



Republic of the Philippines  
**PHILIPPINE SCIENCE HIGH SCHOOL - MIMAROPA Region Campus**  
 Brgy. Rizal, Odiongan, Romblon

**ANNUAL PROCUREMENT PLAN NON-CSE FOR FY 2024**

CODE (PAP)	PROCUREMENT PROGRAM/PROJECT	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	SCHEDULE OF EACH PROCUREMENT ACTIVITY				Source of Funds	Estimated Budget (Php)			Remarks  (brief description of Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
	<b>I.A TRAVELLING EXPENSES</b>	PSHS-MRC		-	-	-	-	-		<b>550,000.00</b>	<b>550,000.00</b>		
310100100001000	Local	PSHS-MRC	NO	Shopping - Others	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	550,000.00	550,000.00		Travelling Expenses (Employees) for OCD, SSD, CID, FAD
310100100001000	Foreign	PSHS-MRC	NO	Shopping - Others	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	-	-		
310100100001000	<b>I.B TRAINING EXPENSES</b>	PSHS-MRC	NO	Shopping - Others	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	<b>120,000.00</b>	<b>120,000.00</b>		Training (Employees) Expenses for OCD, SSD, CID, FAD
	<b>I.C SCHOLARSHIP EXPENSES</b>	PSHS-MRC		-	-	-	-	-		<b>15,476,000.00</b>	<b>15,476,000.00</b>		
310100100001000	School Organ, Awards, Others	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	<b>1,467,400.00</b>	1,467,400.00		Trainings, Competitions, Seminars/Webinars, Activities that includes the Scholars
310100100001000	Allowances	PSHS-MRC	NO	Shopping - Others	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	<b>14,008,600.00</b>	14,008,600.00		Allowances (for Scholars)
	<b>I.D SUPPLIES AND MATERIALS EXPENSES</b>									<b>2,146,000.00</b>	<b>2,146,000.00</b>		
310100100001000	Office Supplies	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	350,000.00	350,000.00		Common used supplies for the day to day operation
310100100001000	Accountable Forms	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	5,000.00	5,000.00		For government official forms
310100100001000	Drugs and Medicines	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		For replenishment and additional medicines
310100100001000	Medical, Dental and Laboratory Supplies	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	80,000.00	80,000.00		For replenishment and additional Lab supplies
310100100001000	Textbooks and Instructional Materials	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	100,000.00	100,000.00		Reference books & Instructional Materials needed in the Library & Dorms
310100100001000	Fuel, Oil and Lubricant Expenses	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	100,000.00	100,000.00		Supply of PSHS-MC Motor Vehicles & GenSet
310100100001000	ICT Supplies	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	261,000.00	261,000.00		For replenishment & add'l ICT supplies
	ICT Equipment	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	500,000.00	500,000.00		For replenishment & add'l ICT Equipment
310100100001000	Other Supplies and Materials Expenses	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	700,000.00	700,000.00		For replenishment & add'l other supplies


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	<b>I.E UTILITIES</b>									<b>1,171,000.00</b>	<b>1,171,000.00</b>		-
310100100001000	Water Expenses	PSHS-MRC	NO	Direct Contracting (Sec. 50)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		Expenses for water consumption of the campus
310100100001000	Electricity Expenses	PSHS-MRC	NO	Direct Contracting (Sec. 50)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	1,121,000.00	1,121,000.00		Expenses for electrical consumption of the campus
	<b>I.F COMMUNICATION EXPENSES</b>									<b>1,010,000.00</b>	<b>1,010,000.00</b>		-
310100100001000	Postage and Courier Services	PSHS-MRC	NO	Shopping - Others	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		Payment for Postage and Courier Services for Registrar Office Use
310100100001000	Mobile	PSHS-MRC	NO	Shopping - Others	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	200,000.00	200,000.00		Prepaid Load Cards for Cellular Phones
310100100001000	Landline	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		-
310100100001000	Internet Subscription Expenses	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	700,000.00	700,000.00		Prepaid Load Cards for Wifi Devices
310100100001000	Cable, Satellite, Telegraph and Radio Expenses	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	10,000.00	10,000.00		For recreational activities of the scholars in the dormitory
310100100001000	<b>I.G EXTRAORDINARY AND MISCELLANEOUS EXPENSES</b>	PSHS-MRC	NO	Shopping - Others	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	<b>116,000.00</b>	<b>116,000.00</b>		-
	<b>I.H PROFESSIONAL SERVICES</b>									<b>1,555,000.00</b>	<b>1,555,000.00</b>		-
310100100001000	Auditing Services	PSHS-MRC	NO	Negotiated Procurement - Highly Technical Consultants (Sec. 53.7)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	100,000.00	100,000.00		Consultation Services that may require professional assistance in case of audit, legalities, installation of ICT equipments, and others.
310100100001000	Consultancy Services	PSHS-MRC	NO	Negotiated Procurement - Highly Technical Consultants (Sec. 53.7)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		-
310100100001000	Legal Services	PSHS-MRC	NO	Negotiated Procurement - Highly Technical Consultants (Sec. 53.7)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	55,000.00	55,000.00		-
310100100001000	ICT Consultancy Services	PSHS-MRC	NO	Negotiated Procurement - Highly Technical Consultants (Sec. 53.7)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		-
310100100001000	Other Professional Services	PSHS-MRC	NO	Negotiated Procurement - Highly Technical Consultants (Sec. 53.7)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	1,300,000.00	1,300,000.00		-
	<b>I.I GENERAL SERVICES</b>									<b>3,700,000.00</b>	<b>3,700,000.00</b>		-
310100100001000	Janitorial Services	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	600,000.00	600,000.00		Services to maintain the cleanliness, orderliness and safety within the campus.
310100100001000	Security Services	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	1,500,000.00	1,500,000.00		-
	Environment / Sanitary Services	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		-
	Other General Services - ICT Services	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		-

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310100100001000	Other General Services	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	1,500,000.00	1,500,000.00		-
<b>I.J REPAIRS AND MAINTENANCE EXPENSES</b>										<b>355,000.00</b>	<b>355,000.00</b>		-
310100100001000	Land Improvements	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jun-24	Jun-24	Jul-24	Jul-24	Regular Agency Fund (01000000)	30,000.00	30,000.00		For repair, maintenance and improvement of the campus' land, buildings, dormitories, office and ict equipment, technical and scientific, transportation equipment,
310100100001000	School Buildings	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jun-24	Jun-24	Jul-24	Jul-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		-
310100100001000	Hostels and Dormitories	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jun-24	Jun-24	Jul-24	Jul-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		-
310100100001000	Other Structures	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jun-24	Jun-24	Jul-24	Jul-24	Regular Agency Fund (01000000)	20,000.00	20,000.00		-
310100100001000	Office Equipment	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jun-24	Jun-24	Jul-24	Jul-24	Regular Agency Fund (01000000)	10,000.00	10,000.00		-
310100100001000	ICT Equipment	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jun-24	Jun-24	Jul-24	Jul-24	Regular Agency Fund (01000000)	5,000.00	5,000.00		-
310100100001000	Technical and Scientific	PSHS-MRC	NO	Direct Contracting (Sec. 50)	Jun-24	Jun-24	Jul-24	Jul-24	Regular Agency Fund (01000000)	100,000.00	100,000.00		-
310100100001000	Transportation Equipment	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jun-24	Jun-24	Jul-24	Jul-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		-
310100100001000	Furniture and Fixtures	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jun-24	Jun-24	Jul-24	Jul-24	Regular Agency Fund (01000000)	10,000.00	10,000.00		-
310100100001000	Other Machinery	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jun-24	Jun-24	Jul-24	Jul-24	Regular Agency Fund (01000000)	30,000.00	30,000.00		-
<b>I.K TAXES, INSURANCE PREMIUMS AND OTHER FEES</b>										<b>170,000.00</b>	<b>170,000.00</b>		-
310100100001000	Taxes, Duties and Licenses	PSHS-MRC	NO	Negotiated Procurement - Agency to Agency (Sec. 53.5)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		-
310100100001000	Fidelity Bond Premiums	PSHS-MRC	NO	Negotiated Procurement - Agency to Agency (Sec. 53.5)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	100,000.00	100,000.00		-
310100100001000	Insurance Expenses	PSHS-MRC	NO	Negotiated Procurement - Agency to Agency (Sec. 53.5)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	20,000.00	20,000.00		-
310100100001000	<b>I.L ADVERTISING EXPENSES</b>	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	<b>80,000.00</b>	<b>80,000.00</b>		Continued Promotions of PSHS-MRC via radio or tv broadcasting
<b>I.M SUBSCRIPTION EXPENSES</b>										<b>100,000.00</b>	<b>100,000.00</b>		-
310100100001000	ICT Software Subscription	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		-

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310100100001000	Library and Other Reading Materials Subscription	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		Online subscription to Journals and Magazines
310100100001000	<b>I.N PRINTING AND PUBLICATION EXPENSES</b>	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	<b>50,000.00</b>	<b>50,000.00</b>		For Printing and publication
310100100001000	<b>I.O REPRESENTATION EXPENSES</b>	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	<b>80,000.00</b>	<b>80,000.00</b>		For meetings with other government agencies and/or private corporations/individual
310100100001000	<b>I.P TRANSPORTATION &amp; DELIVERY EXPENSES</b>	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	<b>50,000.00</b>	<b>50,000.00</b>		
	<b>I.Q RENT/LEASE EXPENSES</b>									<b>50,000.00</b>	<b>50,000.00</b>		
310100100001000	Building and Structures	PSHS-MRC	NO	NP-53.9 - Small Value Procurement	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	-	-		
310100100001000	Motor Vehicles	PSHS-MRC	NO	Negotiated Procurement - Lease of Real Property and Venue (Sec. 53.10)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	50,000.00	50,000.00		
310100100001000	<b>I.R OTHER MOOE</b>	PSHS-MRC	NO	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-24	Jan-24	Feb-24	Feb-24	Regular Agency Fund (01000000)	<b>75,000.00</b>	<b>75,000.00</b>		
310100100001000	<b>II.A TECHNICAL AND SCIENTIFIC EQUIPMENT</b>	PSHS-MRC	NO	Public Bidding	Feb-24	Feb-24	Mar-24	Mar-24	Regular Agency Fund (01000000)	<b>630,000.00</b>		<b>630,000.00</b>	To use the equipment for laboratory and research
310100100001000	<b>II.B OFFICE EQUIPMENT</b>	PSHS-MRC	NO	Public Bidding	Feb-24	Feb-24	Mar-24	Mar-24	Regular Agency Fund (01000000)	<b>300,000.00</b>		<b>300,000.00</b>	To use the equipment for office needs
310100100001000	<b>II.C ICT EQUIPMENT</b>	PSHS-MRC	NO	Public Bidding	Feb-24	Feb-24	Mar-24	Mar-24	Regular Agency Fund (01000000)	<b>1,550,000.00</b>		<b>1,550,000.00</b>	To use the equipment for laptops and other ICT needs
310100100001000	<b>II.D OTHER MACHINERIES AND EQUIPMENT</b>	PSHS-MRC	NO	Public Bidding	Feb-24	Feb-24	Mar-24	Mar-24	Regular Agency Fund (01000000)	<b>320,000.00</b>		<b>320,000.00</b>	To use the equipment for elevator and water source needs
310100100001000	<b>II.E MOTOR VEHICLE</b>	PSHS-MRC	YES	Public Bidding	Oct-23	Nov-23	Jan-24	Jan-24	Regular Agency Fund (01000000)	<b>5,000,000.00</b>		<b>5,000,000.00</b>	For transportation of students and staff in activities
310100100001000	<b>II.F FURNITURES AND FIXTURES</b>	PSHS-MRC	NO	Public Bidding	Feb-24	Feb-24	Mar-24	Mar-24	Regular Agency Fund (01000000)	<b>1,800,000.00</b>		<b>1,800,000.00</b>	For employees needs in the office


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	<b>II.G INFRASTRUCTURE PROJECTS</b>									<b>50,000,000.00</b>		<b>50,000,000.00</b>	-
310100200012000	Completion of Academic Building II	PSHS-MRC	NO	Public Bidding	May-24	May-24	Jun-24	Jun-24	Regular Agency Fund (01000000)	40,000,000.00		40,000,000.00	For Completion of Academic Building II
310100200141000	Completion of Dormitory Building II	PSHS-MRC	YES	Public Bidding	Oct-23	Nov-23	Jan-24	Jan-24	Regular Agency Fund (01000000)	10,000,000.00		10,000,000.00	For Completion of Dormitory Building II
										<b>₱ 86,454,000.00</b>	<b>₱ 26,854,000.00</b>	<b>59,600,000.00</b>	


**PHILIPPINE SCIENCE HIGH SCHOOL - MIMAROPA Region Campus  
BIDS AND AWARDS COMMITTEE**


Prepared by:   
**IVY LAY F. MATIGA**  
 Chairperson, BAC Secretariat


Concurred by:


**INFRASTRUCTURE, CONSULTING SERVICES AND MANPOWER SERVICES**


  
**WOODRITZ P. RABINO**  
 Chairperson


  
**NUMERICO LLOYD B. FABRIGAR**  
 Vice-Chairperson


  
**FREDERICK F. AZ**  
 Member


  
**MERIAM F. FALLAR**  
 Member


  
**MARIE ANGELIE F. MORENO**  
 Member

  
**MARIEN F. FRONDA**  
 Member

  
**REAM R. RODA**  
 Member

Approved by:   
**ROMEO C. ONGPOY JR.**  
 Head of Procuring Entity

Certified Appropriate Funds Available:   
**MARIEN F. FRONDA**  
 A.C. IV - Budget Officer

Certified Funds Available:   
**MELONIE M. FAJARILLO**  
 Accountant II