

**ROMBLON STATE UNIVERSITY
Odiongan, Romblon**

ANNUAL PROCUREMENT PLAN CY 2019

| CODE (PAP) | Procurement Program/Project | PMO/End-User | Mode of Procurement | Schedule for Each Procurement Activity | | | | Source of Fund | Estimated Budget(Php) | | | Remarks (Brief Description of Program/Project) |
|----------------------------------|--|--|---------------------|--|------------------|-----------------|------------------|----------------|------------------------|---------------------|----|--|
| | | | | Ads/Post of IB/REI | Sub/Open of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| A. SUPPLIES AND MATERIALS | | | | | | | | | | | | |
| A.i.a.1.a | Office Supplies | Unit/Colleges/Campuses | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 1,413,000.00 | | Common use of office supplies such as coupon bond, folders, fasteners, ballpens/signpens, ring binding materials, and etc. |
| A.i.a.1.a | ICT Office Supplies | Unit/Colleges/Campuses | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 560,000.00 | | Common use of office supplies such as coupon bond, folders, fasteners, ballpens/signpens, ring binding materials, and etc. |
| A.i.a.1.a | Fuel, Oil & Lubricants Expenses | HE Services, AE Services, Extension Services | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 758,000.00 | | The fund will be used to procure Diesel, Gasoline, Oil, Coolant, Break fluid, freon, ATF , etc. |
| A.i.a.1.a | Agricultural & Marine Supplies Expenses | Health Services,Extension Services | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 300,000.00 | | Funds will be used to purchase Agricultural & Marine Supplies such as Fertilizers, Herbecides, Insecticicides, Animal Feeds & Aqua-feeds. |
| A.i.a.1.a | Semi Expendable Machinery & Equipment Expenses (Office Equipment) | HE Services, AE Services,Extension Services, | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 100,000.00 | | Funds are allocated to procure semi-expendable machinmeries & equipment siuch as Steel Filing Cabinets, Fax Machines, etc. costing Php15,000.00 and below. |
| A.i.a.1.a | Semi Expendable Machinery & Equipment Expenses (ICT Equipment) | HE Services,AE Services,Extension Services | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 450,000.00 | | Minor repairs of ICT equipment such as cost of replacement parts, keyboards, monitors, etc. |
| A.i.a.1.a | Semi Expendable Machinery & Equipment Expenses (Printing Equipment) | Extension Services, Advance Education Services | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 150,000.00 | | Printers & other printing equipment costing P15,000.00 and below. |
| A.i.a.1.a | Semi Expendable Machinery & Equipment Expenses (Other Machinery Equipment) | Higher Education Services | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 150,000.00 | | Allocated fund will be used to procure Semi-Expendable Machinery & Equipment Expenses (Furniture & Fixtures) costing P15,000.00 and below. |
| A.i.a.1.a | Semi Expendable Machinery & Equipment Expenses (Furniture & Fixtures) | Higher Education Services | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 150,000.00 | | Allocated fund will be used to procure Semi-Expendable Machinery & Equipment Expenses (Furniture & Fixtures) |
| A.i.a.1.a | Other Supplies & Materials Expenses | HE Services, AE Services,Extension Services, | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 455,000.00 | | Cleaning Supplies, Soap, Detergents, etc. |
| A.i.a.1.a | Accountable Forms Expenses | Admin | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 200,000.00 | | Official receipts to be procured for the National Printing Office |
| | | | | | | | | | | | | Sub total |
| | | | | | | | | | | 4,686,000.00 | | |

| B. UTILITIES | | | | | | | | | | | | |
|--------------------------|--|------------------------|----|---|--------------|--------------|--------------|------------------|--|---------------------|--|--|
| A.i.a.1.a | Water Expenses (Water Connection) | HE Services | DC | A | | | | 101 | | 1,038,000.00 | | RSU Wide Water Supply/ Consumption |
| A.i.a.1.a | Electricity (Electric power) | Unit/Colleges/Campuses | DC | Not applicable. To be procured pursuant to sec. 50 of the IRR of RA 9184 and GPPB Reso. No. 019-2006 dated Dec. 6, 2006 | | | | 101 | | 2,840,000.00 | | RSU Wide Power Supply/ Consumption |
| | | | | | | | | Sub total | | 3,878,000.00 | | |
| C. COMMUNICATION | | | | | | | | | | | | |
| A.i.a.1.a | Postage and Courier | Admin | DC | Alternative Method of Procurement | | | | 101 | | 10,000.00 | | University Postage and Courier Services |
| A.i.a.1.a | Telephone Expenses (mobile) | Unit/Colleges/Campuses | DC | Alternative Method of Procurement | | | | 101 | | 536,000.00 | | Provision of Mobile Phonelines to RSU Officials and Authorized Personnel |
| A.i.a.1.a | Telephone Expenses (landline) | Main Campus | DC | Alternative Method of Procurement | | | | 101 | | 234,000.00 | | Provision of Telephonelines to RSU Officials and Authorized Personnel |
| A.i.a.1.a | Cable, Satellite, Telegraph and Radio Expenses | Main Campus | DC | Alternative Method of Procurement | | | | 101 | | 50,000.00 | | for University Cable, Satellite, Telegraph and Radio Expenses use |
| | | | | | | | | Sub total | | 830,000.00 | | |
| D. PRINTING AND BINDING | | | | | | | | | | | | |
| A.i.a.1.a | Printing & Publication Expenses | Admin/IT | PB | Oct. 02,2018 | Oct. 22,2018 | Oct. 26,2018 | Oct. 29,2018 | 101 | | 187,000.00 | | The budget will be used in the publication of research journals, and other university reports. |
| | | | | | | | | Sub total | | 187,000.00 | | |
| E. PROFESSIONAL SERVICES | | | | | | | | | | | | |
| A.i.a.1.a | Other General Services | Colleges/Campuses | DC | Alternative Method of Procurement | | | | 101 | | 2,946,000.00 | | Salaries of University Lecturers & Part-Timer |
| | • Lecturers/Part-Timer | Colleges/Inst | | Alternative Method of Procurement | | | | 101 | | | | |
| A.i.a.1.a | Auditing Services | | | Alternative Method of Procurement | | | | 101 | | 140,000.00 | | For Auditing services |
| A.i.a.1.a | Legal Services | University | DC | Alternative Method of Procurement | | | | 101 | | 180,000.00 | | Notarial & other Legal Services |
| | | | | | | | | Sub total | | 3,266,000.00 | | |

| F. REPAIR AND MAINTENANCE | | | | | | | | | | | |
|---|---|---------------------|----|---|-----------|-----------|-----------|-----|--|----------------------|--|
| A.i.a.1.a | Repair and Maintenance- School Buildings | Coll/Inst/Campuses | PB | 05-Oct-18 | 26-Oct-18 | 05-Nov-18 | 06-Nov-18 | 101 | | 2,314,000.00 | Minor repair and maintenance of school buildings such as roofs, ceilings, comfort rooms, doors, windows and paintings. |
| A.i.a.1.a | Repair and Maintenance- Other Structures | Coll/Inst/Campuses | PB | 05-Oct-18 | 26-Oct-18 | 05-Nov-18 | 06-Nov-18 | 101 | | 260,000.00 | Minor repair and maintenance of Office Equipments such as duplicating machines, fax machines, etc. |
| A.i.a.1.a | Repair and Maintenance-ICT Equipment | IIT | PB | 05-Oct-18 | 26-Oct-18 | 05-Nov-18 | 06-Nov-18 | 101 | | 250,000.00 | Minor repairs of ICT equipment such as cost of replacement parts, keyboards, monitors, etc. |
| A.i.a.1.a | Repair and Maintenance-Transportation Equipment | University | PB | 05-Oct-18 | 26-Oct-18 | 05-Nov-18 | 06-Nov-18 | 101 | | 200,000.00 | Minor repairs of ICT equipment such as cost of replacement parts, keyboards, monitors, etc. |
| A.i.a.1.a | Repair and Maintenance-Furniture & Fixtures | University | PB | 05-Oct-18 | 26-Oct-18 | 05-Nov-18 | 06-Nov-18 | 101 | | 53,000.00 | Minor repairs of ICT equipment such as cost of replacement parts, keyboards, monitors, etc. |
| Sub total | | | | | | | | | | 3,077,000.00 | |
| G. TRANSPORTATION | | | | | | | | | | | |
| A.i.a.1.a | Transportation & Delivery Expenses | University | | Not applicable. To be procured pursuant to sec. 50 of the IRR of RA 9184 and GPPB Reso. No. 019-2006 dated Dec. 6, 2006 | | | | 101 | | 125,000.00 | University Transportation & Delivery Expenses |
| Sub total | | | | | | | | | | 125,000.00 | |
| F. Others | | | | | | | | | | | |
| A.i.a.1.a | Insurance Expenses | University | DC | Alternative Method of Procurement | | | | 101 | | 156,000.00 | University Insurance purposes |
| A.i.a.1.a | Representation Expenses | University | DC | Alternative Method of Procurement | | | | 101 | | 100,000.00 | For representation purposes |
| Sub total | | | | | | | | | | 256,000.00 | |
| H. CAPITAL OUTLAY | | | | | | | | | | | |
| Construction, Rehabilitation, Acquisition | | | | | | | | | | | |
| A.i.a.1.a | Information & Communication Technology Equipment | Main Campus | PB | 05-Oct-18 | 26-Oct-18 | 05-Nov-18 | 06-Nov-18 | 101 | | 5,000,000.000 | Information & Communication Technology Equipment |
| A.i.a.1.a | Rehabilitation of Multi-Purpose Building in Main Campus in Odiongan | Main Campus | PB | 05-Oct-18 | 26-Oct-18 | 05-Nov-18 | 06-Nov-18 | 101 | | 25,000,000.000 | Rehabilitation of Multi-Purpose Building in Main Campus in Odiongan |
| A.i.a.1.a | Rehabilitation of Multi-Purpose Building in San Fernando Campus | San Fernando Campus | PB | 05-Oct-18 | 26-Oct-18 | 05-Nov-18 | 06-Nov-18 | 101 | | 13,702,000.00 | Rehabilitation of Multi-Purpose Building in San Fernando Campus |
| GRAND TOTAL | | | | | | | | | | 16,305,000.00 | 43,702,000.00 |

Prepared by:



IRENEL FADERA

Secretariat, BAC

Recommending Approval:



MARIO A. FETALVER, JR. Ph.D.

Chairperson, BAC

Approved

Take note:

101 BUILT-IN APPROPRIATIONS

Disapproved

Approved:



ARNULFO F. DE LUNA, Ph. D.

SUC President II