

Philippine High School for the Arts (PHSA) Indicative Annual Procurement Plan for FY 2024

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 IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)													
SUPPLIES AND MATERIALS										14,481,000.00	14,481,000.00	0.00	
5020301000	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	1,806,000.00	1,806,000.00		Common Use Supplies and Equipment
5020302000	Accountable Forms	Guidance Office	No	Shopping/Direct Contracting	2nd and 4th Quarters	N/A	2nd and 4th Quarters	2nd and 4th Quarters	GoP	110,000.00	110,000.00		Psychometric Test for Grade 7-10
5020305000	Food Supplies	Student Services Division	No	Competitive Bidding/Shopping/NP-53.9-Small Value Procurement	4th Quarter 2023	4th Quarter 2023	4th Quarter 2023	4th Quarter 2023	GoP	9,935,000.00	9,935,000.00		Provision of Meal Concession Services for 2024 including meals during meetings, workshops, seminars and other school related activities
5020307000	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	290,000.00	290,000.00		Various medicines (e.g. paracetamol, ointment, vitamins, etc.)
5020308000	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	140,000.00	140,000.00		Other medical supplies such as gauze pads, splint, medical gloves, alcohol, facemask, disinfectant)
5020309000	Fuel, Oil and Lubricants	GSS-Motorpool	Yes	NP-53.14-Direct Retail Purchase of POL Products	N/A	N/A	4th Quarter 2023	4th Quarter 2023	GoP	2,100,000.00	2,100,000.00		Supply of gasoline, oil and lubricant consumption for the year 2024
5020311001	Textbooks and Instructional Materials	Library	No	Shopping/Direct 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										3,429,000.00	3,429,000.00	0.00	
5020399000	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	3,429,000.00	3,429,000.00		Supply and delivery of tires, construction materials and other supplies and materials for PHSA various activities
UTILITY SERVICES										511,000.00	511,000.00	0.00	
5020401000	Water	GSS	No	Shopping	4th Quarter 2023	N/A	1st Quarter	1st Quarter	GoP	511,000.00	511,000.00		Supply and delivery of purified drinking water for the year 2024
GENERAL SERVICES -Janitorial and Security										16,218,000.00	16,218,000.00	0.00	
5021202000	Janitorial Services	GSS	Yes	Competitive Bidding	4th Quarter 2023	4th Quarter 2023	4th Quarter 2023	4th Quarter 2023	GoP	6,791,000.00	6,791,000.00		Provision of Janitorial Services at PHSA for the Year 2024 (31 Maintenance Personnel)

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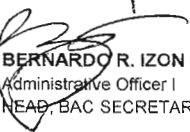
Code (PAP)	Procurement Program/Project	PMO/End User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
5021203000	Security Services	GSS	Yes	Competitive Bidding	4th Quarter 2023	4th Quarter 2023	4th Quarter 2023	4th Quarter 2023	GoP	9,427,000.00	9,427,000.00		Provision of Security Services at PHSA for the Year 2024 (22 Security Personnel)
OTHER GENERAL SERVICES										5,530,000.00	5,530,000.00	0.00	
5021299000	Manpower Services	GSS	Yes	Competitive Bidding	4th Quarter 2023	4th Quarter 2023	4th Quarter 2023	4th Quarter 2023	GoP	5,530,000.00	5,530,000.00		Provision of Manpower Services at PHSA for the Year 2024 (21 Skilled Personnel)
REPAIRS AND MAINTENANCE										1,985,000.00	1,985,000.00	0.00	
5021304001/02/99	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	900,000.00	900,000.00		Includes repair of classrooms, offices, studios, theater etc. and pest and termite preventive maintenance
5021305002/03/07/99	Repair and Maintenance-Machinery and Equipment	AESD/SS/CID	No	Shopping/Direct Contracting	N/A	N/A	N/A	1st, 2nd, 3rd & 4th Quarters	GoP	165,000.00	165,000.00		Includes repair of Machinery, Office, ICT, Communication, Construction and Heavy, Technical and Scientific Equipment
5021306001	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	900,000.00	900,000.00		PMS and General Repair and replacement of defective parts of motor vehicles
5021307000	Repair and Maintenance-Furniture and Fixtures	GSS	No	Shopping	N/A	N/A	N/A	2nd and 3rd Quarters	GoP	10,000.00	10,000.00		Includes repair of tables, chairs, cabinets and other furnitures and fixtures
5021399099	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										2,268,000.00	2,268,000.00	0.00	
5029901000	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)
5029902000	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	375,000.00	375,000.00		Printing of souvenir program, Newsletter, Annual Report and tarpaulin for PHSA various activities
5029905000	Lease-Land	Director's Office	No	NP-53.10 Lease of Real Property	N/A	N/A	N/A	3rd Quarter	GoP	1,391,000.00	1,391,000.00		Lease of Land to UPLB of approximately 13.5 hectares
5029905001	Rental-Building and Structures	AESD/CID	No	Shopping	N/A	N/A	N/A	3rd Quarter	GoP	40,000.00	40,000.00		Rental of venues for GAD and other school related activities
5029905003	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
5029905004	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

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5029905005	Rental-Accommodation	AESD/CID	No	Shopping	N/A	N/A	N/A	3rd and 4th Quarters	GoP	220,000.00	220,000.00		Accommodation for official business such ANSYAS, seminars, conferences and trainings
5029907000	Other Subscription Expenses	AESD/CID	No	Shopping	N/A	N/A	N/A	3rd and 4th Quarters	GoP	45,000.00	45,000.00		Newspaper and Magazine Subscriptions
5029907000	ICT Software Subscription	GSS-ICT	No	Shopping	N/A	N/A	N/A	3rd and 4th Quarters	GoP	77,000.00	77,000.00		ICT Software Subscriptions
5029999000	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)										44,422,000.00	44,422,000.00	0.00	

DEFINITION		Remarks
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.		Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.
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		Breakdown into mooe and co for tracking purposes; aligned with budget documents
8. Remarks - brief description of program or project		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 2023 has been included in or is within our approved budget for the year.

Prepared by:



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HEAD OF PROCURING ENTITY