

DEPED, DIVISION OF ESCALANTE CITY
Second Semester Annual Procurement Plan for FY 2024

| Code (PA P) | Procurement Program/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 Program/Activity/Project) |
|-------------|---|--------------|---------------------------------------|-------------------------|--|--|----------------------------|----------------------------|-----------------|------------------------|-----------|------|---|
| | | | | | Advertisement /Posting of IB/REI | Submission/O pening of Bids/Quotations | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| | Procurement of meals and snacks for the ART Month Culmination | CID | No | Small Value Procurement | 4th week of January 2024 | 1st week of February 2024 | 1st week of February 2024 | 1st week of February 2024 | GoP | 5,525.00 | 5,525.00 | 0.00 | |
| | Procurement of supplies and materials for the ART Month Culmination | CID | No | Shopping | 4th week of January 2024 | 1st week of February 2024 | 1st week of February 2024 | 1st week of February 2024 | GoP | 1,325.00 | 1,325.00 | 0.00 | |
| | Procured meals and snacks for the CID COORDINATION MEETING Division of Escalante City CID Initiatives towards Improved state of Education (DECCIIdE) to submit required reports | CID | No | Small Value Procurement | 4th week of February 2024 | 1st week of March 2024 | 1st week of March 2024 | 1st week of March 2024 | GoP | 6,400.00 | 6,400.00 | 0.00 | |
| | Procurement of meals and snacks on the Orientation on MFAT to Grade 1 Teachers | CID | No | Small Value Procurement | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 10,500.00 | 10,500.00 | 0.00 | |
| | Procurement of office supplies for the conduct of MFAT Grade 1 | CID | No | Shopping | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 5,000.00 | 5,000.00 | 0.00 | |
| | Procurement of meals and snacks for the Quality Assurance of locally developed learning resources | CID | No | Small Value Procurement | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 20,000.00 | 20,000.00 | 0.00 | |

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| Procurement of venue for the Quality Assurance of locally developed learning resources | CID | No | Lease of Real Property | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 4,500.00 | 4,500.00 | 0.00 | |
| Procurement of Office Supplies for the QA of LRs | CID | No | Shopping | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 4,500.00 | 4,500.00 | 0.00 | |
| Procurement of food and supplies for the conduct of Division Learning Resource Fair | CID | No | Small Value Procurement | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 52,500.00 | 52,500.00 | 0.00 | |
| Procurement of meals and snacks for the Conduct Division Story Writing Competition | CID | No | Small Value Procurement | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 8,750.00 | 8,750.00 | 0.00 | |
| Procurement of office supplies for the Conduct Division Story Writing Competition | CID | No | Shopping | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 2,200.00 | 2,200.00 | 0.00 | |
| Procurement of other supplies and materials for the Conduct Division Story Writing Competition | CID | No | Small Value Procurement | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 13,500.00 | 13,500.00 | 0.00 | |
| Procurement of galloons of mineral water supply to SDO Personnel of the 3 functional divisions (OSDS, CID, SGOD) | SGOD | No | Small Value Procurement | 1st week of January 2024 | 2nd week of January 2024 | 2nd week of January 2024 | 2nd week of January 2024 | GoP | 11,954.70 | 11,954.70 | 0.00 | |
| Procurement of Labor and Materials for the Installation of Lounge Counter for SDO Personnel and Clients in the Schools Division Office of Escalante City | SGOD | No | Small Value Procurement | 4th week of January 2024 | 1st week of February 2024 | 1st week of February 2024 | 1st week of February 2024 | GoP | 41,159.00 | 41,159.00 | 0.00 | |

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| Procurement of meals and snacks for the coastal clean - up and other related activities for protection , management , and conservation of marine life resources | SGOD | No | Small Value Procurement | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 8,720.00 | 8,720.00 | 0.00 | |
| Procurement of Meals and snacks for the Crafting of Annual GAD Plan and Budget FY 2025 | SGOD | No | Small Value Procurement | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 3,750.00 | 3,750.00 | 0.00 | |
| Procurement of meals and snacks for the Conduct of quarterly DMEA Conferences | SGOD | No | Small Value Procurement | 4th week of February 2024 | 1st week of March 2024 | 1st week of March 2024 | 1st week of March 2024 | GoP | 56,000.00 | 56,000.00 | 0.00 | |
| Procurement of seviles for the Conduct of annual Physical Examination | SGOD | No | Small Value Procurement | 4th week of September 2024 | 1st week of October 2024 | 1st week of October 2024 | 1st week of October 2024 | GoP | 100,000.00 | 100,000.00 | 0.00 | |
| Procurement of medicines, supplies and equipment for the implementation of Medical, Dental and Nursing Services | SGOD | No | Small Value Procurement | 4th week of July 2024 | 1st week of August 2024 | 1st week of August 2024 | 1st week of August 2024 | GoP | 50,000.00 | 50,000.00 | 0.00 | |
| Procurement of seviles for the Conduct of Division Innovation/Research Showdown | SGOD | No | Small Value Procurement | 4th week of October 2024 | 1st week of November 2024 | 1st week of November 2024 | 1st week of November 2024 | GoP | 21,400.00 | 21,400.00 | 0.00 | |
| Procurement of meals and snacks and other supplies and materials for the Conduct annual recognition and awarding ceremony (Pasidungog sa Yutang Bulahan) | SGOD | No | Small Value Procurement | 4th week of October 2024 | 1st week of November 2024 | 1st week of November 2024 | 1st week of November 2024 | GoP | 150,000.00 | 150,000.00 | 0.00 | |

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| Procurement of meals and snacks on the conduct of QMS Mock Assessment | SGOD | No | Small Value Procurement | 1st week of August 2024 | 2nd week of August 2024 | 2nd week of August 2024 | 2nd week of August 2024 | GoP | 10,000.00 | 10,000.00 | 0.00 | |
| Procurement of meals and snacks on the conduct of QMS Assessment | SGOD | No | Small Value Procurement | 4th week of October 2024 | 1st week of November 2024 | 1st week of November 2024 | 1st week of November 2024 | GoP | 10,180.00 | 10,180.00 | 0.00 | |
| Procurement of meals and snacks for the of Conduct Year-End Performance Review and Evaluation | SGOD | No | Small Value Procurement | 4th week of November 2024 | 1st week of December 2024 | 1st week of December 2024 | 1st week of December 2024 | GoP | 25,500.00 | 25,500.00 | 0.00 | |
| Procurement of meals and snacks on the conduct of Monitoring and Review of Implementation of GAD | SGOD | No | Small Value Procurement | 4th week of September 2024 | 1st week of October 2024 | 1st week of October 2024 | 1st week of October 2024 | GoP | 5,000.00 | 5,000.00 | 0.00 | |
| Procurement of meals and snacks for the Conduct of the evaluation of documents for the applicants for new items (including Teacher I position), interview and assessment of competencies | OSDS | No | Small Value Procurement | 4th week of June 2024 | 1st week of July 2024 | 1st week of July 2024 | 1st week of July 2024 | GoP | 15,200.00 | 15,200.00 | 0.00 | |
| Procurement of meals and snacks on the Recruitment, Selection and Placement for absolute vacancies | OSDS | No | Small Value Procurement | 4th week of June 2024 | 1st week of July 2024 | 1st week of July 2024 | 1st week of July 2024 | GoP | 2,800.00 | 2,800.00 | 0.00 | |
| Procurement of meals and snacks on the Orientation and meetings of HRMPSB Members | OSDS | No | Small Value Procurement | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 5,000.00 | 5,000.00 | 0.00 | |

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| Procurement of supplies, materials and equipment for SDO personnel | OSDS | No | Small Value Procurement | 4th week of February 2024 | 1st week of March 2024 | 1st week of March 2024 | 1st week of March 2024 | GoP | 537,087.00 | 537,087.00 | 0.00 | |
| Procurement of Security Services | OSDS | No | Small Value Procurement | 1st week of January 2024 | 2nd week of January 2024 | 2nd week of January 2024 | 2nd week of January 2024 | GoP | 264,000.00 | 264,000.00 | 0.00 | |
| Procurement of Insurance Coverage for Deped Vehicle (Strada) | OSDS | No | Agency to Agency | N/A | N/A | N/A | N/A | GoP | 12,043.50 | 12,043.50 | 0.00 | |
| Payment for the insurance premiums of SDO Building | OSDS | No | Agency to Agency | N/A | N/A | N/A | N/A | GoP | 40,000.00 | 40,000.00 | 0.00 | |
| Procurement of services for the preventive maintenance of SDO air-conditioning units | OSDS | No | Small Value Procurement | 4th week of August 2024 | 1st week of September 2024 | 1st week of September 2024 | 1st week of September 2024 | GoP | 30,000.00 | 30,000.00 | 0.00 | |
| Procurement of services for the repair and maintenance of vehicles | OSDS | No | Direct Contracting | N/A | N/A | N/A | N/A | GoP | 103,835.00 | 103,835.00 | 0.00 | |
| Procurement of meals and snacks for the Conduct of Catch-Up Planning Conference with all Focal Persons | OSDS | No | Small Value Procurement | 4th week of July 2024 | 1st week of August 2024 | 1st week of August 2024 | 1st week of August 2024 | GoP | 6,000.00 | 6,000.00 | 0.00 | |
| Procurement of meals and snacks for the Conduct Training-Workshop on the Preparation of Financial Reports and Financial Statements for FY 2024 | OSDS | No | Small Value Procurement | 4th week of May 2024 | 1st week of June 2024 | 1st week of June 2024 | 1st week of June 2024 | GoP | 9,620.00 | 9,620.00 | 0.00 | |
| Procurement of venue for the Conduct of Division Convergence of Education Leaders (DCEL) | OSDS | No | Lease of Real Property | 1st week of January 2024 | 3rd week of January 2024 | 3rd week of January 2024 | 3rd week of January 2024 | GoP | 48,000.00 | 48,000.00 | 0.00 | |

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| Procurement of Division ICT equipment part and accessories | OSDS | No | Small Value Procurement | 1st week of every quarter of 2024 | 2nd week of every quarter of 2024 | 2nd week of every quarter of 2024 | 2nd week of every quarter of 2024 | GoP | 40,000.00 | 40,000.00 | 0.00 | |
| Procurement of fuel for SDO motor vehicles | OSDS | No | Direct Retail Purchase | N/A | N/A | N/A | N/A | GoP | 46,812.41 | 46,812.41 | 0.00 | |
| Procurement of Dry Seal | OSDS | No | Small Value Procurement | 4th week of May 2024 | 1st week of June 2024 | 1st week of June 2024 | 1st week of June 2024 | GoP | 3,990.00 | 3,990.00 | 0.00 | |
| Procurement of labor and materials for repair of SDO building | OSDS | No | Small Value Procurement | 1st week of August 2024 | 3rd week of August 2024 | 3rd week of August 2024 | 3rd week of August 2024 | GoP | 30,000.00 | 30,000.00 | 0.00 | |
| Procurement of meals and snacks on the Conduct of PRIME-HRM Assessment | OSDS | No | Small Value Procurement | 4th week of March 2024 | 1st week of April 2024 | 1st week of April 2024 | 1st week of April 2024 | GoP | 50,634.00 | 50,634.00 | 0.00 | |
| Construction of 1 unit 1 storey School Clinic | OSDS | Yes | Public Bidding | 8-Dec-23 | 27-Dec-23 | 1st week of March 2024 | 1st week of March 2024 | GoP | 4,012,106.54 | 0.00 | 4,012,106.54 | |
| TOTAL | | | | | | | | | 5,885,492.15 | 1,873,385.61 | 4,012,106.54 | |

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