

**APARRI POLYTECHNIC INSTITUTE - Annual Procurement Plan Non-CSE for FY 2022**  
**RIZAL STREET, MAURA, APARRI, CAGAYAN**

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks  (Brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Awards	Contract Signing		Total	MOOE	CO	
	Common- Use Supplies and Materials	INSTRUCTION/FASD/COA	Procurement Service - DBM	First Quarter to Fourth Quarter				MOOE	P820,000.00	820,000.00		Common used Office Supplies and Materials
	Other Supplies and Materials Expenses	INSTRUCTION/FASD/COA	Negotiated Procurement /Small Value Procurement	Year - round				MOOE	100,000.00	100,000.00		For the provision of other supplies and materials
	Office Equipment	INSTRUCTION/FASD/COA	Negotiated Procurement /Small Value Procurement	Year - round				MOOE	60,000.00	60,000.00		For the provision of office equipment
	Other Machinery and Equipment	INSTRUCTION/FASD/COA	Negotiated Procurement /Small Value Procurement	Year - round				MOOE	60,000.00	60,000.00		For the provision of other machinery and equipment
	Furnitures and Fixtures	INSTRUCTION/FASD/COA	Negotiated Procurement /Small Value Procurement	Year - round				MOOE	60,000.00	60,000.00		For the provision of office equipment
	Training Expenses	INSTRUCTION/FASD/COA	Direct Contracting/Negotiated	Year - round				MOOE	200,000.00	200,000.00		For the provision of training supplies and materials, registration on seminars attended, and expenses related to trainings
	Travelling Expenses	INSTRUCTION/FASD/COA	Negotiated Procurement /Small Value Procurement	Year - round				MOOE	800,000.00	800,000.00		Provisions for the payment of travels and per diems of employees
	Fuel, Oil and Lubricants Expenses	INSTRUCTION/FASD/COA	Negotiated Procurement /Small Value Procurement	Year - round				MOOE	60,000.00	60,000.00		For the provision of fuels, oil and lubricants
	Textbooks and Instructional Materials Expenses	INSTRUCTION/FASD/COA	Negotiated Procurement /Small Value Procurement	Year - round				MOOE	200,000.00	200,000.00		For the provision of Textbooks and Instructional Materials
	Electricity Services	INSTRUCTION/FASD/COA	Negotiated Procurement /Small Value Procurement	Year - round				MOOE	800,000.00	800,000.00		For the provision of electricity services
	Telephone/Landline Services	INSTRUCTION/FASD/COA	Negotiated Procurement /Small Value Procurement	Year - round				MOOE	200,000.00	200,000.00		For the provision of telephone/landline services
	Cable, Satellite, Telegraph and Radio Expense	INSTRUCTION/FASD	Direct Contracting/Negotiated/Small Value Procurement	Year - round				MOOE	11,000.00	11,000.00		For the provisions of Cable, Satellite, Telegraph and Radio
	Other Professional Services	INSTRUCTION/FASD/COA		Year - round				MOOE	150,000.00	150,000.00		Trainings
	Buildings	INSTRUCTION/FASD		Year - round				MOOE	700,000.00	700,000.00		Provisions for building
	Fidelity Bond Premiums	INSTRUCTION/FASD	Direct Contracting	Yearly				MOOE	50,000.00	50,000.00		Bonding expenses for accountable officers
	Insurance Expenses	INSTRUCTION/FASD	Shopping - Sec. 52	Year - round				MOOE	20,000.00	20,000.00		insurance expenses for insurable properties
	Advertising Expenses	INSTRUCTION/FASD/COA	Shopping - Sec. 52	Year - round				MOOE	10,000.00	10,000.00		For the provision of social marketing advocacy
	Printing and Publications Expense	INSTRUCTION/FASD/COA	Shopping - Sec. 52	Year - round				MOOE	5,000.00	5,000.00		For the provision of printing and publications of news and advocacy materials
				<b>TOTAL</b>						<b>4,306,000.00</b>		

Prepared by:



**ROLANDO Q. QUERAL III, MBA, LPT**  
 Administrative Aide III (Bids and Awards Secretariat)

Certified Funds Available:



**JUANITO G. DOMINGO**  
 AO IV/ Acting Accountant I

Approved by:



**RENATO D. UBIÑA, PhD**  
 VSA III