




(SAN MATEO ELEMENTARY SCHOOL) Annual Procurement Plan for FY 2022

Department of Budget and Man

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)	PMO/ End-User	Mode of Procurement	Pre-Proc Conference	Ads/Post of IAEB
					Advertisement/Posting of IB/RE!	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO					
3104000100002000	Overhead/Payment of Utilities Expenses (Electric Bill)	Pupils, School Head, and Pupils	NO	Direct Contracting	N/A	N/A	Dec. 10, 2022	Dec. 15, 2022	GoP	36,000.00	36,000.00		School's Electric consumption				
3104000100002000	Overhead/Payment of Utilities Expenses (Water Bill)	Pupils, School Head, and Pupils	NO	Direct Contracting	N/A	N/A	Dec. 10, 2022	Dec. 15, 2022	GoP	9,600.00	9,600.00		School's water consumption				
3104000100002000	Overhead/Payment of Utilities Expenses (Telephone Bill- Mobile)	School Head	NO	Direct Contracting	N/A	N/A	Dec. 10, 2022	Dec. 15, 2022	GoP	12,000.00	12,000.00		School Head's communication allowance				
3104000100002000	Overhead/Payment of Utilities Expenses (Telephone Bill- landline/Internet)	Teachers, School Head and Pupils	NO	Direct Contracting	N/A	N/A	Dec. 10, 2022	Dec. 15, 2022	GoP	30,000.00	30,000.00		School's Telephone/Internet Consumption				
3104000100002000	Overhead/Payment of Contract of Services (Janitor)	School Personnel	NO	Direct Contracting	N/A	N/A	Dec. 10, 2022	Dec. 15, 2022	GoP	30,000.00	30,000.00		Janitorial services				
3104000100002000	Overhead/Payment of Contract of Services (Security Guard)	School Personnel	NO	Direct Contracting	N/A	N/A	Dec. 10, 2022	Dec. 15, 2022	GoP	42,000.00	42,000.00		Security services				
3104000100002000	Overhead/Payment of Fidelity Bond	School head Property Custodian	NO	Direct Contracting	N/A	N/A	Feb. 10, 2022	May 15, 2022	GoP	3,000.00	3,000.00		School Head designated as authorized signatories in the issuance of checked and approval of disbursement voucher., and for property custodian				
3104000100002000	Project gabay Guro (PGG)	Teachers School Head	NO	Shopping	Aug. 8, 2022	N/A	Dec. 10, 2022	Dec. 15, 2022	GoP	17,515.00	17,515.00		Improve teachers' development program through researches and CIP				
3104000100002000	Read Even After Lunch (REAL)	Pupils, Parents and Teachers	NO	Shopping	Jan. 5, 2022	N/A	Dec. 10, 2022	Dec. 15, 2022	GoP	5,830.00	5,830.00		Reduce the number of Struggling readers in English and Filipino				
3104000100002000	Kaligtasan at Kalusugan sa Batang San Mateo (KKB)	Pupils and Teachers	NO	Shopping	Jan. 5, 2022	N/A	Dec. 10, 2022	Dec. 15, 2022	GoP	28,930.00	28,930.00		Improve Hygiene Practices and Safety Procedures.				
3104000100002000	School Facilities and Instructional Materials and Equipment (SFIME)	Pupils, parents, School Head and Teachers	NO	Shopping	Jan. 5, 2022	N/A	Dec. 10, 2022	Dec. 15, 2022	GoP	97,245.00	97,245.00		Improve the physical environment for learning and safety of learners				
3104000100002000	Raise and Improve School's Excellence (RISE)	Pupils, Teachers and School Head	NO	Shopping	February 9, 2022	N/A	Nov. 10, 2022	Nov. 15, 2022	GoP	10,000.00	10,000.00		Sustain the Academic Performance of the pupils by providing printed materials especially in this New Normal set ups in Education				
3104000100002000	School Incentives and Recognition	Teachers, School Head , Teachers and Parents	NO	Shopping	June 4, 2022	N/A	July 5, 2022	July 9, 2022	GoP	6,880.00	6,880.00		Expenses for graduation and recognition Day				
										329,000.00	329,000.00						

Prepared by:  
  
**ISABEL C. ALMARIO**  
School Property Custodian  
Date: December 1, 2021

  
**MELANIE P. GAPAZ**  
Administrative Assistant III  
Date:

  
**LADY LOURENCE S. ALIMAGNO**  
School Head  
Date: December 1, 2021

# Management Procurement Monitoring Report as of month/day/2006

[illegible]

Checked by:



**JURIS A. SAMSAMAN**

Administrative Officer IV-Supply Unit

Date:

Verified by:



**ELVIN T. MAGAPI**

Budget Officer III

Date :

Recommending Approval by:

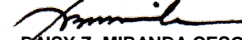


**BUDDY CHESTER M. REPIA**

OIC - Asst. Schools Division Superintendent

Date :

Approved by:



**DAISY Z. MIRANDA, CESO VI**

Asst. Schools Division Superintendent

Officer in Charge

Office of the Schools Division Superintendent

Date



































































































































































