

Republic of the Philippines  
Rombon State University  
Odiongan, Romblon

**ANNUAL PROCUREMENT PLAN (FUND 101)**  
FOR CALENDAR YEAR 2023

MFO2: ADVANCED EDUCATION PROGRAM

Code (PAP)	Procurement Program/Project	End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget			Remarks/ Description of Program/Activity/Project
				Adevertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
	<b>MOOE</b>											
MFO2	Travelling Expenses											
	Local Travel	GEPS	SVP		Jan-Dec			101	200,000.00	200,000.00		Refer to PPMP of GEPS unit.
MFO2	Supplies and Materials Expenses											
	Office Supplies	GEPS	Bidding		Jan-Dec			101	81,105.00	81,105.00		Refer to PPMP of GEPS unit.
	Janitorial Supplies	GEPS	Bidding		Jan-Dec			101	26,311.00	26,311.00		Refer to PPMP of GEPS unit.
	ICT Supplies	GEPS	Bidding		Jan-Dec			101	1,400.00	1,400.00		Refer to PPMP of GEPS unit.
	Other Supplies	GEPS	Bidding		Jan-Dec			101	15,000.00	15,000.00		Refer to PPMP of GEPS unit.
	SEMI-EXPENDABLE EXPENSES, FURNITURES AND FIXTURES											
	Office Equipment, Furnitures and Fixtures	GEPS	Bidding		Jan-Dec			101	87,000.00	87,000.00		Refer to PPMP of GEPS unit.
	Other Machinery and Equipment	GEPS	Bidding		Jan-Dec			101	27,500.00	27,500.00		Refer to PPMP of GEPS unit.
MFO2	Communication Expenses	GEPS	Direct Contracting		Jan-Dec			101	12,000.00	12,000.00		Refer to PPMP of GEPS unit.
MFO2	General Services	GEPS	Direct Contracting		Jan-Dec			101	118,800.00	118,800.00		Refer to PPMP of GEPS unit.
MFO2	Representation Expense											
	Monthly Allowance	GEPS	Shopping		Jan-Dec			101	884.00	884.00		Refer to PPMP of GEPS unit.
MFO2	Printing and Publication	GEPS	Shopping		Jan-Dec			101	50,000.00	50,000.00		Refer to PPMP of GEPS unit.
MFO2	Membership Dues and Contributions to Organizations	GEPS			Jan-Dec			101	20,000.00	20,000.00		Refer to PPMP of GEPS unit.
	<b>TOTAL MOOE</b>								<b>640,000.00</b>	<b>640,000.00</b>		
	<b>TOTAL BUDGET</b>								<b>640,000.00</b>	<b>640,000.00</b>		


Prepared by:

  
VEE F. FRANCISCO  
BAC Secretariat

Verified by:

  
LOU V. FOJA, CPA  
Budget Officer

Recommending Approval

  
ATTY. GLENN NINO M. SARTILLO  
Chief Administrative Officer  
Chairperson, BAC


Approved by:


  
MERIAN P. CATAJAY-MANI, Ed.D., CESE  
University President

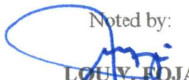





OTHER SUPPLIES						
Fire Extinguisher, ABC Dry Chemical, 4.5kg, Portable, Rechargeable, Wall Hanger, Pressure Gauge	2	unit	7,500.00	15000	Bidding	
<b>Total Other Supplies</b>				<b>15,000.00</b>		
SEMI-EXPENDABLE EXPENSES, FURNITURE AND FIXTURE						
Office Equipment, Furniture and Fixture						
Lateral 4 layer filing cabinet with lock	1	unit	15,000.00	15000.00	Bidding	
Office Chair	4	pcs	18,000.00	72,000.00	Bidding	
<b>Total Office Equipment, Furnitures and Fixture</b>				<b>87000.00</b>		
Machineries and Equipment						
Refrigerator	1	unit	25,000.00	25,000.00	Bidding	
Rice Cooker	1	pcs	2,500.00	2,500.00	Bidding	
<b>Total Office Equipment, Furnitures and Fixture</b>				<b>27,500.00</b>		
<b>Total Supplies and Materials</b>				<b>238,316.00</b>		
Communication Exoenses						
Communication Allowance	12	MO	1,000.00	12,000.00	Direct Contracting	
<b>Total Communication Exoenses</b>				<b>12,000.00</b>		
General Service						
<b>JOB ORDER</b>				118,800.00	Direct Contracting	
<b>Total General Service</b>				118,800.00		
Representation Expense						
Monthlyn Allowance				884.00	Shopping	
<b>Total Representation Expense</b>				884.00		
Printing and Publication						
International Research Publication	4	lot	25,000.00	100,000.00		
International Research Presentation	2	lot	75,000.00	150,000.00		
<b>Total Printing and Publication</b>				<b>250,000.00</b>		
Membership Dues and Contribution to Organizations						
Member to Various Organization	4	org	5,000	20,000		
<b>Total Membership Dues and Contribution to Organizations</b>				<b>20,000</b>		
<b>TOTAL MOOE</b>				<b>640,000.00</b>		

Prepared By:  
  
**NORILYN A. GAA**  
 GEPS, Staff

Submitted by:  
  
**PHILIP R. BALDERA, Ed.D**  
 Dean, GEPS

Noted by:  
  
**LOU V. ROJA**  
 Budget Officer

Approved By:  
  
**MERIAN P. CATAJAY-MANI, Ed.D, CESE**  
 University President