



Republic of the Philippines  
**Department of Education**  
 REGION VII – CENTRAL VISAYAS  
 Schools Division of Cebu City

(Department of Education Cebu City Division) Indicative Annual Procurement Plan for FY 2021

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	
	Common Office Supplies and Equipment	DIVISION OFFICE	NO	NP-53.5 Agency-to-Agency	N/A	N/A	May-20	May-20	GoP	1,394,809.46	1,394,809.46	
	Training Materials	DIVISION OFFICE	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Mar-20	Mar-20	GoP			
	Common Consumables	DIVISION OFFICE	YES	NP-53.5 Agency-to-Agency	Dec-19	Dec-19	Feb-20	Feb-20	GoP	1,093,396.80	1,093,396.80	
	Common Janitorial Supplies	DIVISION OFFICE	NO	NP-53.5 Agency-to-Agency	Mar-20	Mar-20	Mar-20	Mar-20	GoP	145,147.70	145,147.70	
	SUPPLY AND DELIVERY OF CONSUMABLES WITH FREE USE OF TEN (10) UNITS OF PHOTOCOPIER MACHINE	DIVISION OFFICE	NO	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	593,750.00	593,750.00	continuing contract
	Common Electrical Supplies	DIVISION OFFICE	NO	NP-53.5 Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	GoP	289,296.00	289,296.00	
	Supply, Delivery and Printing Services for Form 138 & Diploma	DIVISION OFFICE	YES	Competitive Bidding	Feb-20	Mar-20	Mar-20	Mar-20	GoP	700,000.00	700,000.00	
	MDS Checks Booklet	DIVISION OFFICE	NO	Direct Contracting	N/A	N/A	semestral	semestral	GoP	56,250.00	56,250.00	
	Water/Electricity Expenses	DIVISION OFFICE	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	2,080,000.00	2,080,000.00	
	BAC Travel Expenses	DIVISION OFFICE	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	90,000.00	90,000.00	



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	COMMON DENTAL/MEDICAL SUPPLIES/EQUIPMENT	DIVISION OFFICE	NO	NP-53.5 Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	GoP	388,218.40	388,218.40	
	OFFICE FURNITURE	DIVISION OFFICE	NO	NP-53.9 - Small Value Procurement	semestral	semestral	semestral	semestral	GoP	100,000.00	100,000.00	
	IT EQUIPMENT	DIVISION OFFICE	NO	NP-53.5 Agency-to-Agency	semestral	semestral	semestral	semestral	GoP	770,363.53	770,363.53	
	Supply and Delivery of Philippine Flag	DIVISION OFFICE	NO	NP-53.5 Agency-to-Agency	Apr-21	N/A	N/A	Apr-21	GoP	28,484.00	28,484.00	
	JANITORIAL SERVICES (7 Janitors)	DIVISION OFFICE	NO	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	1,386,000.00	1,386,000.00	Continuing Contract
	Procurement Handbook	DIVISION OFFICE	NO	NP-53.5 Agency-to-Agency	Apr-21	N/A	N/A	Apr-21	GoP	372.10	372.10	
	Termite Treatment of SDO Bldg and Annex Bldg	DIVISION OFFICE	NO	Competitive Bidding	Apr-21	Apr-21	May-21	May-21	GoP	300,000.00	300,000.00	
	SECURITY SERVICES (7 guards)	DIVISION OFFICE	NO	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	1,596,000.00	1,596,000.00	Continuing Contract
	Drinking Water	DIVISION OFFICE	NO	NP-53.9 - Small Value Procurement	Aug-20	Aug-20	Sep-20	Sep-20	GoP	180,000.00	180,000.00	
	Aircon Maintenance	DIVISION OFFICE	NO	NP-53.9 - Small Value Procurement	Jul-20	Jul-20	Jul-20	Jul-20	GoP	172,000.00	172,000.00	



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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	
	Elevator Maintenance	DIVISION OFFICE	NO	Direct Contracting	N/A	N/A	Jan-20	Jan-20	GoP	68,400.00	68,400.00	
	Communications (Telephone, Internet connection)	DIVISION OFFICE	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	840,000.00	840,000.00	
	NEWSPAPER SUBSCRIPTION	DIVISION OFFICE	NO	Direct Contracting	N/A	N/A	Jan-20	Jan-20	GoP	108,000.00	108,000.00	
	Communication Expenses (Cellphone Load)	DIVISION OFFICE	NO	Shopping	Monthly	Monthly	Monthly	Monthly	GoP	418,800.00	418,800.00	
	Sports	DIVISION OFFICE	NO	NP-53.9 - Small Value Procurement	Feb-20	Feb-20	Feb-20	Feb-20	GoP	400,000.00	400,000.00	
	TRAVEL EXPENSES AND REGISTRATION FEE	DIVISION OFFICE	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP			
	MISCELLANEOUS OPERATING EXPENSES/Emergency Expenses	DIVISION OFFICE	NO	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	GoP	100,000.00	100,000.00	
	BUILDING/OFFICE REPAIR AND MAINTENANCE	DIVISION OFFICE	YES	Competitive Bidding					GoP			
	VEHICLE REPAIR AND MAINTENANCE	DIVISION OFFICE	NO	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	GoP	300,000.00	300,000.00	
	FUEL, OIL, ETC.	DIVISION OFFICE	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	264,000.00	264,000.00	



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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Lease of Venue/Provision of Food and materials for GAD related trainings/ Seminars/ Workshop/ Conference/etc.	DIVISION OFFICE	NO	Competitive Bidding	Jan-21	Jan-21	Jan-21	Jan-21	GoP	3,602,750.00	3,602,750.00		
	Lease of Venue/ Provision of Food and Materials for Professional Development Programs trainings/ seminar/ workshop/ conferences/ etc.	DIVISION OFFICE	NO	Competitive Bidding	Jan-21	Jan-21	Jan-21	Jan-21	GoP	3,768,000.00	3,768,000.00		
	Provision of IEC Materials for GAD related celebrations/ concepts	DIVISION OFFICE	NO	Competitive Bidding	Jan-21	Jan-21	Jan-21	Jan-21	GoP	545,975.00	545,975.00		
	Conduct of EPT	DIVISION OFFICE	NO	NP-53.9 - Small Value Procurement	1-Mar-21	1-Mar-21	1-Mar-21	1-Mar-21	GoP	100,000.00	100,000.00		
	Family Day	DIVISION OFFICE	NO	NP-53.5 Agency-to-Agency	1-Sep-21	1-Sep-21	1-Sep-21	1-Sep-21	GoP	300,000.00	300,000.00		
	Electrification of Un-Energized Schools (Educational Facilities) CY 2021	DIVISION OFFICE	NO	Competitive Bidding	Jan-21	Jan-21	Jan-21	Jan-21	GoP	1,500,000.00		1,500,000.00	



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	Repair of Classrooms CY 2021	DIVISION OFFICE	NO	Competitive Bidding	Jan-21	Jan-21	Jan-21	Jan-21	GoP	4,700,000.00		4,700,000.00
	Capacity Building on Google Suite and Office 365	DIVISION OFFICE	NO	Competitive Bidding	Jan-21	Jan-21	Jan-21	Jan-21	GoP	415,650.00	415,650.00	
	Pre-Inventory Briefing	DIVISION OFFICE	NO	NP-53.9 - Small Value Procurement	1-Aug-21	1-Aug-21	1-Aug-21	1-Aug-21	GoP	15,000.00	15,000.00	
	School Downloading (Elementary)	School	NO	NP-53.9 - Small Value Procurement	Monthly	Monthly	Monthly	Monthly	GoP	80,725,000.00	80,725,000.00	
	School Downloading (Senior High School)	School	NO	NP-53.9 - Small Value Procurement	Monthly	Monthly	Monthly	Monthly	GoP	34,281,000.00	34,281,000.00	
	School Downloading (High School)	School	NO	NP-53.9 - Small Value Procurement	Monthly	Monthly	Monthly	Monthly	GoP	7,499,000.00	7,499,000.00	
					<b>TOTAL</b>					151,315,662.99	145,115,662.99	6,200,000.00

Prepared by:   
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 SEPS - HRD  
 BAC Secretariat Chairman

Budget Reviewed by:   
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 Schools Division Superintendent  
 Head of the Procuring Entity



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