

COMMISSION ON HIGHER EDUCATION- CORDILLERA ADMINISTRATIVE REGION
Annual Procurement Plan for FY 2022


Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity?	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	
	TRAVELING EXPENSES												
5020101000	Traveling expenses-airfare	Administrative and Technical Unit	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	As the need arises	As the need arises	GoP	100,000.00	100,000.00	0.00	Provision for airfare in attending seminars/workshop/trainings called by Central office and other govt agencies
	SUPPLIES AND MATERIALS EXPENSES												
	Office Supplies Expenses												
5020301002	A. Available at the Procurement Servie-DBM	Administrative and Technical Unit	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	200,410.94	200,410.94	0.00	See attached APP-CSE
5020301002	B. Not available at the Procurement Servie- DBM	Administrative and Technical Unit	NO	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	GoP	199,589.06	199,589.06	0.00	See attached APP-CSE
	Accountable Forms Expenses												
5020302000	A. Check booklets	Administrative and Technical Unit	NO	NP-53.5 Agency-to-Agency	N/A	N/A	July 2022	July 2022	GoP	20,000.00	20,000.00	0.00	
5020302000	B. Official Receipts	Administrative and Technical Unit	NO	NP-53.5 Agency-to-Agency	N/A	N/A	July 2022	July 2022	GoP	15,000.00	15,000.00	0.00	
5020302000	C. Security Paper	Administrative and Technical Unit	NO	NP-53.5 Agency-to-Agency	N/A	N/A	July 2022	July 2022	GoP	171,000.00	171,000.00	0.00	
5020309000	Fuel, Oil, and Lubricants Expenses	Administrative and Technical Unit	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	As the need arises	As the need arises	GoP	165,000.00	165,000.00		Intended for the motor vehicle and generator set
	UTILITY EXPENSES												
	A. Water Expenses												
5020401000	1. Water Services	Administrative and Technical Unit	NO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	56,000.00	56,000.00	0.00	
5020401000	2. Drinking water	Administrative and Technical Unit	YES	NP-53.9 - Small Value Procurement	December 2021	N/A	January 2022	January 2022	GoP	4,000.00	4,000.00	0.00	
	B. ELECTRICITY EXPENSES												
5020402000	1. Electricity Services	Administrative and Technical Unit	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	139,000.00	139,000.00	0.00	
	COMMUNICATION EXPENSES												
	A. Postage and Courier Services												
5020501000	1. Postage	Administrative Unit	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As the need arises	As the need arises	GoP	3,000.00	3,000.00	0.00	
5020501000	2. Courier Services	Administrative Unit	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	28,000.00	28,000.00	0.00	
	B. Telephone Expenses												
5020502002	1. Landline	Administrative Unit	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	62,000.00	62,000.00	0.00	
5020503000	C. Internet Subscription Services	Administrative	NO	NP-53.9 - Small Value Procurement	January 2022	N/A	January 2022	January 2022	GoP	62,000.00	62,000.00		
	D. Cable, Satellite, Telegraph and Radio Expenses												
5020504000	1. Cable	Administrative Unit	NO	NP-53.9 - Small Value Procurement	January 2022	N/A	January 2022	January 2022	GoP	7,000.00	7,000.00	0.00	
	GENERAL SERVICES												
5021203000	A. Security Services	Administrative and Technical Unit	YES	NP-53.9 - Small Value Procurement	October 2021	N/A	January 2022	January 2022	GoP	580,000.00	580,000.00	0.00	


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5029905003	Rental- Motor Vehicles	Administrative and Technical Unit	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	150,000.00	150,000.00	0.00	Provision for hiring of vehicle to be used during monitoring/investigation & other urgent matters.
TOTAL										2,310,000.00	2,310,000.00	0.00	

Prepared by:

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