

ANNUAL PROCUREMENT PLAN

REGION: REGION I - ILOCOS REGION
PROVINCIAL ILOCOS SUR
CITY/MUN. SUGPON

CALENDAR YEAR: 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 of Bids	Notice of Award	Contract Signing		PS	MOOE	CO	
	Common Use Supplies	All offices		NP-Agency to Agency/Public Bidding	JANUARY	TO	DECEMBER		GF		678,000.00		Purchase of office supplies for all offices
	Fuel, Oil and Lubricants	MO		Public Bidding	JANUARY	TO	DECEMBER		GF		1,412,000.00		Purchase of Fuel, Oil & Lubricants
	Purchase of Furniture and Fixtures	VM / OSB		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				60,000.00 Furniture and Fixture
	Purchase of Laptop	VM/MASSO		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				100,000.00 Laptop
	Purchase of Printer	VM/OSB/MCR		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				150,000.00 Purchase of Printer
	Purchase of Binding Machines	OSB		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				10,000.00 Purchase of Binding machines
	Purchase of One (1) unit Smart LED TV	OSB		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				75,000.00 Purchase of Smart LED TV
	Fabrication & Installation of Bulletin Board	OSB		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				25,000.00 Installed Bulletin Board
	Purchase of Desktop Computers with Printer	MTO		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				100,000.00 Purchase of Desktop computer
	Purchase of window curtains	Accounting Office / MSWDO		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				75,000.00 Purchase of Curtain
	Purchase of Executive Leather Chair	MBO		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				24,000.00 Purchase of Chair
	Purchase of One (1) unit Air conditioner	MPDC		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				60,000.00 Purchase of Aircon
	Purchase of GPS Navigator	MAO		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				100,000.00 Purchase of GPS Navigator
	Purchase of Office Filing Shelves	MASSO		NP - Small Value Procurement	OCTOBER	TO	DECEMBER		GF				30,000.00 Purchase of Filing Shelves

	Provision of Livelihood	MO / MEO		NP - Small Value Procurement	JANUARY	TO	DECEMBER		20% DF		200,000.00		Livelihood assistance to
	Purchase of Insecticide for Misting/Spraying of Mosquito Breeding places	MO/MHO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		30,000.00		Insecticide Purchased
	Provision of prophylaxis	MO/MHO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		1,000.00		Purchase of Medicines
	Catering Services for the Celebration of National Disability Prevention and Rehabilitation Week and/ or PWD Annual Assembly	MSWDO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		50,000.00		Catering Services
	Provision of learning Materials for ECCD	MSWDO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		50,000.00		Materials for ECCD
	Catering Services for the Quarterly / Monitoring for Child Development Center and Learner's Status	MSWDO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		20,000.00		Quarterly Reporting / Monitoring of Child Development Center and Learner's Status Conducted
	Catering Services for the elderly Filipino week celebration and / or Senior Citizens Annual Assembly	MSWDO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		70,000.00		Elderly Celebration
	Capacity Development Program / Gender Responsive Local Governance	MSWDO/PESO		Public Bidding	JANUARY	TO	DECEMBER		GAD Fund		475,000.00		Capacity Development program / Gender Responsive Local Governance Implemented
	Capacity Building for VAWC Desk Officers	MO/MSWDO/ PNP		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		30,000.00		VAWC Desk Officers capacitated
	Municipal ECCD Moving-Up Ceremony	MSWDO / CWDs		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		60,000.00		Municipal ECCD Moving-Up Ceremony Conducted
	Catering Services for the Solo Parents' Week Celebration and / or Solo Parents' Annual Assembly	MO/ MSWDO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		25,000.00		Solo Parent's Week Celebrated

Catering Services for the Conduct of TB Caravan	MO / MHO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		10,000.00		TB Caravan Conducted
Catering Services for the Conduct of HIV / AIDS Awareness Program	MO / MHO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		21,000.00		HIV / AIDS Awareness Program Conducted
Procurement of T-shirts with HIV / AIDS Awareness Print	MO / MHO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		40,000.00		T-shirts with HIV / AIDS Awareness Print
Catering Services for the Conduct of National Women's Month Celebration	MO/ MHO/ PNP/ MSWDO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		40,000.00		National Women's Month Celebration Conducted
Catering Services for the Conduct of Children's Month Celebration, Family Week and Child Sexual Abuse Week	MO/ MHO/ PNP/ MSWDO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		70,000.00		Children's Month Celebration, Family Week and Child Sexual Abuse Week Conducted
Non-communicable Disease prevention and Control Program	MO/ MSWDO		Public Bidding	JANUARY	TO	DECEMBER		GAD Fund		300,000.00		Non-communicable Disease Prevention and Control Program Implemented
Epidemiology and Surveillance Program	MO/ MHO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		50,000.00		Epidemiology and Surveillance Program Implemented
Procurement of 7 Units 2-way Radio	MHO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		80,000.00		7 units 2-way radio procured
Conduct of Quarterly Seminar / Workshop on children, OSY, students and community folks	PNP/ MSWDO		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		200,000.00		Conduct of Quarterly Seminar / Workshop on children, OSY, students and community folks conducted
Reproduction and Distribution of IEC materials on crime prevention	PNP/ MSWDO/ DepED		NP-Small Value Procurement	JANUARY	TO	DECEMBER		GAD Fund		40,000.00		IEC materials on crime prevention are reproduced and distributed

This is to certify that the above procurement plan is in accordance with the objective of this Office.

Prepared by:

GIZELLE P. ANTONIO
BAC, Head Secretariat

Approved by:

HON. DANIEL C. LINO, JR.
Head of Procuring Entity/LCE