and Maintenance, Motor Vehicle
<b>Representation Expense (GF)</b>												
GAD-4	Supply and Delivery of Meals	GAD Focal Person	NP-53.9 - Small Value Procurement	4/2/2018	4/10/2018	4/13/2018	4/16/2018	GF	15,000.00	15,000.00		Representation Expense
GAD-5	Purchase of Biscuits, Juice and Bottled Water	GAD Focal Person	NP-53.9 - Small Value Procurement	4/2/2018	4/10/2018	4/13/2018	4/16/2018	GF	6,000.00	6,000.00		Representation Expense
									<b>21,000.00</b>	<b>Total of Representation Expense (GF)</b>		
<b>Trust Fund</b>												



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PnP)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
AVD-1	Equipment and Materials for the Audio Visual Building	Chairman, School Dev't.	Competitive Bidding	4/3/2018	4/23/2018	4/26/2018	4/27/2018	STF	1,252,430.00	620,430.00	632,000.00	
<b>Projects (TF)</b>												
PHY-2	Painting/Repainting the Roofing and Ceiling of the Library	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	46,000.00	46,000.00		
PHY-3	Plywood Cabinets/Dividers for Instructional Materials Development Office	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	37,000.00		37,000.00	
PHY-4	Floor Tiling of CED Faculty Office	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	172,000.00	172,000.00		
PHY-5	Floor Tiling of CIT Faculty Office	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	233,000.00	233,000.00		
PHY-6	Repainting of CAS Two Storey Building and Some School Building	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	187,000.00	187,000.00		
FS-1	Part Organizer Cabinet for CED Class Room (9 Units)	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	62,000.00		62,000.00	
INFRA 1	JRMSU Students' Toilet with PWD CR	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	900,000.00		900,000.00	
RF-ED 1	Hanging Cabinets for CED Class Rooms (9 Units)	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	80,000.00		80,000.00	
PHY-8	Floor Tiling of Management Information System Office	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	56,000.00	56,000.00		
PHY-9	Electrical Installation for Agricultural Building	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	90,000.00	90,000.00		



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/EI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
PHY-10	Concrete Pavement from the Corner of School Canteen to the Corner of Pavement going to the School Clinic	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	352,000.00		352,000.00	
PHY-11	Box Culvert Near the School Canteen and Infront of Automotive Technology Shop (2 Units)	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	90,000.00		90,000.00	
PHY-12	Construction of Waiting Shed (Side of Gate 1), Repair of Steel Gate 2, and Repainting of Steel Gate 2	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	47,000.00		47,000.00	
PHY-13	Interlink Wire Fence from Dormitory Perimeter Fence to the Perimeter Fence CED Building 1	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	647,000.00		647,000.00	
PHY-14	Roll-up Doors and Water Tank for CIT Function Hall, BSHRM Laboratory and Socio-Cultural Center	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	245,078.00		245,078.00	800,000 including labor cost
PRJ-IGP-1	Construction of Building for Water Refilling Station	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	310,048.75		310,048.75	
LAB 1	Gutter, Flashing, Partition, Sliding Windows, Fixed Glass Windows and Glass Swing Doors for Faculty Office and Storage Room of Science Building	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	185,002.00	185,002.00		
LAB 2	Floor Tiling, Glass Doors, Repair of Lavatory Cabinets and Installation of Clear Glass for the Cabinets of Medical Laboratory	Chairman, School Dev't.	NP-53.9 - Small Value Procurement	4/3/2018	4/11/2018	4/16/2018	4/17/2018	STF	167,000.00	167,000.00		
<b>Office Supplies (TF)</b>									<b>3,906,128.75</b>	<b>Total of Projects (TF)</b>		
REG-2	Purchase of Office Supplies	Registrar	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	52,925.00	52,925.00		Office Supplies
SP-2	Purchase of Toners for Develop Printers	School Paper Adviser	Direct Contracting	N/A	N/A	3/16/2018	3/19/2018	STF	56,725.00	56,725.00		Office Supplies
SP-2.1	Purchase of Paper Sticker	School Paper Adviser	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	400.00	400.00		Office Supplies



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)	
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
RES-2	Purchase of Brother Printer Ink	Research Coordinator	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	10,000.00	10,000.00		Office Supplies	
CL2-2	Purchase of Brother Printer Ink	Laboratory 2 In-Charge	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	2,500.00	2,500.00		Office Supplies	
QAC-2	Purchase of Office Supplies	QA Coordinator	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	33,500.00	33,500.00		Office Supplies	
FS-2	Purchase of Brother Printer Ink	CED Dean	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	6,000.00	6,000.00		Office Supplies	
EX-2	Purchase of Brother Printer Ink	Extension Coordinator	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	12,500.00	12,500.00		Office Supplies	
CL-2	Purchase of Computer Accessories	Com Lab In-Charge	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	13,976.18	13,976.18		Office Supplies	
RF LET-2	Purchase of Brother Printer Ink	CED Dean	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	6,000.00	6,000.00		Office Supplies	
RF Mid-2	Purchase of Glass Pad	Midwifery Program Head	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	800.00	800.00		Office Supplies	
RF Mid-2.1	Purchase of Brother Printer Ink	Midwifery Program Head	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	4,500.00	4,500.00		Office Supplies	
<b>Other Supplies (TF)</b>									<b>199,826.18</b>	<b>Total of Office Supplies (TF)</b>			
CIT-3	Purchase of Other Supplies	CIT Dean	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	81,460.00	81,460.00		Other Supplies	
CED-3	Purchase of Bathroom Soap and Curtain	CED Dean	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	10,641.54	10,641.54		Other Supplies	
CED-3.1	Purchase of Tarpaulin	CED Dean	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	9,000.00	9,000.00		Other Supplies	
CAS-3	Purchase of Other Supplies	CAS Dean	NP-53.9 - Small Value Procurement	1st to 4th Quarter				STF	38,100.00	38,100.00		Other Supplies	
CAS-3.1	Purchase of Tarpaulin	CAS Dean	NP-53.9 - Small Value Procurement	1st to 4th Quarter				STF	5,000.00	5,000.00		Other Supplies	
ADMIN-3	Purchase of Floral Foam, Curtain, Medals, and Other Supplies	Campus Administrator	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	26,892.66	26,892.66		Other Supplies	
ADMIN-4	Purchase of Other Supplies for Honor's Day and Commencement Exercises 2018	Campus Administrator	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	35,250.00	35,250.00		Other Supplies	



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
ADMIN-5	Purchase of Tarpaulin and Glass Plaque for Academic Convocation 2018	Campus Administrator	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	7,500.00	7,500.00		Other Supplies
GS-2	Purchase of Bowl and Floor Brush, Zonrox and Chlorine	In-Charge, General Services	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	10,800.00	10,800.00		Other Supplies
EM-2	Purchase of Electrical Supplies	In-Charge, Electrical	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	86,760.00	86,760.00		Other Supplies
PP-4	Purchase of Other Supplies	Power Plant Operator	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	27,800.00	27,800.00		Other Supplies
REG-3	Purchase of Student Passbook	Registrar	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	230,000.00	230,000.00		Other Supplies
GO-3	Purchase of Other Supplies	Guidance Counselor	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	1,280.00	1,280.00		Other Supplies
GO-4	Purchase of Tarpaulin and Ballons	Guidance Counselor	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	5,400.00	5,400.00		Other Supplies
SP-3	Purchase of Medals	School Paper Adviser	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	21,250.00	21,250.00		Other Supplies
PESA-2	Uniform for Athletes on University Week 2018	PESA Chairman	NP-53.9 - Small Value Procurement	11/19/2018	11/27/2018	12/3/2018	12/4/2018	STF	60,000.00	60,000.00		Other Supplies
PESA-3	Uniform for Athletes on MAST Meet 2018	PESA Chairman	NP-53.9 - Small Value Procurement	11/19/2018	11/27/2018	12/3/2018	12/4/2018	STF	37,500.00	37,500.00		Other Supplies
PESA-4	Uniform for Athletes on SCUAA Meet 2018	PESA Chairman	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	STF	22,500.00	22,500.00		Other Supplies
RES-3	Purchase of Curtain and Christmas Decorations	Research Coordinator	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	20,900.00	20,900.00		Other Supplies
RES-4	Purchase of Tarpaulin	Research Coordinator	NP-53.9 - Small Value Procurement	1st to 4th Quarter				STF	6,250.00	6,250.00		Other Supplies
MIS-3	Purchase of Wall Clock, Door Mat, and Curtain	MIS Officer	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	1,750.00	1,750.00		Other Supplies
LIB-2	Purchase of Curtain	Librarian	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	14,000.00	14,000.00		Other Supplies



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity						Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing	Total	MOOE	CO			
MedLab-2	Purchase of Medical Supplies	Medical Lab In-Charge	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	5,490.00	5,490.00		Other Supplies		
MedLab-2.1	Purchase of Electric Iron and Iron Board	Medical Lab In-Charge	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	750.00	750.00		Other Supplies		
MedLab-2.2	Purchase of Cloth	Medical Lab In-Charge	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	3,500.00	3,500.00		Other Supplies		
QAC-3	Purchase of Other Supplies	QA Coordinator	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	49,831.54	49,831.54		Other Supplies		
QAC-3.1	Purchase of Tarpaulin	QA Coordinator	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	18,750.00	18,750.00		Other Supplies		
CrimLab-1	Purchase of Criminology Laboratory Supplies	Criminology Program Head	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	45,450.00	45,450.00		Other Supplies		
RLE HRM-2	Purchase of Kitchen Supplies	BSHRM Program Head	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	82,400.00	82,400.00		Other Supplies		
CLI-7	Purchase of Token and Lei	School Nurse	NP-53.9 - Small Value Procurement		1st to 4th Quarter			9,000.00	9,000.00		Other Supplies		
CLI-8	Purchase of Tarpaulin	School Nurse	NP-53.9 - Small Value Procurement		1st to 4th Quarter			4,500.00	4,500.00		Other Supplies		
CLI-9	Purchase of Test Strips and Lacent	School Nurse	NP-53.9 - Small Value Procurement	11/19/2018	11/27/2018	12/3/2018	12/4/2018	9,000.00	9,000.00		Other Supplies		
RF Crim-2	Purchase of Tarpaulin for Board Passers	Criminology Program Head	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	1,600.00	1,600.00		Other Supplies		
EX-3	Purchase of Tarpaulin	Extension Coordinator	NP-53.9 - Small Value Procurement		1st to 4th Quarter			14,400.00	14,400.00		Other Supplies		
SCA-2	Purchase of Tarpaulin	Cultural Coordinator	NP-53.9 - Small Value Procurement	11/19/2018	11/27/2018	12/3/2018	12/4/2018	4,000.00	4,000.00		Other Supplies		
SCA-7	Purchase of Supplies for University Week 2018	Cultural Coordinator	NP-53.9 - Small Value Procurement	11/19/2018	11/27/2018	12/3/2018	12/4/2018	66,000.00	66,000.00		Other Supplies		



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhpP)		Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IBREI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	
CL-3	Purchase of Door Closer, Wall Clock, and Door Mat	Com Lab In-Charge	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	6,000.00	6,000.00	Other Supplies
CL-3.1	Purchase of Computer Accessories	Com Lab In-Charge	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	14,950.00	14,950.00	Other Supplies
RF LET-3	Purchase of Tarpaulin	CED Dean	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	6,600.00	6,600.00	Other Supplies
RF LET-3.1	Purchase of Glass Pad	CED Dean	NP-53.9 - Small Value Procurement	5/21/2018	5/29/2018	6/1/2018	6/4/2018	STF	5,490.00	5,490.00	Other Supplies
RF Mid-3	Purchase of Tarpaulin	Midwifery Program Head	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	1,600.00	1,600.00	Other Supplies
RF BSA-2	Purchase of Agricultural Supplies	Agriculture Professor	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	33,100.00	33,100.00	Other Supplies
SHS-3	Purchase of Other Supplies	SHS Coordinator	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	29,900.00	29,900.00	Other Supplies
<b>Semi-Expendable Items, Other Machinery Equipment (TF)</b>									<b>1,172,345.74</b>	<b>Total Other Supplies (TF)</b>	
CIT-4	Purchase of Semi-Expendable Items, Other Machinery Equipment	CIT Dean	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	58,300.00	58,300.00	Semi-Expendable Items, OME
RF HRM-	Purchase of Weighing Scale	BSHRM Program Head	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	1,000.00	1,000.00	Semi-Expendable Items, OME
SCA-3	Purchase of Bongos and King Lyre	Cultural Coordinator	NP-53.9 - Small Value Procurement	11/19/2018	11/27/2018	12/3/2018	12/4/2018	STF	35,500.00	35,500.00	Semi-Expendable Items, OME
RF BSA-3	Purchase of Agricultural Equipment	Agriculture Professor	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	16,000.00	16,000.00	Knapsack sprayer and Mechanical Knapsack Sprayer
SHS-4.1	Purchase of Semi-Expendable Other Machinery Equipment	SHS Coordinator	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	17,100.00	17,100.00	Semi-Expendable Items, OME
SHS-4.2	Refill (Gasul tank)	SHS Coordinator	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	2,000.00	2,000.00	Semi-Expendable Items, OME
CAS-8	Purchase of Floor Polisher	CAS Dean	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	15,000.00	15,000.00	Semi-Expendable Items, OME
<b>Total of Semi-Expendable Items, Other Machinery Equipment (TF)</b>									<b>144,900.00</b>		



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)	
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing	Total	MOOE	CO		
<b>Semi-Expendable Items, Technical and Scientific (TF)</b>												
CrimLab-2	Purchase of Tripod and Digital Caliper	Crim Program Head	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	12,900.00	12,900.00		Semi-Expendable Items, Technical and Scientific
									<b>12,900.00</b>	<b>Total of Semi-Expendable Items, Technical and Scientific (TF)</b>		
<b>Semi-Expendable Items, ICT Equipment (TF)</b>												
CIT-4.1	Purchase of CCTV Camera with Complete Accessories	CIT Dean	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	12,800.00	12,800.00		Semi-Expendable Items, ICT Equipment
CED-5.1	Purchase of External DVD Writer	CED Dean	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	3,263.07	3,263.07		Semi-Expendable Items, ICT Equipment
CAS-7	Purchase of UPS	CAS Dean	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	6,000.00	6,000.00		Semi-Expendable Items, ICT Equipment
SO-2	Purchase of UPS	Supply Officer	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	10,000.00	10,000.00		Semi-Expendable Items, ICT Equipment
REG-4	Purchase of Hard Disk Drive (2TB)	Registrar	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	21,000.00	21,000.00		Semi-Expendable Items, ICT Equipment
IN-2	Purchase of Monitor and UPS	Internet Lab In-Charge	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	13,500.00	13,500.00		Semi-Expendable Items, ICT Equipment
EX-5	Purchase of UPS	Extension Coordinator	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	6,900.00	6,900.00		Semi-Expendable Items, ICT Equipment
SHS-4.3	Purchase of UPS	SHS Coordinator	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	5,000.00	5,000.00		Semi-Expendable Items, ICT Equipment
									<b>78,463.07</b>	<b>Total of Semi-Expendable Items, ICT Equipment (TF)</b>		
<b>Semi-Expendable Items, Office Equipment (TF)</b>												
CIT-4.2	Purchase of LED TV and Monitor	CIT Dean	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	14,500.00	14,500.00		Semi-Expendable Items, Office Equipment
CAS-4	Purchase of Airpot	CAS Dean	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	1,316.64	1,316.64		Semi-Expendable Items, Office Equipment
QAC-4.1	Purchase of Water Dispenser and Electric Airpot	QA Coordinator	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	11,500.00	11,500.00		Semi-Expendable Items, Office Equipment
									<b>27,316.64</b>	<b>Total of Semi-Expendable Items, Office Equipment (TF)</b>		



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PIMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)		Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	
CIT-4.3	Purchase of Printer	CIT Dean	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	14,900.00	14,900.00	Semi-Expendable Items, Printing Equipment
CED-5	Purchase of Printer	CED Dean	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	14,900.00	14,900.00	Semi-Expendable Items, Printing Equipment
CAS-9	Purchase of Printer	CED Dean	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	20,000.00	20,000.00	Semi-Expendable Items, Printing Equipment
HRMO-6	Purchase of Printer	HRMO	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	10,000.00	10,000.00	Semi-Expendable Items, Printing Equipment
AO-4	Purchase of Printer	Senior Bookkeeper	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	10,500.00	10,500.00	Semi-Expendable Items, Printing Equipment
MIS-5	Purchase of Printer	MIS Officer	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	9,000.00	9,000.00	Semi-Expendable Items, Printing Equipment
CL2-4	Purchase of Printer	Laboratory 2 In-Charge	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	12,000.00	12,000.00	Semi-Expendable Items, Printing Equipment
QAC-4	Purchase of Printer	QA Coordinator	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	14,900.00	14,900.00	Semi-Expendable Items, Printing Equipment
FS-3	Purchase of Printer	CED Dean	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	14,900.00	14,900.00	Semi-Expendable Items, Printing Equipment
CL-4	Purchase of Printer	Com Lab In-Charge	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	8,000.00	8,000.00	Semi-Expendable Items, Printing Equipment
RF LET-4	Purchase of Printer	CED Dean	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	14,900.00	14,900.00	Semi-Expendable Items, Printing Equipment
RF BSA-3.1	Purchase of Printer	Agriculture Professor	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	14,900.00	14,900.00	Semi-Expendable Items, Printing Equipment
<b>Semi-Expendable Items, Furniture and Fixtures (TF)</b>									<b>158,900.00</b>	<b>Total of Semi-Expendable Items, Printing Equipment (TF)</b>	
CED-5.2	Purchase of School Chair	CED Dean	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	50,000.00	50,000.00	Semi-Expendable Items, Furniture and Fixtures
CAS-6	Purchase of White Board	CAS Dean	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	45,000.00	45,000.00	Semi-Expendable Items, Furniture and Fixtures
AO-4.1	Purchase of Steel Cabinet	Senior Bookkeeper	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	8,800.00	8,800.00	Semi-Expendable Items, Furniture and Fixtures



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity					Source of Funds	Estimated Budget (Php)		Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing	Total		MOOE	CO	
SP-5	Purchase of Executive Chair and Steel Cabinet	School Paper Adviser	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	16,000.00	16,000.00		Semi-Expendable Items, Furniture and Fixtures
LIB-6	Purchase of Executive Chair	Librarian	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	5,000.00	5,000.00		Semi-Expendable Items, Furniture and Fixtures
CrimLab-2	Purchase of White Board	Crim Program Head	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	30,000.00	30,000.00		Semi-Expendable Items, Furniture and Fixtures
CLI-5	Purchase of Steel Cabinet	School Nurse	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	28,500.00	28,500.00		Semi-Expendable Items, Furniture and Fixtures
SHS-4	Purchase of Semi-Expendable Furnitures and Fixtures	SHS Coordinator	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	42,000.00	42,000.00		Semi-Expendable Items, Furniture and Fixtures
									<b>225,300.00</b>	<b>Total of Semi-Expendable Items, Furniture and Fixtures (TF)</b>		
<b>Semi-Expendable Items, Communication Equipment (TF)</b>												
DO-4	Purchase of Digital Wireless Microphone for Desktop	Disbursing Officer	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	4,700.00	4,700.00		Semi-Expendable Items, Communication Equipment
SCA-6	Purchase of Public Address System	Cultural Coordinator	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	15,000.00	15,000.00		Semi-Expendable Items, Communication Equipment
									<b>19,700.00</b>	<b>Total of Semi-Expendable Items, Communication Equipment (TF)</b>		
<b>Semi-Expendable Items, Sports Equipment (TF)</b>												
PESA-1	Purchase of Sports Equipment	PESA Chairman	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	61,550.00	61,550.00		Semi-Expendable Items, Sports Equipment
<b>Semi-Expendable Items, Medical Equipment (TF)</b>												
CLI-4	Purchase of Medical Equipment	School Nurse	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	33,500.00	33,500.00		Medical Equipment
<b>Semi-Expendable Items, Books (TF)</b>												
LIB-7	Purchase of Books	Librarian	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	396,037.73	396,037.73		Semi-Expendable Items, Books
RF Crim-3	Purchase of Books for Review Materials	Criminology Program Head	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	50,000.00	50,000.00		Semi-Expendable Items, Books



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
FS-3.1	Purchase of FS Books and Practice Teaching Book	CED Dean	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	9,700.00	9,700.00		Semi-Expendable Items, Books
RF LET-4.1	Purchase of Books (Review Materials)	CED Dean	NP-53.9 - Small Value Procurement	7/5/2018	7/13/2018	7/16/2018	7/17/2018	STF	8,610.00	8,610.00		Semi-Expendable Items, Books
	<b>Subscription (TF)</b>								<b>464,347.73</b>	<b>Total of Semi-Expendable Items, Books (TF)</b>		
LIB-8	Subscription of Newspaper and Journals	Librarian	NP-53.9 - Small Value Procurement		1st to 4th Quarter			STF	50,000.00	50,000.00		Subscription
	<b>Other Machinery and Equipment (TF)</b>											
CIT-5	Purchase of Bench Grinding Machine	CIT Dean	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	25,000.00		25,000.00	Other Machinery and Equipment
GS-3	Purchase of Grass Cutter and Water Pump	In-Charge, General Services	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	90,000.00		90,000.00	Other Machinery and Equipment
	<b>Repair and Maintenance, Other Machinery and Equipment (TF)</b>											
CED-6.1	Purchase of Sound System and DVD Player	CED Dean	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	41,000.00		41,000.00	Communication Equipment
SCA-4	Purchase of Conga Drum	Cultural Coordinator	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	25,000.00		25,000.00	Other Machinery and Equipment
SHS-7	Purchase of Table Range and Kitchen Aide Electric Beater	SHS Coordinator	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	55,000.00		55,000.00	Other Machinery and Equipment
	<b>Repair and Maintenance, Other Machinery and Equipment (TF)</b>								<b>236,000.00</b>	<b>Total of Other Machinery and Equipment (TF)</b>		
GS-4	Purchase of Grass Cutter Accessories	In-Charge, General Services	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	35,200.00		35,200.00	Repair and Maintenance, Other Machinery and Equipment
PP-3	Purchase of Generating Set Accessories	Power Plant Operator	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	38,750.00		38,750.00	Repair and Maintenance, Other Machinery and Equipment
	<b>Technical and Scientific Equipment (TF)</b>								<b>73,950.00</b>	<b>Total of Repair and Maintenance, Other Machinery and Equipment (TF)</b>		



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
CrimLab-3	Purchase of Detection Kit and Magnifier	Crim Program Head	NP-53.9 - Small Value Procurement	6/4/2018	6/13/2018	6/18/2018	6/19/2018	STF	120,000.00		120,000.00	Technical and Scientific
<b>ICT Equipment (TF)</b>												
CIT-6	Purchase of Laptop	CIT Dean	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	90,000.00		90,000.00	ICT Equipment
CED-6.2	Purchase of Camera, Projector, and Laptop	CED Dean	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	88,000.00		88,000.00	ICT Equipment
HRMO-4	Purchase of Video Camera	HRMO	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	40,000.00		40,000.00	ICT Equipment
BO-3	Purchase of Laptop	Budget Officer	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	25,000.00		25,000.00	ICT Equipment
REG-6	Purchase of Computer Set	Registrar	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	35,000.00		35,000.00	ICT Equipment
RES-6	Purchase of DSL Camera	Research Coordinator	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	29,500.00		29,500.00	ICT Equipment
<b>Total Technical and Scientific Equipment (TF)</b>												
									120,000.00		120,000.00	
MIS-4	Purchase of Computer Set	MIS Officer	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	340,000.00		340,000.00	ICT Equipment
LIB-4	Purchase of Laptop and Photocopy Machine	Librarian	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	58,000.00		58,000.00	ICT Equipment
CL2-3	Purchase of Laptop	Laboratory 2 In-Charge	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	108,000.00		108,000.00	ICT Equipment
QAC-5	Purchase of Projector and Laptop	QA Coordinator	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	57,000.00		57,000.00	ICT Equipment
CrimLab-4	Purchase of Laptop	Crim Program Head	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	25,000.00		25,000.00	ICT Equipment
FS-4	Purchase of Projector and Laptop	CED Dean	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	58,000.00		58,000.00	ICT Equipment
EX-6	Purchase of Laptop	Extension Coordinator	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	21,999.00		21,999.00	ICT Equipment
SCA-5	Purchase of Laptop	Cultural Coordinator	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	25,000.00		25,000.00	ICT Equipment
CL-5	Purchase of Laptop	Com Lab In-Charge	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	25,000.00		25,000.00	ICT Equipment



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
RF LET-5	Purchase of Projector and Laptop	CED Dean	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	58,000.00		58,000.00	ICT Equipment
RF Mid-4	Purchase of Laptop	Midwifery Program Head	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	50,000.00		50,000.00	ICT Equipment
SHS-5	Purchase of Laptop	SHS Coordinator	NP-53.9 - Small Value Procurement	8/6/2018	8/14/2018	8/17/2018	8/20/2018	STF	31,000.00		31,000.00	ICT Equipment
<b>Office Equipment (TF)</b>									<b>1,164,499.00</b>			<b>Total of ICT Equipment (TF)</b>
CIT-7	Purchase of Aircon	CIT Dean	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	25,000.00		25,000.00	Office Equipment
CEd-6	Purchase of Aircon	CEd Dean	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	30,000.00		30,000.00	Office Equipment
DSAS-4	Purchase of Aircon	DSAS	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	26,000.00		26,000.00	Office Equipment
REG-5	Purchase of Aircon with Remote Control	Registrar	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	33,000.00		33,000.00	Office Equipment
MedLab-3	Purchase of Refrigerator	Medical Lab In-Charge	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	25,000.00		25,000.00	Office Equipment
SHS-6	Purchase of Refrigerator and LED TV	SHS Coordinator	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	50,000.00		50,000.00	Office Equipment
<b>Communication Equipment (TF)</b>									<b>189,000.00</b>			<b>Total of Office Equipment (TF)</b>
DO-5	Purchase of Voice Box System	Disbursing Officer	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	35,000.00		35,000.00	Communication Equipment
<b>Furniture and Fixtures (TF)</b>												
CAS-5	Purchase of Sala Set with Center Table	CAS Dean	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	25,000.00		25,000.00	Furniture and Fixture
GO-5	Purchase of Sala Set with Center Table	Guidance Counselor	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	25,000.00		25,000.00	Furniture and Fixture
<b>Representation Expense (TF)</b>									<b>50,000.00</b>			<b>Total of Furniture and Fixtures (TF)</b>



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PnIP)		Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IBREI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	
IMD-3	Supply and Delivery of Meals and Snacks	IMD Coordinator	NP-53.9 - Small Value Procurement		1st to 4th Quarter			STF	20,000.00		Representation Expense
CED-4	Purchase of Coffee, Sugar, Tea Bag, Milk, and Biscuit	CED Dean	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	3,600.00		Representation Expense
CED-4.1	Supply and Delivery of Snacks	CED Dean	NP-53.9 - Small Value Procurement		1st to 4th Quarter			STF	12,000.00		Representation Expense
HRMO-5	Purchase of Biscuits, Juice, Water and Coffee	HRMO	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	4,450.00		Representation Expense
ADMIN-4.1	Hotel Accommodation and Meals for the Visitors, and Faculty and Staff on Honor's Day and Commencement Exercises 2018	Campus Administrator	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	52,500.00		Representation Expense
ADMIN-5.1	Hotel Accommodation and Meals for the Visitors, and Faculty and Staff on Academic Convocation 2018	Campus Administrator	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	33,000.00		Representation Expense
BO-4	Supply and Delivery of Meals and Snacks for Local Budget Call	Budget Officer	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	10,800.00		Representation Expense
PESA-2.1	Meals and Snacks for Athletes on University Week 2018	PESA Chairman	NP-53.9 - Small Value Procurement	11/19/2018	11/27/2018	12/3/2018	12/4/2018	STF	200,000.00		Representation Expense
PESA-3.1	Meals and Snacks for Athletes on MAST Meet 2018	PESA Chairman	NP-53.9 - Small Value Procurement	11/19/2018	11/27/2018	12/3/2018	12/4/2018	STF	70,000.00		Representation Expense
PESA-4.1	Meals and Snacks for Athletes on SCUAA Meet 2018	PESA Chairman	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	STF	42,000.00		Representation Expense
RES-5	Meals and Snacks with Hotel Accommodation	Research Coordinator	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	21,500.00		Representation Expense
QAC-6	Hotel Accommodation with Meals and Snacks for Accreditors	Quality Assurance Coordinator	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	155,000.00		Representation Expense
CLI-6	Purchase of Meals and Snacks	School Nurse	NP-53.9 - Small Value Procurement		1st to 4th Quarter			STF	81,500.00		Representation Expense
FS-5	Supply and Delivery of Snacks	CED Dean	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	10,000.00		Representation Expense
EX-5	Supply and Delivery of Meals and Snacks	Extension Coordinator	NP-53.9 - Small Value Procurement		1st to 4th Quarter			STF	100,000.00		Representation Expense
RF LET-6	Supply and Delivery of Snacks	CED Dean	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	10,000.00		Representation Expense



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**


Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)	
				Advertisement/Posting of IBREI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
<b>Accountable Form (TF)</b>													
DO-6	Purchase of Official Receipt	Disbursing Officer	NP-53.5 Agency-to-Agency		1st to 4th Quarter			STF	28,600.00			Accountable Form No. 51	
<b>Fuel, Oil and Lubricants (TF)</b>													
PP-5	Purchase of Diesel Fuel and Oil	Power Plant Operator	NP-53.9 - Small Value Procurement		1st to 4th Quarter			STF	208,000.00			Fuel, oil and Lubricants	
DRV-1	Purchase of Diesel Fuel and Oil	Driver	NP-53.9 - Small Value Procurement		1st to 4th Quarter			STF	210,480.00			Fuel, oil and Lubricants	
EX-4	Purchase of Gasoline for Motorbike	Extension Coordinator	NP-53.9 - Small Value Procurement		1st to 4th Quarter			STF	6,900.00			Fuel, Oil and Lubricants	
									<b>425,380.00</b>	<b>Total of Fuel, Oil and Lubricants (TF)</b>			
<b>Repair and Maintenance, Motor Vehicle (TF)</b>													
DRV-3	Purchase of Supplies for Repair and Maintenance of Service Jeep	Driver	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	GF	88,000.00			Repair and Maintenance, Motor Vehicle	
DRV-4	Repainting of Service Jeep	Driver	NP-53.9 - Small Value Procurement	2/5/2018	2/13/2018	2/16/2018	2/19/2018	STF	50,000.00			Nissan SJG-111 (Repair and Maintenance, Motor Vehicle)	
									<b>138,000.00</b>	<b>Total of Repair and Maintenance, Motor Vehicle (TF)</b>			
<b>Printing Services (TF)</b>													
SP-4	Printing Services	School Paper Adviser	NP-53.9 - Small Value Procurement	9/4/2018	9/12/2018	9/17/2018	9/18/2018	STF	36,000.00			School Publication	
<b>Transportation (TF)</b>													
QAC-7	Transportation for Accreditors	QA Coordinator	NP-53.9 - Small Value Procurement	3/5/2018	3/13/2018	3/16/2018	3/19/2018	STF	30,000.00			Transportation Expense	
<b>Drugs and Medicine (TF)</b>													
CLI-3	Purchase of Drugs and Medicines	School Nurse	NP-53.9 - Small Value Procurement	10/10/2018	10/18/2018	10/22/2018	10/23/2018	STF	106,840.00			Drugs and Medicine	



**ANNUAL PROCUREMENT PLAN (APP) for CY 2018**

Code (PAP)	Procurement/Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award		Contract Signing	Total	MOOE	
							Total for General Fund	385,291.62	385,291.62		
							Total for Trust Fund	11,267,227.11	6,037,101.36	5,230,125.75	
							<b>Grand Total</b>	<b>11,652,518.73</b>	<b>6,422,392.98</b>	<b>5,230,125.75</b>	

Prepared by:

  
**AL-HIDDRY B. SALI**  
 BAC Secretary

Available as to Appropriation:

  
**ADRIANNE R. MICUBO**  
 Budget Officer

Approved:

  
**CHONA F. TORREFRANCA, Ed. D.**  
 Campus Administrator