

Department of Education - Division of Masbate City Annual Procurement Plan for 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	
	Procurement of Labor and Material for Seat Repair Upholstery for DepEd Vehicle (Isuzu)	OSDS	YES	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	10,500.00	10,500.00		
	Procurement of Spare parts for the replacement of the Photocopier, Gestetner, MP2014 AD (Supply and BAC Office)	OSDS	YES	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	29,100.00	29,100.00		
	Procurement of Equipment for Use of DepEd Vehicle (Dash Cam)	SGOD	YES	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	30,000.00	30,000.00		
	Procurement of Fuel Diesel for SDO Masbate City Office Service Vehicle and Standby Power	OSDS	YES	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	120,000.00	120,000.00		
	Procurement of Purified Water Refill for SDO Masbate City Office Use	OSDS	YES	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	18,000.00	18,000.00		
	Procurement of Common Use Supplies Office Supplies and Equipment for 1st & 2nd Quarter 2025 (not available at DBM-PS) for Early Procurement Activity	CID	YES	Competitive Bidding	January 2025	January 2025	January 2025	January 2025	GoP	344,424.15	344,424.15		
	Procurement of Materials for Pansangay na Pagklinik ng mga nanalo sa Division Schools Press Conference 2024	CID	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	7,500.00	7,500.00		
	Procurement of Labor for the Repair of Electrical Wirings at SGOD	SGOD	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	10,000.00	10,000.00		
	Procurement of Training Supplies & Materials in the Conduct of Training of Trainers for the In-Service Training for Teachers of Schools Division of Masbate City	SGOD	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	62,500.00	62,500.00		
	Procurement of Meals in the Conduct of Training of Trainers for the In-Service Training for Teachers of Schools Division of Masbate City	SGOD	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	132,000.00	132,000.00		
	Procurement of Meals for Pansangay na Pagklinik ng mga nanalo sa Division Schools Press Conference 2024	CID	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	145,500.00	145,500.00		
	Procurement of Meals for the Conduct of Local Convergence on School Sites Titling	OSDS	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	24,000.00	24,000.00		
	Procurement of Parts and Materials for SDO Masbate City Office Service Vehicle Maintenance (Isuzu Crosswind)	OSDS	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	9,500.00	9,500.00		
	Supply and Delivery of Nutritious Food Products for NLC and School-Based Feeding Program (SBFP) SY 2024-2025	SGOD	NO	Competitive Bidding	January 2025	February 2025	February 2025	February 2025	GoP	1,095,114.00	1,095,114.00		
	Procurement of Meals for the Division Pre-Evaluation & Regional Validation of the CY 2024 SDO-Masbate City Performance and Commitment Review Form (OPCRF) with Self-Rating	CID	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	60,000.00	60,000.00		

Procurement of Materials for the Division Pre-Evaluation & Regional Validation of the CY 2024 SDO-Masbate City Performance and Commitment Review Form (OPCRF) with Self-Rating	CID	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	19,575.00	19,575.00		
Procurement of Accommodation for Division Pre-Evaluation & Regional Validation of the CY 2024 SDO-Masbate City Performance and Commitment Review Form (OPCRF) with Self-Rating	CID	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	13,600.00	13,600.00		
Procurement of Water Dispenser for SDS Office Use	OSDS	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	10,000.00	10,000.00		
Procurement of Air Condition Unit	SGOD	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	43,000.00	43,000.00		
Procurement of Materials for the Rewirings at Health and Nutrition Section	SGOD	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	6,585.00	6,585.00		
Procurement of Supplies for the Production and Distribution of LR's for the Implementation of the Matatag Curriculum in Kindergarten for Grade 1, 4, and Grade 7 in Quarter 1 of SY 2024-2025	CID	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	2,076.50	2,076.50		
Procurement of Materials for the UP NISMED Training Package on Enhancing Teachers Capabilities to Teach the New High School Mathematics Curriculum in Digital Environment [Courses 1]	CID	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	6,400.00	6,400.00		
Procurement of Meals and Accommodation for the Resource Speakers of the UP NISMED Training Package on Enhancing Teachers Capabilities to Teach the New High School Mathematics Curriculum in Digital Environment [Courses 1]	CID	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	43,200.00	43,200.00		
Procurement of Meals to be served during the conduct of Re-Orientation of school heads, bookkeepers and administrative officers	OSDS	NO	NP-53.9 - Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	25,500.00	25,500.00		
Procurement of Medicines and Other Medical Supplies for Sports Activities for CY 2025	SGOD	NO	NP-53.9 - Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	50,000.00	50,000.00		
Meals and Snacks for the Conduct of CY 2024 Exit Conference with the Commission on Audit (COA)	OSDS	NO	NP-53.9 - Small Value Procurement	April 2025	April 2025	April 2025	April 2025	GoP	6,500.00	6,500.00		
Materials and supplies for the Re-Orientation on School-Fund Liquidation Reports and Documentary Requirements, Cash Advance Processes and General Guidelines	OSDS	NO	NP-53.9 - Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	620.00	620.00		
Snacks for Women's Month Celebration (Kick-Off)	SGOD	NO	NP-53.9 - Small Value Procurement	March 2025	March 2025	March 2025	March 2025	GoP	10,300.00	10,300.00		
Snacks for Women's Month Celebration (Culminating Activity)	SGOD	NO	NP-53.9 - Small Value Procurement	March 2025	March 2025	March 2025	March 2025	GoP	10,300.00	10,300.00		
Supplies and Materials for Women's Month Celebration	SGOD	NO	NP-53.9 - Small Value Procurement	March 2025	March 2025	March 2025	March 2025	GoP	4,950.00	4,950.00		
Advocacy T-Shirts for Women's Month Celebration	SGOD	NO	NP-53.9 - Small Value Procurement	March 2025	March 2025	March 2025	March 2025	GoP	30,900.00	30,900.00		
Lunch for Quarterly Division PIRPA	SGOD	NO	NP-53.9 - Small Value Procurement	March & July 2025	March & July 2025	March & July 2025	March & July 2025	GoP	15,000.00	15,000.00		

Lunch for Assessment for Other Positions (Comparative Assessments for Various Teaching, Non-Teaching and Teaching Related Positions)	SGOD	NO	NP-53.9 - Small Value Procurement	January to December 2025	January to December 2025	January to December 2025	January to December 2025	GoP	41,250.00	41,250.00		
Snacks for Project K-SAMA (Kindergarten-Sharing Assembly for Mentorship and Advancement)	CID	NO	NP-53.9 - Small Value Procurement	February to December 2025 (Every Last Friday)	February to December 2025 (Every Last Friday)	February to December 2025 (Every Last Friday)	February to December 2025 (Every Last Friday)	GoP	15,000.00	15,000.00		
Procurement of ICT Office Supplies	OSDS	NO	NP-53.9 - Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	4,000.00	4,000.00		
Procurement of Other Supplies and Materials Expenses	OSDS	NO	Competitive Bidding	May 2025	May 2025	May 2025	May 2025	GoP	520,720.00	520,720.00		
Procurement of Other Office Supplies and Equipment	OSDS	NO	Competitive Bidding	May 2025	May 2025	May 2025	May 2025	GoP	524,100.00	524,100.00		
Procurement of Office Equipment repair	OSDS	NO	NP-53.9 - Small Value Procurement	May 2025	May 2025	May 2025	May 2025	GoP	100,000.00	100,000.00		
Procurement of Office Equipment- R & M	OSDS	NO	NP-53.9 - Small Value Procurement	May 2025	May 2025	May 2025	May 2025	GoP	85,000.00	85,000.00		
Payment of rental home for identified SDO Personnel	OSDS	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	48,000.00	48,000.00		
Procurement of Security Agency Services	OSDS	NO	Competitive Bidding	February 2025	February 2025	February 2025	February 2025	GoP	404,280.00	404,280.00		
Supplies for the Orientation on the Year 3 Implementation of the National Learning Camp	CID	NO	NP-53.9 - Small Value Procurement	April 2025	April 2025	April 2025	April 2025	GoP	1,970.00	1,970.00		
Meals and Venue for the Orientation on the Year 3 Implementation of the National Learning Camp	CID	NO	NP-53.9 - Small Value Procurement	April 2025	April 2025	April 2025	April 2025	GoP	66,600.00	66,600.00		
Training Orientation of Testing Personnel for Various Testing Programs and Capacity Building of Field Analysis and Utilization of the National Achievement Test(NAT)	CID	NO	NP-53.9 - Small Value Procurement	July 2025	July 2025	July 2025	July 2025	GoP	30,400.00	30,400.00		
Procurement of Equipment for Special Needs Education activities	CID	NO	NP-53.9 - Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	19,376.50	19,376.50		
Hauling cost of purchased GPP materials	SGOD	NO	NP-53.9 - Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	1,325.00	1,325.00		
Purchase of 1 cubic meter sand	SGOD	NO	NP-53.9 - Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	800.00	800.00		
Conduct of Peer Educators Training on Adolescent Reproductive Health	SGOD	NO	NP-53.9 - Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	24,200.00	24,200.00		
PROCUREMENT OF SUPPLIES AND MATERIALS FOR THE REPRODUCTION OF IEC MATERIALS IN THE ADOLESCENT REPRODUCTIVE HEALTH PROGRAM	SGOD	NO	NP-53.9 - Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	11,531.00	11,531.00		
Procurement of Supplies for the Reproduction of materials on Mental Health Assessment Tools	SGOD	NO	NP-53.9 - Small Value Procurement	October 2025	October 2025	October 2025	October 2025	GoP	4,000.00	4,000.00		
Meals with venue for the conduct of Training on School Mental Health Referral Mechanism	SGOD	NO	NP-53.9 - Small Value Procurement	October 2025	October 2025	October 2025	October 2025	GoP	66,000.00	66,000.00		
Snacks for the implementation of Mental Health Observances	SGOD	NO	NP-53.9 - Small Value Procurement	October 2025	October 2025	October 2025	October 2025	GoP	30,000.00	30,000.00		
Materials for the implementation of Mental Health Observances	SGOD	NO	NP-53.9 - Small Value Procurement	October 2025	October 2025	October 2025	October 2025	GoP	4,000.00	4,000.00		
Meals and venue for the conduct of meeting on SBFP	SGOD	NO	NP-53.9 - Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	46,176.56	46,176.56		
Procurement of Office Supplies	SGOD	NO	NP-53.9 - Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	2,015.00	2,015.00		

Meals and materials with Accommodation and venue for Empowering GAD Coordinators: Strengthening Capacity for Gender and Development	SGOD	NO	NP-53.9 - Small Value Procurement	December 2025	December 2025	December 2025	December 2025	GoP	206,000.00	206,000.00		
Meals and accommodation for the conduct of Professional Development Program for Teaching and Teaching-Related Personnel	SGOD	NO	Competitive Bidding	July 2025	July 2025	July 2025	July 2025	GoP	933,000.00	933,000.00		
Training Materials for Professional Development Program for Teaching and Teaching-Related Personnel	SGOD	NO	NP-53.9 - Small Value Procurement	July 2025	July 2025	July 2025	July 2025	GoP	300,000.00	300,000.00		
LIFT (Lighting up the Imprints of Facts for Teaching)	CID	NO	NP-53.9 - Small Value Procurement	May 2025	May 2025	May 2025	May 2025	GoP	141,240.00	141,240.00		
Procurement of Meals with Accommodation and Venue for the Division Seminar-Workshop on the Design, Development, and Quality Assurance of Professional Development Program	SGOD	NO	NP-53.9 - Small Value Procurement	April 2025	April 2025	April 2025	April 2025	GoP	547,200.00	547,200.00		
Procurement of Snacks for Fostering a Positive Learning Environment: Orientation on Positive Discipline for Teachers	SGOD	NO	NP-53.9 - Small Value Procurement	May 2025	May 2025	May 2025	May 2025	GoP	269,695.00	269,695.00		
Unlocking Potentials: Learning and Development for Non-Teaching Personnel	SGOD	NO	NP-53.9 - Small Value Procurement	March 2025	March 2025	March 2025	March 2025	GoP	375,698.00	375,698.00		
									7,220,221.71	7,220,221.71		

Prepared by:

Funds Available:

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