

Philippine High School for the Arts (PHSA) Indicative Annual Procurement Plan for FY 2022

Code (PAP)	Procurement Program/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 Program/Project)
					Advertisement/ Posting of IS/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)													
SUPPLIES AND MATERIALS										14,371,000.00	14,371,000.00	0.00	
5-02-03-010-00	Office Supplies	Supply Unit	No	NP-53.5 Agency-to-Agency/Shopping/NP-53.9 Small Value Procurement	1st, 2nd, 3rd & 4th Quarters	N/A	1st, 2nd, 3rd & 4th Quarters	1st, 2nd, 3rd & 4th Quarters	GoP	1,940,000.00	1,940,000.00		Includes Common Use Supplies and Equipment available at DBM-Procurement Service
5-02-03-020-00	Accountable Forms	Guidance Office	No	Shopping/Direct Contracting	2nd and 4th Quarters	N/A	2nd and 4th Quarters	2nd and 4th Quarters	GoP	120,000.00	120,000.00		Psychometric Test for Grade 7-10
5-02-03-050-00	Food Supplies	Student Services Division	No	Shopping/NP-53.9-Small Value Procurement	1st, 2nd, 3rd & 4th Quarters	N/A	1st, 2nd, 3rd & 4th Quarters	1st, 2nd, 3rd & 4th Quarters	GoP	9,861,000.00	9,861,000.00		Provision of Meal Concession Services for 2022 including meals during meetings, workshops, seminars and other school related activities
5-02-03-070-00	Drugs and Medicines	Medical Unit	No	Shopping	1st, 2nd, 3rd & 4th Quarters	N/A	1st, 2nd, 3rd & 4th Quarters	1st, 2nd, 3rd & 4th Quarters	GoP	300,000.00	300,000.00		various medicines (e.g. paracetamol, ointment, vitamins, etc.)
5-02-03-080-00	Medical, Dental and Laboratory Supplies	Medical Unit	No	Shopping	1st, 2nd, 3rd & 4th Quarters	N/A	1st, 2nd, 3rd & 4th Quarters	1st, 2nd, 3rd & 4th Quarters	GoP	150,000.00	150,000.00		Other medical supplies such as gauze pads, splint, medical gloves, alcohol, facemask, disinfectant)
5-02-03-090-00	Fuel, Oil and Lubricants	GSS-Motorpool	No	NP-53.14-Direct Retail Purchase of POL Products	N/A	N/A	N/A	1st Quarter	GoP	1,900,000.00	1,900,000.00		For vehicles, generator and grass cutter consumption
5-02-03-110-01	Textbooks and Instructional Materials	Library	No	Contracting/NP-53.9-Small Value Procurement	N/A	N/A	N/A	2nd and 3rd Quarters	GoP	100,000.00	100,000.00		Reference/Text Books
OTHER SUPPLIES AND MATERIALS EXPENSES										3,700,000.00	3,700,000.00	0.00	
5-02-03-990-00	Other Supplies and Materials	Various Units and Offices	No	Shopping/NP-53.9-Small Value Procurement	1st, 2nd, 3rd & 4th Quarters	N/A	1st, 2nd, 3rd & 4th Quarters	1st, 2nd, 3rd & 4th Quarters	GoP	3,700,000.00	3,700,000.00		Supply and delivery of tires, construction materials and other supplies and materials for PHSA various activities
UTILITY SERVICES										4,745,000.00	4,745,000.00	0.00	
5-02-04-010-00	Water	GSS	No	Shopping	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	445,000.00	445,000.00		Supply and delivery of purified drinking water
5-02-04-020-00	Electricity	AESD	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	4,300,000.00	4,300,000.00		Electrical Consumption (MERALCO)

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					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
COMMUNICATION SERVICES										1,875,000.00	1,875,000.00	0.00	
5-02-05-010-00	Postage and Courier Services	AESD	No	Direct Contracting/NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	52,000.00	52,000.00		Mailing Services (JRS/LBC)
5-02-05-020-01	Telephone Expenses - Mobile	AESD	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	248,000.00	248,000.00		Mobile Subscription (Globe)
5-02-05-020-02	Telephone Expenses - Landline	AESD	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	132,000.00	132,000.00		Landline Subscription (PLDT)
5-02-05-030-00	Internet Subscription	AESD	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	1,438,000.00	1,438,000.00		Internet Subscription (Globe, PLDT)
5-02-05-040-00	Cable	AESD	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		Cable Subscription
GENERAL SERVICES -Janitorial and Security										13,628,000.00	13,628,000.00	0.00	
5-02-12-020-00	Janitorial Services	GSS	Yes	Competitive Bidding	4th Quarter 2021	4th Quarter 2021	4th Quarter 2021	4th Quarter 2021	GoP	5,843,000.00	5,843,000.00		Provision of Janitorial Services at PHSA for the Year 2022 (31 Maintenance Personnel)
5-02-12-030-00	Security Services	GSS	Yes	Competitive Bidding	4th Quarter 2021	4th Quarter 2021	4th Quarter 2021	4th Quarter 2021	GoP	7,785,000.00	7,785,000.00		Provision of Security Services at PHSA for the Year 2022 (22 Security Personnel)
OTHER GENERAL SERVICES										4,824,000.00	4,824,000.00	0.00	
5-02-12-990-00	Manpower Services	GSS	Yes	Competitive Bidding	4th Quarter 2021	4th Quarter 2021	4th Quarter 2021	4th Quarter 2021	GoP	4,824,000.00	4,824,000.00		Provision of Manpower Services at PHSA for the Year 2022 (21 Skilled Personnel)
REPAIRS AND MAINTENANCE										2,246,000.00	2,246,000.00	0.00	
5-02-13-040-01/02/99	Repairs and Maintenance - Building and Other Structures	GSS	No	Shopping	1st, 2nd, 3rd & 4th Quarters	N/A	1st, 2nd, 3rd & 4th Quarters	1st, 2nd, 3rd & 4th Quarters	GoP	1,000,000.00	1,000,000.00		includes repair of classrooms, offices, studios, theater etc. and pest and termite preventive maintenance
5-02-13-050-01/02/03/07/08/14/99	Repair and Maintenance-Machinery and Equipment	AESD/SS/C/D	No	Shopping/Direct Contracting	N/A	N/A	N/A	1st, 2nd, 3rd & 4th Quarters	GoP	190,000.00	190,000.00		includes repair of Machinery, Office, ICT, Communication, Construction and Heavy, Technical and Scientific Equipment
5-02-13-060-01	Repair and Maintenance-Transportation Equipment (Motor Vehicles)	Motorpool	No	Direct Contracting/Shopping	N/A	N/A	1st, 2nd, 3rd & 4th Quarters	1st, 2nd, 3rd & 4th Quarters	GoP	1,000,000.00	1,000,000.00		PMS and General Repair and replacement of defective parts of motor vehicles
5-02-13-070-00	Repair and Maintenance-Furniture and Fixtures	GSS	No	Shopping	N/A	N/A	N/A	2nd and 3rd Quarters	GoP	20,000.00	20,000.00		includes repair of tables, chairs, cabinets and other furnitures and fixtures

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					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
5-02-13-210-01/02/03/07/13/99	Repair and Maintenance-Semi-Expendable-Machinery and Equipment	AESD/SS/CID	No	Shopping	N/A	N/A	N/A	1st, 2nd, 3rd & 4th Quarters	GoP	26,000.00	26,000.00		includes repair of Semi-Expendable Machinery, Office, ICT, Communication, Construction and Heavy, Technical and Scientific Equipment
5-02-13-990-99	Repair and Maintenance-Other Property, Plant and Equipment	AESD/SS/CID/SSD	No	Shopping	N/A	N/A	N/A	1st, 2nd, 3rd & 4th Quarters	GoP	10,000.00	10,000.00		includes repair of bush cutter, floor polisher, refrigerators, etc.
OTHER MAINTENANCE AND OPERATING EXPENSES										2,216,000.00	2,216,000.00	0.00	
5-02-99-010-00	Advertising Expenses	ANSYAS	No	Shopping	N/A	N/A	N/A	2nd and 3rd Quarters	GoP	5,000.00	5,000.00		Promotion of Annual Search for Young Arts Scholars (ANSYAS)
5-02-99-020-00	Printing and Publication Expenses	CID/AESD	No	Shopping	1st, 2nd, 3rd & 4th Quarters	N/A	1st, 2nd, 3rd & 4th Quarters	1st, 2nd, 3rd & 4th Quarters	GoP	371,000.00	371,000.00		Printing of souvenir program, Newsletter, Annual Report and tarpaulin for PHSA various activities
5-02-99-040-00	Transportation and Delivery Charge	AESD	No	Shopping	N/A	N/A	N/A	1st, 2nd, 3rd & 4th Quarters	GoP	5,000.00	5,000.00		Charges on the delivery of PPE
5-02-99-050-00	Lease-Land	Director's Office	No	NP-53.10 Lease of Real Property	N/A	N/A	N/A	2nd Quarter	GoP	1,465,000.00	1,465,000.00		Lease of Land to UPLB of approximately 13.5 hectares
5-02-99-050-01	Rental-Building and Structures	AESD/CID	No	Shopping	N/A	N/A	N/A	3rd Quarter	GoP	20,000.00	20,000.00		Rental of venues for GAD and other school related activities
5-02-99-050-03	Rental- Motor Vehicles	Motorpool	No	Shopping	N/A	N/A	N/A	1st, 2nd, 3rd & 4th Quarters	GoP	40,000.00	40,000.00		Van Rental in the exigency of motor vehicles
5-02-99-050-04	Rental-Equipment	AESD/CID	No	Shopping	N/A	N/A	N/A	2nd and 3rd Quarters	GoP	20,000.00	20,000.00		Rental of Equipment during student performances and other school related activities
5-02-99-050-05	Rental-Accommodation	AESD/CID	No	Shopping	N/A	N/A	N/A	3rd and 4th Quarters	GoP	60,000.00	60,000.00		Accommodation for official business such ANSYAS, seminars, conferences and trainings
5-02-99-060-00	Membership Dues & Contributions to Organizations	SSD/CID/AESD	No	Direct Contracting	N/A	N/A	N/A	1st Quarter	GoP	30,000.00	30,000.00		Membership Fees to various organizations
5-02-99-070-00	Other Subscription Expenses	Library	No	Direct Contracting	N/A	N/A	N/A	2nd and 4th Quarters	GoP	65,000.00	65,000.00		Subscription of various magazines and newspapers
5-02-99-070-01	Subscription of ICT Software	ICT	No	Direct Contracting	N/A	N/A	N/A	2nd and 4th Quarters	GoP	80,000.00	80,000.00		Subscription of ICT Software
5-02-99-990-00	Other Maintenance and Other Operating Expenses	AESD/CID	No	Shopping	N/A	N/A	N/A	1st, 2nd, 3rd & 4th Quarters	GoP	55,000.00	55,000.00		Ushering and Laundry Services
TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)										47,605,000.00	47,605,000.00	0.00	

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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 provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.

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 (advertising/posting; submission and receipt/Opening of bids; award of contract; contract signing).

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

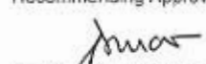
Any remark that will help GPPB track programs and projects

We hereby warrant that the total amount reflected in this Annual Procurement Plan for FY 2022 has been included in or is within our approved budget for the year.


Prepared by:


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