

NUEVA ECIJA UNIVERSITY OF SCIENCE AND TECHNOLOGY

INDICATIVE ANNUAL PROCUREMENT PLAN FOR FY 2023

(For Non-Common-used Supplies and Equipment)

| Code (PAP) | Procurement Program/Project | PMO/End-User | Mode of Procurement | Schedule for Each Procurement Activity | | | | Source of Funds | Estimated Budget (Php) | | | Remarks |
|----------------------------------|---|----------------|---|--|----------------------------|--------------------------------------|------------------|-----------------|------------------------|---------------|----|---|
| | | | | Advertisement/Posting if IB/REI | Submission/Opening of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | (brief description of Program/Activity/Ptproject) |
| A. PROFESSIONAL SERVICES | | | | | | | | | | | | |
| 10001001 | Other Consulting Services for Institutional ISO | QA | Public Bidding (Short of Award) | Oct.11-18, 2022 | Nov.2-3,2022 | Upon approval and effectivity of GAA | | GAA | 150,000.00 | 150,000.00 | | Engagement of a consultant for Institutional ISO |
| 10001001 | Other Professional Services | QA | Agency to Agency | N/A | N/A | N/A | N/A | GAA | 1,100,000.00 | 1,100,000.00 | | Engagement of professional services for other university's programs and projects |
| B. PRINTING AND BINDING EXPENSES | | | | | | | | | | | | |
| 10001001 | Supply and Delivery of Display Materials | College/Campus | Small Value (Short of Award) | Oct.20-27, 2022 | Nov.9-10,2022 | Upon approval and effectivity of GAA | | GAA | 200,000.00 | 200,000.00 | | Procurement of flyers and brochures for GAD trainings and seminars |
| 10001001 | Printing and Delivery of Display Materials | College/Campus | Small Value (Short of Award) | Oct.20-27, 2022 | Nov.9-10,2022 | Upon approval and effectivity of GAA | | GAA | 300,000.00 | 300,000.00 | | Supply and delivery of tarpaulins for different university activities |
| C. SUPPLIES AND MATERIALS | | | | | | | | | | | | |
| 10001001 | Supply and Delivery of Electrical and Hardware Supplies and Materials | GS/SO | Small Value/Public Bidding (Short of Award) | Oct.11-18, 2022 | Nov.2-3,2022 | Upon approval and effectivity of GAA | | GAA | 4,700,000.00 | 4,700,000.00 | | For various day to day expenses of hardware supplies |
| 10001001 | Supply and Delivery of Janitorial Supplies and Materials | GS/SO | Small Value/Public Bidding (Short of Award) | Oct.11-18, 2022 | Nov.2-3,2022 | Upon approval and effectivity of GAA | | GAA | 3,573,000.00 | 3,573,000.00 | | For the day to day janitorial in all campuses |
| 10001001 | Supply and Delivery of Office Supplies for the Conduct of Trainings | GAD/RET | Small Value/Public Bidding (Short of Award) | Oct.11-18, 2022 | Nov.2-3,2022 | Upon approval and effectivity of GAA | | GAA | 1,960,000.00 | 1,960,000.00 | | Supply and delivery of various supplies for trainings/seminars conducted for NEUST students and personnel |
| 10001001 | Supply and Delivery of Office Supplies | SO | Small Value/Public Bidding (Short of Award) | Oct.11-18, 2022 | Nov.2-3,2022 | Upon approval and effectivity of GAA | | GAA | 15,361,000.00 | 15,361,000.00 | | Supply and delivery of supplies and materials to various offices |
| 10001001 | Supply and Delivery of ICT Office Supplies | SO | Small Value/Public Bidding (Short of Award) | Oct.20-27, 2022 | Nov.9-10,2022 | Upon approval and effectivity of GAA | | GAA | 7,675,000.00 | 7,675,000.00 | | Various ICT supplies for use in instruction and offices |
| 10001001 | Supply and Delivery of Medical, Dental and Laboratory Supplies | Clinic | Small Value/Public Bidding (Short of Award) | Oct.20-27, 2022 | Nov.9-10,2022 | Upon approval and effectivity of GAA | | GAA | 2,000,000.00 | 2,000,000.00 | | Supply and delivery of various medical, dental and laboratory supplies for clinic use |
| 10001001 | Supply and Delivery of Drugs and Medicines | Clinic | Small Value/Public Bidding (Short of Award) | Oct.20-27, 2022 | Nov.9-10,2022 | Upon approval and effectivity of GAA | | GAA | 1,317,000.00 | 1,317,000.00 | | Supply and delivery of various drugs and medicines for clinic/infirmary and emergency use |
| 10001001 | Supply and Delivery of Accountable Forms | GA | Agency to Agency | N/A | N/A | N/A | N/A | GAA | 500,000.00 | 500,000.00 | | Supply and delivery of accountable forms for use in accounting and cashier's offices |
| 10001001 | Supply and Delivery of Textbooks and Instructional Materials | College/Campus | Small Value (Short of Award) | Oct.20-27, 2022 | Nov.9-10,2022 | Upon approval and effectivity of GAA | | GAA | 500,000.00 | 500,000.00 | | Supply and delivery of various textbooks and instructional materials by different colleges/departments/campuses |

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|---|--|----------------|---------------------------------|--|--------------------------------|---|---------------------|--------------------|------------------------|---------------|----|---|
| | | | | Advertisement/ Posting if IB/REI | Submission/Ope ning of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | (brief description of Program/Activity/Ptproject) |
| 10001001 | Supply and Delivery of Charter Day Anniversary Souvenir Items | OP/SO | Small Value (Short of Award) | Nov.16-23,2022 | Dec.6-7,2022 | Upon approval and effectivity of GAA | | GAA | 150,000.00 | 150,000.00 | | Supply and delivery of souvenir items for NEUST personnel and guests |
| 10001001 | Gasoline, Oil and Lubricants | GA/SO | Shopping | N/A | N/A | N/A | N/A | GAA | 1,445,000.00 | 1,445,000.00 | | For use of University vehicles and other equipment in connection with its operations/projects. |
| D. EQUIPMENT | | | | | | | | | | | | |
| 10001001 | Office Equipment | GA | Small Value (Short of Award) | N/A | N/A | N/A | N/A | GAA | 400,000.00 | 400,000.00 | | Supply of office equipment for use in instruction and offices |
| E. UTILITIES | | | | | | | | | | | | |
| 10001001 | Water Expenses | GA | Direct Contracting | N/A | N/A | N/A | N/A | GAA | 2,483,000.00 | 2,483,000.00 | | For water consumed in the University's operations, projects and activities |
| 10001001 | Electricity Expenses | GA | Direct Contracting | N/A | N/A | N/A | N/A | GAA | 12,744,000.00 | 12,744,000.00 | | For electricity consumed in the University's operations, projects and activities |
| F. COMMUNICATION SERVICES | | | | | | | | | | | | |
| 10001001 | Telecommunication Services (Landline and Mobile) | GA | Direct Contracting | GPPB Resolution 03-2011 | | | | GAA | 550,000.00 | 550,000.00 | | Provision of telecommunications services (landline and mobile phones, cable and internet connections) |
| 10001001 | Internet Subscription Expenses | GA/MIS | Direct Contracting | | | | | GAA | 1,275,000.00 | 1,275,000.00 | | |
| 10001001 | Postage and Couruer Services | GA | Direct Contracting | | | | | GAA | 20,000.00 | 20,000.00 | | |
| 10001001 | Cable Subscription Expenses | GA | Direct Contracting | | | | | GAA | 50,000.00 | 50,000.00 | | |
| G. ADVERTISING, PRINTING AND PUBLICATION EXPENSES | | | | | | | | | | | | |
| 10001001 | Publication/Posting of University's projects and programs | GA | Shopping | As the need arises | | | | GAA | 485,000.00 | 485,000.00 | | Publication requirements of the university |
| 10001001 | Advertising Expenses | GA | Small Value (Short of Award) | | | | | GAA | 345,000.00 | 345,000.00 | | Advertising Expenses to promote university's programs |
| H. SUBSCRIPTION EXPENSES | | | | | | | | | | | | |
| 10001001 | Library and Other Reading Materials Subscription Expenses | Library/LRC | Shopping (Short of Award) | Oct.11-18, 2022 | Nov.2-3,2022 | Upon approval and effectivity of GAA | | GAA | 325,000.00 | 325,000.00 | | Subscription of magazines and other reading materials for the university libraries/LRC |
| I. REPAIR AND MAINTENANCE | | | | | | | | | | | | |
| 10001001 | Annual Pest and Termite Management | GS/IDO | Small Value (Short of Award) | Oct.20-27, 2022 | Nov.9-10,2022 | Upon approval and effectivity of GAA | | GAA | 300,000.00 | 300,000.00 | | Pest and termite control for the buildings and schoolbuildings |
| 10001001 | Cleaning of Air-conditioning units | GS | Shopping | Oct.20-27, 2022 | Nov.9-10,2022 | Upon approval and effectivity of GAA | | GAA | 250,000.00 | 250,000.00 | | Cleaning, repair and maintenance of aircon units in all campuses |
| 10001001 | Repair and Replacement of Defective Parts for Office Equipment, Furnitures and Fixtures | College/Campus | Shopping | As the need arises | | | | GAA | 150,000.00 | 150,000.00 | | As needed repair of defective parts office equipment, furnitures and fixtures |
| 10001001 | Repair and Maintenance of Buildings and Schoolbuildings | GS/IDO | NP-Small Value | As the need arises | | | | GAA | 3,303,000.00 | 3,303,000.00 | | As needed repair of university buildings and schoolbuildings |

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| | | | | Advertisement/Posting if IB/REI | Submission/Opening of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | (brief description of Program/Activity/Ptproject) |
| 10001001 | Repair and Maintenance of University Vehicles | Motor Pool | Shopping | As the need arises | | | | GAA | 855,000.00 | 855,000.00 | | As needed repair of defective parts of motor vehicles |
| J. SURVEY, RESEARCH, EXPLORATION AND DEVELOPMENT EXPENSES | | | | | | | | | | | | |
| 10001001 | Conduct of surveys (cadastral, structural, topographical and or statistical) | Research/IDO/ Campus/College | Agency to Agency | N/A | N/A | N/A | N/A | GAA | 150,000.00 | 150,000.00 | | Conduct of cadastral, structural and other type of surveys |
| 10001001 | Conduct of studies for policy/ies use of the University | Research Unit/ Campus/College | Agency to Agency | N/A | N/A | N/A | N/A | GAA | 350,000.00 | 350,000.00 | | Conduct of studies to gain scientific or technical knowledge on future projects including development, refinement or evaluation of policies for use of University |
| K. GENERAL SERVICES | | | | | | | | | | | | |
| 10001001 | Other General Services | GS | Small Value (Short of Award) | As the need arises | | | | GAA | 935,000.00 | 935,000.00 | | As need outsourcing of skilled workers for the university buildings maintenance |
| L. RENT EXPENSES | | | | | | | | | | | | |
| 10001001 | Rental of Equipment | Auxiliary | Small Value (Short of Award) | As the need arises | | | | GAA | 500,000.00 | 500,000.00 | | For use in university's activities |
| M. LEASE OF VENUE | | | | | | | | | | | | |
| 10001001 | Lease of venue for Planning Workshops | OP/PO | Small Value (Short of Award) | Nov. 8-15,2022 | Nov.28-29,2022 | Upon approval and effectivity of GAA | | GAA | 300,000.00 | 300,000.00 | | Lease of venue for action planning workshops of university's administrative council |
| N. REPRESENTATION EXPENSES | | | | | | | | | | | | |
| 10001001 | Catering for meetings, programs, seminars, trainings and other school activities | PO | Small Value/Public Bidding (Short of Award) | Nov. 8-15,2022 | Nov.28-29,2022 | Upon approval and effectivity of GAA | | GAA | 1,081,000.00 | 1,081,000.00 | | Monthly/Quarterly catering services in the conduct of school programs and activities |
| O. INSURANCE EXPENSES | | | | | | | | | | | | |
| 10001001 | Insurance of Buildings, vehicles and other properties of the University | GA | Agency to Agency | N/A | N/A | N/A | N/A | GAA | 4,525,000.00 | 4,525,000.00 | | For the premiums paid for the insurable risks of University's properties |
| TOTAL | | | | | | | | | 72,307,000.00 | 72,307,000.00 | | |

Prepared by:

JOEL G. DE MESA
Head, BAC Secretariat for Goods and Services

Recommending Approval:


DR. HONORATO P. PANAHON
BAC Chairperson

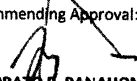
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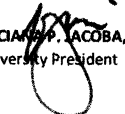
DR. FELICIANO P. YACABA
University President

INDICATIVE ANNUAL PROCUREMENT PLAN FOR FY 2023
(For CAPITAL OUTLAY)

| PIP CODE | Procurement Program/Project | PMO/End-User | Mode of Procurement | Schedule for Each Procurement Activity | | | | Source of Funds | Estimated Budget (PhP) | | | Remarks (Brief Description of Program/Activity/Project) |
|-----------------|---|---|--------------------------------------|--|----------------------------|--------------------------------------|------------------|-----------------|------------------------|------|---------------|--|
| | | | | Advertisement/Posting of B/REI | Submission/Opening of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| 310100200061000 | Expansion of Architecture Building with Audio Visual Room | College of Architecture, Sumacab Campus | Competitive Bidding (Short of Award) | Oct.17-24, 2022 | Nov. 7-8, 2022 | Upon approval and effectivity of GAA | | GAA | 25,000,000.00 | | 25,000,000.00 | The project, Proposed Two-Storey Architecture Building C is a Two (2) Storey Building that will be constructed beside Architecture Building A. The ground floor plan is consist of four (4) studio/drafting rooms that is convertible to Audio Visual Room while the second floor plan consist of four (4) lecture/classrooms. The partitions of the four drafting rooms in the ground floor are made from accorcion to cater the total population of the College of Architecture during assembly activities and programs. |
| TOTAL | | | | | | | | | 25,000,000.00 | | 25,000,000.00 | |

Prepared by:

MICHELLE A. SUPENA
Head, BAC Secretariat for Infra

Recommending Approval:

HONORABLE J. PANAHON, Ph.D.
BAC Chairperson

Approved by:

FELICIANO P. JACOBA, Ed.D.
University President