


 Republic of the Philippines
Department of Education
 REGION XIII – CARAGA
 SCHOOLS DIVISION OFFICE OF SURIGAO CITY

COMMISSIONER
 OFFICE OF THE AUDITOR
 DepEd Division Office of Surigao City
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 Date: 1-24-23 Time: 1:55
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Department of Education Schools Division Office of Surigao City Annual Procurement Plan for FY 2023

Code (PAP)	Procurement Program/Project	Object Code	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PIPF)			Remarks (brief description of Program/Activity/Project)
					Advertisement/P osting of IB/REI	Submission/Op ening of Bids	Notice of Award	Contract Signing		Total	MODE	Signature CO	
5020101000	Traveling Expenses - Local	5020101000	DepEd Division of Surigao City	Direct Retail Purchase of POL and Airline Tickets (Sec. 53.14)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	488,000.00	488,000.00	-	Travel expenses of office personnel
5020201002	Training Expenses	5020201002	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	148,000.00	148,000.00	-	Trainings of other office personnel
5020201002	Division Inset Training Expenses	5020305000	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	2,361,000.00	2,361,000.00	-	Trainings of teaching personnel
5020301002	Office Supplies Expenses	5020301002	DepEd Division of Surigao City	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1 b)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	441,000.00	441,000.00	-	Regular office supplies
5020302000	Accountable Forms Expenses	5020302000	DepEd Division of Surigao City	Negotiated Procurement - Agency to Agency (Sec. 53.5)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	21,000.00	21,000.00	-	Printing/acquisition of accountable forms
5020307000	Drugs and Medicines Expenses	5020307000	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	26,000.00	26,000.00	-	Medicines for medical and dental clinics
5020308000	Medical, Dental and Laboratory Supplies Expenses	5020308000	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	26,000.00	26,000.00	-	Supplies for medical and dental clinics
5020309000	Fuel, Oil and Lubricants Expenses	5020309000	DepEd Division of Surigao City	Direct Retail Purchase of POL and Airline Tickets (Sec. 53.14)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	26,000.00	26,000.00	-	Fuel, lubricants, and oils for service vehicles
5020321002	Office Equipment	5020321002	DepEd Division of Surigao City	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1 b)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	200,000.00	200,000.00	-	Required office equipments
5020399000	Other Supplies and Materials Expenses	5020399000	DepEd Division of Surigao City	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1 b)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	575,000.00	575,000.00	-	Other required office supplies not included in the regular supplies
5020401000	Water Expenses	5020401000	DepEd Division of Surigao City	Direct Contracting (Sec. 50)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	159,000.00	159,000.00	-	Monthly water consumption
5020402000	Electricity Expenses	5020402000	DepEd Division of Surigao City	Direct Contracting (Sec. 50)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	1,213,000.00	1,213,000.00	-	Monthly electricity consumption
5020501000	Postage and Courier Services	5020501000	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	16,000.00	16,000.00	-	Regular postage and courier services
5020502001	Mobile	5020502001	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	284,000.00	284,000.00	-	Monthly load allowance
5020502002	Landline	5020502002	DepEd Division of Surigao City	Renewal of Contract per Appendix 21 (WETI)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	41,000.00	41,000.00	-	Telephone subscription
5020503000	Internet Subscription Expenses	5020503000	DepEd Division of Surigao City	Renewal of Contract per Appendix 21 (WETI)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	298,000.00	298,000.00	-	Internet subscription
5020504000	Cable, Satellite, Telegraph and Radio Expenses	5020504000	DepEd Division of Surigao City	NP - Scientific, Scholarly/Artistic Work, Exclusive Tech. & Media Service (Sec. 53.6)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	15,000.00	15,000.00	-	Cable subscription
5020601001	Rewards and Incentives	5020601001	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	42,000.00	42,000.00	-	Incentives for employees
5021102000	Auditing Services	5021102000	DepEd Division of Surigao City	Negotiated Procurement - Agency to Agency (Sec. 53.5)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	156,000.00	156,000.00	-	External and internal audit services
5021203000	Security Services	5021203000	DepEd Division of Surigao City	Renewal of Contract per Appendix 21 (WETI)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	271,000.00	271,000.00	-	External security services
5021299099	Other General Services	5021299099	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	412,000.00	412,000.00	-	General services and maintenance of office buildings
5021304001	RM-Buildings	5021304001	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	156,000.00	156,000.00	-	Repair and maintenance of office buildings
5021305002	RM-Office Equipment	5021305002	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	68,000.00	68,000.00	-	Repair and maintenance of office equipments
5021306001	RM-Motor Vehicles	5021306001	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	112,000.00	112,000.00	-	Repair and maintenance of service vehicles
5021502000	Fidelity Bond Premiums	5021502000	DepEd Division of Surigao City	Negotiated Procurement - Agency to Agency (Sec. 53.5)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	81,000.00	81,000.00	-	Fidelity bond premiums
5021503000	Insurance Expenses	5021503000	DepEd Division of Surigao City	Negotiated Procurement - Agency to Agency (Sec. 53.5)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	73,000.00	73,000.00	-	Insurance premiums
5020701000	Survey Expenses	5020701000	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	10,000.00	10,000.00	-	Survey of lots and other land owned by the office
5029902000	Printing and Publication Expenses	5029902000	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	20,000.00	20,000.00	-	Regular office printing and publications
5029903000	Representation Expenses	5029903000	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	68,000.00	68,000.00	-	Office representation expenses
5020501000	Transportation and Delivery Expenses	5020501000	DepEd Division of Surigao City	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	40,000.00	40,000.00	-	Office transportation and delivery services
5020201002	Organizational and Professional Development for Non-Teaching Personnel	5029906000	DepEd Division of Surigao City	Negotiated Procurement - Agency to Agency (Sec. 53.5)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	208,000.00	208,000.00	-	Trainings of Non-Teaching Personnel
5029905005	Rent-Living Quarters	5029905005	DepEd Division of Surigao City	Renewal of Contract per Appendix 21 (WETI)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Regular Agency Fund (01000000)	47,000.00	47,000.00	-	Rental expenses for allowed officials

Prepared By: *[Signature]*
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