

ANNUAL PROCUREMENT PLAN (FUND 101)  
FOR CALENDAR YEAR 2023

MFO3: RESEARCH 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
				Avertisement/ Posting of IE/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
	<b>MOOE</b>											
	Supplies and Materials Expenses											
MFO3	Office Supplies	REDI	Bidding		Jan-Dec			101	231,910.00	231,910.00		Refer to PPMP of REDI unit.
MFO3	Janitorial Supplies	REDI	Bidding		Jan-Dec			101	-	-		
MFO3	ICT Supplies	REDI	Bidding		Jan-Dec			101	37,500.00	37,500.00		Refer to PPMP of REDI unit.
	SEMI-EXPENDABLE EXPENSES, FURNITURES AND FIXTURES											
MFO3	Office Equipment	REDI	Bidding		Jan-Dec			101	142,000.00	142,000.00		Refer to PPMP of REDI unit.
	Utility Expenses											
MFO3	Electricity	REDI	Direct Contracting		Jan-Dec			101	60,000.00	60,000.00		Refer to PPMP of REDI unit.
MFO3	Water bill	REDI	Direct Contracting		Jan-Dec			101	24,699.00	24,699.00		Refer to PPMP of REDI unit.
MFO3	Communication Expenses	REDI	Direct Contracting		Jan-Dec			101	12,000.00	12,000.00		Refer to PPMP of REDI unit.
	Research, Exploration and Development Expenses											
MFO3	Proposals for Internally Funded	REDI	Proposal-based		Jan-Dec			101	800,000.00	800,000.00		Refer to PPMP of REDI unit.
	Repairs and Maintenance											
MFO3	Repairs and maintenance - motor vehicles	REDI	SVP		Jan-Dec			101	20,000.00	20,000.00		Refer to PPMP of REDI unit.
MFO3	Repairs and maintenance - office building	REDI	SVP		Jan-Dec			101	125,891.00	125,891.00		Refer to PPMP of REDI unit.
MFO3	Printing and Publication	REDI	Proposal-based		Jan-Dec			101	150,000.00	150,000.00		Refer to PPMP of REDI unit.
MFO3	Transportation and Delivery Expenses	REDI	SVP		Jan-Dec			101	12,000.00	12,000.00		Refer to PPMP of REDI unit.
	<b>CO</b>											
MFO3	Completion of the Research and Development Building in Main Campus - Biology and Analytical Lab	REDI	Bidding		Jan-Dec			101	20,000,000.00		20,000,000.00	Refer to PPMP of REDI unit.
	<b>TOTAL BUDGET</b>								<b>21,816,000.00</b>	<b>1,616,000.00</b>	<b>20,000,000.00</b>	


Prepared by:

  
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Recommending Approval


  
ATTY. GLENN NINO M. SARTILLO  
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Approved by:

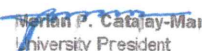
  
MERIAN P. CATAJAY-MANI, Ed.D., CESE  
University President



CODE MFO3	General Description	QUANTITY			Estimated Budget	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES										
		No.	Unit	Unit Cost			Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	
	<b>Total Office Supplies</b>				231,910.00												
	<b>ICT Supplies</b>																
	Ink, Original, 1 set CMYK Inks for Epson L6170	2	sets	2,000.00		Bidding											
	Ink, Original, 1 set CMYK inks for Epson L15150	5	sets	4,500.00	22,500.00	Bidding											
	Mouse, wireless	3	pcs	3,000.00	9,000.00	Bidding											
	Secure UPS (1500VA/900watt),220VAC,4X outlet BLACK	2	pcs	4,000.00		Bidding											
	Hard Drive (1TB)	2	pcs	3,000.00	6,000.00	Bidding											
	<b>Total ICT Supplies</b>				37,500.00												
	<b>Semi-Expendable Exp. - Machinery &amp; Equipment</b>																
	<b>Office Equipment</b>																
	Heavy Duty Shredder	1	pc	35,000.00	35,000.00	Bidding											
	Scanner DS-570VII	1	pc	35,000.00	35,000.00	Bidding											
	Printer, EPSON Print speed crop 17.5ipm, prints up to A4 (for simplex), automatic duplex printing	2	set	36,000.00	72,000.00	Bidding											
	<b>Total Office Equipment</b>				142,000.00												
	<b>Total Supplies and Materials Expenses</b>				411,410.00												
	<b>Utility Expenses</b>																
	Water Bill of R&D Building (3 months)	4	lots	6,175.00	24,699.00	Direct Contracting											
	Electricity Bill of R&D Building (3 months)	4	lots	15,000.00	60,000.00	Direct Contracting											
	<b>Total Utility Expenses</b>				84,699.00												
	<b>Communication expenses</b>																
	<b>Communication allowance</b>	12	mo	1,000.00	12,000.00	Direct Contracting											
	<b>Total Communication expenses</b>				12,000.00												
	<b>Research, Exploration and Development Expenses</b>																
	<b>Proposals for Internally Funded</b>	8	lots	100,000.00	800,000.00	Proposal-based											
	<b>Total Research, Exploration and Development Expenses</b>				800,000.00												
	<b>Repairs and Maintenance</b>																
	For repair and maintenance of official motor vehicle	1	12mos	20,000.00	20,000.00	Direct Contracting											
	For repair and maintenance of office building	1	lot	200,000.00	125,891.00												
	<b>Total Repairs and Maintenance</b>				145,891.00												
	<b>Printing and Publication Expenses</b>																
	Support for the faculty-researchers' publication expenses to scopus, ISI and peer-reviewed refereed journals.				100,000.00	Proposal-based											
	Support for the publication of RSU Researcher Journal				50,000.00	Proposal-based											
	<b>Total Printing and Publication Expenses</b>				150,000.00												
	<b>Transportation and Delivery expenses</b>																
	Transport and Delivery of Research related stuff such as certificates and documents, honoraria to be deposited to other banks	1	12mos	12,000.00	12,000.00	Proposal-Based											
	<b>Total Transportation and Delivery expenses</b>				12,000.00												
	<b>TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES</b>				1,616,000.00												
	<b>CAPITAL OUTLAY</b>																
	Completion of the Research and Development Building in Main Campus - Biology and Analytical Lab	1	Lot	20,000,000.00	20,000,000.00	Bidding											
	<b>TOTAL CAPITAL OUTLAY</b>				20,000,000.00												
	<b>TOTAL</b>				21,616,000.00												

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