



Republic of the Philippines
MARINDUQUE STATE COLLEGE
Tanza, Boac, Marinduque

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2015
FUND 101 (CAPITAL OUTLAY)

LEGENDS Used:

ADMIN Administrative Department
PB Public Bidding

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity												Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/ Turnover		Total	MOOE	CO	
	FIRST QUARTER:																			
	<i>Purchase of Construction Supplies & Materials</i>	GSO and Physical Facilities Unit														FUND 101 Capital Outlay				
ADMIN	* Repair of Laboratory Room of SIT Automotive Technology , Replacement of Awning windows with steel casement windows	GSO and Physical Facilities Unit	PB		1/26/2015		2/16/2015	2/16/2015	2/16/2015	2/16/2015	18-Feb-15	2/23/2015	2/26/2015	3/11/2015	3/12/2015		422,000.00		422,000.00	
	<i>Construction of Building</i>																			
ADMIN	* Construction of a 1-storey 4 classroom	GSO and Physical Facilities Unit	PB-Design & Build	1/19/2015	2/2/2015	2/12/2015	2/23/2015	2/23/2015	2/23/2015-3/2/2015	3/3/2015-3/9/2015	3/10/2015-3/16/2015	3/17/2015-3/26/2015	3/30/2015	4/13/2015	4/14/2015		3,000,000.00		3,000,000.00	
ADMIN	* Construction of a 3-storey 6-classroom building SENG Bldg. Completion-Phase 2	GSO and Physical Facilities Unit	PB-Design & Build	1/19/2015	2/2/2015	2/12/2015	2/23/2015	2/23/2015	2/23/2015-3/2/2015	3/3/2015-3/9/2015	3/10/2015-3/16/2015	3/17/2015-3/26/2015	3/30/2015	4/13/2015	4/14/2015		8,000,000.00		8,000,000.00	
ADMIN	* Construction of a 2-storey 8-classroom Building	GSO and Physical Facilities Unit	PB-Design & Build	1/19/2015	2/2/2015	2/12/2015	2/23/2015	2/23/2015	2/23/2015-3/2/2015	3/3/2015-3/9/2015	3/10/2015-3/16/2015	3/17/2015-3/26/2015	3/30/2015	4/13/2015	4/14/2015		6,300,000.00		6,300,000.00	
ADMIN	* Construction of a 3-storey 12-classroom building	GSO and Physical Facilities Unit	PB-Design & Build	2/16/2015	3/2/2015	3/12/2015	3/23/2015	3/23/2015	3/23/2015-3/30/2015	4/6/2015-4/10/2015	4/13/2015-4/17/2015	4/20/2015-22/2015	4/23/2015	5/6/2015	5/7/2015		8,417,000.00		8,417,000.00	
																TOTAL	26,139,000.00	-	26,139,000.00	

DEFINITION

- 1. PROGRAM (BESF)**– A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency’s administrative operations or for the
- 2. PROJECT (BESF)**– Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
- 3. PMO/End User** - Unit as proponent of program or project
- 4. Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
- 5. Schedule for Each Procurement Activity** - Major procurement activities (pre-procurement conference; advertising/posting; pre-bid conference; eligibility screening; submission and receipt of bids; bid evalutaion; post qualification;
- 6. Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund
- 7. Estimated Budget** - Agency approved estimate of project/program costs
- 8. Remarks** - brief description of program or project

Remarks

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.

Breakdown into mooe and co for tracking purposes; aligned with budget documents

Any remark that will help GPPB track programs and projects

Prepared By

ENGR. NELSON RUFINO M. MONTEJO
Chairman, Bids and Awards Committee

Certified Budget Available:

FLORIZA P. BUENASEDA, CPA
College Accountant

Recommending Approval:

HOMER L. MONTEJO, ES. D.
Vice President for Administrative Affairs

Approved By:

LEODEGARIO M. JALOS, Jr., Ed. D.
Officer-in-Charge, Office of the President



Republic of the Philippines
MARINDUQUE STATE COLLEGE
Tanza, Boac, Marinduque

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2015
Fund 101
LABORATORY EQUIPMENT FROM CHED

LEGENDS Used:

SENG School of Engineering
SOA School of Agriculture
CD-SC Campus Director-Sta. Cruz Campus
SOF School of Fisheries

PB Public Bidding

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity													Source of Funds	Estimated Budget (PHP)			Remarks (brief description of Program/ Project)
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover		Total	MOOE	CO		
	SECOND QUARTER:															CHED Capital					
	Purchase of Laboratory Equipment & Supplies		PB	2-Mar	16-Mar	25-Mar	6-Apr	6-Apr	Apr 7- 13	Apr 14 - 16	17-Apr	Apr 20-22	23-Apr	8-May	9-May			3,018,020.00			
SENG	For the School of Engineering																				
	- BS in Electronics & Communication Engineering																		701,451.00		
	- BS in Civil Engineering																		83,854.00		
SOA	For the School of Agriculture																		671,465.00		
CD-SC	For the Science Laboratory of MSC Sta. Cruz Campus																		71,250.00		
SOF	For the School of Fisheries																		1,490,000.00		
	Purchase of Materials for the Repair of Laboratory Rooms		PB	23-Feb	9-Mar	18-Mar	30-Mar	30-Mar	Mar 31 - Apr 1	Apr 6 - 7	8-Apr	Apr 13-14	15-Apr	30-Apr	4-May			1,055,630.00			
CD-SC	For the Chemistry Laboratory of MSC Sta. Cruz Campus																		567,402.00		
SOA	For the Chemistry Laboratory of Torrijos Campus																		488,228.00		
	THIRD QUARTER:															CHED Capital					
	Purchase of Laboratory Equipment & Supplies		PB	5-May	1-Jun	10-Jun	22-Jun	22-Jun	Jun 23-25	Jun 26-29	30-Jun	Jul 1-3	6-Jul	21-Jul	22-Jul			1,977,645.00			
SENG	For the School of Engineering																				
	- BS In Electrical Engineering																		138,124.00		
	- BS In Mechanical Engineering																		1,366,121.00		
SOA	For the School of Agriculture																		473,400.00		
	FOURTH QUARTER:															CHED Capital					
	Purchase of Laboratory Equipment & Supplies		PB	21-Sep	5-Oct	14-Oct	26-Oct	26-Oct	Oct 27-28	Oct 29-30	2-Nov-15	Nov 3-4	11-Nov	20-Nov-15	21-Nov			1,796,400.00			
SENG	For the School of Engineering																				
	- BS In Electrical Engineering																		502,800.00		
	- BS in Computer Engineering																		1,293,600.00		
	TOTAL																	7,847,695.00	7,847,695.00		

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Remarks

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Administrative Office V, Budget Officer

HOMER L. MONTEJO, Ed. D.
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Republic of the Philippines
MARINDUQUE STATE COLLEGE
Tanza, Boac, Marinduque

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2015
FUND 164

LEGENDS Used:

SW	Sucwide
ACA	Academic Department
ADMIN	Administrative Department
AUX	Auxiliary Department
RES	Research
EXT	Extension
PB	Public Bidding
NP-SVP	Negotiated Procurement-Small Value Procurement

Code (PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity											Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)				
					Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion		Acceptance / Turnover	Total	MOOE		CO	TUITION	FIDUCIARY	
		FIRST QUARTER:															Fund 164							
		Purchase of Common Office & IT Supplies		PB	2-Mar	13-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		1,178,475.00						
ADMIN		Office Supplies	PRODUCTION																35,630.00			35,630.00		
SW		Office Supplies																	160,220.40			160,220.40		
ACA		Office Supplies	SICS,AB POL.SCI.,SAS, SAM,SIT,SBM,																827,816.60			583,956.60	243,860.00	
EXT		Office & IT supplies	EXTENSION																6,800.00			6,800.00		
RES		Office & IT supplies	RESEARCH																79,538.00			79,538.00		
ACA		IT Supplies	SICS,SENG,SIT																68,470.00				68,470.00	
		Purchase of Equipment		PB	2-Mar	13-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		2,187,601.09						
ACA		Office & IT Equipment	SSTED,SICS,A B.POL.SCI.,SCJ																1,080,144.00			432,144.00	648,000.00	
RES		Office & IT Equipment	RESEARCH																144,000.00			144,000.00		
SW		Office Equipment																	413,000.00			413,000.00		
SW		Short Fire Arms																	180,000.00			180,000.00		
SW		Power Saw/Chain Saw																	70,000.00			70,000.00		
EXT		Office & IT Equipment	EXTENSION																69,000.00			69,000.00		
AUX		IT Equipment	LRC,OSA,HEALTH																	231,457.09		46,457.09	185,000.00	
ADMIN.		Electric Transformer	PHYSICAL FACILITIES	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	21-Apr	22-Apr		150,000.00		150,000.00			150,000.00	
ADMIN.		Construction Equipment	PHYSICAL FACILITIES	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		30,000.00					30,000.00	
		Purchase of Fuel & Lubricants		PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	21-Apr	22-Apr		152,850.00						
ADMIN.			PHYSICAL FACILITIES																124,500.00				124,500.00	
ACA			PHYSICAL FACILITIES																28,350.00				28,350.00	
AUX		Purchase of Drugs & Medicines	Health Services	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	21-Apr	22-Apr		59,550.00		59,550.00			59,550.00	
		Purchase of Supplies & Materials for Repair/Fabrication																						
AUX			LRC	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	21-Apr	22-Apr		185,000.00		185,000.00			185,000.00	
ADMIN.			PHYSICAL FACILITIES	PB	2-Mar	16-Mar	25-Mar	6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		2,429,437.00		2,429,437.00		70,000.00	2,359,437.00	
		*Improvement of Lab Room																						
		*Construction of Guards Quarter																						
		*Installation of glassdoor in the Fac.Office																						
		*Renovation of Classroom for GR.10																						
		*Improvement of Multipurpose Stage																						
		*Purchase of construction maintenance supplies																						
		*Improvement of Drain Canal																						
		*Construction of Watch Tower																						
		*Repainting of Buildings																						
		*Improvement of Comfort Rooms																						
		*Improvement of Comfort Rooms																						
		*Improvement of Comfort Rooms																						
ADMIN.		Purchase of Anay Treatment Services (Others)	PHYSICAL FACILITIES	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	21-Apr	22-Apr		500,000.00		500,000.00			500,000.00	
		Purchase of Laboratory Supplies & Equipment																						
ACA		Science Laboratory Equipment	SAM	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		25,000.00		25,000.00			25,000.00	
ACA		SENG Laboratory Equipment	SENG	PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		1,500,000.00		1,500,000.00			1,500,000.00	
ACA		Food Technology Equipment	SIT	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		34,990.00		34,990.00			34,990.00	
ACA		SENG Instructional Equipment	SENG,SIT	PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		96,600.00		96,600.00			96,600.00	
ACA		Medical Lab. Supplies (Nursing)	SAM	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		12,500.00		12,500.00			12,500.00	
ACA		Food Tech. Supplies	SIT,CD-SC	PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		77,175.00		77,175.00			77,175.00	
ACA		Automotive/Mechanical Supplies	SIT,SENG	PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		232,130.00		232,130.00			232,130.00	
		Purchase of Printina & Binding Services																180,184.45						

ACA	Printing & Binding	SAS,SIT,VPAA	PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		9,500.00		9,500.00		
RESEARCH	Tarpaulin Printing	Research															95,684.45		95,684.45		
EXT	Tarpaulin Printing	EXTENSION	PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		75,000.00		75,000.00		
SW	Printing of 2014 Annual Report		PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		150,000.00		150,000.00		
SW	Printing	ISO	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		7,000.00		7,000.00		
	Purchase of Sharp Copier Consumables		PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		140,486.50				
ACA		SICS,SAS,SIT															79,268.50		17,643.00	61,625.50	
SW		ADMIN															61,218.00		61,218.00		
	Purchase of Cleaning Supplies and Materials		PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		90,557.50				
ACA																	25,795.00			25,795.00	
SW																	64,762.50		64,762.50		
	Purchase of Supplies & Materials for Repair & Fabrication																835,894.50				
ACA		SAS	PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		435,894.50		10,000.00	425,894.50	
RES		RESEARCH	PB	2-Mar	9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		400,000.00		400,000.00		
ACA	Purchase of Fabrics	SAS	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		6,750.00			6,750.00	
ACA	Purchase of Acrylic Table Name Holder (AVR)	SAS	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		3,600.00			3,600.00	
ACA	Purchase of Health Supplies	SAS	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		650.00			650.00	
ACA	Purchase of Fire Fighting Supplies	SAS	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		12,000.00			12,000.00	
ACA	Purchase for the Subscription of Journals	SAS,SAS POL,SCI,SAM				To be procured by the Implementing Unit as the need arises											166,238.10			166,238.10	
	Purchase of Foods																187,376.00				
ACA		SICS,SAM				To be procured by the Implementing Unit as the need arises											22,376.00			4,500.00	17,876.00
SW			NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr						
SW		ISO,SEARCH															15,000.00		15,000.00	For the 2015 Planning Evaluation	
	Accommodation																150,000.00		150,000.00		
SW		ISO,SEARCH															96,000.00		96,000.00		
ACA		SAM				To be procured by the Implementing Unit as the need arises											8,000.00			8,000.00	
ACA	Purchase of Cooking Supplies (Cooking Expenses)	SIT,CD-SC															15,900.00			15,900.00	
SW	Purchase of Supplies for Ground Cleaning (Mower/Reaper)		NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		10,850.00		10,850.00		
RES	Purchase of Supplies for Ground Cleaning	RESEARCH															3,400.00		3,400.00		
SW	Purchase of Accountable Forms Expenses	Cashier	NP-Agency to Agency			To be procured by the Implementing Unit as the need arises											120,000.00			120,000.00	
RES	Purchase of Window Blinds	RESEARCH	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		20,000.00		20,000.00		
RES	Purchase of Maintenance Supplies for Swimming Pool	RESEARCH	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		15,000.00		15,000.00		
RES	Purchase of Motor Pump	RESEARCH	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		15,000.00		15,000.00	15,000.00	
EXT	Purchase of Data Subscription	EXTENSION				To be procured by the Implementing Unit as the need arises											35,000.00		35,000.00		
	SECOND QUARTER:																				
	Purchase of Office Supplies		PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		578,502.18				
AUX		LRC,SPORTS,H EALTH															178,161.58		76,457.08	101,704.50	
ADMIN.		PRODUCTION															12,870.00		12,870.00		
SW																	181,955.75		181,955.75		
ACA		SAS,CD- SC,SBM,SSTE D,SF															191,665.40		116,500.40	75,165.00	
EXT	Office & It supplies	EXTENSION															13,849.45		13,849.45		
	Purchase of IT Supplies and Materials		PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		90,650.00				
AUX	Purchase of IT Supplies	LRC															47,500.00			47,500.00	
ACA	Purchase of IT Supplies	SICS,SENG,SB M															33,150.00			33,150.00	
RES	Purchase of Ricoh Toner	RESEARCH															10,000.00		10,000.00		
	Purchase of Office and IT Equipment		PB	2-Mar	9-Mar	17-Mar	29-Mar	29-Mar	30-Mar	Mar 31-Apr 1	6-Apr	Apr 7-8	10-Apr	27-Apr	28-Apr		2,699,902.00				
ACA	Office & IT Equipment	POL,SCI,SETE D,CD-																2,098,760.00		417,140.00	1,681,620.00
ADMIN.	Office Equipment	PHYSICAL FACILITIES															70,000.00			70,000.00	
ADMIN.	Office Equipment	Production															150,000.00		150,000.00		
SW	Office Equipment																260,000.00		260,000.00		
EXT	Office & IT Equipment	EXTENSION															24,000.00		24,000.00		
AUX	Purchase of Mower/Grass Cutter	SPORTS															50,000.00			50,000.00	
ACA	Purchase of Brush Cutter,Portable Grinder/Grill	SOA	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr			47,142.00		47,142.00	
	Purchase of Medical Supplies & Equipment		PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		123,610.00				
AUX	Medical Supplies	HEALTH SERVICES															40,600.00			40,600.00	
AUX	Medical Equipment	HEALTH SERVICES																34,000.00		34,000.00	
AUX	Drugs & Medicines	HEALTH SERVICES															47,910.00			47,910.00	
ACA	Health Supplies	SAS															1,100.00			1,100.00	
	Printing and Binding Services		NP-SVP		2-Mar		9-Mar	9-Mar	10-Mar	Mar 11-12	13-Mar	Mar 16-17	18-Mar	6-Apr	7-Apr		38,075.00				
AUX	Tarpaulin Printing	SERVICES,SPO															8,800.00		1,800.00	7,000.00	
RES	Printing and Binding	SBM, SAS, SIT															29,275.00		16,875.00	12,400.00	
	Subscriptions of Journal																				
AUX		LRC				To be procured by the Implementing Unit as the need arises											120,000.00			120,000.00	
ACA		SSTED,SETED, SCIE,SENG,SIT				To be procured by the Implementing Unit as the need arises											394,095.10		394,095.10		

AUX	Purchase of Multimedia Materials (TECHNICAL EQUIPMENT)	LRC			To be procured by the Implementing Unit as the need arises												50,000.00					50,000.00	
	Purchase of Sports Supplies & Equipment		PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		216,002.00						
AUX	Sports Supplies	SPORTS																126,002.00				126,002.00	
AUX	Sports Equipment	SPORTS																90,000.00				90,000.00	
	Purchase of Fuel and Lubricants		PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		52,000.00						
AUX		SPORTS																50,000.00				50,000.00	
ACA		SIT																2,000.00				2,000.00	
	Purchase of Firefighting Supplies & Materials		PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		267,700.00						
ACA		SAS																5,000.00				5,000.00	
ADMIN.		PHYSICAL FACILITIES																262,700.00				262,700.00	
	Purchase of Food		PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		87,872.00						
ACA		SSTED,SICS																27,872.00				27,872.00	
AUX		SPORTS																60,000.00				60,000.00	
	Purchase of Sharp Copier Consumables		NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		20,900.00						
ACA		SBM																16,900.00				16,900.00	
SW																		4,000.00				4,000.00	
	Purchase of Laboratory Supplies & Equipment																						
ACA	Purchase of CHEM.LAB. EQUIPMENT	SAS			To be procured by the Implementing Unit as the need arises												20,000.00				20,000.00		
ACA	Purchase of Instructional Equipment	SENG, SIT			To be procured by the Implementing Unit as the need arises												427,925.50				427,925.50		
ACA	Purchase of Food Tech.Supplies	SIT,SOA			To be procured by the Implementing Unit as the need arises												30,590.00				30,590.00		
ACA	Purchase of AUTOMOTIVE/MECHANICAL SUPPLIES	SIT,SENG			To be procured by the Implementing Unit as the need arises												365,005.00				365,005.00		
ACA	Purchase of CHEMISTRY LAB.SUPPLIES	SAS			To be procured by the Implementing Unit as the need arises												46,695.00				46,695.00		
ACA	Purchase of PHYSICS LABORATORY SUPPLIES	SAS			To be procured by the Implementing Unit as the need arises												35,225.00				35,225.00		
AUX	Purchase of Library Record Supplies	LRC	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		3,075.00		3,075.00				3,075.00
ACA	Purchase of Cleaning Supplies & Materials	SAS	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		5,500.00		5,500.00				5,500.00
	Delivery and Installation of Venetian Blinds																	17,000.00					
ACA		MSC Gasan																5,000.00				5,000.00	
EXT		EXTENSION	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr			12,000.00				12,000.00	
AUX	Purchase of Supplies & Materials for Repair of Sports Facilities	SPORTS	PB	23-Feb	9-Mar	18-Mar	30-Mar	30-Mar	1-Apr	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		55,000.00		55,000.00				55,000.00
ADMIN.	Purchase of Supplies & Materials for REPAIR & FABRICATION	PHYSICAL FACILITIES	PB	23-Feb	9-Mar	18-Mar	30-Mar	30-Mar	1-Apr	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		3,121,911.66		3,121,911.66				3,121,911.66
	* Improvement of Classroom	145,929.00																					
	* Improvement of Classroom & Offices	270,000.00																					
	*Installation of Incubation Facility	112,454.00																					
	*Improvement of the Theory Bldg.	223,216.00																					
	*Fabrication of Flagpoles	41,986.00																					
	*Fabrication of Tarp.Frames	110,663.00																					
	*Lanscaping Materials	122,610.00																					
	*Hollowblocks & Bricks Project	50,000.00																					
	*Repair of the Education Canteen	115,094.00																					
	*Repair of Canteen (Sta.Cruz)	32,200.00																					
	*Repair of Convenience Store	170,940.00																					
	*Fabrication of Solar Dryer	110,000.00																					
	*Fabrication of Collapsible Stall	806,666.66																					
ACA	Supplies & Materials for Repair & Fabrication	CD-SC,SAS	PB		9-Mar		30-Mar	31-Mar	1-Apr	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		60,000.00		60,000.00				60,000.00
	*Wall Partition																						
	*Cabinet																						
ACA	Construction Supplies	SENG,SOA	PB		9-Mar		30-Mar	31-Mar	1-Apr	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		98,280.00		98,280.00				98,280.00
ADMIN.	Electrical Supplies & Materials	PHYSICAL FACILITIES	PB	23-Feb	9-Mar	18-Mar	30-Mar	30-Mar	1-Apr	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		1,281,065.00		1,281,065.00				1,281,065.00
	*Purchase of Electrical Supplies for the 4 campuses																						
	*Installation of electrical posts in the 4 campuses																						
	*Electrical Tools																						
	*Construction of Perimeter fence of the Transformer																						
ADMIN.	Supplies & Materials for Maintenance of Aircon	PHYSICAL FACILITIES	PB		9-Mar		30-Mar	31-Mar	1-Apr	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		281,972.00		281,972.00				281,972.00
ACA	Purchase of Fabrics	SAS	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		15,000.00		15,000.00				15,000.00
ACA	Purchase of Accommodation	SF	NP-SVP		To be procured by the Implementing Unit as the need arises												5,000.00				5,000.00		
ACA	Purchase of Cooking Lab. Supplies	SIT,SOA	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		6,600.00		6,600.00				6,600.00
ACA	Purchase of AGRICULTURAL/Laboratory Supplies	SOA			To be procured by the Implementing Unit as the need arises												45,350.00				45,350.00		
ACA	Purchase of AGRICULTURE (Laboratory Materials)	SOA			To be procured by the Implementing Unit as the need arises												17,000.00				17,000.00		
	THIRD QUARTER:																						
	Purchase of Office & IT Supplies		PB		9-Jun		30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		255,714.60						
AUX		LRC																10,558.00				10,558.00	
ADMIN.		PRODUCTION																					
SW																		10,500.00				10,500.00	
ACA		SICS,SAS																74,614.60				74,614.60	
RES	Office & IT Supplies	RESEARCH																88,410.00				88,410.00	
ACA	IT Supplies	SICS																51,132.00				51,132.00	
	Purchase of Office Equipment		PB		9-Jun		30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		771,010.00						
SW																			465,000.00				465,000.00
SW	Grass Cutter																	40,000.00				40,000.00	
ADMIN.		PHYSICAL FACILITIES																35,000.00				35,000.00	

ACA		SICS SIT																	215,010.00				215,010.00	
AUX		HEALTH SERVICES																	16,000.00				16,000.00	
	Purchase of Sharp Copier Consumables		NP-SVP		9-Jun			16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul		16,750.00						
SW																			16,750.00				16,750.00	
	Purchase of Fuel & Lubricants		PB		9-Jun			30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		88,600.00						
ADMIN.		PHYSICAL FACILITIES																	83,000.00				83,000.00	
ACA		SIT																	5,600.00				5,600.00	
	Purchase of Subscription																							
ACA	Journals Subscription	SIT				To be procured by the Implementing Unit as the need arises												63,380.81	63,380.81			68,380.81		
AUX	Journal Subscription	LRC				To be procured by the Implementing Unit as the need arises												170,000.00	170,000.00				170,000.00	
AUX	Books	LRC				To be procured by the Implementing Unit as the need arises												750,000.00	750,000.00				750,000.00	
	Purchase of Laboratory Supplies & Equipment																							
ACA	Instructional Equipment,Software	SENG																	200,000.00	200,000.00			200,000.00	
ACA	Food Tech. Supplies	SIT				To be procured by the Implementing Unit as the need arises												17,500.00	17,500.00				17,500.00	
ACA	Automotive & Mechanical Supplies	SIT				To be procured by the Implementing Unit as the need arises												90,065.00	90,065.00				90,065.00	
	Purchase of Welding Machine	SIT																	60,000.00	60,000.00			60,000.00	
ACA	Purchase of Printing and Binding		NP-SVP		9-Jun			16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul		49,300.00						
ACA		VPAA,SAS																	26,800.00				25,000.00	
RES		RESEARCH																	17,500.00				17,500.00	
	Others:																							
ACA	Purchase of Fabrics	SAS	NP-SVP		9-Jun			16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul		21,750.00	21,750.00				21,750.00	
ACA	Purchase of AVR Supplies	SAS	NP-SVP		9-Jun			16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul		3,600.00	3,600.00				3,600.00	
ACA	Purchase of Foods	SICS	NP-SVP			To be procured by the Implementing Unit as the need arises												297,876.00	297,876.00			285,000.00	12,876.00	
ACA	Purchase of other Cooking Lab. Supplies	SIT	NP-SVP		9-Jun			16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul		14,600.00	14,600.00				14,600.00	
ACA	Purchase of Generator Set	SICS	PB		9-Jun			30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		200,000.00	200,000.00				200,000.00	
ADMIN.	Purchase of Supplies & Materials for Repair & Fabrication	PHYSICAL FACILITIES	PB		9-Jun			30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		412,604.08	412,604.08			296,304.08	116,300.00	
	*Construction of Perimeter Fence																							
	*Purchase of Construction Maintenance Supplies																							
ADMIN.	Purchase of Electrical Supplies & Materials	PHYSICAL FACILITIES	PB		9-Jun			30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		413,270.00	413,270.00				413,270.00	
ADMIN.	Purchase of Supplie & Materials for the Maintenance of Aircon	PHYSICAL FACILITIES	PB		9-Jun			30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		156,972.00	156,972.00				156,972.00	
AUX		HEALTH SERVICES																						
	Purchase of Drugs & Medicines		NP-SVP		9-Jun			16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul		17,620.00	17,620.00				17,620.00	
AUX	Purchase of Library Recording Supplies (Accession Books & Card Catalog)		LRC		9-Jun			16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul		350.00	350.00				350.00	
RES	Purchase of Maintenance Supplies for Swimming Pool Treatment	RESEARCH	NP-SVP		9-Jun			16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul		15,000.00	15,000.00			15,000.00		
SW	Purchase of Cleaning Supplies & Materials		PB		9-Jun			30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		64,762.50	64,762.50			64,762.50		
SW	Purchase of Ground Cleaning Equipment		NP-SVP		9-Jun			16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul		10,850.00	10,850.00			10,850.00		
ACA	Transportation Expenses	VPAA	PB		9-Jun			30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		60,000.00	60,000.00			60,000.00		
ACA	Accommodation	VPAA	PB		9-Jun			30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		225,000.00	225,000.00			225,000.00		
AUX	Accommodation with Meals	OSA	PB		9-Jun			30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		100,000.00	100,000.00			100,000.00		
	FOURTH QUARTER:																							
	Purchase of Office & IT Supplies		PB		1-Sep			21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	15-Oct	16-Oct		59,220.25						
ACA		SAS																	3,600.00				3,600.00	
RES		RESEARCH																	10,000.00				10,000.00	
SW																			45,620.25				45,620.25	
SW	Purchase of Office Equipment		PB		1-Sep			21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	15-Oct	16-Oct		140,609.45		140,609.45				140,609.45
	Purchase of Laboratory Supplies																							
ACA	Food Tech. Supplies	SIT	NP-SVP			To be procured by the Implementing Unit as the need arises												7,000.00	7,000.00			7,000.00		
ACA	Automotive/Mechanical Supplies	SIT	NP-SVP			To be procured by the Implementing Unit as the need arises												26,150.00	26,150.00			26,150.00		
ADMIN.	Purchase of Firefighting supplies	PHYSICAL FACILITIES	PB		1-Sep			21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	15-Oct	16-Oct		160,200.00	160,200.00				160,200.00	
ADMIN.	Purchase of Supplies & Materials for Repair & Fabrication	PHYSICAL FACILITIES	PB		1-Sep			21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	15-Oct	16-Oct		52,595.00	52,595.00				52,595.00	
	*Purchase of Construction Maintenance Supplies																							
ADMIN.	Purchase of Electrical Supplies & Materials	PHYSICAL FACILITIES	PB		1-Sep			21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	15-Oct	16-Oct		231,770.00	231,770.00				231,770.00	
ADMIN.	Purchase of Labor and Materials for maintenance of aircon units	PHYSICAL FACILITIES	PB		1-Sep			21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	15-Oct	16-Oct		253,486.00	253,486.00				253,486.00	
ACA	Purchase for Printing & Binding Services	SAS	NP-SVP		14-Sep			21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	12-Sep	13-Sep		1,800.00	1,800.00				1,800.00	
ACA	Purchase for the Subscription of Journals	SIT	NP-SVP			To be procured by the Implementing Unit as the need arises												40,000.00	40,000.00			40,000.00		
ACA	Purchase of Foods	SICS	NP-SVP			To be procured by the Implementing Unit as the need arises												6,876.00	6,876.00			6,876.00		
ACA	Purchase of Fuel & Lubricants	SIT	NP-SVP		14-Sep			21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	12-Sep	13-Sep		11,050.00	11,050.00				11,050.00	
ACA	Purchase of other Cooking Lab. Supplies	SIT	NP-SVP		14-Sep			21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	12-Sep	13-Sep		15,000.00	15,000.00				15,000.00	
AUX	Accommodation with Meals	OSA	PB		1-Sep			21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	15-Oct	16-Oct		100,000.00	100,000.00			100,000.00		
	TOTAL																	27,301,029.27	18,568,391.23	8,732,638.04	27,301,029.27	9,878,704.27	17,422,325.00	

Prepared By:

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FLORIZA P. BUENASEDA, CPA
College Accountant

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HOMER L. MONTEJO, Ed. D.
Vice President for Administrative Affairs

Approved By:

LEODEGARIO M. JALOS, JR., Ed.
Officer-in-Charge, Office of the President

Republic of the Philippines
MARINDUQUE STATE COLLEGE
Tanza, Boac, Marinduque

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2015
FUND 101

- LEGENDS Used:
- BB Beginning Balance, savings from prior year
 - ACA Academic Department
 - ADMIN Administrative Department
 - AUX Auxilliary Department
 - RE Research & Extension Department
 - GAD Gender and Advancement Development
 - PB Public Bidding
 - NP-SVP Negotiated Procurement-Small Value Procurement

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity												Source of Funds	Estimated Budget (Php)			Remarks (brief description of	ACTUAL PROCUREMENT
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover		Total	MOOE	CO		
	FIRST QUARTER:																				
	Purchase of Common Office Supplies		PB	2-Mar	13-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May	FUND 101	1,373,734.02				33,153.00
ACA		CD-Boac, CD-SC, SAED, SAM, SAS, SBM, SCIE, SENG, SETED, SICS, SIT, SOA, SSTED, VPAA, AB POLSCI, SOF																465,404.65		Common office supplies used in everyday operation of the different schools	
ADMIN		VPAD, IA, Budget, Planning, PF, Supply, HRMO, Cashier, Accounting , QA, GSO, C & B, CAO, OP																557,540.02		Common office supplies used in everyday operation of the offices	
AUX		LRC, Registrar, OSA, ICTSC																62,011.25		Common office supplies used by the department in everyday operation	

RE		Research, Extension																227,640.10	Common office supplies used by the department in everyday operation	
GAD		GAD																61,138.00	Common office supplies used by the office in everyday operation	
	Supplies per Training Project		PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	20-Apr	21-Apr		110,000.00			
GAD	Ceramics/Pottery Supplies & Materials	GAD																110,000.00	For the Ceramics & Pottery Project	
	Purchase of Sharp Photocopier Consumables	GAD	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	20-Apr	21-Apr		226,964.80			20,536.00
ACA		SBM, SSTED, SIT, SAM, SENG, SETED, SOA, SAED, VPAA, SOF																122,221.80	Toner and maintenance supplies of Sharp photocopiers	
ADMIN		CAO, OP, Budget, IA, Planning, Supply, HRMO, C & B																94,343.00		
AUX		LRC																10,400.00		
RE	Purchase of Ricoh Photocopier Consumables	Research, Extension	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		25,000.00	25,000.00		
ICTSC	Telephone Line Expenses (DSL & Landline)	ICTSC	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		4,750.00	4,750.00		
	Printing of Advertisements & Leaflets	SBM, SAS, SSTED, SICS, SAS, SBM, OP, GAD	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		49,352.00	49,352.00	Radio and print advertisement	
	Tarpaulin Printing	SAS, SSTED, SOA, SIT, SBM, SICS, SETED, SAED, SOF, Supply	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	20-Apr	21-Apr		106,475.50	106,475.50	For the different activities of each department	25,576.00
ADMIN	Printing & Binding	Supply	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		4,800.00	4,800.00		
	Representation Expenses																133,300.00			
	Purchase of Meals for various meetings and activities	SAS, VPAD, OP, Research			To be procured as the need arises by the Implementing Unit													80,300.00		
GAD	Meals for Training 1	GAD			To be procured by the Implementing Unit as the need arises													35,000.00		
Research	Accommodation	Research			To be procured by the Implementing Unit as the need arises													18,000.00		

	Transportation& Delivery Expenses																8,000.00						
ACA	Transportation	SAS			To be procured as the need arises by the Implementing Unit														3,000.00				
GAD	Transportation (Hired Van) for training 1	GAD			To be procured as the need arises by the Implementing Unit														5,000.00				
	Subscription Expenses																		89,865.00				
ACA	Reference Materials, Journals, Magazines	SCJE, SSTED, SICS, SOF, VPAA			To be procured as the need arises by the Implementing Unit														60,465.00		Journals and other references		
GAD	Subscription Expenses	GAD			To be procured as the need arises by the Implementing Unit														12,000.00				
ACA/AUX	Newspaper Subscription	SAED, LRC			To be procured as the need arises by the Implementing Unit														17,400.00			14,555.00	
	Diesel, Oil and Lubricants				To be procured as the need arises by the Implementing Unit											Mar-2015							
ADMIN		Supply	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	20-Apr	21-Apr		169,040.00	169,040.00		For official vehicle of the College	93,150.00		
	Repair and Maintenance of the ff: Purchase of Supplies & Materials for the repair of Extension Office & IPO Office		PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	20-Apr	21-Apr		96,000.00						
Research		Research																48,000.00					
Extension	Purchase of Supplies & Materials for the repair and maintenance of the Research Office	Extension																48,000.00					
	Repair and Maintenance of Aircon Units																						
ADMIN	Purchase of labor and materials for the repair of Split-type aircon	PF	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		10,000.00	10,000.00		Includes labor for the repair			
ADMIN	Purchase of labor and materials for the reapir of photocopiers	PF																	30,000.00	30,000.00		Includes labor for the repair	
ACA/ADMIN	Purchase of supplies & materials for the maintenance of College Vehicles	CD-SC, Supply	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		29,380.00	29,380.00		Includes labor and contingenc y for the repair			
	SECOND QUARTER:																						
	Purchase of Common Office Supplies		PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May	FUND 101	805,216.75						
ACA		CD-Boac, CD-SC, SAED, SAM, SAS, SBM, SCJE, SENG, SETED, SICS, SIT, SOA, SSTED, VPAA, AB POLSCI, SOF																217,178.80		Common office supplies			

ADMIN		VPAD, IA, Budget, Planning, PF, Supply, HRMO, Cashier, Accounting, QA, GSO, C & B, CAO, OP																395,940.35		Supplies needed on the everyday operation of the each department	
AUX		LRC, Registrar, OSA, ICTSC																53,701.25			
RE		Research, Extension																120,920.35			
GAD		GAD																17,476.00			
	Supplies per Training Project																10,000.00				
GAD	Training Materials & Supplies for Training 2	GAD			To be procured as the need arises by the Implementing Unit												10,000.00				
	Purchase of Sharp Photocopier Consumables	GAD	PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		171,294.80				
ACA		SBM, SSTED, SIT, SAM, SENG, SETED, SOA, SAED, VPAA, SOF															99,448.80			Toner and maintenance supplies of Sharp photocopiers	
ADMIN		CAO, OP, Budget, IA, Planning, Supply, HRMO, C & B															71,846.00				
RE	Purchase of Ricoh Photocopier Consumables	Research, Extension	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		10,000.00	10,000.00			
ACA	Purchase of Consumables for Lexmark Copier	SOF	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		34,045.00	34,045.00			
ICTSC	Telephone Line Expenses (DSI & Landline)	ICTSC	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		4,750.00	4,750.00			
ACA/ADMIN/GAD	Printing of Advertisements & Leaflets	CAO, OP, SBM, SAS, SSTED, SICS, SAS, SBM, OP, GAD			To be procured as the need arises by the Implementing Unit												17,317.00	17,317.00			Radio and print advertisement
ACA/ADMIN/GAD/R&E/AUX	Tarpaulin Printing	SAS, SSTED, SOA, SIT, SBM, SICS, SETED, SAED, SOF, Supply	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		38,723.00	38,723.00			For the different activities of each department
AUX	Printing & Binding	LRC	NP-SVP		9-Mar		16-Mar	16-Mar	17-Mar	Mar 18-19	20-Mar	Mar 23-24	25-Mar	6-Apr	7-Apr		19,200.00	19,200.00			
	Representation Expenses																50,300.00				
ACA/ADMIN	Purchase of Meals for various meetings and activities	SAS, VPAD, OP, Research			To be procured as the need arises by the Implementing Unit												30,300.00				

GAD	Meals for Training 2	GAD			To be procured as the need arises by the Implementing Unit												20,000.00			
	Transportation& Delivery Expenses																7,000.00			
ACA	Transportation	SAS			To be procured as the need arises by the Implementing Unit												3,000.00			
GAD	Transportation (Hired Van) for training 2	GAD			To be procured as the need arises by the Implementing Unit												4,000.00			
	Subscription Expenses																35,090.00			
ACA	Subscription Expenses	SAS, SICS			To be procured as the need arises by the Implementing Unit												12,850.00		Journals and other references	
GAD	Subscription Expenses	GAD			To be procured as the need arises by the Implementing Unit												4,000.00			
ACA	Subscription to Modern Teacher Magazine	SETED			To be procured as the need arises by the Implementing Unit												780.00			
ACA/AUX	Newspaper Subscription	SAED, LRC	Direct Contracting		To be procured as the need arises by the Implementing Unit												17,460.00			
	Diesel, Oil and Lubricants				To be procured as the need arises by the Implementing Unit											Mar-2015				
ADMIN		Supply	PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		168,820.00	168,820.00	For official vehicle of the College	
	Repair and Maintenance of the ff:																591,192.00			
ADMIN	Rpair of Roofing	PF	PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		591,192.00	591,192.00		
	Repair and Maintenance of Aircon Units		PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		60,000.00			
	Purchase of labor & materials for the repair of window-type aircon units																50,000.00			
ADMIN	Purchase of labor and materials for the repair of Split-type aircon																10,000.00			
ADMIN	Purchase of labor and materials for the reair of photocopiers	PF	PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		53,524.00	53,524.00	Includes labor for the repair	
ADMIN	Purchase of labor and materials for the repair of College vehicles	PF	PB		16-Mar		6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		200,000.00	200,000.00		
	THIRD QUARTER:																			
	Purchase of Office Supplies		PB		9-Jun		30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul	FUND 101	481,276.35			
ACA		CD-Boac, CD-SC, SAED, SAM, SAS, SBM, SCIE, SENG, SETED, SICS, SIT, SOA, SSTED, VPAA, AB POLSCI, SOF															79,362.35		Common office supplies	

ADMIN		VPAD, IA, Budget, Planning, PF, Supply, HRMO, Cashier, Accounting, QA, GSO, C & B, CAO, OP																210,696.20		Supplies needed on the everyday operation of the each department	
AUX		LRC, Registrar, OSA, ICTSC																7,171.25			
RE		Research, Extension																173,219.55			
GAD																		10,827.00			
	Supplies per Training Project																15,000.00				
GAD	Training materials & supplies for training 3	GAD																15,000.00			
	Purchase of Sharp Photocopier Consumables	GAD	PB		9-Jun		30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		123,324.80				
ACA		SBM, SSTED, SIT, SAM, SENG, SETED, SOA, SAED, VPAA, SOF																71,740.80		Toner and maintenance supplies of Sharp photocopiers	
ADMIN		CAO, OP, Budget, IA, Planning, Supply, HRMO, C & B																51,584.00			
RE	Purchase of Ricoh Photocopier Consumables	Research, Extension	NP-SVP		9-Jun		16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul		20,000.00	20,000.00			
ICTSC	Telephone Line Expenses (DSI & Landline)	ICTSC															4,750.00	4,750.00			
	Printing of Advertisements & Leaflets																36,581.00				
ADMIN	Advertisement	OP	NP-SVP		9-Jun		16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul			33,831.00		Radio and print advertisements	
GAD	Advertising Expenses	GAD	NP-SVP		9-Jun		16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul			2,750.00			
ACA/ADMIN/AUX/R&E/GAD	Tarpaulin Printing	SICS, SIT, SETED, SAED, SOF, SUPPLY, ICTSC, R&E, GAD	PB		9-Jun		30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul		61,794.00	61,794.00		For the different activities of each department	
	Printing & Binding	Supply																			
ADMIN	Printing & binding	Supply															4,800.00	4,800.00			
RESEARCH	Printing for College Research Journal, School Journal	Research															48,000.00	48,000.00			
EXTENSION	Binding	Extension															48,000.00	48,000.00			
	Representation Expenses																97,750.00				
ACA/ADMIN	Purchase of Meals for various meetings and activities	VPAD, OP, Research																68,750.00			
GAD	Meals for Training 3	GAD																22,000.00			
Research	Accommodation	Research																7,000.00			

	Transportation & Delivery Expenses																			
GAD	Transportation (Hired Van) for training 3	GAD			To be procured as the need arises by the Implementing Unit													4,000.00		
	Subscription Expenses																	20,745.00		
ACA	Reference Materials, Journals, Magazines	SCJE			To be procured as the need arises by the Implementing Unit													3,225.00		Journals and other references
ACA/AUX	Newspaper Subscription	SAED, LRC	Direct Contracting		To be procured as the need arises by the Implementing Unit													17,520.00		
	Diesel, Oil and Lubricants				To be procured as the need arises by the Implementing Unit											Mar-2015				
ADMIN		Supply	PB		9-Jun		30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul			162,780.00	162,780.00	For official vehicle of the College
	Repair and Maintenance of the ff:																			
ADMIN	Purchase of supplies & materials for the improvement of Food Processing Lab	PF	PB		9-Jun		30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul			180,000.00	180,000.00	
	Repair and Maintenance of Aircon Units																			
ADMIN	Purchase of labor and materials for the repair of window-type aircon	PF	NP-SVP		9-Jun		16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul			25,000.00	25,000.00	
ADMIN	Purchase of labor and materials for the repair of photocopiers	PF	PB		9-Jun		30-Jun	30-Jun	1-Jul	Jul 2-3	6-Jul	Jul 7-8	9-Jul	24-Jul	25-Jul			80,284.00	80,284.00	Includes labor for the repair
ADMIN	Purchase of labor and materials for the repair of College vehicles	PF			To be procured as the need arises by the Implementing Unit											Mar-2015		283,800.00	283,800.00	Includes labor for the repair
ADMIN	Purchase of supplies and materials for the maintenance of College vehicles	Supply	NP-SVP		9-Jun		16-Jun	16-Jun	17-Jun	Jun 18-19	22-Jun	Jun 23-24	25-Jun	6-Jul	7-Jul			22,180.00	22,180.00	Includes labor and contingency for the repair
	FOURTH QUARTER:																			
	Purchase of Office Supplies		PB		1-Sep		21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	15-Oct	16-Oct	FUND 101		268,644.75		

ACA		CD-Boac, CD-SC, SAED, SAM, SAS, SBM, SCJE, SENG, SETED, SICS, SIT, SOA, SSTED, VPAA, AB POLSCI, SOF																47,247.50		Common office supplies needed on the everyday operation of the each departmen t	
ADMIN		VPAD, IA, Budget, Planning, PF, Supply, HRMO, Cashier, Accounting , QA,C & B, CAO, OP																131,553.20			
AUX		LRC, Registrar, OSA, ICTSC																5,264.25			
RE		Research, Extension																84,579.80			
	Supplies per Training Project																	15,000.00			
GAD	Training materials & supplies for training 4		GAD			To be procured as the need arises by the Implementing Unit												15,000.00			
	Purchase of Sharp Photocopier Consumables		GAD	NP-SVP	14-Sep		21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	12-Sep	13-Sep			5,134.00			
ADMIN			Budget															5,134.00			
ICTSC	Telephone Line Expenses (DSL & Landline)		ICTSC															4,750.00	4,750.00		
	Printing of Advertisements & Leaflets																	2,750.00			
GAD	Advertising Expenses		GAD			To be procured as the need arises by the Implementing Unit												2,750.00			
ACA/ADMIN	Tarpaulin Printing		SAS, VPAD, OP	NP-SVP	14-Sep		21-Sep	21-Sep	22-Sep	Sep 23-24	25-Sep	Sep 28-29	30-Sep	12-Sep	13-Sep			23,934.00	23,934.00		For the different activities of each departmen t
	Representation Expenses																	52,000.00			
ACA/ADMIN	Purchase of Meals for various meetings and activities		VPAD, OP, Research			To be procured as the need arises by the Implementing Unit												30,000.00			
GAD	Meals for Training		GAD			To be procured as the need arises by the Implementing Unit												22,000.00			
	Transportation & Delivery Expenses																	4,000.00			
GAD	Transportation (Hired Van)		GAD			To be procured as the need arises by the Implementing Unit												4,000.00			
	Subscription Expenses																	17,520.00			
ACA/AUX	Newspaper Subscription		SAED, LRC	Direct Contracting		To be procured as the need arises by the Implementing Unit												17,520.00			
	Diesel, Oil and Lubricants														Mar-2015						


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Prepared By


ENGR. NELSON RUFINO M. MONTEJO
Chairman, Bids and Awards Committee

Certified Budget Available:



FLORIZA P. BUENASEDA, CPA
College Accountant


CARMELO HOMEL A. LEAL
Administrative Office V, Budget Officer

Recommending Approval:


HOMER L. MONTEJO, Ed. D.
Vice President for Administrative Affairs

Approved By:


LEODEGARIO M. JALOS, Jr., Ed. D.
Officer-in-Charge, Office of the President

NOTE: Budget for beginning balance was already incorporated in the budget for the Administrative Department

Republic of the Philippines
MARINDUQUE STATE COLLEGE
Tanza, Boac, Marinduque

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2015
FUND 1176

LEGENDS Used:

- RTF** Regular Trust Fund, offices which have their own fund
IGP Income Generating Project
SL Self-Liquidating (SAED, Lab. HS.)

PB Public Bidding
NP-SVP Negotiated Procurement-Small Value Procurement

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity												Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/ Project)
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Opening of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/ Turnover		Total	MOOE	CO	
	FIRST QUARTER:																			
	Purchase of Office Supplies & Equipment		PB	27-Feb	6-Mar	13-Mar	26-Mar	26-Mar	27-Mar	Mar 30-31	6-Apr	Apr 7-8	10-Apr	27-Apr	28-Apr		2,167,361.74			
RTF	Office Supplies	SAM, GPARU, GPTU, VPAA, ICTSC, LRC, REGISTRAR, ROTC, OSA, Testing																769,539.74		
IGP	Office Supplies	Production																87,650.00		
SL	Office Supplies	SAED, Lab. HS																99,672.00		
RTF	Office Equipment	SAM, GPARU, CULTURE, GPTU, LRC, REG., Testing, Lab. HS																	1,107,500.00	
SL	Office Equipment	Lab. HS																	103,000.00	
RTF	Purchase of Gold Seal	Registrar	NP-SVP		25-Feb		3-Mar	3-Mar	4-Mar	Mar 5-6	9-Mar	Mar 10-11	12-Mar	23-Mar	24-Mar		2,500.00	2,500.00		
RTF	Printing of Student Registration Form	Registrar	PB		6-Mar		26-Mar	26-Mar	27-Mar	Mar 30-31	6-Apr	Apr 7-8	10-Apr	22-Apr	23-Apr		87,700.00	87,700.00		
RTF	Purchase of ID Card Printer Consumables	Registrar	PB		6-Mar		26-Mar	26-Mar	27-Mar	Mar 30-31	6-Apr	Apr 7-8	10-Apr	22-Apr	23-Apr		90,048.00	90,048.00		
	Purchase of IT Supplies & Equipment		PB	2-Mar	6-Mar	13-Mar	26-Mar	26-Mar	27-Mar	Mar 30-31	6-Apr	Apr 7-8	10-Apr	25-Apr	25-Apr		839,700.00			
RTF	IT Supplies	ICTSC, Registrar																194,700.00		
RTF	IT Equipment	ICTSC, SENG																	365,000.00	
	- Fire wall for computer	Registrar																	200,000.00	
SL	IT Equipment	Lab. SH																	80,000.00	
RTF	Purchase of Sharp Photocopier Consumables	GPTU, ICTSC, REG., Testing	PB		9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	30-Apr	4-May		362,332.00	362,332.00		
RTF	Purchase of Gestetner Photocopier Consumables	CD-Boac	Direct Contracting		To be procured by the Implementing Unit as the need arises												95,711.00	95,711.00		

IGP	Purchase of Duplo Photocopier Consumables	Production	PB		9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	30-Apr	4-May		125,000.00	125,000.00		
RTF	Purchase of Consumables for Duplicating Machine (new)	CD-Boac	PB		9-Mar		30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	30-Apr	4-May		123,990.00	123,990.00		
RTF	Purchase of Lexmark Copier Consumables	CD-Gasan	NP-SVP		25-Feb		3-Mar	3-Mar	4-Mar	Mar 5-6	9-Mar	Mar 10-13	12-Mar	23-Mar	24-Mar		15,000.00	15,000.00		
	Purchase of Costume & Props for Arts Month	Culture & Arts			To be procured by the Implementing Unit as the need arises												20,000.00	20,000.00		
IGP	Purchase of Merchandise Inventory of Uniform	Production	PB	2-Mar	16-Mar	25-Mar	6-Apr	6-Apr	7-Apr	Apr 8-10	13-Apr	Apr 14-15	16-Apr	4-May	5-May		3,000,000.00	3,000,000.00		Uniform for students
	Purchase of Laboratory Medical Supplies & Equipment	SAM	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		130,000.00			
RTF	Laboratory Medical Supplies	SAM																95,000.00		
RTF	Laboratory Medical Equipment	SAM																	35,000.00	
IGP	Purchase of Fire Extinguisher	Production	NP-SVP		25-Feb		3-Mar	3-Mar	4-Mar	Mar 5-6	9-Mar	Mar 10-13	12-Mar	23-Mar	24-Mar		27,000.00	27,000.00		
IGP	Purchase of Food Supplies	Production			To be procured by the Implementing Unit as the need arises												375,000.00	375,000.00		
RTF	Purchase of LED Signage & Ads Board	ICTSC	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		230,000.00		230,000.00	
	Tarpaulin Printing Services		PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		132,460.00			
RTF		SAM, GPARU, GPTU, VPAA, ROTC, OSA																127,460.00		
IGP		Production																5,000.00		
RTF	Printing of Graduation Invitation	VPAA	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		60,000.00	60,000.00		
RTF	Printing of Graduation Photo	GPARU	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		180,000.00	180,000.00		
RTF	Printing of Yearbook & Student Handbook	GPARU, OSA	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		465,000.00	465,000.00		
RTF	Advertisement Services	GPARU			To be procured by the Implementing Unit as the need arises												3,000.00	3,000.00		
RTF	Photography Service for Graduation	GPARU	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		400,000.00	400,000.00		for graduation photo of the students
RTF	Purchase of Foods	SAM, CULTURE, GPARU, VPAA, CD-SC, ICTSC, ROTC			To be procured by the Implementing Unit as the need arises												637,295.00	637,295.00		for the various activities of the College
RTF	Purchase of Accomodation Services	SAM, GPARU, VPAA, ROTC, OSA	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		72,150.00	72,150.00		
RTF	Purchase of Transportation Services	SAM, GPARU, GPTU, VPAA, CD-DC			To be procured by the Implementing Unit as the need arises												120,500.00	117,500.00		
SL		SAED																3,000.00		
	Subscription of Telephone/Internet Line		Direct Contracting		To be procured by the Implementing Unit as the need arises												87,500.00			
RTF		GPARU, ICTSC, SENG																78,500.00		
SL		SAED, Lab. HS																9,000.00		
RTF	Subscription of Fixed IP Address	Registrar			To be procured by the Implementing Unit as the need arises												72,000.00	72,000.00		
RTF	Purchase of Fuel	ICTSC, ROTC, CD-SC	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		51,600.00	14,100.00		
SL		SAED																37,500.00		

	Purchase of Supplies & Materials for Fabrication and Repair of Facilities		PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		3,130,123.85			
RTF	- repair/beautification of stage and covered court for graduation	VPAA, CD-SC																102,700.00		
	- repair & improvement of DMST Office	ROTC																500,000.00		
	- fabrication of cabinet for testing materials	CD-Boac																12,500.00		
SL	- repair of Grade 10 Room	Lab. HS																100,943.85		
	- rehabilitation of SAED Building	SAED																2,413,980.00		
RTF	Purchase of Electrical Maintenance Supplies	ICTSC	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		59,500.00	59,500.00		
RTF	Purchase of Vehicle Maintenance Supplies	ICTSC	NP-SVP		25-Feb		3-Mar	3-Mar	4-Mar	Mar 5-6	9-Mar	Mar 10-11	12-Mar	23-Mar	24-Mar		1,300.00	1,300.00		
RTF	Labor & Materials for Repair of Aircon	GPTU															21,000.00	21,000.00		
RTF	Labor & Materials for Repair/Maintenance of Aircon	CD-Boac, CD-Gasan															25,000.00	25,000.00		
RTF	Fabrication of Motorcycle Sidecar	ICTSC	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		50,000.00	50,000.00		
RTF	Purchase of Motorcycle Vehicle	ICTSC	PB		2-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	6-Apr	16-Apr	17-Apr		100,000.00		100,000.00	
RTF	Purchase of Labor & Materials for Academic Gown of Speaker	VPAA	NP-SVP		25-Feb		3-Mar	3-Mar	4-Mar	Mar 5-6	9-Mar	Mar 10-11	12-Mar	23-Mar	24-Mar		8,500.00	8,500.00		
RTF	Purchase of Flowers for Graduation	CD-SC	NP-SVP		25-Feb		3-Mar	3-Mar	4-Mar	Mar 5-6	9-Mar	Mar 10-11	12-Mar	23-Mar	24-Mar		25,000.00	25,000.00		
RTF	Rentals for Graduation:	VPAA	NP-SVP		25-Feb		3-Mar	3-Mar	4-Mar	Mar 5-6	9-Mar	Mar 10-11	12-Mar	23-Mar	24-Mar					
	- rental of plaza/gym																5,000.00	5,000.00		
	- rental of chairs																3,500.00	3,500.00		
	- rental of seat/table cover																1,000.00	1,000.00		
	- rental of lights & sounds																15,000.00	15,000.00		
	- rental of brass band																15,000.00	15,000.00		
	- rental of flower decoration																10,000.00	10,000.00		
	SECOND QUARTER:																			
	Purchase of Office Supplies * Equipment		PB	16-Mar	23-Mar	1-Apr	13-Apr	13-Apr	14-Apr	Apr 15-16	17-Apr	Apr 20-21	22-Apr	7-May	8-May		1,715,129.77			
RTF	Office Supplies	GPARU, ROTC, GPTU, OSA, ESGP, ICTSC, CD-Boac, Registrar, SM, Culture																436,950.50		
IGP	Office Supplies	Production																610,300.00		
SL	Office Supplies	SAED, Lab. HS																131,258.00		
RTF	Office Equipment	ROTC, GPTU, OSA, ICTSC, CD-Boac, Registrar, SAM, Culture																	536,621.27	
	Purchase of IT Supplies & Equipment		PB	16-Mar	23-Mar	1-Apr	13-Apr	13-Apr	14-Apr	Apr 15-16	17-Apr	Apr 20-21	22-Apr	7-May	8-May		1,494,620.00	-		
RTF	IT Supplies	ICTSC, Registrar																27,620.00		

RTF	IT Equipment	GPTU, OSA, ICTSC, SENG, CD-Boac, Registrar, SAM, SAED																	1,467,000.00	
RTF	Purchase of Testing Forms	GPTU	PB		23-Mar		13-Apr	13-Apr	14-Apr	Apr 15-16	17-Apr	Apr 20-21	22-Apr	7-May	8-May		70,000.00	70,000.00		
RTF	Purchase of Sharp Photocopier Consumables	Testing	PB		23-Mar		13-Apr	13-Apr	14-Apr	Apr 15-16	17-Apr	Apr 20-21	22-Apr	7-May	8-May		96,185.00	96,185.00		
IGP	Purchase of Duplo Photocopier Supplies	Production	PB		23-Mar		13-Apr	13-Apr	14-Apr	Apr 15-16	17-Apr	Apr 20-21	22-Apr	7-May	8-May		125,000.00	125,000.00		
RTF	Purchase of Gestetner Photocopier Consumables	CD-Boac	Direct Contracting		To be procured by the Implementing Unit as the need arises												31,000.00	31,000.00		
RTF	Purchase of Lexmark Copier Consumables	CD-Gasan	NP-SVP		25-Feb		3-Mar	3-Mar	4-Mar	Mar 5-6	9-Mar	Mar 10-11	12-Mar	23-Mar	24-Mar		6,000.00	6,000.00		
IGP	Purchase of Linens & Various Garments Supplies	Production	PB		23-Mar		13-Apr	13-Apr	14-Apr	Apr 15-16	17-Apr	Apr 20-21	22-Apr	7-May	8-May		570,000.00	570,000.00		For garments operation
RTF		Registrar	NP-SVP		25-Feb		3-Mar	3-Mar	4-Mar	Mar 5-6	9-Mar	Mar 10-11	12-Mar	23-Mar	24-Mar		3,500.00	3,500.00		for sofa cover
IGP	Purchase of Various Kitchen Utensils	Production	PB		23-Mar		13-Apr	13-Apr	14-Apr	Apr 15-16	17-Apr	Apr 20-21	22-Apr	7-May	8-May		400,000.00	400,000.00		
RTF	Tarpaulin Printing Services	GPARU, ROTC, OSA-ESGP, OSA, CD-Boac, SAM	NP-SVP		16-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	1-Apr	15-Apr	16-Apr		27,407.49	22,407.49		
IGP		Production															5,000.00			
RTF	Advertising Services	GPARU			To be procured by the Implementing Unit as the need arises										Apr-Jun 2015		3,000.00	3,000.00		
	Procurement of Foods				To be procured by the Implementing Unit as the need arises										Apr-Jun 2015		161,450.00			
RTF		OSA, GPTU															152,750.00			
SL		SAED															8,700.00			Meals for Research Festival
RTF	Procurement of Accomodation Services	GPARU			To be procured by the Implementing Unit as the need arises										Apr-Jun 2015		25,500.00	19,500.00		
SL		SAED															6,000.00			
SL	Subscription of Telephone/Internet Line	Lab. HS			To be procured by the Implementing Unit as the need arises										Apr-Jun 2015		60,250.00	60,250.00		
RTF	Subscription of Wireless Internet Connection	ICTSC			To be procured by the Implementing Unit as the need arises										Apr-Jun 2015		10,000.00	10,000.00		
	Purchase of Fuel & Lubricants		PB	2-Mar	9-Mar	18-Mar	30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		50,100.00			
RTF		ROTC, ICTSC															12,600.00			fuel for vehicle
SL		SAED															37,500.00			Diesel for SAED Vehicle
RTF	Purchase of Supplies for Vehicle Maintenance	ICTSC	NP-SVP		16-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	1-Apr	15-Apr	16-Apr		1,300.00	1,300.00		
	Purchase of Supplies & Materials for Repair of Facilities & Fabrication of Office Furnitures		PB	2-Mar	9-Mar	18-Mar	30-Mar	30-Mar	31-Mar	Apr 6-7	8-Apr	Apr 10-13	14-Apr	29-Apr	30-Apr		2,045,000.00			
RTF	- SAM Skills Laboratory	SAM															500,000.00			
	- expansion of ICTSC Laboratory at Matalaba	ICTSC															50,000.00			
	- Rehabilitation of ICTSC Building	ICTSC															1,261,000.00			
	- table and Faculty Table for SAM Skills Lab.	SAM															40,000.00			
SL	- repair/improvement of pre-elem. Laboratory school	SETED															194,000.00			For Pre-Elementary Lab. School
RTF	Labor & Materials for Repair & Maintenance of Aircon	ICTSC	NP-SVP		16-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	1-Apr	15-Apr	16-Apr		25,000.00	25,000.00		
RTF	Labor for Repair of Photocopier	Registrar			To be procured by the Implementing Unit as the need arises												1,500.00	1,500.00		

RTF	Landscaping Service	ICTSC	NP-SVP		16-Mar		23-Mar	23-Mar	24-Mar	Mar 25-26	27-Mar	Mar 30-31	1-Apr	15-Apr	16-Apr		50,000.00		50,000.00	For ICTSC Building
RTF	Purchase of Transportation Services	OSA			To be procured by the Implementing Unit as the need arises									Apr-Jun 2015			6,000.00	6,000.00		
RTF	Purchase of ROTC Textbook	ROTC			To be procured by the Implementing Unit as the need arises									Apr-Jun 2015			110,000.00	110,000.00		
SL	Purchase of Books & Reference Materials	SAED			To be procured by the Implementing Unit as the need arises									Apr-Jun 2015			145,594.00	145,594.00		
IGP	Purchase of Food Supplies for Canteen	Production			To be procured by the Implementing Unit as the need arises												375,000.00	375,000.00		
	THIRD QUARTER:																			
	Purchase of Office Supplies & Equipment		PB		2-Jun		22-Jun	22-Jun	23-Jun	Jun 24-25	26-Jun	Jun 29-30	1-Jul	16-Jul	17-Jul		212,503.50			
RTF	Office Supplies	GPARU, ROTC, GPTU, OSA, ESGP, ICTSC, CD-Boac, Registrar, SM, Culture																176,003.50		
SL	Office Supplies	SAED																6,500.00		For SAED
SL	Office Equipment	SAED																	30,000.00	
RTF	Purchase of Sharp Photocopier Consumables	GPTU, ICTSC, CD-Boac, Registrar, SAM	PB		2-Jun		22-Jun	22-Jun	23-Jun	Jun 24-25	26-Jun	Jun 29-30	1-Jul	16-Jul	17-Jul		50,037.00	50,037.00		
RTF	Purchase of Student Registration Form	Registrar	NP-SVP		2-Jun		9-Jun	9-Jun	10-Jun	Jun 11-15	16-Jun	Jun 17-18	19-Jun	1-Jul	2-Jul		37,500.00	37,500.00		
SL	Purchase of Library Inventory Supplies	SAED	NP-SVP		2-Jun		9-Jun	9-Jun	10-Jun	Jun 11-15	16-Jun	Jun 17-18	19-Jun	1-Jul	2-Jul		5,000.00	5,000.00		For Library of SAED
	Purchase of IT Supplies & Equipment		PB		2-Jun		22-Jun	22-Jun	23-Jun	Jun 24-25	26-Jun	Jun 29-30	1-Jul	16-Jul	17-Jul		603,020.00			
RTF	IT Supplies	ICTSC, Registrar																103,020.00		
RTF	IT Equipment	GPTU, OSA, ICTSC, SENG, CD-Boac, Registrar, SAM, SAED																	500,000.00	
RTF	Purchase of Costume for Battle of Paye	Culture & Arts			To be procured by the Implementing Unit as the need arises									Jul-Sep 2015			25,000.00	25,000.00		
SL	T-Shirt for SAED Palaro	SAED			To be procured by the Implementing Unit as the need arises									Jul-Sep 2015			7,500.00	7,500.00		
	Tarpaulin Printing Services		NP-SVP		2-Jun		9-Jun	9-Jun	10-Jun	Jun 11-15	16-Jun	Jun 17-18	19-Jun	1-Jul	2-Jul		42,128.00			
RTF		GPARU, ROTC, OSA, ESGP, OSA, CD-Boac, SAM																37,128.00		
IGP																		5,000.00		
RTF	Printing of Graduation Invitation	VPAA	NP-SVP		2-Jun		9-Jun	9-Jun	10-Jun	Jun 11-15	16-Jun	Jun 17-18	19-Jun	1-Jul	2-Jul		6,000.00	6,000.00		
RTF	Advertisement Services	GPARU			To be procured by the Implementing Unit as the need arises									Jul-Sep 2015			3,000.00	3,000.00		GPARU activities
RTF	Hair & Make Up Service	GPARU			To be procured by the Implementing Unit as the need arises									Jul-Sep 2015			10,000.00	10,000.00		For mid-year graduation photo
RTF	Accommodation Services	ROTC, OSA			To be procured by the Implementing Unit as the need arises									Jul-Sep 2015			25,500.00	25,500.00		
	Procurement of Foods				To be procured by the Implementing Unit as the need arises									Jul-Sep 2015			245,750.00			

RTF		GPARU, OSA, ICTSC, Culture & Arts																226,750.00			
SL		SAED																19,000.00		For SAED Palaro	
	Transportation Services				To be procured by the Implementing Unit as the need arises										Jul-Sep 2015			69,000.00			
RTF		OSA, GPTU, GPARU																66,000.00			
SL		SAED																3,000.00		For SAED Palaro	
RTF	Subscription of Telephone/Internet Line	ICTSC			To be procured by the Implementing Unit as the need arises										Jul-Sep 2015			91,875.00	91,875.00		
RTF	Subscription of Wireless Internet Connection	ICTSC			To be procured by the Implementing Unit as the need arises										Jul-Sep 2015			14,000.00	5,000.00		
SL		Lab. HS																9,000.00			
	Purchase of Fuel & Lubricants		NP-SVP		2-Jun		9-Jun	9-Jun	10-Jun	Jun 11-15	16-Jun	Jun 17-18	19-Jun	1-Jul	2-Jul			48,150.00			
RTF		ICTSC																10,650.00			
SL		SAED																37,500.00		For the vehicle of SAED	
RTF	Purchase of Supplies & Materials for Repair/Beautification of Stage for Graduation	VPAA	NP-SVP		2-Jun		9-Jun	9-Jun	10-Jun	Jun 11-15	16-Jun	Jun 17-18	19-Jun	1-Jul	2-Jul			50,000.00	50,000.00		
RTF	Purchase of Electrical Maintenance Supplies	ICTSC	NP-SVP		2-Jun		9-Jun	9-Jun	10-Jun	Jun 11-15	16-Jun	Jun 17-18	19-Jun	1-Jul	2-Jul			6,500.00	6,500.00		
RTF	Purchase of Vehicle Maintenance Supplies	ICTSC,	NP-SVP		2-Jun		9-Jun	9-Jun	10-Jun	Jun 11-15	16-Jun	Jun 17-18	19-Jun	1-Jul	2-Jul			45,980.00	4,300.00		
SL		SAED																41,680.00			
RTF	Labor & Materials for Repair/Maintenance of Aircon	ICTSC			To be procured by the Implementing Unit as the need arises										Jul-Sep 2015			32,500.00	32,500.00		
RTF	Purchase of Labor & Materials for Academic Gown of Speaker	VPAA			To be procured by the Implementing Unit as the need arises										Jul-Sep 2015			5,000.00	5,000.00		
IGP	Purchase of Food Supplies for Canteen	Production			To be procured by the Implementing Unit as the need arises													375,000.00	375,000.00		
	FOURTH QUARTER:																				
	Purchase of Office & IT Supplies		PB		2-Sep		22-Sep	22-Sep	23-Sep	Sep 24-28	28-Sep	Sep 29-30	1-Oct	16-Oct	17-Oct			278,930.00			
RTF		GPARU, ROTC, GPTU, OSA, ESGP, ICTSC, CD-Boac, Registrar, SM, Culture																275,930.00			
SL		SAED																3,000.00			
RTF	Purchase of Office Equipment	GPTU	PB		2-Sep		22-Sep	22-Sep	23-Sep	Sep 24-28	28-Sep	Sep 29-30	1-Oct	16-Oct	17-Oct			412,000.00	412,000.00		
RTF	Purchase of IT Equipment	ICTSC, Registrar	PB		2-Sep		22-Sep	22-Sep	23-Sep	Sep 24-28	28-Sep	Sep 29-30	1-Oct	16-Oct	17-Oct			105,000.00	105,000.00		
RTF	Purchase of Uniform for SCUAA	Sports	PB		2-Sep		22-Sep	22-Sep	23-Sep	Sep 24-28	28-Sep	Sep 29-30	1-Oct	16-Oct	17-Oct			390,630.00	390,630.00		
RTF	Tarpaulin & Other Printing Services	GPARU, ROTC, OSA, ESGP, OSA, CD-Boac, SAM	PB		2-Sep		22-Sep	22-Sep	23-Sep	Sep 24-28	28-Sep	Sep 29-30	1-Oct	16-Oct	17-Oct			97,764.00	92,764.00		
IGP																		5,000.00		For the activities of Production Office	
RTF	Printing of Literary Folio	Publication			To be procured by the Implementing Unit as the need arises										Oct-Dec 2015			60,000.00	60,000.00		
RTF	Advertisement	GPARU			To be procured by the Implementing Unit as the need arises										Oct-Dec 2015			3,000.00	3,000.00		
SL	Accomodation Service	SAED																95,750.00	5,000.00	For SAED Research Forum	
RTF		ROTC			To be procured by the Implementing Unit as the need arises										Oct-Dec 2015				90,750.00		

RTF	Acomodation Services for MSC Officials During SCUAA	Sports			To be procured by the Implementing Unit as the need arises								Oct-Dec 2015				10,000.00	10,000.00			
RTF	Procurement of Foods	Culture, GPARU, ICTSC			To be procured by the Implementing Unit as the need arises								Oct-Dec 2015				164,425.00	157,375.00			
SL		SAED			To be procured by the Implementing Unit as the need arises								Oct-Dec 2015					7,050.00		for training	
RTF	Procurement of Foods for SCUAA	Sports			To be procured by the Implementing Unit as the need arises								Oct-Dec 2015				400,000.00	400,000.00			
IGP	Procurement of Food Supplies for Canteen	Production			To be procured by the Implementing Unit as the need arises								Oct-Dec 2015				375,000.00	375,000.00			
RTF	Procurement of Transportation Services	Culture & Arts			To be procured by the Implementing Unit as the need arises								Oct-Dec 2015				17,000.00	67,500.00			
RTF	Procurement of Costume & Props for Christmas Activity	Culture & Arts			To be procured by the Implementing Unit as the need arises								Oct-Dec 2015				15,000.00	15,000.00			
SL	Subscription of Telephone/Internet Line	Lab. HS														70,875.00	70,875.00				
	Purchase of Fuel		NP-SVP		2-Sep		9-Sep	10-Sep	11-Sep	Sep 14-15	16-Sep	Sep 17-18	21-Sep	1-Oct	2-Oct		81,250.00	300.00			
RTF		ICTSC, ROTC, OSA															43,450.00				
SL		SAED															37,500.00		For SAED Vehicle		
RTF	Supplies & Materials for Fabrication of Computer Table	ICTSC	NP-SVP		2-Sep		9-Sep	10-Sep	11-Sep	Sep 14-15	16-Sep	Sep 17-18	21-Sep	1-Oct	2-Oct		30,000.00	30,000.00			
RTF	Supplies & Materials for Vehicle Maintenance	ICTSC	NP-SVP		2-Sep		9-Sep	10-Sep	11-Sep	Sep 14-15	16-Sep	Sep 17-18	21-Sep	1-Oct	2-Oct		1,300.00	1,300.00			
RTF	Repair and Maintenance of Aircon	GPTU			To be procured by the Implementing Unit as the need arises								Oct-Dec 2015				25,000.00	25,000.00			
RTF	Repair and Maintenance of Photocopier	GPTU			To be procured by the Implementing Unit as the need arises								Oct-Dec 2015				25,000.00	25,000.00			
RTF	Rapair of OSA Building	OSA	PB		2-Sep		22-Sep	22-Sep	23-Sep	Sep 24-25	28-Sep	Sep 29-30	1-Oct	16-Oct	17-Oct		1,000,000.00		1,000,000.00		
RTF	Procurement of Queue System Ticket Dispenser	Registrar	PB		2-Sep		22-Sep	22-Sep	23-Sep	Sep 24-25	28-Sep	Sep 29-30	1-Oct	16-Oct	17-Oct		300,000.00		300,000.00		
TOTAL																	27,020,175.35	20,399,554.08	6,621,121.27		

Prepared By

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