

Republic of the Philippines  
**Department of Education**  
 REGION III

SCHOOLS DIVISION OF CITY OF SAN JOSE DEL MONTE

ANNUAL PROCUREMENT PLAN (ADJUSTED/ REVISED)

FISCAL YEAR 2021

Code (PAP)	Procurement/Program/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)		CO
					Advs/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing	Total		MOOE		
OSDS	Procurement of Common-Use Supplies (Consolidated - Operations and Trainings) DBM-PS	First (1st) Quarter	No	NP-53.5 Agency-to-Agency	n/a	n/a	n/a	n/a	GoP	526,052.50	526,052.50		
		Second (2nd) Quarter	No	NP-53.5 Agency-to-Agency	n/a	n/a	n/a	n/a	GoP	526,052.50	526,052.50		
		Third (3rd) Quarter	No	NP-53.5 Agency-to-Agency	n/a	n/a	n/a	n/a	GoP	526,052.50	526,052.50		
		Fourth (4th) Quarter	No	NP-53.5 Agency-to-Agency	n/a	n/a	n/a	n/a	GoP	526,052.50	526,052.50		
OSDS	Procurement of Common-Use Supplies (Consolidated - Operations and Trainings) Not available in DBM-PS	First (1st) Quarter	No	Shopping	n/a	n/a	n/a	n/a	GoP	32,700.00	32,700.00		
		Second (2nd) Quarter	No	Shopping	n/a	n/a	n/a	n/a	GoP	28,200.00	28,200.00		
		Third (3rd) Quarter	No	Shopping	n/a	n/a	n/a	n/a	GoP	28,200.00	28,200.00		
		Fourth (4th) Quarter	No	Shopping	n/a	n/a	n/a	n/a	GoP	28,400.00	28,400.00		
OSDS	Procurement of Medical, Dental and Laboratory Supplies												
		Medical Supplies/ dental	Var. Office	No	Shopping	n/a	n/a	n/a	n/a	GoP	60,000.00	60,000.00	
OSDS	Repair and Maintenance of Office and Other Equipment, Vehicles and Bldgs.												
		Building	Var. Office	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	GoP	500,000.00	500,000.00	
	Office Equipment	Var. Office	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	GoP	155,000.00	155,000.00		

	Information, Communication and Technology (ICT)	Var. Office	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	310,000.00	310,000.00	
	Motor Vehicles	Var. Office	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	140,000.00	140,000.00	
OSDS	Internet, Mobile and Landline Subscription														
50205030	Mobile	Var. Office	No	Direct Contracting	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	336,000.00	336,000.00	
50205020	Internet	Var. Office	No	Direct Contracting	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	366,000.00	366,000.00	
OSDS	Water and Electricity														
50204010	Water Expenses	Var. Office	No	Direct Contracting	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	144,000.00	144,000.00	
50204020	Electricity Expenses	Var. Office	No	Direct Contracting	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	1,200,000.00	1,200,000.00	
OSDS	Insurance														
	Property Insurance Premium	Admin	No	NP-53.5 Agency-to-Agency	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	136,000.00	136,000.00	
50215020	Fidelity Bond Premiums	SDS	No	NP-53.5 Agency-to-Agency	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	52,000.00	52,000.00	
OSDS	Others (Postage, Forms Taxes, etc)												478,200.00	478,200.00	
OSDS	Rentals														
	Motor Vehicles	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	24,000.00	24,000.00	
	Quarters	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	42,000.00	42,000.00	
OSDS	Gasoline	EF	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	100,000.00	100,000.00	
OSDS	Subscription (Newspaper)	SDO	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	18,000.00	18,000.00	
OSDS	Representation	SDO	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	48,000.00	48,000.00	
OSDS	Meeting of ExecCom														
	Supply and Delivery of Packed Meals	SDO	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	36,000.00	36,000.00	
OSDS	MANCOM with Schoolheads (Quarterly)														
	Purchase of Acrylic Stand	SDO	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	16,300.00	16,300.00	
	Purchase of Folding Tables	SDO	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	5,000.00	5,000.00	
	Supply and Delivery of Packed Meals	SDO	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	56,700.00	56,700.00	
OSDS	BAC Meeting/Bidding														
	Supply and Delivery of Packed Meals	SDO	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Gop	36,000.00	36,000.00	





50202010	Supply and Delivery of Packed Meals	Finance	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	16,800.00	16,800.00	
OSDS	<i>Interaction with Gulong San Joseno</i>												
50202010	Meals and Supplies	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	45,000.00	45,000.00	
OSDS	<i>Interaction with Non-Teaching Personnel</i>												
50202010	Meals and Supplies	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	11,250.00	11,250.00	
OSDS	<i>Interaction with LGU</i>												
50202010	Meals and Supplies	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	4,875.00	4,875.00	
OSDS	<i>Interaction with Kabataang Barangay</i>												
50202010	Meals and Supplies	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	4,875.00	4,875.00	
OSDS	<i>CSC Training on PRIME - HRM</i>												
50202010	Package Training	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	30,000.00	30,000.00	
OSDS	<i>Executive Training on Research for Managerial Level</i>												
50202010	Registration	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	150,000.00	150,000.00	
OSDS	<i>Managerial Training (HURIS)</i>												
50202010	Registration	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	82,800.00	82,800.00	
OSDS	<i>CES Congress</i>												
50202010	Registration	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	36,000.00	36,000.00	
OSDS	<i>Annual NUCESO</i>												
50202010	Registration	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	6,000.00	6,000.00	
OSDS	<i>PhilGEPS Training</i>												
50202010	Registration	SDS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	32,000.00	32,000.00	
OSDS	<i>DepEd SJDIMC 19th Founding Anniversary</i>												
50202010	Supply and Delivery of Packed Meals	AOV	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	16,100.00	16,100.00	

50202010	Tarpaulin	AOV	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	2,000.00	2,000.00	
50202010	Plaques	AOV	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	10,000.00	10,000.00	
50202010	Supplies and Materials	AOV	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	3,500.00	3,500.00	
OSDS	Online Training on RA 9184 2016 Revised IRR												
50202010	Honorarium	AOV	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	71,500.00	71,500.00	
OSDS	PBB Orientation and Other Concerns	AOV	No										
OSDS	PRAISE Committee Activities												
	Outstanding Employee (Monthly)	SDO	No		n/a	n/a	n/a	n/a	n/a	GoP	12,000.00	12,000.00	
	Outstanding Employee of the Year	SDO	No		n/a	n/a	n/a	n/a	n/a	GoP	15,000.00	15,000.00	
	Retirees Appreciation Program	SDO	No		n/a	n/a	n/a	n/a	n/a	GoP	60,000.00	60,000.00	
	Huwaring Pamilya	SDO	No		n/a	n/a	n/a	n/a	n/a	GoP	30,000.00	30,000.00	
OSDS	Senior Citizen and PWD	AOV	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	117,020.00	117,020.00	
OSDS	Gender and Development (GAD)	AOV	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	585,100.00	585,100.00	
OSDS	Laws and Rules in Government Expenditures	AOV	No										
OSDS	Full Board and Lodging	Legal	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	400,000.00	400,000.00	
OSDS	Seminar on DepEd Order No. 8, s. 2007 (Revised Implementing Guidelines On The Operation And Management Of School Carreens In Public Elementary And Secondary Schools) For School Heads	Legal	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	20,000.00	20,000.00	
OSDS	Seminar on the Revised Rules of Procedure of the Department of Education In Administrative Cases	Legal	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	20,000.00	20,000.00	
OSDS	School/ICT Coordinators Quarterly Consultative Meeting	ICT	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GoP	26,880.00	26,880.00	


OSDS	Division ICT Training-Workshop: Skills for the Fourth Industrial Revolution																		
	Full Board and Lodging	ICT	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	504,000.00	504,000.00					
SGOD	Capacity Building of Teacher - Coach for Non-Contact Sports																		
50202010	Materials	SGOD - EPS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	4,000.00	4,000.00					
SGOD	Planning Meeting on Sports Development Program for Schoolheads																		
50202010	Meals and snacks	SGOD - EPS	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	36,000.00	36,000.00					
SGOD	Sports Appreciation Program	SGOD - EPS											27,000.00	27,000.00					
SGOD	2021 School-Based Management (SBM) Congress	SEPS-SMME																	
50202010	Meals and snacks		No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	56,000.00	56,000.00					
50202010	Tarpaulin		No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	1,000.00	1,000.00					
50202010	Materials		No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	1,000.00	1,000.00					
50202010	Teacher Induction Program	SEPS-HRD	No	Shopping	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	70,000.00	70,000.00					
SGOD	Reproduction of Best Practices	SEPS-SMME	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	75,000.00	75,000.00					
SGOD	Welfare Advocacy Program for Personnel	SEPS-HRD	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	25,000.00	25,000.00					
SGOD	PRIOR/HEARTY																		
50202010	Supplies and Materials	SEPS-HRD	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	225,000.00	225,000.00					
50202010	Honorarium	SEPS-HRD	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	75,000.00	75,000.00					
SGOD	Procurement of KOKI Mascot	SEPS-HRD	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	70,000.00	70,000.00					
SGOD	Compilation of Infographic Materials	SGOD-SHN	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	50,000.00	50,000.00					
SGOD	Compilation of Research Compendium	SGOD-SEPS-P and	No	Shopping	n/a	n/a	n/a	n/a	n/a	n/a	n/a	GoP	150,000.00	150,000.00					

SGOD	Reproduction of SDO Annual Reports	SGOD-SEPS-P and	No	Shopping	n/a	n/a	n/a	n/a	n/a	GOP	35,000.00	35,000.00	
SGOD	CLEAN AIR ACT IEC		No	Shopping	n/a	n/a	n/a	n/a	n/a	GOP	4,400.00	4,400.00	
SGOD	OK sa Deped program Implementation		No	Shopping	n/a	n/a	n/a	n/a	n/a	GOP	60,000.00	60,000.00	
SGOD	Program Implementation Review		No	Shopping	n/a	n/a	n/a	n/a	n/a	GOP	100,000.00	100,000.00	
SGOD	Conduct of Division Monitoring, Evaluation and Plan Adjustment (DMEPA)												
50202010	Meals and snacks	SEPS - SMME	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GOP	18,600.00	18,600.00	
50202010	Meals and snacks	SEPS - SMME	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GOP	18,600.00	18,600.00	
50202010	Meals and snacks	SEPS - SMME	No	NP-53.9 - Small Value Procurement	n/a	n/a	n/a	n/a	n/a	GOP	18,600.00	18,600.00	
											9,807,640.00	9,807,640.00	

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