## INDICATIVE ANNUAL PROCUREMENT PLAN (APP) 2025 WASHINGTON ELEMENTARY SCHOOL

PROCUREMENT PROJECT		Is this an		SCHEDULE FOR EACH PROCUREMENT ACTIVITY					ESTIMATED BUDGET (PhP)		$\perp$	
	END- USER	Early Procurement Activity? (Yes/No)	MODE OF PROCUREMENT	Advertisement/ Posting of IB/RFQ	Submission/ Opening of Bids/ Quotations	Notice of Award	Contract Signing/PO	SOURCE OF FUNDS	Total	MOOE	со	REMARKS (Brief Description of Project)
DANUARY					A					40-14-14-14-14		
Procure gallons of potable water for Learners (GAD)	GAD Coordinator	No	Small Value Procurement	First Week of January	Second Week of January	January	January	MOOE	1,500.00	1,500.00		Potable water for learners
Conduct In-Service Training for Teachers (INSET)	School HRD Coordinator	No	Small Value Procurement	First Week of January	Second Week of January	Second Week of January	January	MOOE	20,000.00	20,000.00		Meals for INSET
Conduct SLAC sessions	School HRD Coordinator	No	Small Value Procurement	First Week of January	Second Week of January	Second Week of January	Second Week of January	MOOE	1,700.00	1,700.00		Snacks for SLAC
Procure snacks for the school educational summit	School HRD Coordinator	No	Small Value Procurement	First Week of January	Second Week of January	Second Week of January	Second Week of January	MOOE	3,000.00	3,000.00		Snacks for educational summit
FEBRUARY	Coordinator		Trocarcinons								¥	
Procure gallons of potable water for Learners (GAD)	GAD Coordinator	No	Small Value Procurement	First Week of January	Second Week of January	Second Week of January	Second Week of January	MOOE	1,500.00	1,500.00		Potable water for learners
Procure LPG tanks for Home Economics-related	School Feeding Coordinator	No	Small Value Procurement	First Week of February		Second Week of February	Second Week of February	MOOE	1,300.00	1,300.00		LPG
activities Conduct SLAC sessions	School HRD	No	Small Value Procurement	First Week of February	Second Week of February		Second Week of February	MOOE	1,700.00	1,700.00		Snacks for SLAC
Procure hygiene supplies for learners (GAD)	GAD Coordinator	No	Small Value	First Week of February	Second Week of February		The second secon	MOOE	13,850.00	13,850.00		Hygiene Kits
Procure fuel, oil and lubricants for school groud	School Physical	No	Procurement Direct Retial	First Week of	Second Week of	Second Week of	Second Week of	MOOE	1,400.00	1,400.00		Fuel for Mower
maintenace (mower)  Procure comer set for the ICT Office	School Property	No	Purchase Small Value	February First Week of	February Second Week of			MOOE	15,000.00	15,000.00		Corner Set
	Custodian		Procurement	February	February	February	February					
MARCH			Small Value	First Week of	Second Week of	Second Week of	Second Week of			4 500 00	T	Potable water for learners
Procure gallons of potable water for Learners (GAD)	GAD Coordinator	No	Procurement	March	March	March	March	MOOE	1,500.00	1,500.00	-	Potable water for learners
Procure materials for the Repair and installation of door grills/jambs/door knobs of ten (10) classrooms	School Physical Facility	No	Small Value Procurement	First Week of March	Second Week of March	Second Week of March	Second Week of March	MOOE	33,703.70	30,000.00		Construction materials
Procure materials for the repair of Grade 5 Classroom Ceiling	School Physical Facility	No	Small Value Procurement	First Week of March	Second Week of March	Second Week of March	Second Week of March	MOOE	29,625.19	29,625.19		Construction materials
Conduct SLAC sessions	HRD Coordinator	No	Small Value Procurement	First Week of March	Second Week of March	Second Week of March	Second Week of March	MOOE	1,700.00	1,700.00		Snacks for SLAC
Procure printers for the printing and reproduction of test materials	School Property Custodian	No	Small Value Procurement	First Week of March		Second Week of March	Second Week of March	MOOE	21,180.00	21,180.00		Printers
Procure LED TV for learners as strategic intervention material in the teaching-learning process	School Property Custodian	No	Small Value Procurement	First Week of March	Second Week of March	March	March	MOOE	36,000.00	36,000.00		LED TV
Procure snacks for quarterly SMEA Conferences	SMEA Coordinator	No	Small Value Procurement	First Week of March	Second Week of March	Second Week of March	Second Week of March	MOOE	3,000.00	3,000.00		Snacks for SMEA
APRIL								1000			-	
Procure supplies and materials for the printing and reproduction of test materials	School Supply Officer	No	Small Value Procurement	First Week of April	April	Second Week of April	April	MOOE	32,200.00	32,200.00		Office supplies
Procure gallons of potable water for Learners (GAD)	GAD Coordinator	No	Small Value Procurement	First Week of April	Second Week of April	Second Week of April	Second Week of April	MOOE	1,500.00	1,500.00		Potable water for learners
Procure DRRM equipment	DRRM Coordinator	No	Small Value Procurement	First Week of April	Second Week of April	Second Week of April	Second Week of April	MOOE	9,000.00	9,000.00		Fire Extinguishers
Procure LPG tanks for Home Economics-related	School Feeding Coordinator	No	Small Value Procurement	First Week of Apri	Second Week of		Second Week of April	MOOE	1,300.00	1,300.00		LPG
activities Procure fuel, oil and lubricants for school groud maintenace (mower)	School Physical Facility	No	Direct Reatil Purchase	First Week of Apri	Second Week of	Second Week of April	Second Week of April	MOOE	1,400.00	1,400.00		Fuel for Mower



MAY											
Procure gallons of potable water for Learners (GAD)	GAD Coordinator	No	Small Value Procurement	First Week of May	Second Week of May	Second Week of May	Second Week of May	MOOE	1,500.00	1,500.00	Potable water for learners
Procure materials for the repair of library room	School Physical	No	Small Value	First Week of May		Second Week of	Second Week of	MOOE	21,851.85	21,851.85	Construction materials
windows	Facility	140	Procu-ement	This week of they	May	May	May	,,,,,,	21,001.00	22/002:00	CONSTRUCTION TO CONTROL
Procure materials for the Repainting of School	School Physical	No	Small Value	First Week of May		Second Week of		MOOE	7,407.41	7,407.41	Construction materials
Canopy/Boxes/Walls	Facility	140	Procurement	Trist Week of Flay	May	May	May	1.002	7,107.112	.,,	Construction Times Init
IUNE					de la					S PROPERTY.	
Conduct SLAC sessions	HRD Coordinator	No	Small Value Procurement	First Week of June	Second Week of June	Second Week of June	Second Week of June	MOOE	1,700.00	1,700.00	Snacks for SLAC
Procure drugs and medicines for the School Clinic	GAD Coordinator	No	Small Value	First Week of	Second Week of	Second Week of	Second Week of	MOOE	5,000.00	5,000.00	Drugs and Medicines
Procure supplies for recognition and graduation	School HRD	No	Procurement Small Value	June First Week of	June Second Week of	June Second Week of	June Second Week of	MOOE	6.000.00	6,000.00	Supplies for recognition
ceremonies	Coordinator	140	Procurement	June	June	June	June	PIOOL	0,000.00	0,000.00	Supplies for recognition
Procure meals for recognition and graduation	School HRD	No	Small Value	First Week of	Second Week of	Second Week of	Second Week of	MOOE	10,000,00	10,000.00	Monte for recognition
eremonies	Coordinator	No	Procurement	June	June	June	June	MODE	10,000.00	10,000.00	Meals for recognition
rocure tarpaulin for recognition and graduation	School HRD	No	Small Value	First Week of		Second Week of		MOOE	1,620.00	1,620.00	Tarpaulin for recognition
eremonies	Coordinator		Procurement Small Value	June First Week of	June Second Week of	Second Week of	June Second Week of				
Procure snacks for quarterly SMEA Conferences	SMEA Coordinator	No						MOOE	3,000.00	3,000.00	Snacks for SMEA
IULY			Procurement	June	June	June	June				VELOCITY OF THE PARTY OF THE PA
IULI			Con-HAIA-I		Comment of	Carrad Wash of	Consol West of				The state of the s
onduct SLAC sessions	HRD Coordinator	No	Small Value Procurement	First Week of July	July	Second Week of July	July	MOOE	1,700.00	1,700.00	Snacks for SLAC
rocure LPG tanks for Home Economics-related	School Feeding Coordinator	No	direct Retail Purcahse	First Week of July	Second Week of	Second Week of July	Second Week of July	MOOE	1,300.00	1,300.00	LPG
ictivities	School Physical		Small Value		Second Week of	Second Week of					
rocure materials for the repair of lunch counter		No		First Week of July				MOOE	32,962.96	32,962.96	Construction materials
AUGUST	Facility		Procurement		July	July	July		100		
109031	le to the total		C - 8 1/-1	T	C	Fr 4 M/s - ls - 6	Committee to a	-			
rocure materials for the repair of school canopy	School Physical Facility	No	Small Value Procurement	First Week of August	Second Week of August	Second Week of August	Second Week of August	MOOE	34,444.44	34,444.44	Construction materials
rocure gallons of potable water for Learners (GAD)	GAD Coordinator	No	Small Value Procurement	First Week of	Second Week of August	Second Week of August	Second Week of August	MOOE	1,500.00	1,500.00	Potable water for learners
				August							
rocured tarpaulin for the different school activities	School Supply Officer	No	Small Value Procurement	First Week of August	Second Week of August	Second Week of August	Second Week of August	MOOE	1,620.00	1,620.00	Tarpaulin
rocure tarpaulin for the conduct of Brigada Eskwela	School Supply Offcier	Me	Small Value	First Week of	Second Week of	Second Week of	Second Week of	MOOE	E40.00	E40.00	Tomoulla
Sick-Off		No	Procurement	August	August	August	August	MOOE	540.00	540.00	Tarpaulin
Conduct SLAC sessions	HRD Coordinator	No	Small Value	First Week of	Second Week of	Second Week of	Second Week of	MOOE	1,700.00	1,700.00	Snacks for SLAC
			Procurement	August	August	August	August				
Project ELWESIR	HRD Coordinator	No	Small Value	First Week of		Second Week of		MOOE	15,000.00	15,000.00	Supplies for ELWESIR
			Procurement	August	August	August	August				
rocure fuel, oil and lubricants for school groud	School Physiical	No	Direct Retail	First Week of	Second Week of	Second Week of		MOOE	1,400.00	1,400.00	Fuel for Mower
naintenance (mower)	Facility		Purchase	August	August	August	August				
EPTEMBER						The second second				-	
rocure gallons of potable water for Learners (GAD)	GAD Coordinator	No	Small Value Procurement	First Week of September	Second Week of September	Second Week of September	Second Week of September	MOOE	1,500.00	1,500.00	Potable water for learners
rocure supplies and materials for the printing and		chool Supply Officer No	Small Value	First Week of	Second Week of	Second Week of					
eproduction of test materials	School Supply Officer		Procurement	September	September	September	September September	MOOE 16,80	16,800.00	16,800.00	Office supplies
oduction of test materials			Small Value	First Week of	Second Week of	Second Week of	Second Week of				
onduct SLAC sessions	HRD Coordinator	No	Procurement	September September	September	September	September	MOOE	1,700.00	1,700.00	Snacks for SLAC
OTRUCE SEASONS			Small Value	First Week of	Second Week of	Second Week of	Second Week of	MOOE	3,000.00	3,000.00	Snacks for SMEA
rocure snacks for quarterly SMEA Conferences	SMEA Coordinator	No				Contombas	Contombor	LIOOL	0,000,00		
		No	Procurement	September	September	September	September		5,000.00		
	School Property	No No	Procurement Small Value	September First Week of		September Second Week of September	September Second Week of September	MOOE	5,000.00	5,000.00	School Seal
rocure snacks for quarterly SMEA Conferences			Procurement	September	September Second Week of	Second Week of	Second Week of				School Seal

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CTOBER			C	First Week of	Cocond Week of	Second Week of	Second Week of		4 500 00	1 500 00	Potable water for learners
rocure gallons of potable water for Learners (GAD)	GAD Coordinator	No	Small Value		October	October	October	MOOE	1,500.00	1,500.00	Potable water for learners
rocure gallons of polable water for Learners (GAO)	Crib Coordinator		Procurement	October First Week of		Second Week of			4 700 00	1 700 00	Snacks for SLAC
onduct SLAC sessions	HRD Coordinator	No	Small Value	September	September	September	September	MOOE	1,700.00	1,700.00	Shacks for SLAC
			Procurement	First Week of		Second Week of			504500	5,015.00	Meals for Division Service Excellence
rocure meals for Division Service Excellence	HRD Coordinator	No	Small Value	October	October	October	October	MOOE	5,015.00	5,015.00	Awarding Activity
warding Activity	11100 000101111111		Procurement	First Week of	Second Week of		Second Week of	140.05	0.550.00	0 550 00	Meals for service excellence award
Procure meals for Teachers Rewarding Activity	HRD Coordinator	No	Small Value	October	October	October	October	MOOE	8,550.00	8,550.00	Lifegiz for Service excellence award
	THE COOTONIACO		Procurement	First Week of	Second Week of		Second Week of		2 550 00	2 550 00	Other Supplies
ocure other supplies for the Teachers Rewarding	HRD Coordinator	No	Small Value	THE RESIDENCE TO SECURITY OF THE PARTY OF TH	October	October	October	MOOE	2,550.00	2,550.00	Other Supplies
ctivities	100.700 100.000 100.000 100.000		Procurement	October First Week of			Second Week of			1 400 00	Fuel for Mower
rocure fuel, oil and lubricants for school groud	School Physiical	No	Direct Retail	TOTAL CONTRACTOR	October	October	October O	MOOE	1,400.00	1,400.00	Luci for Mower
naintenace (mower)	Facility		Purchase	October	October	October	October	AND DESCRIPTION	THE REAL PROPERTY.		
IOVEMBER				T 50 1 141 - 1 - 5	Toward Week of	Cocond Wook of	Second Week of				Potable water for learners
Procure gallons of potable water for Learners (GAD)	GAD Coordinator	No	Small Value	First Week of		November	November 1	MOOE	1,500.00	1,500.00	Potable water for learners
	GAD COOldinator		Procurement	November	November	Second Week of					a 1 6 6116
Conduct SEAC sessions	HRD Coordinator	No	Small Value	First Week of			November 1	MOOE	1,700.00	1,700.00	Snacks for SLAC
	TIKD Coordinator		Procurement	November	November	November	Movember			Well Bridge State	
DECEMBER					To	Conned Mark of	Second Week of				
" ( ) II (- I (CAD)	GAD Coordinator	No	Small Value	First Week of				MOOE	1,500.00	1,500.00	Potable water for learners
Procure gallons of potable water for Learners (GAD)	GAD Coordinator	140	Procurement	December	December	December	December Second Week of				
Conduct SLAC sessions	HRD Coordinator	No	Small Value	First Week of	Second Week of	Second Week of	and the second of the second o	MOOE	1,700.00	1,700.00	Snacks for SLAC
	HKD Coordinator	140	Procurement	December	December	December	December				
Procure snacks for quarterly SMEA Conferences		No	Small Value	First Week of	Second Week of			MOOE	3,000.00	3,000.00	Snacks for SMEA
	SMEA Coordinator	MO	Procurement	December	December	December	December				
Procure meals for stress management symposium	upp e salta a	No	Small Value	First Week of	Second Week of	Second Week of		MOOE	5,610.00	5,610.00	Meals for Stress Mngt. Symposium
	HRD Coordinator	140	Procurement	December	December	December	December		4/2		
Procure supplies and materials for the decoration of Stakeholders' Recognition		Ma	Small Value	First Week of	Second Week of	Second Week of		MOOE	5,000.00	5,000.00	Supplies and Materials
	School Supply Officer	No	Procurement	December	December	December	December	9.15			
- All All All All All All All All All Al	75 75 200		Small Value	First Week of	Second Week of			MOOE	540.00	9 540.00	Tarpaulin
Procure tarpaulin for the Stakeholders' Recognition	School Supply Officer	No	Procurement	December	December	December	December		450 070 55	453,870.55	
									453,870.55	433,070.33	-

Prepared by:

Allotment Availability:

Noted:

RENATO T. BALLESTEROS, PhD, CESO V Schools Division Superintendent AUG 2 8 2024

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