

TESDA PTC- Palayan Annual Procurement Plan for FY 2019

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement				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	
A. Supplies and Materials								GoP	0			
50203010000	a. Common use supplies available at Procurement Service	Technical/ Admin	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	569,167.28	569,167.28		-
5020301000	b. Common use supplies available at Procurement Service	Technical/ Admin	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	600,000.00	600,000.00		-
5020301000	c. Common use supplies not available at procurement service	Technical/ Admin	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	11,412,346.00	11,412,346.00		to be procured by the AS as the need arises
5021304000	d. Carpentry/masonry/Automotive/ Driving/ Welding	Technical/ Admin	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	100,000.00	600,000.00		
	e. Electrical	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	100,000.00	100,000.00		
	f. Painting	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	100,000.00	100,000.00		
5020309000	g. Petroleum, oil, lubricants	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	180,000.00	150,000.00		supply of petroleum, oil and lubricants for 1 office vehicle
5021301000	h. tires	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	35,000.00	50,000.00		to be procured by the AS as the need arises
5021301000	i. motor vehicle accessories/batteries	AS	Direct Contracting	JANUARY- DECEMBER				Special Purpose Fund	40,000.00	50,000.00		to be procured by the AS as the need arises
1040502000	j. sound system	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	5,000.00	10,000.00		procurement of wireless microphones for conference room
5020302000	Accountable forms	Technical/ Admin	NP-53.5 Agency-to-Agency	JANUARY- DECEMBER				Special Purpose Fund	15,000.00	10,000.00		Procurement of Official Receipt
	l. reproduction	AS	Direct Contracting	JANUARY- DECEMBER				Special Purpose Fund	350,000.00	350,000.00		to be procured by the AS as the need arises
B. Equipment												
	a. Office equipment available at procurement service	FASD/ROD/ORD	NP-53.5 Agency-to-Agency	JANUARY- DECEMBER				Special Purpose Fund	200,000.00	200,000.00		printers, monitors, cpu, laptops for office use
	b. Office equipment not available at procurement service	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	100,000.00	200,000.00		to be procured by the AS as the need arises
	c. Office furnitures and fixtures	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER				Special Purpose Fund	150,000.00	200,000.00		Office tables, chairs
C. Utilities												
	a. Drinking water services	FASD/ROD/ORD	Direct Contracting	JANUARY- DECEMBER				Special Purpose Fund	30,000.00	30,000.00		supply of drinking water for staff use
	b. Electricity Services	AS	Direct Contracting	JANUARY- DECEMBER				GoP	300,000.00	300,000.00		

	c. LPG	AS	Direct Contracting	JANUARY- DECEMBER	GoP	10,000.00	10,000.00		supply and delivery of LPG for office use
C. Repair and Maintenance									
	a. Water Supply	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER	Special Purpose Fund	10,000.00	10,000.00		preventive maintenance of water supply
	b. Power Supply	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER	Special Purpose Fund	40,000.00	40,000.00		preventive maintenance of power supply
	c. Communication Networks	AS	Direct Contracting	JANUARY- DECEMBER	Special Purpose Fund	10,000.00	10,000.00		preventive maintenance of communication networks
	d. Buildings	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER	Special Purpose Fund	1,600,000.00	1,600,000.00		Repair and Refurbishment PTC Administrative Building
	e. Printing Equipment	AS	NP-53.7 Highly Technical Consultants	JANUARY- DECEMBER	Special Purpose Fund	60,000.00	60,000.00		repair and maintenance of printing equipment
	f. Motor vehicles	AS	Direct Contracting	JANUARY- DECEMBER	Special Purpose Fund	100,000.00	100,000.00		preventive maintenance for vehicles
	g. Office equipment, furnitures and fixtures	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER	Special Purpose Fund	30,000.00	30,000.00		repair and maintenance of office equipment, furnitures and fixtures
	h. IT equipment	AS	NP-53.9 - Small Value Procurement	JANUARY- DECEMBER	Special Purpose Fund	30,000.00	30,000.00		preventive maintenance of IT equipment
D. General services									
	a. Janitorial Services	AS		JANUARY- DECEMBER		-			provision of 2 janitors
	b. Security Services	AS		JANUARY- DECEMBER	GoP	580,000.00	580,000.00		provision of 2 security guards
E. Communication Services									
	a. Mobile	AS	Direct Contracting	JANUARY- DECEMBER	Special Purpose Fund	40,000.00	40,000.00		provision of cellular phones to TESDA officials/heads
	b. Landline	AS	Direct Contracting	JANUARY- DECEMBER	Special Purpose Fund	100,000.00	100,000.00		telephone line for office use
	c. Internet subscription	AS	Direct Contracting	JANUARY- DECEMBER	Special Purpose Fund	60,000.00	60,000.00		internet subscription for office use
	d. Cable subscription	AS	Direct Contracting	JANUARY- DECEMBER	Special Purpose Fund	10,000.00	10,000.00		cable subscription for office and client use
	d. Courier services	AS	Direct Contracting	JANUARY- DECEMBER	GoP	25,000.00	25,000.00		courier services for office use
F. Advertising									
	a. Publication/Posting of Notices	AS	Direct Contracting	JANUARY- DECEMBER	Special Purpose Fund	50,000.00	50,000.00		publication requirements
	b. Printing and publication	AS	Direct Contracting	JANUARY- DECEMBER	Special Purpose Fund	100,000.00	100,000.00		printing and publication requirements (advocacy); annual reports; newsletter
	c. website maintenance	AS	Direct Contracting	JANUARY- DECEMBER	Special Purpose Fund	60,000.00	60,000.00		advocacy requirements
G. Taxes, Insurance Premiums and Other fees									
	a. registration and insurance of motor vehicles	AS	NP-53.5 Agency-to-Agency	JANUARY- DECEMBER	Special Purpose Fund	40,000.00	40,000.00		registration and renewal of insurance of 3 office vehicles
	b. Insurance of properties	AS	NP-53.5 Agency-to-Agency	JANUARY- DECEMBER	Special Purpose Fund	500,000.00	500,000.00		insurance of all TESDA III properties, including all contents

Prepared by:


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Certified Funds Available / Certified appropriate Funds Available:


Orlando Santos

Approved by:


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Property/Supplier Officer

Accountant / Local Budget Officer

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