Philippine Science High School System Office of the Executive Director Indicative Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
MAINTENANCE AND OTHER OPERATING EXPENSES													
TRAVELING EXPENSES													
100000100001000	Local Traveling Expenses	FAD/OED CENTRAL/RPAD/ADMISSIONS/KID	NO	NP-53.5 Agency-to-Agency / NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions	As scheduled				GoP	1,000,000.00	1,000,000.00	-	Consolidated amount with various timelines, in connection with the movement/transport of government officers and employees within the country.
100000100001000	Foreign Traveling Expenses	FAD/OED CENTRAL/RPAD/ADMISSIONS/KID	NO	NP-53.5 Agency-to-Agency / NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions	As scheduled				GoP	800,000.00	800,000.00	-	Consolidated amount with various timelines, in connection with the movement/transport of government officers and employees outside the country.
TRAINING & SCHOLARSHIP EXPENSES													
100000100001000	Training Expenses	FAD/OED CENTRAL/RPAD/ADMISSIONS/KID	NO	NP-53.9 - Small Value Procurement / NP-53.10 Lease of Real Property and Venue / Sec. 52 - Shopping	As scheduled				GoP	4,200,000.00	4,200,000.00	-	Consolidated amount with various timelines, in connection with various trainings, conventions and seminars/workshops. Includes training fees, supplies, materials, meals, snacks, transportation expenses, hotel accommodation, etc.

Philippine Science High School System Office of the Executive Director Indicative Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000	Scholarship/Grants Expenses	OED CENTRAL/RPAD/KID	NO	NP-53.9 - Small Value Procurement / NP-53.10 Lease of Real Property and Venue / Sec. 52 - Shopping	As scheduled				GoP	23,000,000.00	23,000,000.00	-	Consolidated amount with various timelines, in connection with the conduct of various systemwide student activities. Includes training fees, supplies, materials, meals, snacks, transportation expenses, hotel accommodation, etc.
SUPPLIES AND MATERIALS EXPENSES													
100000100001000	Office Supplies Expenses	FAD/OED CENTRAL/RPAD/ADMISSIONS/KID	NO	NP-53.9 - Small Value Procurement / Sec. 52 - Shopping	As scheduled				GoP	350,000.00	350,000.00	-	Common-Use Supplies, CSEs not available in PS-DBM (ordinary or regular office supplies)
100000100001000	Accountable Forms Expenses	FAD	NO	NP-53.5 Agency-to-Agency / NP-53.9 - Small Value Procurement	As scheduled				GoP	10,000.00	10,000.00	-	Checkbooks, official receipts and other official forms
100000100001000	Drugs and Medicine Expenses	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	50,000.00	50,000.00		For office and seminar/meeting/training/workshop use
100000100001000	Medical, Dental and Laboratory Supplies	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	50,000.00	50,000.00		

Philippine Science High School System Office of the Executive Director Indicative Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1000001000010000	Fuel, Oil and Lubricants Expenses	FAD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	As scheduled				GoP	521,000.00	521,000.00	-	For PSHS System OED official Motor Vehicle
1000001000010000	ICT Office Supplies	FAD/OED CENTRAL/RPAD/ADMISSIONS/KID	NO	NP-53.9 - Small Value Procurement / Sec. 52 - Shopping	As scheduled				GoP	400,000.00	400,000.00	-	
1000001000010000	Other Supplies and Materials Expenses	FAD/OED CENTRAL/RPAD/ADMISSIONS/KID	NO	NP-53.9 - Small Value Procurement / Sec. 52 - Shopping	As scheduled				GoP	500,000.00	500,000.00		
UTILITY EXPENSES													
1000001000010000	Water Expenses	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	300,000.00	300,000.00	-	
1000001000010000	Electrical Expenses	FAD	NO	Sec. 50 - Direct Contracting	As scheduled				GoP	1,400,000.00	1,400,000.00	-	
COMMUNICATION EXPENSES													
1000001000010000	Postage and Courier Services	FAD/OED CENTRAL/RPAD/ADMISSIONS/KID	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	150,000.00	150,000.00	-	

Philippine Science High School System Office of the Executive Director Indicative Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
10000010000 1000	Telephone Expenses - Mobile	FAD	NO	N/A	As scheduled				GoP	300,000.00	300,000.00	-	
10000010000 1000	Telephone Expenses - Landline	FAD	NO	N/A	As scheduled				GoP	600,000.00	600,000.00	-	Monthly landline subscription
10000010000 1000	Internet Subscription Expenses	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	350,000.00	350,000.00	-	Monthly internet provision services
AWARDS, REWARDS, AND PRIZES													
10000010000 1000	Awards/Rewards Expenses	FAD/OED CENTRAL/RPAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	50,000.00	50,000.00	-	Student awards during founding Anniversary for winners of local or international competitions and promotional activities
CONFIDENTIAL INTELLIGENCE, AND EXTRAORDINARY EXPENSES													
10000010000 1000	Extraordinary and Miscellaneous Expenses	OED	NO	N/A	As scheduled				GoP	136,000.00	136,000.00	-	For Agency Head
PROFESSIONAL SERVICES													
10000010000 1000	Legal Services	FAD	NO	N/A	As scheduled				GoP	20,000.00	20,000.00	-	
10000010000 1000	Auditing Services	FAD	NO	N/A	As scheduled				GoP	150,000.00	150,000.00	-	
10000010000 1000	Consultancy Services	FAD/OED CENTRAL/RPAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	100,000.00	100,000.00	-	

Philippine Science High School System Office of the Executive Director Indicative Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000	ICT Consultancy Services	FAD/KID	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	50,000.00	50,000.00	-	
100000100001000	Other Professional Services	FAD/OED CENTRAL/RPAD/ADMISSIONS/KID	NO	N/A	As scheduled				GoP	500,000.00	500,000.00	-	
GENERAL SERVICES													
100000100001000	Environment/Sanitary Services	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	50,000.00	50,000.00		
100000100001000	Janitorial Services	FAD	YES	Public Bidding	As scheduled				GoP	1,200,000.00	1,200,000.00		Contract of Service of personnel assigned at COA - PSHS
100000100001000	Security Services	FAD	YES	Public Bidding	As scheduled				GoP	2,600,000.00	2,600,000.00		Contract of Service of security personnel assigned at PSHS System OED (Bidding c/o PSHS-MC)
100000100001000	Other General Services	FAD	YES	Public Bidding	As scheduled				GoP	1,300,000.00	1,300,000.00		Contract of Service of other support personnel
100000100001000	Other General Services - ICT	FAD/KID	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	100,000.00	100,000.00		
REPAIRS AND MAINTENANCE													
100000100001000	Other Land Improvements	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	50,000.00	50,000.00		
100000100001000	School Buildings	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	600,000.00	600,000.00		Buildings, OED Dormitories, Guard House

Philippine Science High School System Office of the Executive Director Indicative Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000	Other Structures	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	50,000.00	50,000.00		
100000100001000	Office Equipment	FAD/OED CENTRAL/RPAD/ADMISSIONS/KID	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	50,000.00	50,000.00		Airconditioning unit, etc.
100000100001000	ICT Equipment	FAD/KID	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	20,000.00	20,000.00		Printers, Copiers, etc.
100000100001000	Transportation Equipment	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	250,000.00	250,000.00		Official motor vehicle
100000100001000	Furniture and Fixtures	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	50,000.00	50,000.00		
100000100001000	Other Machinery	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	20,000.00	20,000.00		
TAXES, INSURANCE, PREMIUM AND OTHERS													
100000100001000	Taxes, Duties and Licenses	FAD	NO	N/A	As scheduled				GoP	10,000.00	10,000.00		Registration of Motor Vehicle
100000100001000	Fidelity Bond Premiums	FAD	NO	N/A	As scheduled				GoP	280,000.00	280,000.00		For Special Disbursing Officers (Bureau of Treasury)
100000100001000	Insurance Expenses	FAD	NO	N/A	As scheduled				GoP	500,000.00	500,000.00		Building/Equipment and Motor Vehicle Insurance with GSIS; Group insurance for NCE examiners; Travel insurance
OTHER MAINTENANCE AND OTHER OPERATING EXPENSES													

Philippine Science High School System Office of the Executive Director Indicative Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
10000010000 1000	Advertising Expenses	FAD/ADMISSIONS	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	130,000.00	130,000.00		Publication in Newspapers (for job vacancies, NCE Announcements)
10000010000 1000	Printing and Publication Expenses	FAD/OED/RPAD/ADMISSIONS	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	100,000.00	100,000.00		Printing of Brochures, NCE Campaign materials, Annual Report; Security Printing of NCE Test materials
10000010000 1000	Representation Expenses	FAD/OED/RPAD	NO	N/A	As scheduled				GoP	200,000.00	200,000.00		During the conduct of Board of Trustees (BOT) meetings, EXECOM meetings, Search Committee meetings, Consultative meetings
10000010000 1000	Transportation and Delivery Expenses	FAD/OED/RPAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	20,000.00	20,000.00		
10000010000 1000	Rent/Lease Expenses - Motor Vehicle	FAD/RPAD/KID	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	36,000.00	36,000.00		
10000010000 1000	Rent/Lease Expenses - Equipment	FAD/RPAD/KID	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	30,000.00	30,000.00		
10000010000 1000	Membership Dues and Contributions	OED	NO	N/A	As scheduled				GoP	20,000.00	20,000.00		Annual Dues to Member Organizations (ex. Quezon City Science Community)

Philippine Science High School System Office of the Executive Director Indicative Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
10000010000 1000	Other Subscription Expenses	OED/FAD/KID	NO	NP-53.9 - Small Value Procurement / NP 53.14 - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions	As scheduled				GoP	20,000.00	20,000.00		
10000010000 1000	Other MOOE	FAD	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	500,000.00	500,000.00		
CAPITAL OUTLAY - PROGRAMS													
MACHINERY AND EQUIPMENT OUTLAY													
10000010000 1000	Office Equipment	FAD/OED CENTRAL/RPAD/ADMISSIONS/KID	NO	NP-53.9 - Small Value Procurement	As scheduled				GoP	500,000.00	-	500,000.00	
									TOTAL	**₱43,673,000.00**	**₱43,173,000.00**	**₱500,000.00**	

Prepared by:

SGD
ERICA S. ANTONIO
BAC Secretariat

Recommended for Approval by:

SGD
ROD ALLAN A. DE LARA
BAC Chairperson

Approved by:

SGD
RONNALEE N. ORTEZA, PHD
Executive Director