

Republic of the Philippines
Department of Education
MIMAROPA Region
Schools Division of Calapan City

ANNUAL PROCUREMENT PLAN FOR FY 2022

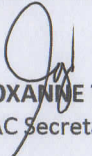
Code (PAP)	Procurement Program/Project	Is this an Early Procurement Activity? (YES/NO)	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (Brief Description of Program/Activity/Project)
					Advertisement / Posting of IB/REI	Submission / Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
MAINTENANCE AND OTHER OPERATING EXPENSES													
Training and Supplies													
	Frontline Services Improvement Program	NO	OSDS	NP 53.0 - Small Value Procurement	Q2	Q2	Q2	Q2	GoP	35,000.00	35,000.00		Seminar on Selected Administrative and Finance Issuances
	Skills Enhancement Program	NO	OSDS	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	10,500.00	10,500.00		Capacity building Seminar for Administrative Officer II
	Skills Enhancement Program	NO	OSDS	NP 53.0 - Small Value Procurement	Q2	Q2	Q2	Q2	GoP	22,750.00	22,750.00		orientation on Property and Supply Management
	Skills Enhancement Program	NO	OSDS	NP 53.0 - Small Value Procurement	Q2	Q2	Q2	Q2	GoP	52,500.00	52,500.00		Capacity Building for Administrative and Finance personnel
	Financial Services	NO	OSDS	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	11,000.00	11,000.00		Closing of Books
	Financial Services	NO	OSDS	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	30,000.00	30,000.00		Roundtable Discussions on Issues and updates on Financial matters
	ICT Services	NO	OSDS	NP 53.0 - Small Value Procurement	Q4	Q4	Q4	Q4	GoP	33,250.00	33,250.00		Basic to advance ITC Skills Training
	Division Conferences/Activities	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4				GoP	168,000.00	168,000.00		MANCOM Meetings
	Project Aptitude Towards Revitalized teaching (ART)	NO	CID	NP 53.0 - Small Value Procurement	Q3	Q3	Q3	Q3	GoP	135,000.00	135,000.00		kti 12 BEP Congress 2022
	Project Aptitude Towards Revitalized teaching (ART)	NO	CID	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	30,000.00	30,000.00		Training on the Pedagogical Retooling in Mathematics for Grades 4-6 Mathematics Teachers
	Project Aptitude Towards Revitalized teaching (ART)	NO	CID	NP 53.0 - Small Value Procurement	Q2	Q2	Q2	Q2	GoP	30,000.00	30,000.00		Training on Senior High School Teachers on Teaching Strategies
	Project Aptitude Towards Revitalized teaching (ART)	NO	CID	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	15,000.00	15,000.00		Orientation of School Heads and Key Teachers on Managing Learners with Development Delays in the New Normal
	Project Aptitude Towards Revitalized teaching (ART)	NO	CID	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	30,000.00	30,000.00		Retooling of TLE/TVE/TVL Teachers

Project Aptitude Towards Revitalized teaching (ART)	NO	CID	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	15,000.00	15,000.00	Training on handling Multigrade Classes in the New Normal
Project Aptitude Towards Revitalized teaching (ART)	NO	CID	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	30,000.00	30,000.00	Training on Design Thinking in Teaching K to 3 Science and Mathematics
Project School Management and Instructional Leadership Enhancement (SMILE)	NO	CID	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	25,000.00	25,000.00	Training on Instructional Supervision in the New Normal
Project School Management and Instructional Leadership Enhancement (SMILE)	NO	CID	NP 53.0 - Small Value Procurement	Quarter 1 to 4				GoP	50,000.00	50,000.00	Bimonthly LAC Sessions for School Heads
Project School Management and Instructional Leadership Enhancement (SMILE)	NO	CID	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	35,000.00	35,000.00	Training for master Teachers with Focus on Instructional Supervision
Project Contextualization of Resources Enriched and Accomplished by Teachers and Experts (CREATE)	NO	CID	NP 53.0 - Small Value Procurement	Q3	Q3	Q3	Q3	GoP	60,000.00	60,000.00	Training-Workshop on the Utilization of TV-Based Lessons Digitized Learning Resources in the New Normal
Project Contextualization of Resources Enriched and Accomplished by Teachers and Experts (CREATE)	NO	CID	NP 53.0 - Small Value Procurement	Q2	Q2	Q2	Q2	GoP	15,000.00	15,000.00	Capacity Building of School Heads and Teachers on Managing and Utilizing DepEd LRMS Portal, SDO LRMS Portal, and LMS including the curation of Open Educational Resources (OERs)
Information Dissemination for Effective Advocacy (IDEA)	NO	SGOD	NP 53.0 - Small Value Procurement	Q2	Q2	Q2	Q2	GoP	7,500.00	7,500.00	Capacitate School Information Coordinators on Div. PAPs
Special Events	NO	SGOD	NP 53.0 - Small Value Procurement	Q3	Q3	Q3	Q3	GoP	75,000.00	75,000.00	20th Division Founding Anniversary
Core Values Advocacy Campaign	NO	SGOD	NP 53.0 - Small Value Procurement	Quarter 1 to 4				GoP	65,606.00	65,606.00	Virtual Inter-faith, online consultation on mental health
Gender and Development Program	NO	SGOD	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	257,000.00	257,000.00	Seminar on Gender Sensitivity Training to all male and female SDO personnel
Gender and Development Program	NO	SGOD	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	100,000.00	100,000.00	Conduct recognition of SDO Calaapn Scholars
Philippine Professional Standards for Teachers /RPMS	NO	SGOD	NP 53.0 - Small Value Procurement	Q2	Q2	Q2	Q2	GoP	100,000.00	100,000.00	Conduct orientation on RPMS/PPST
Employees Welfare	NO	SGOD	NP 53.0 - Small Value Procurement	Quarter 2 to 4				GoP	138,000.00	138,000.00	Conduct SDO Sports Fest and palang lahi
Gawad Parangal	NO	SGOD	NP 53.0 - Small Value Procurement	Q4	Q4	Q4	Q4	GoP	51,150.00	51,150.00	Conduct awards and recognition to all teaching and nonteaching personnel who performed exemplary services
Positive Discipline in Everyday Teaching	NO	SGOD	NP 53.0 - Small Value Procurement	Q1	Q1	Q1	Q1	GoP	132,244.00	132,244.00	Conduct Training on Positive Discipline in Everyday Teaching
Repair and Maintenance											
Repair and Maintenance - building	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4				GoP	20,000.00	20,000.00	SDO operations
Repair and Maintenance - Office	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4				GoP	10,000.00	10,000.00	SDO operations

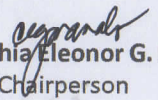
	Regular Office Operations - training expenses	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	96,000.00	96,000.00		SDO operations
	Repair and Maintenance - Furniture and Fixtures	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	10,000.00	10,000.00		SDO operations
	Repair and Maintenance - Motor vehicles	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	75,000.00	75,000.00		SDO operations
	Repair and Maintenance - Office Equipment	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	10,000.00	10,000.00		SDO operations
	Regular Office Operations - ICT Equipment	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	10,000.00	10,000.00		SDO operations
	Regular Office Operations - ICT Equipment	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	5,000.00	5,000.00		SDO operations
SERVICES										
	Security Services	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	530,000.00	530,000.00		Security Guards
	Other General Services	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	315,000.00	315,000.00		
Travelling Expenses										
	SDO Travelling Expenses	NO	SDO	Direct Contracting	Quarter 1 to 4	GoP	250,000.00	250,000.00		
Supplies and Materials										
	Regular Office Operation - ICT supplies	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	325,000.00	325,000.00		
	Regular Office Operations - Furniture and Fixtures	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	10,000.00	10,000.00		
	Regular Office Operations - Office Supplies	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	392,000.00	392,000.00		
	Regular Office Operations - drugs and Medicine Expenses	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	250,000.00	250,000.00		
	Regular Office Operations -Water Expenses	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 to 4	GoP	144,000.00	144,000.00		
	Regular Office Operations - Electric Expenses	NO	OSDS	Direct Contracting	Quarter 1 to 4	GoP	620,000.00	620,000.00		
Printing and Advertising Services										
	Regular Office Operations - Accountable Forms	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 -4	GoP	10,000.00	10,000.00		
	Information Dissemination for Effective Advocacy (IDEA)	NO	SGOD	NP 53.0 - Small Value Procurement	Quarter 1 -4	GoP	15,000.00	15,000.00		Advcoacy materials for the SDO PAPs
Communication Expenses										
	Regular Office Operations- Mobile Expenses	NO	SDO	Direct Contracting	Quarter 1 -4	GoP	350,000.00	350,000.00		
Annual Maintenance										
	Regular Office Operations- Internet Subscription	NO	OSDS	Direct Contracting	Quarter 1 -4	GoP	235,000.00	235,000.00		
	Regular Office Operations- Taxes	NO	OSDS	Direct Contracting	Quarter 1 -4	GoP	20,000.00	20,000.00		

Regular Office Operations- Fidelity Bond	NO	OSDS	Direct Contracting	Quarter 1 -4	GoP	40,000.00	40,000.00		
Regular Office Operations- Insurance	NO	OSDS	Direct Contracting	Quarter 1 -4	GoP	235,000.00	235,000.00		
Regular Office Operations- Vehicle Insurance	NO	OSDS	Direct Contracting	Quarter 1 -4	GoP	75,000.00	75,000.00		
Regular Office Operations- rent	NO	OSDS	Direct Contracting	Quarter 1 -4	GoP	30,000.00	30,000.00		
Capital Outlay									
Regular Office Operations- Office Equipment	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 -4	GoP	30,000.00	30,000.00		
Other Expenses									
Regular Office Operations- Other Supplies and Materials	NO	OSDS	NP 53.0 - Small Value Procurement	Quarter 1 -4	GoP	300,000.00	300,000.00		
Regular Office Operations- Fuel, Oil and Lubricants	NO	OSDS	Direct Contracting	Quarter 1 -4	GoP	80,000.00	80,000.00		
Regular Office Operations- Postage and Courier	NO	OSDS	Direct Contracting	Quarter 1 -4	GoP	5,000.00	5,000.00		
TOTAL						6,256,500.00	6,256,500.00		

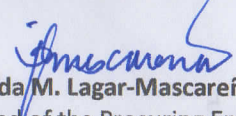
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