

**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
CENTRAL OFFICE
Supplemental Annual Procurement Plan for FY 2017**

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	Acceptance/ Turnover		Total	MOOE	CO	OTHERS	
A. COMMON USE SUPPLIES AND EQUIPMENT (Available at Procurement Service)														
A. 1.	Common Electrical Supplies	TESDA-CO	Negotiated Procurement (Agency to Agency)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	2,860.01	2,860.01			Electrical supplies such as batteries.
A.2.	Common Office Supplies	TESDA-CO	Negotiated Procurement (Agency to Agency)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	221,390.62	221,390.62			Various office supplies such as bond paper, notepad, folder, pens etc.
A.3.	Common Office Devices	TESDA-CO	Negotiated Procurement (Agency to Agency)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	3,829.79	3,829.79			Office Devices used such as stapler, scissors, tape dispenser etc.
A.4.	Common Janitorial Supplies	TESDA-CO	Negotiated Procurement (Agency to Agency)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	16,999.35	16,999.35			Cleaning office facilities, wares and utensils like cleanser, broom, dustpan, disinfectant spray etc.
A.5.	Common Office Equipment	TESDA-CO	Negotiated Procurement (Agency to Agency)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	40,138.96	40,138.96			Various office equipment such as chair, calculator, printer etc.
A.6.	Common Computer Supplies	TESDA-CO	Negotiated Procurement (Agency to Agency)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	18,105.88	18,105.88			Computer supplies used daily such as usb, dvd rewritable, external hard drive etc.
A.6.	Consumables	TESDA-CO	Negotiated Procurement (Agency to Agency)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	451,494.16	451,494.16			Commonly used for printing reports such as ink, toner etc.
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES														
B. 1.	Common Electrical Supplies	TESDA CO	Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	203,551.25	203,551.25			Electrical supplies such as extension cords, electrical tape, adaptor etc.
B.2.	Common Office Equipment	TESDA CO	Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	996,572.40	996,572.40			Various office equipment such as chair, calculator, printer etc.
B.3.	Common Office Supplies	TESDA CO	Shopping	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	114,261.61	114,261.61			Various office supplies such as bond paper, notepad, folder, pens etc.
B.4.	Common Janitorial Supplies	TESDA CO	Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	92,666.62	92,666.62			Cleaning office facilities, wares and utensils like cleanser, broom, dustpan, disinfectant spray etc.
B.5.	Consumables	TESDA CO	Shopping	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	1,082,487.20	1,082,487.20			Commonly used for printing reports such as ink, toner etc.
B.6.	Office Furnitures	TESDA CO	Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	1,532,026.00	1,532,026.00			Office Equipments which includes lateral cabinets, tables, movable drawer etc.
B.7.	Office Supplies	TESDA CO	Shopping	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	125,737.68	125,737.68			Various supplies which includes, folder, data file box, certificate holder, mega box, notebooks, correction tapes etc.
B.8.	Audio and Visual Presentation and Composing Equipment	TESDA CO	Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	104,360.00	104,360.00			Audio/ Visual equipment including laser pointer, lapel, microphone etc.
B.9.	Photographic or Filming or Video Supplies	TESDA CO	Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	21,840.00	21,840.00			Photographic supplies which includes photo paper, vinyl printable stickers etc.

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	B. 10. Cleaning Equipment and Supplies	TESDA CO	Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	5,888.00	5,888.00			Cleaning office facilities, wares and utensils like dishwashing liquid, deodorizer, vacuum etc.
	B.11. Paper Materials and Products	TESDA CO	Shopping	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	110,126.36	110,126.36			Paper materials which includes index card, board paper, Tesda letterhead, envelopes etc.
	B.12. Lighting and Fixtures and Accessories	TESDA CO	Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	115,154.24	115,154.24			Lighting and fixtures used LED light, flourescent lamp etc.
	B.13. Computer Peripherals	TESDA CO	Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Fund 101	66,370.00	66,370.00			Computer peripherals which includes usb, external hard drive, micro sd etc.
	B.14. Computer Equipment and Accessories	TESDA CO	Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Fund 101	414,197.00	414,197.00			Computer equipment and accessories which include printers, mouse, keyboard etc.
C. OTHERS														
	C.1. Construction Materials and Supplies	TESDA CO	Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Fund 101	3,118,944.10	3,118,944.10			
	C.2. Vehicle Maintenance Supplies and Materials	TESDA CO	Small Value Procurement	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Fund 101	523,415.00	523,415.00			
	C.3. Newspaper Subscription	TESDA CO	Small Value Procurement	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Fund 101	30,000.00	30,000.00			
	C.4. Printing Services													
	C.4.1. Print and Design Services for Corporate Report	TESDA CO	Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Fund 101	200,000.00	200,000.00			
	C.4.2. Printing of National Certificates	TESDA CO	Negotiated Contract (Agency to Agency)	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	SSP	13,720,000.00			13,720,000.00	
	C.4.3. Printing of Certificate of Competency	TESDA CO	Negotiated Contract (Agency to Agency)	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	SSP	1,960,000.00			1,960,000.00	
	C.4.5. Printing Materials and Supplies	TESDA CO	Negotiated Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	673,182.96	673,182.96			
	C.5. Tokens and Other Corporate Give aways	TESDA CO	Small Value Procurement						Fund 101	1,360,300.27	1,360,300.27			
	C.6. ISO 9001:2015 Standard (Quality Management Systems - Requirements, Risk Management - Principles and Guidelines)	TESDA CO / QSO	Negotiated Contract (Agency to Agency)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	84,000.00	84,000.00			
	C.7. Purchase of Food/ Catering and Rent of Events place, Conferences/Programs	TESDA CO	Small Value Procurement	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Fund 101	482,982.07	482,982.07			
	C.8. Communications (Mobile Phone and Prepaid Cards, Postage and Delivery)	TESDA CO	Small Value Procurement	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Fund 101	128,820.00	128,820.00			For Official Communication Prepaid load, Postage Stamps and Delivery.
	C.10. I.T. Software Updates	TESDA CO	Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	68,695.00	68,695.00			
	C.11. IT Equipments	TESDA CO	Small Value Procurement	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	SSP	1,178,228.00			1,178,228.00	
	C.12. Termite Control, Fire Fighting Equipment, Garbage Collection	TESDA CO	Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Fund 101	326,800.00	326,800.00			

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	C.13. Office Equipmet, Furnitures and Other maintenace and Operation Expenses	TESDA CO	Small Value Procurement	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Fund 101	945,296.28	945,296.28			
									TOTAL:	30,540,720.81	13,682,492.81		16,858,228.00	

	TOTAL:
FUND 101:	13,682,492.81
SSP:	16,858,228.00
OVERALL TOTAL:	30,540,720.81

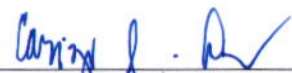
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 Head of Office/Agency

DEFINITION

1. PROGRAM (BESF)– A homogeneous group of activities necessary for the performance of a major purpose for which a
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, direct contracting,

5. Schedule for Each Procurement Activity - Major procurement activities (pre-procurement conference;

6. Source of Funds - Whether GoP, Foreign Assisted or Special Purpose Fund

7. Estimated Budget - Agency approved estimate of project/program costs

8. Remarks - brief description of program or project

Remarks

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.

Breakdown into mooe and co for tracking purposes; aligned with budget documents

Any remark that will help GPPB track programs and projects