Republic of the Philippines
CAVITE STATE UNIVERSITY
Don Severino de las Alas Campus
Indang, Cavite, Philippines
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INDICATIVE FY 2022 ANNUAL PROCUREMENT PLAN - NON CSE

Code (PAP)	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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)												
A	**Traveling Expenses**											
	Travelling Expense-Local	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	1,621,441.17	1,621,441.17		Consolidated figure for travelling expenses of 2 campuses, colleges and units of the university
	Travelling Expense-Foreign	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	300,090.20	300,090.20		
B	**Training and Scholarship Expenses**											
	Training Expenses	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	4,255,875.97	4,255,875.97		Training expenses related to institutional development and ISO requirements of the university
C	**Supplies and Materials Expenses**											
	Office Supplies Expenses	Main & Satellite Campus	Shopping	First Quarter - Fourth Quarter				GAA	11,355.75	11,355.75		
	Office Supplies Expenses	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	2,223,802.29	2,223,802.29		Consolidated figure for the procurement of offiice supplies of 2 campuses and several units of the university
	Office Supplies Expenses	Main Campus	Direct Contracting	First Quarter - Fourth Quarter				GAA	18,632.25	18,632.25		
	Accountable Forms Expenses	Main & Naic Campus	Agency to Agency	First Quarter - Fourth Quarter				GAA	40,000.00	40,000.00		Official receipts and other accountable forms
	Non Accountable Forms	Main Campus	Small Value Procurement	First Quarter				GAA	90,350.00	90,350.00		
	Drugs & Medicine Expenses	Main Campus	Small Value Procurement	First Quarter & Third Quarter				GAA	3,748.50	3,748.50		
	Medical, Dental and Laboratory Supplies Expenses	Main & Satellite Campus	Small Value Procurement	First Quarter - Third Quarter				GAA	46,729.46	46,729.46		

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	Fuel, Oil and Lubricants Expenses	Main & Satellite Campus	Small Value Procurement	First Quarter -Fourth Quarter				GAA	843,080.82	843,080.82		Fuel, oil and lubricant consumption expenses of all campuses, colleges and units
	Agricultural Supplies Expenses	Main Campus	Small Value Procurement	First Quarter -Fourth Quarter				GAA	161,602.55	161,602.55		Agricultural supplies needed by several units of the university
	Other Supplies & Materials Expenses	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	724,984.33	724,984.33		Consolidated figure for the procurement of various office supplies and materials of 2 campuses and several units of the university; Include several items with diversed specifications.
D	**Semi Expendable Machinery and Equipment**											
	Semi Expendable Office Equipment	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	217,273.91	217,273.91		Various semi-expendable office equipment of different campuses and colleges with diversed specifications
	Semi Expendable ICT Equipment	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	1,261,231.22	1,261,231.22		Consolidated figure for the procurement of various semi-expendable ICT equipment of 2 campuses and several units of the university, of which Items are with diversed specifications
	Semi Expendable Agricultural and Forestry Equipme	Main & Naic Campus	Small Value Procurement	First Quarter - Second Quarter				GAA	82,695.15	82,695.15		
	Semi Expendable Communication Equipment	Main Campus	Small Value Procurement	First Quarter				GAA	20,000.00	20,000.00		
	Semi Expendable Disaster Response and Rescue E	Main Campus	Small Value Procurement	First Quarter				GAA	7,607.25	7,607.25		
	Semi Expendable Military, Police and Security Equip	Rosario Campus	Small Value Procurement	First Quarter				GAA	1,501.00	1,501.00		
	Semi Expendable Medical Equipment	Main Campus	Small Value Procurement	First Quarter				GAA	3,307.50	3,307.50		
	Semi Expendable Sports Equipment	Main Campus	Small Value Procurement	First Quarter - Third Quarter				GAA	90,371.25	90,371.25		
	Semi Expendable Technical and Scientific Equipmer	Main Campus	Small Value Procurement	First Quarter & Third Quarter				GAA	39,304.78	39,304.78		
	Semi Expendable Other Machinery and Equipment	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	364,115.12	364,115.12		Various semi-expendable other machinery and equipment for the main campus and 2 campuses

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E	**Semi Expendable Furnitures, Fixtures and Books**											
	Semi Expendable Furniture and Fixtures	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	630,407.25	630,407.25		Consolidated figure for the procurement of semi-expendable furnitures and fixtures of 10 campuses and several units of the university wherein the highest amount for each unit does not reached the threshhold amount for PB
	Semi Expendable Books	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	95,000.00	95,000.00		
H	**Communication Expenses**								-			
	Postage & Deliveries	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	31,325.50	31,325.50		
	Telephone Expenses- Mobile	Main & Naic Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	254,388.00	254,388.00		
	Telephone Expenses- Landline	Main & Naic Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	294,000.00	294,000.00		
	Internet Expenses	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	462,000.00	462,000.00		
I	**Awards/Rewards Expenses**											
	Awards/ Rewards Expenses	Main & Naic Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	130,000.00	130,000.00		
	Rewards and Incentives	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	45,000.00	45,000.00		
	Prizes	Main & Naic Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	44,000.00	44,000.00		
K	**Professional Services**											
	Legal Services	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	3,000.00	3,000.00		
	Consultancy Services	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	30,000.00	30,000.00		
	Other Professional Services	Main & Naic Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	410,000.00	410,000.00		
L	**General Services**											
	Janitorial Services	Naic Campus	Competitive Bidding	First Quarter				GAA	300,000.00	300,000.00		Consolidated figure for Janitorial Services of Naic Campus
	Security Services	Rosario & Naic Campuses	Competitive Bidding	First Quarter - Second Quarter				GAA	3,498,024.00	3,498,024.00		Consolidated figure for Janitorial Services of Rosario & Naic Campus
	Other General Services	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	775,976.00	775,976.00		

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M	**Repair and Maintenance (R&M)**											
	R&M - Infrastructure Assets											
	Other Land Improvements	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	152,999.00	152,999.00		
	Water Supply Systems	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	250,000.00	250,000.00		
	Power Supply Systems	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	200,000.00	200,000.00		
	R&M -- Buildings and Other Structures											
	Buildings	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	60,000.00	60,000.00		
	School Buildings	Naic Campus	Small Value Procurement	First Quarter				GAA	1,800,000.00	1,800,000.00		Consolidated figure for the repair and maintenance projects of Naic Campus
	Other Structures	Main Campus	Small Value Procurement	First Quarter				GAA	20,000.00	20,000.00		
	R&M -- Machinery and Equipment											
	Office Equipment	Main Campus	Small Value Procurement	First Quarter - Third Quarter				GAA	131,220.55	131,220.55		
	ICT Equipment	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	105,813.93	105,813.93		
	Agricultural and Forestry Equipment	Main Campus	Small Value Procurement	First Quarter				GAA	5,000.00	5,000.00		
	Technical and Scientific Equipment	Main Campus	Small Value Procurement	First Quarter				GAA	30,000.00	30,000.00		
	Other Machinery and Equipment	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	70,000.00	70,000.00		
	R&M - Transportation Equipment											
	Motor Vehicles	Main & Naic Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	540,000.00	540,000.00		Consolidated figure for the repair and maintenance of several vehicles of the university
	R&M - Furniture and Fixtures											
	Furniture & Fixtures	Main Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	12,000.00	12,000.00		
P	**Other Maintenance & Operating Expenses**											
	Printing and Binding Expenses	Main & Rosario Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	461,000.00	461,000.00		Consolidated figure for the printing expense of campus and colleges

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	Representation Expense	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	1,086,000.00	1,086,000.00		Consolidated figure for the representation expense of 2 campuses and several units of the university
	Other Maintenance & Operating Expenses	Main & Satellite Campus	Small Value Procurement	First Quarter - Fourth Quarter				GAA	589,000.00	589,000.00		Consolidated figure for other MOOE of 2 campuses and several units of the university
	Sub-total, MOOE								**24,945,254.70**	**24,945,254.70**		
CAPITAL OUTLAYS												
	Sub-total, Capital Outlay											
	GRAND TOTAL								**24,945,254.70**			

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