

**DEPED-SCHOOLS DIVISION OF CITY OF MEYCAUAYAN**  
**Annual Procurement Plan for FY2021**

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	
	<b>OFFICE SUPPLIES AND MATERIALS</b>												
	- Office Supplies and Equipment available in DBM	All Units	NO	NP-53.5 Agency to Agency	N/A	N/A	Indicate Date	Indicate Date	GoP	605,941.30	605,941.30		
	- Office Supplies and Equipment not available in DBM	All Units	NO	Shopping	January to December 2021	N/A	Indicate Date	Indicate Date	GoP	312,012.00	312,012.00		
	<b>MEDICAL/DENTAL EXPENSES</b>												
	- Procurement of Medicines	SGOD-H&N	NO	NP-53.9 - Small Value Procurement	May 2021	N/A	Indicate Date	Indicate Date	GoP	36,000.00	36,000.00		
	<b>REPAIR AND MAINTENANCE</b>												
	- Office Equipment	All Units	NO	NP-53.9 - Small Value Procurement	January to December 2021	N/A	Indicate Date	Indicate Date		47,500.00	47,500.00		
	- ICT	All Units	NO	NP-53.9 - Small Value Procurement	January to December 2021	N/A	Indicate Date	Indicate Date		50,000.00	50,000.00		
	- Office Building	All Units	NO	NP-53.9 - Small Value Procurement	January to December 2021	N/A	Indicate Date	Indicate Date		50,000.00	50,000.00		
	- Motor Vehicle	All Units	NO	NP-53.9 - Small Value Procurement	January to December 2021	N/A	Indicate Date	Indicate Date		45,000.00	45,000.00		
	<b>ACTIVITIES RELATED TO GAD</b>												
	- Division Webinar/Seminar/Training Workshop on Planning, Implementation and Monitoring of GAD PPAs using the sex-dissegregated data												
	Procurement of Supplies and Materials		NO	NP-53.9 - Small Value Procurement	May 2021	N/A	Indicate Date	Indicate Date		182,500.00	182,500.00		
	- Conduct of DIVISION Webinar/Seminar on Gender and Development Analysis and attribution of DepEd activities using the HGDG Tool												
	Procurement of Supplies and Materials		NO	NP-53.9 - Small Value Procurement	June 2021	N/A	Indicate Date	Indicate Date		65,850.00	65,850.00		
	<b>OTHERS</b>												
	<b>- ISO RETOOLING</b>												
	- Procurement of Food/Meal	Admin	NO	NP-53.9 - Small Value Procurement	April to November 2021	N/A	Indicate Date	Indicate Date		452,000.00	452,000.00		
	- Project for Senior Citizens/PWD												
	- Procurement of Supplies and Materials	Admin	NO	Shopping	October 2021	N/A	Indicate Date	Indicate Date		49,670.00	49,670.00		
	<b>11. IN-SERVICE TRAINING</b>												
	- Transforming lessons in all learning areas for Radio - Based Instructions												
	- Procurement of Supplies and Materials	CID	NO	Shopping	July 2021	N/A	Indicate Date	Indicate Date		290,000.00	290,000.00		
	- Division Training-Workshop on Learning Resource (LR) Development of Illustrations and Digital Self-Learning Materials												
	- Procurement of Supplies and Materials	CID-LRMDS	NO	Shopping	August 2021	N/A	Indicate Date	Indicate Date		24,000.00	24,000.00		
	- Division Accreditation of Coaches (55 coaches, 5 speakers/work committee)												
	- Procurement of Supplies and Materials	SGOD	NO	Shopping	June 2021	N/A	Indicate Date	Indicate Date		39,600.00	39,600.00		

16



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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	- Division Accreditaion of Officiating Officials ( 55 coaches, 5 speakers/work committee)												
	- Procurement of Supplies and Materials	SGOD	NO	Shopping	July 2021	N/A	Indicate Date	Indicate Date		39,600.00	39,600.00		
	- Division SSG and SPG Teacher-Advisers Training Program												
	- Procurement of Supplies and Materials	SGOD	NO	Shopping	July 2021	N/A	Indicate Date	Indicate Date		26,400.00	26,400.00		
	- HRD Planning-Workshop for Fiscal Year 2022												
	- Procurement of Supplies and Materials	SGOD	NO	Shopping	October 2021	N/A	Indicate Date	Indicate Date		72,452.31	72,452.31		
	- Research Data Analysis and Manuscript Writing												
	- Procurement of Supplies and Materials	SGOD	NO	Shopping	May 2021	N/A	Indicate Date	Indicate Date		43,850.76	43,850.76		
	- Division Training on Monitoring and Evaluation (Webinar)												
	- Procurement of Supplies and Materials	SGOD	NO	Shopping	August 2021	N/A	Indicate Date	Indicate Date		38,096.93	38,096.93		
	- Mental Health and Self-Care, Part 2 during the Pandemic												
	- Procurement of Supplies and Materials	SGOD-SHU	NO	Shopping	April 2021	N/A	Indicate Date	Indicate Date		12,000.00	12,000.00		
	- Handling Dental Emergencies at Home												
	- Procurement of Supplies and Materials	SGOD-SHU	NO	Shopping	February 2021	N/A	Indicate Date	Indicate Date		12,000.00	12,000.00		
	- Management of Employees Professional Growth and Development 50 pax (Admin Staff and AOs)												
	- Procurement of Food/Meal	Admin	NO	NP-53.9 - Small Value Procurement	May 2021	N/A	Indicate Date	Indicate Date		52,500.00	52,500.00		
	- New Norms in the Professional Development and Etiquette in Education for Teaching and Non-Teaching Personnel Session 1: Division Orientation on New Guidelines on Recruitment, Selection and Placement of School Heads, Teaching, Teaching -Related and Non-Teaching Personnel Session 2: Revised Rules on Administrative Cases in the Civil Service (RRACCS) 75 pax (30 School Heads, 30 Faculty President, 15 SDO Personnel)												
	- Procurement of Food/Meal	Admin	NO	NP-53.9 - Small Value Procurement	June/August 2021	N/A	Indicate Date	Indicate Date		52,500.00	52,500.00		
	- Non-Teaching Induction Program 20 pax (AOs and personnel)												
	- Procurement of Food/Meal	Admin	NO	NP-53.9 - Small Value Procurement	March 2021	N/A	Indicate Date	Indicate Date		14,400.00	14,400.00		
	- Annual Awarding of Outstanding Teaching and Non-Teaching Personnel												
	- Procurement of Supplies and Materials	Admin	No	Shopping	October 2021	N/A	Indicate Date	Indicate Date		46,600.00	46,600.00		
	- In dept training of trainers (TOT) on Microsoft Office 365.												
	- In dept training of trainers (TOT) on G-Suite Applications.												
	- Procurement of Food/Meal	ICT	NO	NP-53.9 - Small Value Procurement	March 2021	N/A	Indicate Date	Indicate Date		24,000.00	24,000.00		
	- Mid Year Adjustments of Plans and Budgeting for Elementary and Secondary Schools												
	- Procurement of Food/Meal	Budget	NO	NP-53.9 - Small Value Procurement	May/June 2021	N/A	Indicate Date	Indicate Date		24,000.00	24,000.00		
	- Division Seminar Workshop on the Simulation of Advanced Cases in Utilization and Liquidation of Funds												

10

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	- Procurement of Food/Meal	Accounting	NO	NP-53.9 - Small Value Procurement	June 2021	N/A	Indicate Date	Indicate Date		72,000.00	72,000.00		
	- Seminar on Servant Leadership and Stewardship												
	- Procurement of Food/Meal	SDS	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date		48,000.00	48,000.00		

**TOTAL**

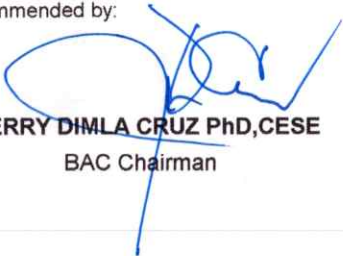
**2,828,473.30 2,828,473.30 -**

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