

City Schools Division of the City of Tayabas Annual Procurement Plan for FY 2024

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	CO	
- CURRENT FUND- GASS													
- SGOD													
- QUALITY MANAGEMENT SYSTEM													
AC-24-8472-GASS-001	Program Implementation Review and Performance Assessment	SGOD	NO	NP-53.9 - Small Value Procurement	March 2024	March 2024	March 2024	April, July, October, December 2024	GoP	96,000.00	96,000.00	-	School MOOE/Division MOOE
AC-24-8472-GASS-002	Management Review	SGOD	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	February, May, August, November 2024	GoP	83,200.00	83,200.00	-	Division MOOE
AC-24-8472-GASS-003	Management Committee Meeting	SGOD	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	February, May, August, November 2024	GoP	96,000.00	96,000.00	-	Division MOOE
AC-24-8472-GASS-004	Division Executive Committee Meeting	SGOD	NO	NP-53.9 - Small Value Procurement	N/A	February 2024	February 2024	February, May, August, November 2024	GoP	33,600.00	33,600.00	-	Division MOOE
AC-24-8472-GASS-005	Quarterly MEA/PIR-CID	CID	NO	NP-53.9 - Small Value Procurement	N/A	February 2024	February 2024	March, June, September, December 2024	GoP	48,000.00	48,000.00	-	Division MOOE
- GENDER DEVELOPMENT PROGRAM													
AC-24-8472-GASS-006	Women's Month Celebration	SGOD	NO	NP-53.9 - Small Value Procurement	N/A	February 2024	February 2024	March 2024	GoP	45,100.00	45,100.00	-	Division MOOE
AC-24-8472-GASS-007	18-day Campaign to end VAW	SGOD	NO	NP-53.9 - Small Value Procurement	October 2024	October 2024	October 2024	November 2024	GoP	79,400.00	79,400.00	-	Division MOOE
AC-24-8472-GASS-008	Division Gender and Development Presentation of Accomplishments, Planning and Mainstreaming 2024	SGOD	NO	NP-53.9 - Small Value Procurement	November 2024	November 2024	November 2024	December 2024	GoP	80,000.00	80,000.00	-	Division MOOE
- TRAINING AND DEVELOPMENT PROGRAM FOR SDO PERSONNEL													
AC-24-8472-GASS-003	Division Seminar-Workshop on FY 2025 Budget Preparation	Budget	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 28-29, March 1, 2024	February-March 2024	GoP	372,000.00	372,000.00		(P54,000.00 Division MOOE, P318,000.00 School MOOE)
AC-24-8472-GASS-009	Participation of SDO personnel to Trainings/Seminars/Workshops Conducted by CO, RO, SDO and oversight agencies	OSDS/CID/SGOD	NO	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	GoP	347,300.00	347,300.00	-	Division MOOE
- RETIREMENT AND EXIT PROGRAM													
AC-24-8472-GASS-010	SDO Tayabas Program for Senior Citizen and Retirees for 2024	SGOD	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	March 2024	GoP	74,400.00	74,400.00	-	Division MOOE
- PLANNING AND RESEARCH PROGRAM													
AC-24-8472-GASS-011	Strategic Planning Conference/Sessions for the development of SDO Plans and Budget	SGOD	NO	NP-53.9 - Small Value Procurement	June 2024	June 2024	June 2024	July and November 2024	GoP	102,400.00	102,400.00	-	Division MOOE

OVERHEAD-ADMINISTRATIVE COST													
AC-24-6472-GASS-012	Procurement of Supplies and Equipment for the City Schools Division of the City of Tayabas	PSU	YES	Competitive Bidding	February 2024	February 2024	February 2024	February, April, July and August 2024	GoP	550,000.00	550,000.00	-	DO MOOE GASS 2024
AC-24-6472-GASS-013	Procurement of Supplies and Materials and Equipment for the Daily Operation of Various Offices of SDO Tayabas	PSU	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	February, March, April, May 2024	GoP	466,872.00	466,872.00	-	Division MOOE
AC-24-6472-GASS-014	Provision of Transportation and Travelling expenses	OSDS-GSU	NO	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	GoP	841,608.00	841,608.00	-	DO MOOE GASS 2024
AC-24-6472-GASS-016	Repair and Maintenance of SDO Properties	ADMIN/SUPPLY UNIT	NO	NP-53.9 - Small Value Procurement	April 2024	April 2024	April 2024	May 2024	GoP	229,020.00	229,020.00	-	Division MOOE
AC-24-6472-GASS-017	Renewal of fidelity bond and other accountabilities	OSDS	NO	Direct Contracting	N/A	N/A	N/A	January, February, April, June, August,	GoP	116,000.00	116,000.00	-	Division MOOE
-	-	-	-	-	-	-	-	-	SUB TOTAL	3,660,800.00	-	-	-
-	Provision of Monthly Water Expenses	Admin, Cash, Budget and Accio.	NO	Direct Contracting	January-December, 2024	January-December, 2024	January-December, 2024	January-December, 2024	GoP	111,000.00	111,000.00	-	Division MOOE
-	Provision of Drinking Water	ADMIN/SUP	NO	NP-53.9 - Small Value Procurement	N/A	January-December, 2024	January-December, 2024	GoP	GoP	36,000.00	36,000.00	-	Division MOOE
-	Provision of Monthly Electricity Expenses	Admin, Cash, Budget and Accio.	NO	Direct Contracting	January-December, 2024	January-December, 2024	January-December, 2024	January-December, 2024	GoP	443,000.00	443,000.00	-	Division MOOE
-	Provision of Monthly Load Allowance for SDO Personnel	Concerned Unit /Personnel	NO	Direct Contracting	January-December, 2024	January-December, 2024	January-December, 2024	January-December, 2024	GoP	260,000.00	260,000.00	-	Division MOOE
-	Provision of Monthly Internet Subscription for SDO Tayabas City	ADMIN/ICT	NO	Direct Contracting	January-December, 2024	January-December, 2024	January-December, 2024	January-December, 2024	GoP	222,000.00	222,000.00	-	Division MOOE
-	Provision of Diesel, Repairs and Maintenance and Other Related Expenses for Transportation Services in SDO Tayabas	ADMIN	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	January-December, 2024	January-December, 2024	January-December, 2024	January-December, 2024	GoP	526,000.00	526,000.00	-	Division MOOE
-	Feeding and Positive Aging. SDO Tayabas Program for Senior Citizens and	SGOD/CID	NO	NP-53.9 - Small Value Procurement	January 2024	January 2024	January 2024	January 2024	GoP	103,100.00	103,100.00	-	Division MOOE
-	-	-	-	-	-	-	-	(GASS)	SUB-TOTAL	5,362,000.00	-	-	-
-	SARO/Sub-afo	-	-	-	-	-	-	-	-	-	-	-	-
-	HRTD (2024 FUND)	-	-	-	-	-	-	-	-	-	-	-	-
AC-24-6473-HRTD 00	Division Training of School Trainers on the MATATAG Curriculum (DTOT)	SGOD	NO	NP-53.9 - Small Value Procurement	January 2024-December 2024	January 2024-December 2024	January 2024-December 2024	January 2024-December 2024	GoP	384,000.00	384,000.00	-	HRTD Fund(2024)
AC-24-6473-HRTD 001	LAC Session for the Professional Development Program for Supervisors	SGOD/CID	NO	NP-53.9 - Small Value Procurement	N/A	September 2024	September 2024	October 15, 2024	GoP	10,400.00	10,400.00	-	HRTD Fund 2024
AC-24-6473-HRTD 002	Program Implementation Review on Programs Funded by HRD	SGOD	NO	NP-53.9 - Small Value Procurement	N/A	February 2024	February 2024	March 27; June 21; September 27; December 13,	GoP	27,200.00	27,200.00	-	HRTD 2024
AC-24-6473-HRTD 002	Institutionalization of Personnel Welfare and Development (Tayabas Gawad Tulay 2023)	SGOD/CID	NO	NP-53.9 - Small Value Procurement	March 2024	March 2024	March 2024	April 12, 2024	GoP	46,400.00	46,400.00	-	HRTD 2024 Division MOOE

AC-24-6473-HRTD 003	Division Training of Trainers for Learning Recovery program in Literacy and Numeracy	SGOD	NO	NP-53.9 - Small Value Procurement	May 2024	May 2024	May 2024	June 2024	GoP	240,000.00	240,000.00	-	HRTD Fund 2024
-	Conduct of Enhancement Program Activity of SHS strands: - HUMSS Strand (Journalism; Foreign Language) - STEM Strand (Math) - TVL/Pre-Maritime Course/Security Service	CID	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	March 2024	GoP	58,400.00	58,400.00	-	Division MOOE
	CID-LRMS												
-	Printing and Delivery of Bridging Primer II Learning Resources for FY 2023	CID	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	March 2024	GoP	79,128.00	79,128.00	-	SARO NO: RO-4A-23-2875
	PHYSICAL FACILITIES PROGRAM												
-	Repair and Improvement of SDO Building	Engineer	NO	Competitive Bidding	March 2024	March 2024	May 2024	May 2024	GoP	15,704,243.92	15,704,243.92	-	SARO
-	Construction of Group Hand Washing and Water and Sanitation Facilities	Engineer & School Heads/End-User	YES	Competitive Bidding	February 2024	February 2024	February 2024	February 2024 to April 2024	GoP	1,022,500.00	1,022,500.00	-	SARO-BEFF CY 2024 Priority Health Facilities
-	Construction of Water System (Deep Well Design with Solar - Powered Submersible Water Pump)	Engineer & School Heads/End-User	YES	Competitive Bidding	February 2024	February 2024	February 2024	February 2024 to April 2024	GoP	2,427,369.00	2,427,369.00	-	SARO-BEFF CY 2024 Priority Health Facilities
-	CY 2024 Last Mile Schools Construction of Classrooms for Eugenio Francia Elementary School	Engineer & School Heads/End-User	NO	Competitive Bidding	March 2024	March 2024	March 2024	March 2024 - December 2024	GoP	23,400,000.00	23,400,000.00	-	SARO- Last Mile School Program
-	CY 2024 Basic Education Facilities Fund (BEFF) Solar Photovoltaic (PV) System for Busal Elementary School	Engineer & School Heads/End-User	NO	Competitive Bidding	March 2024	March 2024	March 2024	March 2024 - May 2024	GoP	4,560,947.36	4,560,947.36	-	SARO - BEFF CY 2024 Electrification
-	CY 2023 Basic Education Facilities Fund (BEFF) Repair of Classrooms for Masin Elementary School	Engineer & School Heads/End-User	NO	Competitive Bidding	February 2024	February 2024	February 2024	March 2024 - May 2024	GoP	579,000.00	579,000.00	-	SARO - BEFF CY 2023 Repair of Classrooms
-	Hauling of school furniture for Quezon Science High School and Malao-a/Catantas ES	Engineer and Supply Officer	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	February 2024	GoP	54,920.32	54,920.32	-	SARO
-	Upgrading of Electrical System for Froilan E. Lopez Elementary School	Engineer School Heads	NO	Competitive Bidding	March 2024	March 2024	March 2024	April 2024-December 2024	GoP	1,149,359.09	1,149,359.09	-	SARO
	HEALTHY JUAN PROGRAM												
-	Procurement of Nutritious Food Products and Pasteurized Milk for Implementation of School-Based Feeding Program SY 2024-2025	SGOD	NO	Competitive Bidding	April 2024-December 2024	April 2024-December 2024	April 2024-December 2024	April 2024-December 2024	GoP	9,447,680.00	9,447,680.00	-	SBFP-SARO
-	Orientation on Implementation of School-Based Feeding Program for SY 2024-2025	SGOD	NO	NP-53.9 - Small Value Procurement	March, 2024	March, 2024	March, 2024	April, 2024	GoP	330,669.00	330,669.00	-	SBFP-SARO

-	Procurement of Milk For School Based Feeding Program -Milk Feeding program Component FY 2023	SGOD	NO	NP-53.12 Community Participation	February-April 2023	February-April 2023	February-April 2023	February-April 2023	GoP	1,173,106.55	1,173,106.55	-	SARO RO-4A-23-0229 (P1,155,770.00), OSEC-4A-23-0869 (PSF: NDA Service Fee P17,336.55)
	DRRM PROGRAM												
-	TRAINING AND WRITESHOP ON ENHANCEMENT OF CONTINGENCY PLAN CUM SCHOOL SAFETY PLAN	SGOD	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	February 2024	GoP	400,000.00	400,000.00	-	Sub-ARO
-	2024 DISASTER RISK REDUCTION AND MANAGEMENT (DRRM) YOUTH CAMP AND RESCUE-LYMPICS	SGOD	NO	NP-53.9 - Small Value Procurement	June 2024	June 2024	June 2024	July 2024	GoP	100,000.00	100,000.00	-	Sub-ARO
-	Online DRRM Portal	SGOD/ICT	NO	NP-53.9 - Small Value Procurement	N/A	March 2024	March 2024	April 2024	GoP	5,000.00	5,000.00	-	Sub-ARO
-	Distribution of Safety and Emergency Supplies and Equipment	SGOD	NO	NP-53.9 - Small Value Procurement	March 2024	March 2024	March 2024	June 2024	GoP	150,000.00	150,000.00	-	Sub-ARO
-	STORY BOOK WRITING AND ILLUSTRATING WORKSHOP FOR SCHOOLS DISASTER RISK REDUCTION AND MANAGEMENT (DRRM) COORDINATORS	SGOD/CID	NO	NP-53.9 - Small Value Procurement	April 2024	April 2024	April 2024	May 2024	GoP	150,000.00	150,000.00	-	Sub-ARO
-	PROCUREMENT OF SAFETY AND EMERGENCY SUPPLIES AND EQUIPMENT FOR DISASTER PREPAREDNESS AND RESPONDS	SGOD	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	March 2024	GoP	500,000.00	500,000.00	-	Sub-ARO
	YOUTH DEVELOPMENT PROGRAM												
-	Division DRRM Youth Camp	SGOD	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	March 2024	GoP	100,000.00	100,000.00	-	SARO (DPRP)
-	Volunteer/ Community Service Activities for youth	SGOD	NO	NP-53.9 - Small Value Procurement	April 2024	April 2024	April 2024	May and November 2024	GoP	20,000.00	20,000.00	-	SARO
-	Capacity Building for School Guidance Coordinators	SGOD	NO	NP-53.9 - Small Value Procurement	August 2024	August 2024	August 2024	September 2024	GoP	108,000.00	108,000.00	-	HRTD Fund
-	DRRM Foundational, Essential and Technical Skills Training	SGOD	NO	NP-53.9 - Small Value Procurement	March 2024	March 2024	March 2024	April 2024	GoP	210,000.00	210,000.00	-	SARO (DPRP)
-	Division Capacity Building for Select Sports Officials and Coaches	SGOD	NO	NP-53.9 - Small Value Procurement	June 2024	June 2024	June 2024	July 2024	GoP	120,000.00	120,000.00	-	Division and Schod MOOE
-	Conduct planning conference/sessions for the development of SDO plans	SGOD	NO	NP-53.9 - Small Value Procurement	June 2024	June 2024	June 2024	July 2024 and November 2024	GoP	102,400.00	102,400.00	-	Division MOOE
	RESEARCH PROGRAM												
-	Provision of Technical Assistance to Basic Education Research Fund (BERF)	SGOD	NO	NP-53.9 - Small Value Procurement	N/A	March 2024	March 2024	April 2024 and October 2024	GoP	10,000.00	10,000.00	-	Division MOOE

-	Conduct of Quarterly Review and ASP Annual Planning	SGOD	NO	NP-53.9 - Small Value Procurement	N/A	February 2024	February 2024	March 15, June 14, September 13, December 13, 2024	GoP	20,000.00	20,000.00	-	SARO
-	Division Brigada Eskwela Implementation	SGOD	NO	NP-53.9 - Small Value Procurement	N/A	April 2024	April 2024	May - September 2024	GoP	30,000.00	30,000.00	-	SARO
-	Conduct of Education Summit and Piging ng Pasasalamat	SGOD	NO	NP-53.9 - Small Value Procurement	October 2024	October 2024	October 2024	November 22, 2024	GoP	150,000.00	150,000.00	-	SARO
-	Participation to Commemorative Events	SGOD	NO	NP-53.9 - Small Value Procurement	N/A	as need arises	as need arises	as need arises	GoP	10,000.00	10,000.00	-	Division MOOE
-	Manage the conduct of learning/PD program (ELLN-SoR)	SGOD/CID	NO	NP-53.9 - Small Value Procurement	February 2024	February 2024	February 2024	February 12-16, 2024	GoP	144,000.00	144,000.00	-	School and Division MOOE
-	Professional Development Program for Non-Teaching Personnel	SGOD	NO	NP-53.9 - Small Value Procurement	January 2024-December 2024	January 2024-December 2024	January 2024-December 2024	January 2024-December 2024	GoP	68,600.00	68,600.00	-	HRTD Fund for Non-Teaching
-	Division Employee's Welfare Program	SGOD	NO	NP-53.9 - Small Value Procurement	January 2024-December 2024	January 2024-December 2024	January 2024-December 2024	January 2024-December 2024	GoP	100,000.00	100,000.00	-	ASP MOOE
ICT PROGRAM													
-	Procurement of Private Automatic Branch Exchange (PABX) in the SDO Tayabas City Units and Offices	ICT Unit	NO	Competitive Bidding	February 2024	February 2024	February 2024	March 2024	GoP	1,000,000.00	1,000,000.00	-	SARO
-	SDO Tayabas City DTS and Website Renewal	ICT Unit	NO	Direct Contracting	April 2024	April 2024	April 2024	May 2024	GoP	100,000.00	100,000.00	-	SARO
-								(SARO)	SUB-TOTAL	64,293,323.24		-	-
									GRAND TOTAL	69,655,323.24			

Prepared by:


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Checked by:


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 Administrative Officer V


OK as to Appropriation:


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 BAC Member/Budget Officer V

Recommending Approval:


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Approved:


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