

Tarlac Agricultural University
Indicative Annual Procurement Plan for FY 2021

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/Activity/Project)
				Advertisement/Posti ng of IB/REI	Submission/Openi ng of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A. Common Office Supplies and Materials												
5020301012	Procurement of 1st quarter office supplies and materials	PSMO	A to A/ Public Bidding	Dec 2020	Dec 2020	Jan 2021	Jan 2021	GoP	2,948,214.52	2,948,214.52		To be procured at DBM-PS and various suppliers if not available at DBM-PS based on quarterly needs of the agency
5020301012	Procurement of 2nd quarter office supplies and materials	PSMO	A to A/ Public Bidding	March 2021	March 2021	March 2021	March 2021	GoP	2,373,495.83	2,373,495.83		To be procured at DBM-PS and various suppliers if not available at DBM-PS based on quarterly needs of the agency
5020301012	Procurement of 3rd quarter office supplies and materials	PSMO	A to A/ Public Bidding	June 2021	June 2021	June 2021	June 2021	GoP	2,696,662.89	2,696,662.89		To be procured at DBM-PS and various suppliers if not available at DBM-PS based on quarterly needs of the agency
5020301012	Procurement of 4th quarter office supplies and materials	PSMO	A to A/ Public Bidding	Sept 2021	October 2021	October 2021	October 2021	GoP	2,189,262.45	2,189,262.45		To be procured at DBM-PS and various suppliers if not available at DBM-PS based on quarterly needs of the agency
			SUB-TOTAL						10,207,635.69	10,207,635.69	-	
B. Other Supplies, Materials & Equipment												
5020309000	Procurement of Fuel, Oil and Lubricants	Motorpool Unit/Admin	Direct Contracting/SVP	within the calendar year 2021				GoP	4,700,000.00	4,700,000.00		To be procured to suppliers thru direct contract as to the day to day consumption of vehicles
5060405002	Office Equipment	All offices	Public Bidding	within the calendar year 2021				GoP	2,500,000.00		2,500,000.00	To be procured w/in the calendar year as the need arises
5060405003	Information and Communication Technology Equipment	All offices	Public Bidding	within the calendar year 2021				GoP	8,500,000.00		8,500,000.00	To be procured w/in the calendar year as the need arises
5060405014	Technical and Scientific Equipment	All Colleges	Public Bidding	within the calendar year 2021				GoP	18,000,000.00		18,000,000.00	To be procured w/in the calendar year as the need arises
5060405007	Communication Equipment	Admin/Higher Education	SVP	within the calendar year 2021				GoP	1,000,000.00		1,000,000.00	To be procured w/in the calendar year as the need arises
5060405099	Other Machinery and Equipment	Admin/Higher Education	Public Bidding	within the calendar year 2021				GoP	4,390,000.00		4,390,000.00	To be procured w/in the calendar year as the need arises
5060405099	Furniture and Fixture	Admin/Higher Education	Public Bidding	within the calendar year 2021				GoP	1,000,000.00		1,000,000.00	To be procured w/in the calendar year as the need arises
5060401001	Sports Supplies and Equipment	Higher Ed	Public Bidding	June 2021	July 2021	Aug-21	Aug 2021	GoP	2,500,000.00	2,500,000.00		
5020399000	Other Supplies and Materials	Admin/Higher Education	SVP	within the calendar year 2021				GoP	1,000,000.00	1,000,000.00		To be procured w/in the calendar year as the need arises

SUB-TOTAL								43,590,000.00	8,200,000.00	35,390,000.00		
C. Utility Expense												
5020401000	Water Expenses	All Offices	Direct Contracting	within the calendar year 2021				GoP	1,500,000.00	1,500,000.00		Consumption for one year
5020402001	Electricity Expenses	All Offices	Direct Contracting	within the calendar year 2021				GoP	2,000,000.00	2,000,000.00		Consumption for one year
SUB-TOTAL								3,500,000.00	3,500,000.00	-		
D. Communication Expense												
5020501000	Postage & Courier	Records Office	Direct Contracting	within the calendar year 2021				GoP	100,000.00	100,000.00		
5020502001	Telephone - Mobile	All Offices	Direct Contracting	within the calendar year 2021				GoP	2,500,000.00	2,500,000.00		Communication allowance of officials and other employees
5020502002	Telephone - Landline	All Offices	Direct Contracting	within the calendar year 2021				GoP	250,000.00	250,000.00		One year usage
5020503000	Internet Subscription	All Offices	Direct Contracting	within the calendar year 2021				GoP	1,200,000.00	1,200,000.00		One year usage contracted to specific service provider
SUB-TOTAL							4,050,000.00	4,050,000.00	-			
E. Repairs and Maintenance												
5021004000	Building and Other Structures	GSO	Public Bidding	within the calendar year 2021				GoP	15,842,000.00	15,842,000.00		
5021305000	Machinery and Equipment	All Offices	SVP	within the calendar year 2021				GoP	1,000,000.00	1,000,000.00		
5021306001	Motor Vehicles	Motorpool	SVP	within the calendar year 2021				GoP	500,000.00	500,000.00		
5021399000	Other PPE	All Offices	SVP	within the calendar year 2021				GoP	500,000.00	500,000.00		
SUB-TOTAL							17,842,000.00	17,842,000.00	-			
F. General Services												
5021203000	Procurement of Security Services	Security Unit	Public Bidding	November 2020	Dec 2020	January 2021	Jan. 2021	GoP	6,950,000.00	6,950,000.00		
5021202000	Janitorial Services	GSO	Public Bidding	within the calendar year 2021				GoP	1,000,000.00	1,000,000.00		
SUB-TOTAL							7,950,000.00	7,950,000.00	-			
G. Taxes, Insurance Premiums and Other Fees												
5021503000	Insurance Expenses	PSMO	A to A	within the calendar year 2021				GoP	2,500,000.00	2,500,000.00		
5021502000	Fidelity Bond	Cashier's Office	A to A	within the calendar year 2021				GoP	600,000.00	600,000.00		
5021501001	Licenses	PSMO	A to A	within the calendar year 2021				GoP	117,000.00	117,000.00		
SUB-TOTAL							3,217,000.00	3,217,000.00				
H. PRINTING AND PUBLICATION EXPENSES								-				
5029902000	TAU Annual Report	PDO	Public Bidding	April 2021	May 2021	June 2021	June 2021	GoP	450,000.00	450,000.00		
5029902000	TAU BOIs	PDO	Public Bidding	April 2021	May 2021	June 2021	June 2021	GoP	350,000.00	350,000.00		
5029902000	TAU AVPs	PDO	SVP	Dec. 2020	Dec 2020	Dec 2020	Dec 2020	GoP	100,000.00	100,000.00		
5029902000	TAU desktop calendar	PDO	SVP	Dec. 2020	Dec 2020	Dec 2020	Dec 2020	GoP	112,500.00	112,500.00		
5029902000	TAU calendar/curricular offerings	PDO	Public Bidding	March 2021	April 2021	May 2021	May 2021	GoP	350,000.00	350,000.00		
5029902000	Promotional materials (umbrella/fan/keychain/ ID lace, ballpen, mug, etc)	PDO	SVP	within the calendar year 2021				GoP	200,000.00	200,000.00		
5029902000	Tarpaulin	PDO	SVP	within the calendar year 2021				GoP	75,000.00	75,000.00		
5029902000	Picture Package for graduates	OSSD/VP-SAS	Public Bidding	April 2021	April 2021	May 2021	May 2021	GoP	1,300,000.00	1,300,000.00		
5029902000	Printing of Yearbook	OSSD/VP-SAS	Public Bidding	May 2021	June 2021	July 2021	Aug 2021	GoP	650,000.00	650,000.00		
5029902000	Printinig of Golden Harvest & other student publictaions	VP-SAS	SVP	within the calendar year 2021				GoP	300,000.00	300,000.00		
5029902000	Printing of Manuals	PDO	SVP	within the calendar year 2021				GoP	250,000.00	250,000.00		
5029902000	Printing of Journals	R & D	SVP	within the calendar year 2021				GoP	150,000.00	150,000.00		
SUB-TOTAL							4,287,500.00	4,287,500.00				
I. GAD RELATED ACTIVITIES								-				
5029999099	Procurement of supplies, materials and equipment for the poduction and distribution of Information, Education and Communication Materials Related to GAD	GAD	SVP	within the calendar year 2021				GoP	145,000.00	145,000.00		
5029999099	Procurement of supplies, materials and equipment for GAD Information Campaign activities	GAD	Public Bidding	March 2021	March 2021	April 2021	May 2021	GoP	710,000.00	710,000.00		

5020202000	GAD Financial Assistance Program, Scholarship Program for Indigeneous People (RA 8371) and Person with Disabilities (RA 10754)	GAD	SVP	within the calendar year 2021				GoP	112,000.00	112,000.00		
5029999099	Procurement of supplies, materials and equipment for GAD Dimensions on Disaster and Risk Reduction Management	GAD	SVP	within the calendar year 2021				GoP	367,000.00	367,000.00		
5020201000	Procurement of goods and training services in addressing the Vulnerability of the Students to Any Form of Harassment and Violence, Anti-Bullying, Mental Health and others (in coordination with OSSD)	GAD	SVP	within the calendar year 2021				GoP	398,400.00	398,400.00		
5029999099	Procurement of goods in the Creation and Strengthening of GAD Focal Point System Members	GAD	SVP	within the calendar year 2021				GoP	215,654.00	215,654.00		
5020201000	Procurement of goods and training services for the Integration of GAD Concepts in Research and Extension and Training programs and activities of the University	GAD	SVP	within the calendar year 2021				GoP	250,000.00	250,000.00		
5029999099	Procurement of goods in the development of Gender and Development Information, Education and Communication Materils (GAD-IEC)	GAD	SVP	within the calendar year 2021				GoP	150,000.00	150,000.00		
		SUB-TOTAL							2,348,054.00	2,348,054.00	-	
J. INFRASTRUCTURE PROJECTS												
5060404099	Expansion and Upgrading of Artificial Insemination (AI) Center	CVM	Public Bidding	Nov 2020	Dec 2020	Dec 2020	Jan 2021	GoP	15,000,000.00		15,000,000.00	for Early Procurement
5060404002	Expansion of the College of Veterinary Medicine Building and Upgrading of Laboratory Facilities	CVM	Public Bidding	Nov 2020	Dec 2020	Dec 2020	Jan 2021	GoP	8,000,000.00		8,000,000.00	for Early Procurement
5060404002	Expansion of the College of Eductaion Technology Building and Upgrading of Laboratory Facilities	CED	Public Bidding	Nov 2020	Dec 2020	Dec 2020	Jan 2021	GoP	14,144,000.00		14,144,000.00	for Early Procurement
		SUB-TOTAL							37,144,000.00	-	37,144,000.00	
K. REPAIR AND MAINTENANCE												
5020399000	Procurement of supplies, materials and equipment for the periodic inspection and maintenance on building structures (walls, ceiling, floors, roof, etc.) and furniture	GSO	Public Bidding	as the need arises				GoP	2,897,314.95	2,897,314.95		
5020399000	Procurement of supplies, materials and equipment Periodic inspection and maintenance on water lines, sanitary lines, existing water source and tanks (solar pump , windmills, subm. pumps)	GSO	Public Bidding	as the need arises				GoP	1,663,291.00	1,663,291.00		
5020399000	Procurement of supplies, materials and equipment periodic inspection and maintenance on electrical lines, fixtures and ventilation equipment.	GSO	Public Bidding	as the need arises				GoP	6,984,395.00	6,984,395.00		
5020399000	Procurement of supplies, materials and equipment Painting/repainting building walls, ceiling, furniture, buildings with nomenclature (metal letter cut-outs.) and streamers.	GSO	Public Bidding	as the need arises				GoP	575,996.00	575,996.00		
5020399000	Installation of termite proofing system Conduct termite check and proofing on buildings.	GSO	Public Bidding	as the need arises				GoP	800,000.00	800,000.00		
5020399000	Procurement of supplies and materials for the conduct of minor road maintenance and repair works such as installation of pavement markings, direction signs, concrete reblocking and road shoulders embankment.	GSO	Public Bidding	as the need arises				GoP	551,700.00	551,700.00		
5020399000	Procurement of supplies and materials for the fabrication of wooden cabinets, tables and shelves	GSO	Public Bidding	as the need arises				GoP	175,736.00	175,736.00		
5020399000	Procurement of supplies and materials for the fabrication of steel shelves, brackets and grills	GSO	Public Bidding	as the need arises				GoP	210,020.00	210,020.00		
		SUB-TOTAL							13,858,452.95	13,858,452.95		
L. MEDICAL SUPPLIES AND EQUIPMENT AND OTHER SERVICES												
5060405011	Procurement of Medical Supplies and Equipment	Medical & Dental Clinic	Public Bidding	Nov 2020	Dec 2020	Jan' 2021	Jan 2021	GoP	1,227,050.00	1,227,050.00		for Early Procurement

5029999099	Procurement of Seviles for Annual Medical Examination	Medical & Dental Clinic	Public Bidding	June 2021				GoP	500,000.00	500,000.00			
		SUB-TOTAL								1,727,050.00	1,727,050.00		
M. HUMAN RESOURCES DEVELOPMENT													
5020200100	Trainings and seminars for HRD	HRMO	Direct Contracting	as the need arises				GoP	4,000,000.00	4,000,000.00			
		SUB-TOTAL								4,000,000.00	4,000,000.00		
N. PROCUREMENT OF LABORATORY EQUIPMENT													
5060405014	Upgrading of Facilities of Forest Product and Development	CAF	Public Bidding	Nov 2020	Dec 2020	Jan' 2021	Jan 2021	GoP	11,790,000.00		11,790,000.00	for Early Procurement	
5060405014	Upgrading of Facilities and Laboratory Equipment for the College of Arts and Sciences	CAS	Public Bidding	Nov 2020	Dec 2020	Jan' 2021	Jan 2021	GoP	9,000,000.00		9,000,000.00	for Early Procurement	
		SUB-TOTAL								20,790,000.00	-	20,790,000.00	
O. ACCREDITATION AND QUALITY ASSURANCE													
5021199000	Program Accreditation	Higher Education	Direct Contracting	within the calendar year 2021				GoP	1,500,000.00	1,500,000.00			
5020201002	ISO university wide accreditation conduct of trainings and workshops	All offices	Direct Contracting	within the calendar year 2021				GoP	800,000.00	800,000.00			
5021103002	ISO surveillance audit (preparation until audit)	RET	Direct Contracting	within the calendar year 2021				GoP	500,000.00	500,000.00			
5021103002	QS Star assessment	ELIA	Direct Contracting/Public Bidding	within the calendar year 2021				GoP	1,500,000.00	1,500,000.00			
		SUB-TOTAL								4,300,000.00	4,300,000.00	-	
P. LIBRARY AND MUSEUM SERVICES													
Procurement of different titles of reference and instructional materials		ULS	Public Bidding	within the calendar year 2021				GoP	1,942,565.00	1,942,565.00			
Installation of library system		ULS	Public Bidding	within the calendar year 2021				GoP	500,000.00	500,000.00			
		SUB-TOTAL								2,442,565.00	2,442,565.00		
GRAND TOTAL									181,254,257.64	87,930,257.64	93,324,000.00		

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