



Republic of the Philippines  
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY  
Region IX, Zamboanga Peninsula  
ZAMBOANGA SIBUGAY POLYTECHNIC INSTITUTE  
Kabasalan, Zamboanga Sibugay  
*Asia Pacific Accreditation & Certification Commission (APACC) -Silver Level*

**ANNUAL PROCUREMENT PLAN FOR FY 2023**  
**Non- Common Use Supplies**

CODE (PAP)	PROCUREMENT PROGRAM PROJECT	PMO/ End-USER	Is this an Early Procurement Activity? (Yes/No)	MODE OF PROCUREMENT	Schedule for procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks
					Ads/Post of IB/REI	SUB/Opn of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	(Brief Description of Program Projects)
A. Supplies and Materials Expenses													
	Common Use Supplies and Equipment Available at PS	ADMIN/ CORE	No	NP-53.5 Agency to Agency	N/A	N/A	Jan to Dec		General Fund	952,237.50	952,237.50		Various Office Supplies
	Common Use Supplies and Equipment not Available at PS	ADMIN/ CORE	No	NP-52.1b (Shopping)	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	2,930,300.00	2,930,300.00		Various Office Supplies not available in PS
	Fuel, Oil and Lubricants	ADMIN/ CORE	Yes	NP 53.9 Small Value Procurement	Oct. 2022	Oct. 2022	Oct. 2022	Oct. 2022	General Fund	950,000.00	950,000.00		Provision of Gasoline and Diesel and Lubricants for the period of January to December 2023
	Plaques, materials and other supplies	ADMIN/ CORE	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	80,000.00	80,000.00		Provision of plaques and other materials during trainings and meetings
	Tarpaulin	ADMIN/ CORE	Yes	NP 53.9 Small Value Procurement	Dec 2022	Dec 2022	Dec 2022	Dec 2022	General Fund	40,000.00	40,000.00		Provision of tarpaulin materials during school activities, trainings and meetings
	Commercial Check	Cashier	No	Direct Contracting	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	50,000.00	50,000.00		Provision of Commercial Check
	ID Card Printer Consumables	Registrar's Office	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	70,000.00	70,000.00		Provision of ID CARD Printing Consumables for students ID
	Photocopier Consumables	ADMIN	No	Direct Contracting	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	200,000.00	200,000.00		Provision of Photocopier's Toners and master roll
	Technocrat Bulletin	ADMIN	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	83,000.00	83,000.00		Provision of printing school paper magazine
	Audio and Visual Equipment Supplies	ADMIN	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	270,000.00	270,000.00		Additional Procurement of Audio and visual items
B. General Administrative Support and Services													
	Security Services	ADMIN	Yes	Competitive Bidding	Oct-Dec 2022	Oct-Dec 2022	Oct-Dec 2022	Oct-Dec 2022	Trust Fund	1,400,000.00	1,400,000.00		Agency needs to hire services from private firms to secure and protect the employees and trainees from threats and dangers within the facility.
	Telephone and Internet	ADMIN	No	Direct Contracting	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	700,000.00	700,000.00		Internet and Landline- Telephone line Subscription



Republic of the Philippines  
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY  
Region IX, Zamboanga Peninsula  
ZAMBOANGA SIBUGAY POLYTECHNIC INSTITUTE  
Kabasalan, Zamboanga Sibugay  
*Asia Pacific Accreditation & Certification Commission (APACC) -Silver Level*

**ANNUAL PROCUREMENT PLAN FOR FY 2023**  
**Non- Common Use Supplies**

CODE (PAP)	PROCUREMENT PROGRAM PROJECT	PMO/ End-USER	Is this an Early Procurement Activity? (Yes/No)	MODE OF PROCUREMENT	Schedule for procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks  (Brief Description of Program Projects)
					Ads/Post of IB/REI	SUB/Opn of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Printing and Publications - News Paper Subscription, Radio and TV Program for ZSPI Programs Advertisement for the whole year	ADMIN	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	50,000.00	50,000.00		Includes Tarpaulin Banner/ Streamer, News Paper Subscription, Radio and TV Program for ZSPI and other Government Agencies Programs, Advertisements, Anniversaries and Promotion Printing Services
	Fidelity Bond Premiums	ADMIN	No	Np 53.5 Agency to Agency	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	45,000.00	45,000.00		Provision of Fidelity Bond for Accountable Officers
	Postage & Courier Services	ADMIN	No	Np 53.5 Agency to Agency	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	10,000.00	10,000.00		Provision of Postage & Courier Services
	Agency Website Renewal	ADMIN	No	Direct Contracting	Sept 2023	Sept 2023	Sept 2023	Sept 2023	General Fund	9,950.00	9,950.00		Provide website for the school & for public information, access of E-learning, delivery of current events in the school
	Vehicle Registration and Insurance	ADMIN	No	NP - 53.5 Agency - Agency	June 2023	June 2023	June 2023	June 2023	General Fund	15,000.00	15,000.00		Registration and Insurance Of Agency-Agency owned Vehicle
<b>C. Utility Expenses</b>													
	Water and Purified Refilling Drinking Water	ADMIN/ CORE	Yes	NP 53.9 Small Value Procurement	Dec 2022	Dec 2022	Dec 2022	Dec 2022	General Fund	40,000.00	40,000.00		Provision of Water and Purified Drinking Water for the period of January to December 2022
	Water	ADMIN	No	Direct Contracting	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	50,000.00	50,000.00		Operating Expenses
	Electricity	ADMIN	No	Direct Contracting	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	General Fund	2,000,000.00	2,000,000.00		Operating Expenses
<b>D. Representation Expenses</b>													
	Meetings, Conference and Annual Occasions or Events	ADMIN/ CORE	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	300,000.00	300,000.00		Monthly meeting, trainings and events and school activities



Republic of the Philippines  
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY  
Region IX, Zamboanga Peninsula  
ZAMBOANGA SIBUGAY POLYTECHNIC INSTITUTE  
Kabasalan, Zamboanga Sibugay  
*Asia Pacific Accreditation & Certification Commission (APACC) -Silver Level*

**ANNUAL PROCUREMENT PLAN FOR FY 2023**  
**Non- Common Use Supplies**

CODE (PAP)	PROCUREMENT PROGRAM PROJECT	PMO/ End-USER	Is this an Early Procurement Activity? (Yes/No)	MODE OF PROCUREMENT	Schedule for procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks
					Ads/Post of IB/REI	SUB/Opn of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	(Brief Description of Program Projects)
E. Repairs and Maintenance													
	Repairs and Maintenance Building and Other Structures	ADMIN/ CORE	No	Competitive Bidding	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	6,000,000.00	6,000,000.00		For upkeep of bulidings and other structures
	Repair and Renovation of Housekeeping NC II/NC III Building	ADMIN/CO RE	No	Competitive Bidding	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	2,500,000.00	4,400,000.00		For upkeep of Housekeeping NCII/NC III Building
	Repair and Renovation of Hostel and Domestic Work NC II Blding	ADMIN/CO RE	No	Competitive Bidding	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	5,000,000.00	5,000,000.00		For upkeep of Hostel and Domestic Work NC II Building
	Repair and Renovation of 2-storey Related Subject Building	ADMIN	No	Competitive Bidding	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	20,000,000.00	20,000,000.00		For upkeep of classroom for basic and common competencies
	Reinforced Drainage Canals System and Waterways	ADMIN/ CORE	No	Competitive Bidding	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	1,850,000.00	1,850,000.00		Provision of rainage Canals System and Waterways
F. Construction													
	Construction of Local Access Road with Adequate Provision of Road Drainage	ADMIN/CO RE	No	Competitive Bidding	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	9,000,000.00	9,000,000.00		Construction of Local Access Road with Adequate Provision of Road Drainage
G. Health - Medical Supplies and Materials													
	Medical , Dental and Laboratory Supplies	Clinic	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	85,000.00	85,000.00		Provision of medical supplies for clinic
H. Procurement of Books													
	Books for TVET and Diploma Programs	Admin	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	300,000.00	300,000.00		Provision of Additional Books
I. Income Generating Projects													
	Garments Sector	ADMIN	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Income Generating Project	400,000.00	400,000.00		Provision of Supplies and materials use in IGP Garments
	Hostel	ADMIN	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Income Generating Project	100,000.00	100,000.00		Provision of Supplies and materials use in HOSTEL
	Catering Services	ADMIN	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Income Generating Project	100,000.00	100,000.00		Provision of Supplies and materials use in IGP Catering
	Farming/Agricultural	ADMIN	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Income Generating Project	800,000.00	800,000.00		Provision of Supplies and materials use in IGP Farming



Republic of the Philippines  
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY  
Region IX, Zamboanga Peninsula  
ZAMBOANGA SIBUGAY POLYTECHNIC INSTITUTE  
Kabasalan, Zamboanga Sibugay  
*Asia Pacific Accreditation & Certification Commission (APACC) -Silver Level*

**ANNUAL PROCUREMENT PLAN FOR FY 2023**  
**Non- Common Use Supplies**

CODE (PAP)	PROCUREMENT PROGRAM PROJECT	PMO/ End-USER	Is this an Early Procurement Activity? (Yes/No)	MODE OF PROCUREMENT	Schedule for procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks
					Ads/Post of IB/REI	SUB/Opn of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	(Brief Description of Program Projects)
J. TESD SERVICES													
	Training and Assessment Supplies Materials under Diploma Program	CORE	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	20,000,000.00	20,000,000.00		Provision of Consumables and tools for Diploma Program
	Training and Assessment Supplies Materials under TWSP & STEP Program	CORE	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	3,000,000.00	3,000,000.00		Provision of Consumables and tools for TWSP & STEP Program
	Training and Assessment Supplies Materials under Probinsyano, RESP & Bayanihan Program	CORE	No	NP 53.9 Small Value Procurement	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	2,500,000.00	2,500,000.00		Provision of Consumables and tools for Probinsyano, resp and bayanihan Program
	Compliance Audit Tools, Equipment and Supplies and Materials	CORE	No	Competitive Bidding	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Jan-Dec 2023	Trust Fund	5,000,000.00	5,000,000.00		Provision of Supplies and materials, Tools and Equipment for UTPRAS & Assessment Compliance Audit
									TOTAL	88,780,487.50	88,780,487.50		

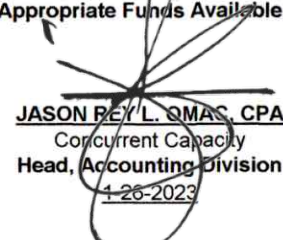
Prepared by:

  
**RAY VIRGIL T. LAGUNAY**  
Administrative Aide IV  
BAC Secretariat Chair  
1-26-2023


Certified Correct By:

  
**AMY N. MABATID**  
Assistant Professor I  
BAC Chairman  
1-26-2023

Certified Funds Available /  
Certified Appropriate Funds Available:

  
**JASON REY L. QMAS, CPA**  
Concurrent Capacity  
Head, Accounting Division  
1-26-2023

Approved by:

  
**GLADYS A. TIONGCO, Ed. D.**  
Vocational School Administrator  
Head of Office/Agency  
1-26-2023

  
**RONEYRICK JOHN D. ENLOREG**  
Administrative Assistant III  
Acting Budget Officer  
1-26-2023