

## UNIVERSITY OF THE PHILIPPINES

UP Cebu

Lahug , Cebu , 6000

## Annual Procurement Plan 2021 - Non Common Use

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)		
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO
	Trainings, Workshops, Seminars and Student, Faculty and Staff Developments	Various UP Cebu Offices	Scientific, Scholarly or Artistic Work	1/22/2021	1/28/2021	1/29/2021	2/11/2021	GAA	3,945,550.76	3,945,550.76	
	Registration and Membership Fees	Various UP Cebu Offices	-	NA	NA	NA	NA	GAA	210,000.00	210,000.00	
	Laboratory Supplies and Equipment	UPC College of Science	NP-53.9 Small Value Procurement	1/15/2021	1/21/2021	1/22/2021	NA	LAB Fees	257,200.00	257,200.00	
	Other Office Supplies and Consumables	Various UP Cebu Offices	NP-53.9 Small Value Procurement	1/15/2021	1/21/2021	1/22/2021	NA	GAA	636,395.57	636,395.57	
	Food (Meals and Snacks) and Catering Services	Various UP Cebu Offices	Competitive Bidding - Ordering Agreement	2/5/2021	2/24/2021	3/4/2021	3/11/2021	GAA	828,600.00	828,600.00	
	Venue Rentals	Various UP Cebu Offices	Direct Contracting	NA	NA	NA	NA	GAA	263,000.00	263,000.00	
	Honorarium, Tokens and Gift Certificates	Various UP Cebu Offices	NP-53.9 Small Value Procurement	2/5/2021	2/24/2021	3/4/2021	NA	GAA	317,600.00	317,600.00	
	Accommodations (Room and Hotel)	Various UP Cebu Offices	NP-53.9 Small Value Procurement	2/5/2021	2/24/2021	3/4/2021	NA	GAA	423,000.00	423,000.00	
	Travel Expenses (Air Fares, Taxi, PUJ, Bus Etc.)	Various UP Cebu Offices	NP-53.5 Agency-to-Agency	NA	NA	NA	NA	GAA	325,446.94	325,446.94	
	Medical/Dental Supplies, Consumables and Equipment	UPC Health Services Unit	NP-53.9 Small Value Procurement	1/15/2021	1/21/2021	1/22/2021	NA	Trust Fund	194,472.00	194,472.00	

Insurance for Buildings and Vehicles, Etc. and Fidelity Bonds	UPC Supply & Property Management Office (SPMO)	NP-53.5 Agency-to-Agency	NA	NA	NA	NA	GAA	926,875.00	926,875.00
Professional Service Support Staff for Various Offices	Various UP Cebu Offices	NP-53.9 Small Value Procurement	2/5/2021	2/12/2021	2/24/2021	3/11/2021	GAA	511,510.24	511,510.24
Electricity Expenses	UPC Office of the Vice Chancellor for	Direct Contracting	NA	NA	NA	NA	GAA	9,699,999.96	9,699,999.96
Postage & Courier Services	Various UP Cebu Offices	NP-53.9 Small Value Procurement	1/15/2021	1/21/2021	1/22/2021	NA	GAA	3,000.00	3,000.00
Water Expenses	UPC Office of the Vice Chancellor for Administration	NP-53.5 Agency-to-Agency	NA	NA	NA	NA	GAA	1,243,772.64	1,243,772.64
Communication Expenses (Landline and Mobile)	Various UP Cebu Offices	Direct Contracting	NA	NA	NA	NA	GAA	322,999.96	234,280.85
Security Service	UPC Security Office	Competitive Bidding	11/15/2020	11/23/2020	12/2/2020	12/9/2020	GAA	7,797,518.14	7,797,518.14
Printing and Binding Services	Various UP Cebu Offices	NP-53.9 Small Value Procurement	2/5/2021	2/12/2021	2/24/2021	NA	GAA	80,258.00	80,258.00
Internet Expenses	ITC	Direct Contracting	2/5/2021	2/24/2021	3/4/2021	3/11/2021	GAA	944,984.10	944,984.10
Repairs, Maintenance and other Building Projects (PSI)	Various UP Cebu Offices	Competitive Bidding	2/5/2021	2/24/2021	3/4/2021	3/11/2021	GAA	3,538,500.00	3,538,500.00
Procurement of Janitorial Services	UPC Campus Development & Maintenance Office	Competitive Bidding	11/15/2020	11/23/2020	12/2/2020	12/9/2020	GAA	2,598,088.08	2,598,088.08
IT Related Supplies and Equipment	Various UP Cebu Offices	NP-53.9 Small Value Procurement	2/5/2021	2/24/2021	3/4/2021	NA	GAA	240,200.00	240,200.00
<b>Total Amount</b>								<b>35,220,252.28</b>	<b>35,220,252.28</b>

	Definition	Remarks
1. PROGRAM (BESF)	A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.	Programs and projects should be aligned with b and especially those posted at the Pt
2. PROJECT (BESF)	Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.	
3. PMO/End User	Unit as proponent of program or project	
4. Mode of Procurement	Competitive Bidding and Alternative Methods including: selective bidding, Major procurement activities (pre-procurement conference; advertising/posting; pre-bid conference; eligibility screening; submission and receipt of bids; bid evaluation; post qualification; award of contract; contract preparation), delivery/completion and acceptance/turnover.	
5. Schedule for Each Procurement Activity		
6. Source of Funds	Whether GoP, Foreign Assisted or Special Purpose Fund	
7. Estimated Budget	Agency approved estimate of project/program costs	Breakdown into mooe and co for tracking purpos
8. Remarks	Brief description of program or project	Any remark that will help GPPB track programs ;

Submitted by:

**Ubaldo, Mr. Marlon Ramos**  
Chief, Supply, Property Management Office

Certified Appropriate Funds Available:

**Falinchao, April Rose A.**  
OIC Chief, Budget Office

Recommending Approval:

**Gera, Asst. Prof. Weena Jade S.**  
Vice Chancellor for Administration

Approved by:

**Corro, Atty. Liza Diaz**  
Chancellor