

**DepEd Division of Sagay City Annual Procurement Plan FY 2025**

| Code (PAP)         | Procurement Project   | PMO/ End-User   | Is this an Early Procurement Activity? (Yes/No) | Mode of Procurement   | Schedule for Each Procurement Activity |                            |                    |                    | Source of Funds | Estimated Budget (PhP) |              |    | Remarks (brief description of Project) |
|--------------------|---|-----------------|---|---|--|----------------------------|--------------------|--------------------|-----------------|------------------------|--------------|----|--|
|                    |   |                 |   |   | Advertisement/Posting of IB/REI        | Submission/Opening of Bids | Notice of Award    | Contract Signing   |                 | Total                  | MOOE         | CO |  |
| 5020301002         | Office Supplies Expenses                                      | SGOD, CID, OSDS | Yes   | Competitive Public Bidding                                      | Nov-24                                 | Dec-24                     | Dec-24             | Dec-24             | GoP             | 610,960.60             | 610,960.60   | -  | -                                      |
| 5020309000         | Fuel, Oil, & Lubricants Expenses                              | SGOD, CID, OSDS | No  | NP-53.9 - Small Value Procurement                               | as need the arises                     | N/A                        | as need the arises | as need the arises | GoP             | 75,000.00              | 75,000.00    | -  | -                                      |
| 5020399000         | Other Supplies and Materials                                  | SGOD, CID, OSDS | Yes   | NP-53.9 - Small Value Procurement                               | N/A                                    | N/A                        | various dates      | various dates      | GoP             | 298,539.40             | 298,539.40   | -  | -                                      |
| HRTD Fund          | Human Resource Development Fund (HRTD Fund) Training Expenses | SGOD, CID, OSDS | Yes   | Competitive Public Bidding                                      | Nov-24                                 | Dec-24                     | Dec-24             | Dec-24             | GoP             | 1,298,000.00           | 1,298,000.00 | -  | -                                      |
| HRTD Fund          | Human Resource Development Fund (HRTD Fund) Training Expenses | SGOD, CID, OSDS | Yes   | NP-53.9 - Small Value Procurement<br>NP-53.5 Agency-to-Agency   | N/A                                    | N/A                        | various dates      | various dates      | GoP             | 321,000.00             | 321,000.00   | -  | -                                      |
| 5021203000         | Security Services   | OSDS            | Yes   | Competitive Public Bidding                                      | Nov-24                                 | Dec-24                     | Dec-24             | Dec-24             | GoP             | 830,000.00             | 830,000.00   | -  | -                                      |
| 5021304001         | Repair and Maintenance Building                               | OSDS            | No  | NP-53.9 - Small Value Procurement                               | as need the arises                     | N/A                        | as need the arises | as need the arises | GoP             | 387,000.00             | 387,000.00   | -  | -                                      |
| 5021305002         | Office Equipment  | SGOD, CID, OSDS | Yes   | NP-53.9 - Small Value Procurement                               | as need the arises                     | N/A                        | as need the arises | as need the arises | GoP             | 100,000.00             | 100,000.00   | -  | -                                      |
| 5021306001         | Motor Vehicles  | SGOD, CID, OSDS | No  | NP-53.9 - Small Value Procurement                               | as need the arises                     | N/A                        | as need the arises | as need the arises | GoP             | 210,000.00             | 210,000.00   | -  | -                                      |
| 5021307000         | Furnitures and Fixtures                                       | SGOD, CID, OSDS | No  | NP-53.9 - Small Value Procurement                               | as need the arises                     | N/A                        | as need the arises | as need the arises | GoP             | 41,500.00              | 41,500.00    | -  | -                                      |
| 5020101000         | Travelling Expenses - Local                                   | SGOD, CID, OSDS | No  | NP-53.9 - Small Value Procurement<br>NP-53.5 Agency-to-Agency   | N/A                                    | N/A                        | various dates      | various dates      | GoP             | 1,000,000.00           | 1,000,000.00 | -  | -                                      |
| 5020201002         | Training Expenses   | SGOD, CID, OSDS | No  | Competitive Public Bidding<br>NP-53.9 - Small Value Procurement | Nov-24                                 | Dec-24                     | Dec-24             | Dec-24             | GoP             | 597,300.00             | 597,300.00   | -  | -                                      |
| 5020201002         | Training Expenses   | SGOD, CID, OSDS | No  | NP-53.9 - Small Value Procurement<br>NP-53.5 Agency-to-Agency   | N/A                                    | N/A                        | various dates      | various dates      | GoP             | 186,700.00             | 186,700.00   | -  | -                                      |
| 5020401000         | Water Expenses  | OSDS            | No  | Direct Contracting  | N/A                                    | N/A                        | N/A                | N/A                | GoP             | 150,000.00             | 150,000.00   | -  | -                                      |
| 5020402000         | Electricity Expenses  | OSDS            | No  | Direct Contracting  | N/A                                    | N/A                        | N/A                | N/A                | GoP             | 780,000.00             | 780,000.00   | -  | -                                      |
| 5020501000         | Postage and Carrier Expenses                                  | SGOD, CID, OSDS | No  | NP-53.5 Agency-to-Agency  | N/A                                    | N/A                        | N/A                | N/A                | GoP             | 25,000.00              | 25,000.00    | -  | -                                      |
| 5020502001         | Mobile Expenses   | SGOD, CID, OSDS | No  | NP-53.9 - Small Value Procurement & Recontracting               | N/A                                    | N/A                        | N/A                | N/A                | GoP             | 462,000.00             | 462,000.00   | -  | -                                      |
| 5020502002         | Landline Expenses   | SGOD, CID, OSDS | No  | NP-53.9 - Small Value Procurement & Recontracting               | N/A                                    | N/A                        | N/A                | N/A                | GoP             | 40,000.00              | 40,000.00    | -  | -                                      |
| 5020503000         | Internet Subscriptions  | SGOD, CID, OSDS | No  | NP-53.9 - Small Value Procurement & Recontracting               | N/A                                    | N/A                        | N/A                | N/A                | GoP             | 182,000.00             | 182,000.00   | -  | -                                      |
| 5021502000         | Fidelity Bond Premiums  | SGOD, CID, OSDS | No  | NP-53.5 Agency-to-Agency  | N/A                                    | N/A                        | various dates      | various dates      | GoP             | 80,000.00              | 80,000.00    | -  | -                                      |
| 5021503000         | Insurance Expenses  | SGOD, CID, OSDS | No  | NP-53.5 Agency-to-Agency  | N/A                                    | N/A                        | various dates      | various dates      | GoP             | 150,000.00             | 150,000.00   | -  | -                                      |
| 5021601000         | Labor and Wages   | OSDS            | No  | Recontracting   | N/A                                    | N/A                        | N/A                | N/A                | GoP             | 1,020,000.00           | 1,020,000.00 | -  | -                                      |
| 5029902000         | Printing and Publication                                      | SGOD, CID, OSDS | No  | NP-53.5 Agency-to-Agency  | N/A                                    | N/A                        | N/A                | N/A                | GoP             | 15,000.00              | 15,000.00    | -  | -                                      |
| 5029903000         | Representation Expenses                                       | SGOD, CID, OSDS | No  | NP-53.5 Agency-to-Agency  | N/A                                    | N/A                        | various dates      | various dates      | GoP             | 30,000.00              | 30,000.00    | -  | -                                      |
| 5029904000         | Transportation and Delivery Expenses                          | SGOD, CID, OSDS | No  | NP-53.9 - Small Value Procurement                               | N/A                                    | N/A                        | various dates      | various dates      | GoP             | 10,000.00              | 10,000.00    | -  | -                                      |
| <b>GRANT TOTAL</b> |   |                 |   |   |  |                            |                    |                    |                 | 8,900,000.00           | 8,900,000.00 | -  | -                                      |

SUBMITTED BY: .

  
**JOMELYN G. BELEGANIO**  
 BAC Secretariat  
 Administrative Assistant III

RECOMMENDING APPROVAL:

  
**MARK ANTHONY J. TAN**  
 OIC - Assistant Schools Division Superintendent  
 BAC Chairperson

APPROVED:

  
**MARSETTE D. SABBALUCA, CESO VI**  
 Schools Division Superintendent  
 Head of Procuring Entity