

Department of Education
City Schools Division of the City of Tayabas
Annual Procurement Plan for FY 2024 (Indicative)
(Updated)

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 n/Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
I. Common-Use Office Supplies and Equipment (CSE)													
	a. Common Use Supplies available at DBM-PS	Division Office	NO	NP-53.5 Agency-to-Agency/Shopping/Small Value Procurement		1st, 2nd, 3rd, and 4th Quarter			GoP-MOOE	988,000.00	988,000.00		
	b. Other Supplies and Materials Not available in DBM-PS	Division Office	NO	NP-53.9 - Small Value Procurement/Shopping/Competitive Bidding		1st, 2nd, 3rd, and 4th Quarter			GoP-MOOE	357,400.00	357,400.00		
II. Non-Common Use Office Supplies/Materials/Equipment													
	Accountable Forms	Division Office	NO	Direct Contracting		January to December 2024			GoP-MOOE	3,000.00	3,000.00		
	Fuel, Oil, and Lubricants	Division Office	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets		January to December 2024			GoP-MOOE	639,600.00	639,600.00		
III. Communication													
	Telephone Expenses-Mobile	Division Office	NO	Direct Contracting		January to December 2024			GoP-MOOE	396,000.00	396,000.00		
	Telephone Expenses-Landline	Division Office	NO	Direct Contracting		January to December 2024			GoP-MOOE	-	-		
IV. Utilities													
	Water Services and Expenses	Division Office	NO	Direct Contracting		January to December 2024			GoP-MOOE	44,400.00	44,400.00		
	Electricity Services and Expenses	Division Office	NO	Direct Contracting		January to December 2024			GoP-MOOE	840,000.00	840,000.00		
	Internet Subscription Expenses	Division Office	NO	Direct Contracting		January to December 2024			GoP-MOOE	180,000.00	180,000.00		
V. Repairs and Maintenance													
	Office ICT Equipment	Division Office	NO	NP-53.9 - Small Value Procurement		January to December 2024			GoP-MOOE	30,000.00	30,000.00		
	Vehicle Repair and Maintenance	Division Office	NO	NP-53.9 - Small Value Procurement		January to December 2024			GoP-MOOE	100,000.00	100,000.00		
	Aircon Unit Maintenance	Division Office	NO	NP-53.9 - Small Value Procurement		January to December 2024			GoP-MOOE	50,000.00	50,000.00		
	Web Maintenance	Division Office	NO	NP-53.9 - Small Value Procurement		January to December 2024			GoP-MOOE	30,000.00	30,000.00		
	CY 2025 Basic Education Facilities Fund (BEFF) Repair and Rehabilitation of Classrooms Program for Iltasan ES, Tayabas East CS, and Lalo ES (Early Procurement Activity)	SGOD	YES	Competitive Bidding		January to December 2024			GoP-MOOE	8,343,965.19	8,343,965.19		
	CY 2025 Basic Education Facilities Fund (BEFF) Priority Health Facilities Program- Construction of Water and Sanitation Facility-Four (4) Seater for Lalo Elementary School (Early Procurement Activity)	SGOD	YES	Competitive Bidding		January to December 2024			GoP-MOOE	848,181.15	848,181.15		
V. Taxes, Duties, and Fees													
	Fidelity Bond Premiums	Division Office	NO	Direct Contracting		January to December 2024			GoP-MOOE	78,000.00	78,000.00		
	Insurance Premiums	Division Office	NO	Direct Contracting		January to December 2024			GoP-MOOE	22,000.00	22,000.00		
	Renewal of Vehicle Registration	Division Office	NO	Direct Contracting		January to December 2024			GoP-MOOE	6,500.00	6,500.00		
VII. Other Maintenance and Operating Expenses													
	Travelling Expenses	Division Office	NO	NP-53.9 - Small Value Procurement		January to December 2024			GoP-MOOE	529,600.00	529,600.00		
	Training Expenses (MOOE)	Division Office	NO	NP-53.9 - Small Value Procurement		January to December 2024			GoP-MOOE	588,800.00	588,800.00		
	Training Expenses (Senior Citizen/PWD)	Division Office	NO	NP-53.9 - Small Value Procurement		January to December 2024			GoP-MOOE	51,950.00	51,950.00		
	Training Expenses (GAD)	Division Office	NO	NP-53.9 - Small Value Procurement		January to December 2024			GoP-MOOE	259,750.00	259,750.00		
	Training Expenses (HRTD)	Division Office	NO	NP-53.9 - Small Value Procurement		January to December 2024			GoP-HRTD	-	-		
				Subtotal (GASS)						14,387,146.34			
				Subtotal (HRTD)						-			

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