

**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**  
**TESDA So Leyte Provincial Office**  
**Annual Procurement Plan Non-CSE for FY 2020**


| Code (PAP) | Procurement Program/Project              | PMO/End-User    | Mode of Procurement       | Schedule of Each Procurement Activity |                  |                 |                  | Source of Funds | Estimated Budget (Php) |           |    | Remarks (brief description of Program/Project) |
|------------|--|-----------------|---------------------------|---------------------------------------|------------------|-----------------|------------------|-----------------|------------------------|-----------|----|--|
|            |  |                 |                           | Ads/Post of IAEB                      | Sub/Open of Bids | Notice of Award | Contract Signing |                 | Total                  | MOOE      | CO |  |
|            | <b>PROVINCE OF SOUTHERN LEYTE :</b>      |                 |                           |                                       |                  |                 |                  |                 |                        |           |    |  |
| 50213990   | Repair and maintenance of IT Equipment   | POD             | Small Value Procurement   | 3/12/2020                             | 3/19/2020        | 3/25/2020       |                  | GOP             | 15,000.00              | 15,000.00 |    | IT Maintenance on Pro                          |
| 50213990   | Repair and maintenance of IT Equipment   | FASU            | Small Value Procurement   | 4/8/2020                              | 4/13/2020        | 4/20/2020       |                  | GOP             | 13,000.00              | 13,000.00 |    | IT maintenance for FAS                         |
| 50213990   | Repair and maintenance of aircon units   | FASD            | Small Value Procurement   | 5/11/2020                             | 5/18/2020        | 5/22/2020       |                  | GOP             | 3,000.00               | 3,000.00  |    | Aircon Maintenance FOR T                       |
| 50213990   | Repair and maintenance of aircon units   | POD             | Small Value Procurement   | 6/11/2020                             | 6/17/2020        | 6/25/2020       |                  | GOP             | 3,000.00               | 3,000.00  |    | Aircon Maintenance for P                       |
| 50213060   | Repair and maintenance of office vehicle | FASD & POD      | Small Value Procurement   | 7/7/2020                              | 7/14/2020        | 7/17/2020       |                  | GOP             | 60,000.00              | 60,000.00 |    | Maintenance expense on o vehicle               |
| 50213040   | Repair and maintenance of office bldg    | FASD & POD      | Small Value               | 8/11/2020                             | 8/14/2020        | 8/20/2020       |                  | GOP             | 55,000.00              | 55,000.00 |    | Maintenance expense on offi                    |
| 50299020   | Photocopying and other related services  | Admin.          | Small Value Procurement   | 1/22/2020                             | 1/28/2020        | 1/31/2020       |                  | GOP             | 14,000.00              | 14,000.00 |    | Photocopy for office admin                     |
|            |  | CAC & Technical |                           | 1/14/2020                             | 1/23/2020        | 1/27/2020       |                  | GOP             | 36,000.00              | 36,000.00 |    | Photocopy for POD                              |
| 50299020   | Telephone and Internet                   | Prov. Office    | Direct Contracting        |                                       |                  |                 |                  | GOP             | 50,000.00              | 50,000.00 |    | monthly Telephone and Int charges              |
| 50299020   | Drinking Water                           | Prov. Office    | Small Value Procurement   | 1/6/2020                              | 1/10/2020        | 1/14/2020       |                  | GOP             | 13,800.00              | 13,800.00 |    | monthly water consumpt                         |
| 50203090   | Fuel and Lubricants                      | Prov. Office    | Small Value Procurement   | 1/7/2020                              | 1/14/2020        | 1/15/2020       |                  | GOP             | 34,000.00              | 34,000.00 |    | Fuel used by office vehic                      |
| 50203010   | Cleaning supplies for 1st quarter        | FASD & POD      | Negotiated/shopping 52.1b | 1/6/2020                              | 1/7/2019         | 1/10/2019       |                  | GOP             | 1,500.00               | 1,500.00  |    | Quarterly Cleaning suppli                      |
| 50203010   | Office supplies for 1st quarter          | FASD & POD      | Negotiated/shopping 52.1b | 1/8/2020                              | 1/14/2020        | 1/20/2020       |                  | GOP             | 1,500.00               | 1,500.00  |    | Quarterly Office supplie                       |
| 50203010   | Cleaning supplies for 2nd quarter        | FASD & POD      | Negotiated/shopping 52.1b | 4/6/2020                              | 4/10/2020        | 4/17/2020       |                  | GOP             | 1,500.00               | 1,500.00  |    | Quarterly Cleaning suppli                      |
| 50203010   | Office supplies for 2nd quarter          | FASD & POD      | Negotiated/shopping 52.1b | 4/3/2020                              | 4/7/2020         | 4/14/2020       |                  | GOP             | 1,500.00               | 1,500.00  |    | Quarterly Office supplie                       |
| 50203010   | Cleaning supplies for 3rd quarter        | FASD & POD      | Negotiated/shopping 52.1b | 7/3/2020                              | 7/9/2020         | 7/15/2020       |                  | GOP             | 1,500.00               | 1,500.00  |    | Quarterly Cleaning suppli                      |
| 50203010   | Office supplies for 3rd quarter          | FASD & POD      | Negotiated/shopping 52.1b | 7/21/2020                             | 7/24/2020        | 7/29/2020       |                  | GOP             | 1,500.00               | 1,500.00  |    | Quarterly Office supplie                       |

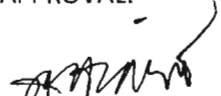
|          |                                    |            |                              |           |           |            |  |     |            |            |  |                          |
|----------|------------------------------------|------------|------------------------------|-----------|-----------|------------|--|-----|------------|------------|--|--------------------------|
| 50203010 | Cleaning supplies for 4rth quarter | FASD & POD | Negotiated/shopping<br>52.1b | 9/30/2020 | 10/1/2020 | 10/14/2020 |  | GOP | 1,500.00   | 1,500.00   |  | Quarterly Cleaning suppl |
| 50203010 | Office supplies for 4rth quarter   | FASD & POD | Negotiated/shopping<br>52.1b | 10/3/2020 | 10/7/2020 | 10/9/2020  |  | GOP | 1,500.00   | 1,500.00   |  | Quarterly Office supplie |
|          |                                    |            |                              |           |           |            |  |     |            |            |  |                          |
|          |                                    |            |                              |           |           |            |  |     | 308,800.00 | 308,800.00 |  |                          |

PREPARED BY

RECOMMENDING APPROVAL:

APPROVED:

  
**JOCELYN G. GABION**  
 Supply Officer/AO V

  
**JED PAOLO A. CAIRO**  
 Supervising TESD Specialist

  
**ELIZABETH R. GARCIA**  
 Provincial Director