

**DEBDP, DIVISION OF ESCALANTE CITY
Annual Procurement Plan for FY 2022 (2nd Semester)**

Code (PAP)	Procurement Program/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 Program/Activity/Project)	
					Advertisement/Posting of IB/RFI	Submission/Opening of Bids/Contents	Notice of Award	Contract Signing		Total	MOOE		CO
	Procurement of Security Services	Admin Officer V-General Services	No	Small Value Procurement	2nd week of January 2022	3rd week of January 2022	4th week of January 2022	4th week of January 2022	GoP	209,000.00	209,000.00	0.00	Ensure safety of SDO properties and personnel; charged to Other General Services Expenses
	Procurement of Meals & Snacks for the various trainings of the Accounting Unit	Accountant III	No	Small Value Procurement	3rd week of February 2022	1st week of March 2022	1st week of March 2022	1st week of March 2022	GoP	24,200.00	24,200.00	0.00	to capacitate various personnel on financial matters; charged to Training Expenses
	Procurement of Office & Other Supplies	Supply Officer	No	Public Bidding	3rd week of February	2nd week of March 2022	3rd week of March 2022	4th week of March 2022	GoP	688,400.00	688,400.00	0.00	ensure availability of supplies for office operations & trainings; charged to Office Supplies Expenses & Other Supplies & Materials Expenses
	Procurement of Fuel, Oil & Lubricants	Supply Officer	No	Direct Retail Purchase	N/A	N/A	N/A	N/A	GoP	306,000.00	306,000.00	0.00	ensure serviceability of motor vehicles for official travels of officials & personnel; charged to Fuel, Oil & Lubricant expenses
	Procurement of Services (Repair & Maintenance of Motor Vehicle)	Admin Officer V-General Services	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	200,000.00	200,000.00	0.00	ensure serviceability of motor vehicles for official travels of officials & personnel; charged to RM Motor Vehicles Expense
	Procurement of Materials for the improvement of Drainage/Water Connection	EFD	No	Small Value Procurement	1st week of February 2022	3rd week of February 2022	3rd week of February 2022	3rd week of February 2022	GoP	26,045.00	26,045.00	0.00	Improvement water connection of the new SDO building-GAD Project
	Procurement of Materials for the Installation of Curtain Rods, Door knobs, Path walk between Library hub and Main Building and Painting of Counters	EFD	No	Small Value Procurement	1st week of February 2022	3rd week of February 2022	3rd week of February 2022	3rd week of February 2022	GoP	38,490.50	38,490.50	0.00	ensure safety and comfortable working conditions of SDO personnel
	Procurement of Materials AND Labor for the Installation of Glass Partitions at SDS, ASDS, Budget and Accounting, CID Chief and Admin Offices	EFD	No	Small Value Procurement	2nd week of February 2022	4th week of February 2022	4th week of February 2022	4th week of February 2022	GoP	138,000.00	138,000.00	0.00	ensure safety and comfortable working conditions of SDO personnel
	Procurement of Materials for the Installation of Tiles and ACU's bracket at The Lounge Counter	EFD	No	Small Value Procurement	1st week of February 2022	3rd week of February 2022	3rd week of February 2022	3rd week of February 2022	GoP	34,458.00	34,458.00	0.00	ensure safety and comfortable working conditions of SDO personnel
	Procurement of Materials for the Installation of Tiles at The Library Hub	EFD	No	Small Value Procurement	2nd week of February 2022	4th week of February 2022	4th week of February 2022	4th week of February 2022	GoP	57,216.00	57,216.00	0.00	ensure safety and comfortable working conditions of SDO personnel
	Procurement of Materials for the Improvement of the Electrical Connections at the Lounge Counter	EFD	No	Small Value Procurement	1st week of February 2022	3rd week of February 2022	3rd week of February 2022	3rd week of February 2022	GoP	36,486.00	36,486.00	0.00	ensure safety and comfortable working conditions of SDO personnel
	Procurement of Materials for the Installation of waste pipes, water connection and catch basin for the utilization of dental chair	EFD	No	Small Value Procurement	2nd week of February 2022	3rd week of February 2022	3rd week of February 2022	3rd week of February 2022	GoP	4,019.00	4,019.00	0.00	ensure safety and comfortable working conditions at the SDO Dental Facility
	Procurement of Siphoning services	EFD	No	Small Value Procurement	2nd week of February 2022	3rd week of February 2022	3rd week of February 2022	3rd week of February 2022	GoP	15,000.00	15,000.00	0.00	ensure cleanliness of the SDO building
	Procurement of Materials and labor for the Installation of Sillage, Stainless Leaders with Lights (Deped Division of Escalante City)	EFD	No	Small Value Procurement	4th week of February 2022	1st week of March 2022	1st week of March 2022	1st week of March 2022	GoP	49,500.00	49,500.00	0.00	to promote the SDO and to guide clients of its location
	Procurement of Sound System	SGOD	No	Small Value Procurement	1st week of February 2022	3rd week of February 2022	3rd week of February 2022	3rd week of February 2022	GoP	36,100.00	36,100.00	0.00	to support SGOD daily functions
	Procurement of Meals for the DEBDP Activities	SGOD	No	Small Value Procurement	4th week of February 2022	2nd week of March 2022	3rd week of March 2022	3rd week of March 2022	GoP	37,960.00	37,960.00	0.00	to provide meals for DEBDP activities
	Procurement of Semi Expandable Furniture & Fixtures for ASDS & SDS Offices & SDS Quarters	Supply Officer	No	Small Value Procurement	2nd week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	GoP	90,000.00	90,000.00	0.00	ensure safety and comfortable working conditions of SDO personnel

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	Procurement of Printers for ASDS & SGOD Offices	Supply Officer	No	Small Value Procurement	2nd week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	GoP	23,900.00	23,900.00	0.00	to support ASDS & SGOD daily functions
	Procurement of Laboratory Services for the Annual Physical of SDO Personnel	GAD Focal Person	No	Small Value Procurement	3rd week of April 2022	4th week of March 2022	1st week of May 2022	1st week of May 2022	GoP	80,000.00	80,000.00	0.00	ensure the health and well being of SDO personnel
	Procurement of GAD Shirts	GAD Focal Person	No	Small Value Procurement	3rd week of February 2022	4th week of March 2022	1st week of March 2022	1st week of March 2022	GoP	36,200.00	36,200.00	0.00	to advocate GAD policies
	Procurement of Food, Venue and Accommodation for the Conduct of 9th Division Convergence of Educational 2022 Year-End Performance Review and Evaluation	SEPS-HRD	No	Small Value Procurement	4th week of November 2022	1st week of December 2022	2nd week of December 2022	2nd week of December 2022	GoP	432,000.00	432,000.00	0.00	Reviewed and evaluated the 2022 performance of SDO-based personnel
	Procurement of ridding for SDO vehicles	Supply Officer	No	Small Value Procurement	4th week of April 2022	1st week of May 2022	2nd week of May 2022	2nd week of May 2022	GoP	15,000.00	15,000.00	0.00	Ensured upkeep of SDO vehicles
	Procurement of battery for SDO vehicle (Hyundai Starex)	Supply Officer	No	Small Value Procurement	4th week of April 2022	1st week of May 2022	2nd week of May 2022	2nd week of May 2022	GoP	10,000.00	10,000.00	0.00	ensure serviceability of motor vehicles for official travels of officials & personnel
	Procurement of Curtains for the offices of the SGOD and ASDS	Supply Officer	No	Small Value Procurement	4th week of April 2022	1st week of May 2022	2nd week of May 2022	2nd week of May 2022	GoP	11,200.00	11,200.00	0.00	ensure safety and comfortable working conditions of SDO personnel
	Procurement of supplies for the conduct of EPT	EPS-II M & E	No	Small Value Procurement	4th week of April 2022	1st week of May 2022	2nd week of May 2022	2nd week of May 2022	GoP	3,360.00	3,360.00	0.00	ensure successful conduct of EPT
	Procurement of Insurance Policy for SDO Vehicle (Mitsubishi Stradal)	Supply Officer	No	Agency to Agency	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	0.00	Ensured that SDO motor vehicles are compliant with The Insurance Code (RA10907)
	Procurement of Fidelity Bond for SDO Officials	AC-IV (Cash)	No	Agency to Agency	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00	0.00	Ensured that identified SDO officials and employees are compliant with Public Bonding Law
	Procurement of services for the printing of the SDO Research Journal	Div Research Coordinator	No	Small Value Procurement	4th week of October 2022	1st week of November 2022	2nd week of November 2022	2nd week of November 2022	GoP	30,000.00	30,000.00	0.00	Documented the completed researches and promoted the culture of research and innovation in the SDO
	Procurement of meals and snacks for the Conduct of 2022 English Proficiency Test (EPT)	EPS-II M & E	No	Small Value Procurement	4th week of April 2022	1st week of May 2022	2nd week of May 2022	2nd week of May 2022	GoP	8,820.00	8,820.00	0.00	Ensured that applicants are judiciously and objectively evaluated according to standards in the recruitment and selection process
	Procurement of Meals and Snacks for the Presentation of Internal and External Assessments for the Crafting of Division Education Development Plans (DEBP)	SEPS-HRD	No	Small Value Procurement	4th week of January 2022	2nd week of February 2022	2nd week of February 2022	2nd week of February 2022	GoP	40,000.00	40,000.00	0.00	ensure trainings are well implemented
	Procurement of Supplies and materials for the Presentation of Internal and External Assessments for the Crafting of Division Education Development Plans (DEBP)	SEPS-HRD	No	Shopping	4th week of January 2022	2nd week of February 2022	2nd week of February 2022	2nd week of February 2022	GoP	3,000.00	3,000.00	0.00	ensure trainings are well implemented
	Procurement of Meals and Snacks for the Orientation on the Utilization of SEK3 Learning Action Cell Resource Packages	SEPS-HRD	No	Small Value Procurement	4th week of January 2022	2nd week of February 2022	2nd week of February 2022	2nd week of February 2022	GoP	40,000.00	40,000.00	0.00	ensure trainings are well implemented
	Procurement of Supplies and materials for the Orientation on the Utilization of SEK3 Learning Action Cell Resource Packages	SEPS-HRD	No	Shopping	4th week of January 2022	2nd week of February 2022	2nd week of February 2022	2nd week of February 2022	GoP	3,000.00	3,000.00	0.00	ensure trainings are well implemented
	Procurement of Meals and Snacks for the Orientation on Induction Program for Beginning Teachers	SEPS-HRD	No	Small Value Procurement	3rd week of February 2022	4th week of February 2022	4th week of February 2022	4th week of February 2022	GoP	12,000.00	12,000.00	0.00	ensure trainings are well implemented
	Procurement of Meals and Snacks for the Division English Proficiency Enhancement on Teaching Grammar Communicatively	EPS-ENGLISH	No	Small Value Procurement	3rd week of February 2022	4th week of February 2022	4th week of February 2022	4th week of February 2022	GoP	13,500.00	13,500.00	0.00	ensure trainings are well implemented

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	Procurement of Supplies and Materials for the Division English Proficiency Enhancement on Teaching Grammar Communicatively	EPS-BNGLISH	NO	Shopping	3rd week of February 2022	4th week of February 2022	4th week of February 2022	4th week of February 2022	4th week of February 2022	GoP	1,000.00	1,000.00	0.00	ensure trainings are well implemented	
	Procurement of Meals and Snacks for the Division Workshop for Division LRMS Coordinators	EPS-LRMS	NO	Small Value Procurement	4th week of February 2022	2nd week of March 2022	2nd week of March 2022	2nd week of March 2022	2nd week of March 2022	GoP	8,100.00	8,100.00	0.00	ensure trainings are well implemented	
	Procurement of Supplies and Materials for the Division Workshop for Division LRMS Coordinators	EPS-LRMS	NO	Shopping	4th week of February 2022	2nd week of March 2022	2nd week of March 2022	2nd week of March 2022	2nd week of March 2022	GoP	1,000.00	1,000.00	0.00	ensure trainings are well implemented	
	Procurement of Meals and Snacks for the 3rd Division Learning Action Cell	SEPS-HRD	NO	Small Value Procurement	Mar-22	Mar-22	Mar-22	Mar-22	Mar-22	GoP	13,500.00	13,500.00	0.00	ensure trainings are well implemented	
	Procurement of Meals and Snacks for the Filipino Sign Language Literacy Workshop: Understanding the Power of Language	EPS-ALS & KINDER	NO	Small Value Procurement	2nd week of March 2022	3rd week of March 2022	3rd week of March 2022	3rd week of March 2022	3rd week of March 2022	GoP	8,100.00	8,100.00	0.00	ensure trainings are well implemented	
	Procurement of Supplies and Materials for the Filipino Sign Language Literacy Workshop: Understanding the Power of Language	EPS-ALS & KINDER	NO	Shopping	2nd week of March 2022	3rd week of March 2022	3rd week of March 2022	3rd week of March 2022	3rd week of March 2022	GoP	1,000.00	1,000.00	0.00	ensure trainings are well implemented	
	Procurement of Meals and Snacks for the Division Workshop on Learning Resource Development	EPS-LRMS	NO	Small Value Procurement	2nd week of March 2022	3rd week of March 2022	3rd week of March 2022	3rd week of March 2022	3rd week of March 2022	GoP	11,700.00	11,700.00	0.00	ensure trainings are well implemented	
	Procurement of Supplies and Materials for the Division Workshop on Learning Resource Development	EPS-LRMS	NO	Shopping	2nd week of March 2022	3rd week of March 2022	3rd week of March 2022	3rd week of March 2022	3rd week of March 2022	GoP	1,000.00	1,000.00	0.00	ensure trainings are well implemented	
	Procurement of Meals and Snacks for the Development of Radio-Based Instruction Episodes in Alternative Learning System	EPS-II-ALS	NO	Small Value Procurement	2nd week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	GoP	8,100.00	8,100.00	0.00	ensure trainings are well implemented	
	Procurement of Supplies and Materials for the Development of Radio-Based Instruction Episodes in Alternative Learning System	EPS-II-ALS	NO	Shopping	2nd week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	GoP	2,000.00	2,000.00	0.00	ensure trainings are well implemented	
	Procurement of Meals and Snacks for the Workshop on MEA Technology and 1st Quarter Division Monitoring, Evaluation, and Adjustments	EPS-II-M & B	NO	Small Value Procurement	2nd week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	GoP	27,000.00	27,000.00	0.00	ensure trainings are well implemented	
	Procurement of Meals & Snacks for the various trainings of SDO-Escalante City	SEPS-HRD	NO	Small Value Procurement	2nd week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	GoP	532,000.00	532,000.00	0.00	ensure trainings are well implemented	
	Procurement of Supplies and Materials for the various trainings of SDO-Escalante City	SEPS-HRD	NO	Shopping	2nd week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	4th week of March 2022	GoP	48,000.00	48,000.00	0.00	ensure trainings are well implemented	
	TOTAL										3,460,354.50	3,460,354.50			

Prepared by:

HARRY JOHN C. JARINA
BAC Secretariat



Reviewed:

KATHY S. CINCO
Administrative Officer V (Budget)



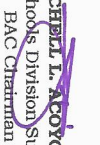
Certified Funds Available:

ROYLVA V. PELLOSAS
Division Accountant



Recommending Approval:

MICHAEL T. ACOYONG
Assistant Schools Division Superintendent
BAC Chairman



Approved:

REMIATO T. BALBASTEROS, PhD
Schools Division Superintendent

