


**Philippine Normal University- North Luzon
Annual Procurement Plan for FY 2020**

Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget		
						Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		MOOE	CO	
A. SUPPLIES AND MATERIALS													
A.1.a	Office Supplies	Various Offices		No	Public Bidding/AMP					GAA	200,000.00		
	Other Supplies and Materials Expenses	Various Offices		No	Public Bidding/AMP					GAA	248,750.00		
B. UTILITIES													
	Water Expenses	FMAS		No	Public Bidding/AMP					GAA	151,000.00		
	Electricity Expenses	FMAS		No	Public Bidding/AMP					GAA	70,000.00		
C. Communication Expenses													
	Landline	Various Offices		No	Public Bidding/AMP					GAA	50,000.00		
	Internet Subscriptions Expenses	KMO		No	Public Bidding/AMP					GAA	54,000.00		
D. Professional Services													
E. GENERAL SERVICES													
	Security Services	BAC		Yes	Public Bidding	4-Oct-19	23-Oct-19	1/6/2020	1/10/2020	GAA	1,109,000.00		
	Janitorial Services	BAC		Yes	Public Bidding	4-Oct-19	23-Oct-19	1/6/2020	1/10/2020	GAA			
F. REPAIRS AND MAINTENANCE													
	School Buildings	FMAS		No	Public Bidding/AMP					GAA	3,731,728.00		
	Office Equipment	Various Offices		No	Public Bidding/AMP					GAA	205,000.00		
	Other Property Plant and Equipment	Various Offices		No	Public Bidding/AMP					GAA	5,000.00		
G. TAXES, INSURANCE AND OTHER FEES													
	Insurance Expenses	FMAS		No	Public Bidding/AMP					GAA	200,000.00		
H. ADVERTISING													
	Advertising Expenses	BDO		No	Public Bidding/AMP					GAA	10,000.00		
	Printing and Publication Expenses	BDO		No	Public Bidding/AMP					GAA	25,000.00		
	Representation Expenses	Various Offices		No	Public Bidding/AMP					GAA	120,000.00		
I. EXTRAORDINARY AND MISCELLANEOUS EXPENSES													
		Various Offices		No	Public Bidding/AMP					GAA	20,000.00		
J. TRAVELLING EXPENSES													
	Travelling Expenses- Local	Various Offices		No	Public Bidding/AMP					GAA	107,000.00		
K. TRAINING AND SCHOLARSHIP EXPENSES													
	Training Expenses	Various Offices		No	Public Bidding/AMP					GAA	20,000.00		
											Sub-total	6,326,478.00	
A. SUPPLIES AND MATERIALS													
A.2.a	Office Supplies Expenses	Various Offices		No	Public Bidding/AMP					GAA	50,000.00		
	Textbooks and Instructional Materials Expenses	Various Offices		No	Public Bidding/AMP					GAA	100,000.00		
B. UTILITIES													
	Electricity Expenses	FMAS		No	Public Bidding/AMP					GAA	30,000.00		
C. REPAIR AND MAINTENANCE													
	School Buildings	FMAS		No	Public Bidding/AMP					GAA			
	Other Property, Plant and Equipment	FMAS		No	Public Bidding/AMP					GAA			
D. SUBSCRIPTION EXPENSES													
	Library and Other Reading Materials Subscription	Library		No	Public Bidding/AMP					GAA	33,000.00		
											Sub-total		


PHILIPPINE NORMAL UNIVERSITY
BOARD OF REGENTS
APPROVED
 Resolution No. U-3093
 Date Feb. 3, 2020

Code (PAP)	Procurement Program/Project	PMO/ User	End-	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget		
						Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		MOOE	CO	
A. SUPPLIES AND MATERIALS													
MFO 1	Office Supplies	Various Offices		No	Public Bidding/AMP			N/A		GAA	250,000.00		
B. UTILITIES													
	Electricity Expenses	FMAS		No	Public Bidding/AMP			N/A		GAA	90,000.00		
C. COMMUNICATION EXPENSES													
	Landline	Various Offices		No	Public Bidding/AMP			N/A		GAA	85,000.00		
D. GENERAL SERVICES													
	Security Services	BAC		No	Public Bidding/AMP			N/A		GAA	145,000.00		
E. REPAIR AND MAINTENANCE													
	School Buildings	FMAS		No	Public Bidding/AMP			N/A		GAA	78,464.00		
	Other Property, Plant and Equipment	Various Offices		No	Public Bidding/AMP			N/A		GAA	19,000.00		
F. ADVERTISING													
	Advertising Expenses	BDO		No	Public Bidding/AMP			N/A		GAA	55,000.00		
	Printing and Publications Expenses	BDO		No	Public Bidding/AMP			N/A		GAA	55,000.00		
G. RENT/LEASE													
	Rents/Lease Expenses	BAC		No	Public Bidding/AMP			N/A		GAA	30,000.00		
H. TRAVELLING EXPENSES													
	Local	Various Offices		No	Public Bidding/AMP			N/A		GAA	117,000.00		
I. TRAINING EXPENSES													
		Various Offices		No	Public Bidding/AMP			N/A		GAA	330,000.00		
											Sub-total	1,254,464.00	
A. SUPPLIES AND MATERIALS													
MFO 2	Office Supplies Expenses	Various Offices		No	Public Bidding/AMP			N/A		GAA	80,000.00		
B. UTILITIES													
	Electricity Expenses	FMAS		No	Public Bidding/AMP			N/A		GAA	44,000.00		
C. COMMUNICATION EXPENSES													
	Landline	Various Offices		No	Public Bidding/AMP			N/A		GAA	16,000.00		
D. GENERAL SERVICES													
	Security Services	BAC		No	Public Bidding/AMP			N/A		GAA	53,000.00		
E. REPAIR AND MAINTENANCE													
	Other Property, Plant and Equipment	Various Offices		No	Public Bidding/AMP			N/A		GAA	10,000.00		
											Sub-total	293,000.00	
A. SUPPLIES AND MATERIALS													
MFO 3	Office Supplies Expenses	Various Offices		No	Public Bidding/AMP			N/A		GAA	35,000.00		
	Other Supplies and Materials Expenses	Various Offices		No	Public Bidding/AMP			N/A		GAA	17,500.00		
B. UTILITIES													
C. COMMUNICATION EXPENSES													
	Landline	Various Offices		No	Public Bidding/AMP			N/A		GAA	8,000.00		
D. GENERAL SERVICES													

PHILIPPINE NORMAL UNIVERSITY
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Resolution No. 11-3060
Date Feb. 3 2020 *fs*

Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget	
						Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		MOOE	CO
E. REPAIR AND MAINTENANCE												
	Other Property, Plant and Equipment	FMAS		No	Public Bidding/AMP					N/A	GAA	20,000.00
											Sub-total	80,500.00
A. SUPPLIES AND MATERIALS												
MFO 4	Office Supplies Expenses	Various Offices		No	Public Bidding/AMP					N/A	GAA	40,000.00
	Other Supplies and Materials Expenses	Various Offices		No	Public Bidding/AMP					N/A	GAA	43,750.00
B. UTILITIES												
C. COMMUNICATION EXPENSES												
	Landline	Various Offices		No	Public Bidding/AMP					N/A	GAA	8,000.00
											Sub-total	81,750.00
											TOTAL	8,184,000.00
OTHER SUPPLIES AND MATERIALS												
	Supplies and Other Materials	Various Offices		No	Public Bidding/AMP					N/A	STF	230,000.00
TRAVEL EXPENSES												
	Air/Bus/Others	Various Offices		No	Public Bidding/AMP					N/A	STF	200,000.00
TRAINING EXPENSES												
	Customer Care - Review and Update of Citizen's Charter, Office Procedures	Various Offices		No	Public Bidding/AMP					N/A	STF	30,000.00
	PNU DREAM- SBDRRMC	Various Offices		No	Public Bidding/AMP					N/A	STF	20,000.00
	Wellness Program for Faculty and Employees	Various Offices		No	Public Bidding/AMP					N/A	STF	50,000.00
	Staff Computer Literacy Project	Various Offices		No	Public Bidding/AMP					N/A	STF	30,000.00
	Faculty Development	Various Offices		No	Public Bidding/AMP					N/A	STF	50,000.00
	Faculty Assistance to Conferences	Various Offices		No	Public Bidding/AMP					N/A	STF	150,000.00
	Monitoring and Evaluation	Various Offices		No	Public Bidding/AMP					N/A	STF	50,000.00
	Mid-year and Year-end Reviews and Planning	Various Offices		No	Public Bidding/AMP					N/A	STF	250,000.00
	Staff Development	Various Offices		No	Public Bidding/AMP					N/A	STF	150,000.00
	Mental Health Seminar Workshop	Various Offices		No	Public Bidding/AMP					N/A	STF	80,000.00
	Retooling of Staff	Various Offices		No	Public Bidding/AMP					N/A	STF	50,000.00
	SBDRRMC Summit/Olympics	Various Offices		No	Public Bidding/AMP					N/A	STF	6,000.00
	2 Faculty Members undergo ISO 2015 Training as Campus Internal Auditors	Various Offices		No	Public Bidding/AMP					N/A	STF	10,000.00
REPAIR AND MAINTENANCE		Various Offices		No	Public Bidding/AMP					N/A	STF	100,000.00
GENERAL SERVICES		Various Offices		No	Public Bidding/AMP					N/A	STF	400,000.00
INSTRUCTION EXPENSES												
	PSV of one Graduate Program	Various Offices		No	Public Bidding/AMP					N/A	STF	50,000.00
	Institution Performance- BLEPT Ready	Various Offices		No	Public Bidding/AMP					N/A	STF	50,000.00
	Meetings and Conferences	Various Offices		No	Public Bidding/AMP					N/A	STF	60,000.00
	Curricular Program	Various Offices		No	Public Bidding/AMP					N/A	STF	
	Sabutan Weaving	Various Offices		No	Public Bidding/AMP					N/A	STF	
	Brain Gym Seminar	Various Offices		No	Public Bidding/AMP					N/A	STF	
	Adoption of IP Framework	Various Offices		No	Public Bidding/AMP					N/A	STF	
	Student Community Immersion Program	Various Offices		No	Public Bidding/AMP					N/A	STF	

PHILIPPINE NORMAL UNIVERSITY
 BOARD OF REGENTS
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 Date: Feb. 3, 2020

Code (PAP)	Procurement Program/Project	PMO/ User	End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget	
						Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		MOOE	CO
	Quality Assurance	Various Offices		No	Public Bidding/AMP		N/A			STF		
	a. Training in ISO as Internal Auditors	Various Offices		No	Public Bidding/AMP		N/A			STF	50,000.00	
	b. ISO Preparations	Various Offices		No	Public Bidding/AMP		N/A			STF	150,000.00	
	c. Accreditation Programs (RQAT, AACUP)	Various Offices		No	Public Bidding/AMP		N/A			STF	300,000.00	
	d. Bridging Program (Gen Ed) & Enhancement Program (Prof. Ed)	Various Offices		No	Public Bidding/AMP		N/A			STF	10,000.00	
RESEARCH EXPENSES												
	Conduct of Research and Publication	Various Offices		No	Public Bidding/AMP		N/A			GAA/STF	100,000.00	
	Research Presentations	Various Offices		No	Public Bidding/AMP		N/A			STF	120,000.00	
	Conduct of Forums	Various Offices		No	Public Bidding/AMP		N/A			STF	10,000.00	
	Faculty Mobility	Various Offices		No	Public Bidding/AMP		N/A			STF	50,000.00	
	Graduate Student Research Presentation	Various Offices		No	Public Bidding/AMP		N/A			STF	10,000.00	
	International/National Academic Collaboration and Partnership	Various Offices		No	Public Bidding/AMP		N/A			STF	100,000.00	
EXTENSION EXPENSES												
	Pampabileg ken Inang	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	30,000.00	
	Project ITTAP	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	10,000.00	
	Project ITSAP	Various Offices		No	Public Bidding/AMP		N/A			STF	20,000.00	
	Local Faculty Exchange Program	Various Offices		No	Public Bidding/AMP		N/A			STF	10,000.00	
	Community Extension and PNUNL Alumni Relations and Services	Various Offices		No	Public Bidding/AMP		N/A			STF		
	A. Panagawid 2020	Various Offices		No	Public Bidding/AMP		N/A			STF	10,000.00	
	B. Tracer Study	Various Offices		No	Public Bidding/AMP		N/A			STF	15,000.00	
	Women and Children Rights	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	40,000.00	
	Leadership Capability Training for Extension	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	120,000.00	
	Relief Operation for DRRM Capability Building	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	20,000.00	
	Bukel ti Salun-at Project (BSP)	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	8,000.00	
	Project H.E.R.B.	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	8,000.00	
	Kalinga Eskwela Project	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	8,000.00	
	Project Co.R.P	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	8,000.00	
	Project B.R.I.G.H.T.E.S.T. plus	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	8,000.00	
	Project LAID(Legal Assistance and Information Drive)	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	8,000.00	
	University Linkage related to Hub	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	20,000.00	
	NSTP Deployment and Training of Facilitators	Various Offices		No	Public Bidding/AMP		N/A			STF/GAA	20,000.00	
PRODUCTION EXPENSES		Various Offices		No	Public Bidding/AMP		N/A			STF	125,000.00	
MANDATORY RESERVE EXPENSES		Various Offices		No	Public Bidding/AMP		N/A			STF	125,000.00	
ATHLETIC EXPENSES		Various Offices		No	Public Bidding/AMP		N/A			STF	150,000.00	
CULTURAL EXPENSES		Various Offices		No	Public Bidding/AMP		N/A			STF	150,000.00	
	Culture and Sports - Intramurals	Various Offices		No	Public Bidding/AMP		N/A			STF	60,000.00	
	Skills Enhancement of Performing Groups	Various Offices		No	Public Bidding/AMP		N/A			STF	60,000.00	
LABORATORY EXPENSES		Various Offices		Yes	Public Bidding/AMP	10/15/2019	10/30/2019	1/6/2020	1/10/2020	STF	150,000.00	


PHILIPPINE NORMAL UNIVERSITY
BOARD OF REGENTS
APPROVED
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Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget	
						Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		MOOE	CO
LIBRARY EXPENSES		Various Offices		Yes	Public Bidding/AMP	10/15/2019	10/30/2019	1/6/2020	1/10/2020	STF	250,000.00	
MEDICAL AND DENTAL EXPENSES		Various Offices		Yes	Public Bidding/AMP	10/15/2019	10/30/2019	1/6/2020	1/10/2020	STF	250,000.00	
CAPITAL OUTLAY/ CONSTRUCTION												
	Visitors' Lounge and Gate	FMAS		Yes	Public Bidding	10/23/2019	11/6/2019	2/5/2020	3/11/2020	STF		500,000.00
	Water System	FMAS		Yes	Public Bidding	10/23/2019	11/6/2019	2/5/2020	3/11/2020	STF		100,000.00
	Solar Lights	FMAS		Yes	Public Bidding	10/23/2019	11/6/2019	1/6/2020	1/10/2020	STF		150,000.00
	Procurement of Tricycle	FMAS		Yes	Public Bidding	10/23/2019	11/6/2019	1/6/2020	1/10/2020	STF		120,000.00
	Procurement of Photocopy Machine	FMAS		Yes	Public Bidding	10/23/2019	11/6/2019	1/6/2020	1/10/2020	STF		150,000.00
	Procurement of IP Instrument for Kalibnusan Chorale	FMAS		Yes	Public Bidding	10/23/2019	11/6/2019	2/5/2020	3/11/2020	STF		200,000.00
	Equipments	FMAS		Yes	Public Bidding	10/23/2019	11/6/2019	2/5/2020	3/11/2020	STF		200,000.00
	Continuation of 2-Storey Classroom Building	FMAS		Yes	Public Bidding	10/23/2019	11/6/2019	2/5/2020	3/11/2020	STF		1,500,000.00
	Purchase of Electronic and Printed Books	FMAS		Yes	Public Bidding	10/23/2019	11/6/2019	1/6/2020	1/10/2020	STF		150,000.00
OTHERS												
	University Convocation programs (Univ. day, foundation day, commencement exercises, etc)	Various Offices		No	Public Bidding/AMP			N/A		STF	285,000.00	
	Publication of Catalogue for Curricular Programs	Various Offices		No	Public Bidding/AMP			N/A		STF	150,000.00	
	Coffee Table Book Writeshop and Publication	Various Offices		No	Public Bidding/AMP			N/A		STF	150,000.00	
	VMGOs Publication and Review	Various Offices		No	Public Bidding/AMP			N/A		STF	10,000.00	
	Student Recruitment Program	Various Offices		No	Public Bidding/AMP			N/A		STF	70,000.00	
	Institutional Tokens	Various Offices		No	Public Bidding/AMP			N/A		STF	20,000.00	
	Indigenous Music Festival, Arts & IP Month Celebrations	Various Offices		No	Public Bidding/AMP			N/A		STF	50,000.00	
	STUDENT SUPPORT SERVICES (Bridging Program, Local T3, Drug Abuse Prevention Program, Intramurals)	Various Offices		No	Public Bidding/AMP			N/A		STF	100,000.00	
	ESD Research/ Development of Curriculum in IPED	Various Offices		No	Public Bidding/AMP			N/A		STF	500,000.00	
	General Administrative Support Services (Contractual Staff)	Various Offices		No	Public Bidding/AMP			N/A		STF	850,000.00	
	Gender and Development- Various Lectures	Various Offices		No	Public Bidding/AMP			N/A		STF	500,000.00	
	Licensure Examination for Teacher (LET) Review & Final Coaching 2018 Expenses	Various Offices		No	Public Bidding/AMP			N/A		STF	200,000.00	
	PNU Business Development Office Expenses	Various Offices		No	Public Bidding/AMP			N/A		STF	50,000.00	
	Dormitory Expenses	Various Offices		No	Public Bidding/AMP			N/A		STF	150,000.00	
	Rental of Cafeteria, IP stalls and Others Expenses	Various Offices		No	Public Bidding/AMP			N/A		STF	40,000.00	
	Septic Tank Siphoning	Various Offices		No	Public Bidding/AMP			N/A		STF	100,000.00	
	Improvement of Website	Various Offices		No	Public Bidding/AMP			N/A		STF	10,000.00	
	Sale of Bid Documents Expenses	Various Offices		No	Public Bidding/AMP			N/A		STF	10,000.00	
	Alumni Tracer for Batch 2018	Various Offices		No	Public Bidding/AMP			N/A		STF	10,000.00	
	50% of Faculty Present Research Outputs in Conference	Various Offices		No	Public Bidding/AMP			N/A		STF	250,000.00	
	Membership to Professional Organizations	Various Offices		No	Public Bidding/AMP			N/A		STF		


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Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget	
						Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		MOOE	CO
	Professional Sharing	Various Offices		No	Public Bidding/AMP	N/A				STF	15,000.00	
	Promulgation and dissemination VMGO in dialects	Various Offices		No	Public Bidding/AMP	N/A				STF	5,000.00	
TOTAL										8,229,000.00	3,070,000.00	
GRAND TOTAL										19,483,000.00		

Prepared by:


MARVIN E. LUCENA
 Chairperson, Bids and Awards Committee

Certified Funds Available / Certified Appropriate Funds Available:


MARLON LEMUEL A. ALMARIO
 Accountant I

Recommending Approval:


ELENA A. NAVAS
 Executive Director & Provost

Approved by:


BERT U. TUGA
 President

