

**SOUTHERN LUZON STATE UNIVERSITY**  
**Indicative Annual Procurement Plan for FY 2019**

| 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/Posting of IB/REI        | Submission/ Opening of Bids | Notice of Award    | Contract Signing   |                 | Total                  | MOOE      | CO |  |
|            | Delivery of Travel, Lodging, Food and Entertainment Services           | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 3,004,000              | 3,004,000 |    |  |
|            | Delivery of Training Fees, Food Allowance and Transportation Allowance | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 4,450,000              | 4,450,000 |    |  |
|            | Delivery of Office/Computer/Electrical/ Janitorial Supplies            | Various SLSU Units | Competitive Bidding             | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 4,690,000              | 4,690,000 |    |  |
|            | Printing of Accountable Forms  | Various SLSU Units | Competitive Bidding             | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 300,000                | 300,000   |    |  |
|            | Fuel, Oil and Lubricants Expenses                                      | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 386,000                | 386,000   |    |  |
|            | Purchase of Textbooks and Journals Expenses                            | Various SLSU Units | Competitive Bidding             | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 2,000,000              | 2,000,000 |    |  |
|            | Purchase on Instructional Materials                                    | Various SLSU Units | Competitive Bidding             | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 1,285,000              | 1,285,000 |    |  |
|            | Purchase of Office Equipment/Cabinets                                  | Various SLSU Units | Competitive Bidding             | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 1,000,000              | 1,000,000 |    |  |
|            | Purchase of Computer Equipments/LCD Projectors/ Smart TVs              | Various SLSU Units | Competitive Bidding             | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 2,000,000              | 2,000,000 |    |  |
|            | Printing of GAD Instructional Materials                                | Various SLSU Units | Competitive Bidding             | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter |                 | 1,200,000              | 1,200,000 |    |  |

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|------------|--|--------------------|---------------------------------|--|-----------------------------|--------------------|--------------------|-----------------|------------------------|-----------|----|--|
|            |  |                    |                                 | Advertisement/Posting of IB/REI        | Submission/ Opening of Bids | Notice of Award    | Contract Signing   |                 | Total                  | MOOE      | CO |  |
|            | Payment for Water Expenses                                 | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 278,000                | 278,000   |    |  |
|            | Payment for Electricity Expenses                           | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 5,376,000              | 5,376,000 |    |  |
|            | Payment for Postage and Courier Services                   | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 14,000                 | 14,000    |    |  |
|            | Payment for Mobile Services                                | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 113,000                | 113,000   |    |  |
|            | Payment for Landline Services                              | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 344,000                | 344,000   |    |  |
|            | Payment for Internet Subscription Expenses                 | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 1,118,000              | 1,118,000 |    |  |
|            | Payment for Cable, Satellite, Telegraph and radio Expenses | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 13,000                 | 13,000    |    |  |
|            | Support to Research Exploration and Development Expenses   | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 743,000                | 743,000   |    |  |
|            | Extraordinary and Miscellaneous Expenses                   | Various SLSU Units | NP 53.9 Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 174,000                | 174,000   |    |  |
|            | Professional Services                                      | Various SLSU Units | Competitive Bidding             | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 8,393,000              | 8,393,000 |    |  |
|            | Janitorial Services  | Various SLSU Units | Competitive Bidding             | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 2,487,000              | 2,487,000 |    |  |
|            | Security Services  | Various SLSU Units | Competitive Bidding             | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 1,925,000              | 1,925,000 |    |  |

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|------------|--|--------------------|-----------------------------------|--|-----------------------------|--------------------|--------------------|-----------------|------------------------|-----------|----|--|
|            |  |                    |                                   | Advertisement/Posting of IB/REI        | Submission/ Opening of Bids | Notice of Award    | Contract Signing   |                 | Total                  | MOOE      | CO |  |
|            | Delivery of General repair and Maintenance Services ( Buildings and other structure)                             | Various SLSU Units | Competitive Bidding               | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 4,611,000              | 4,611,000 |    |  |
|            | Payment for Information and Communication Technology Equipment   | Various SLSU Units | Competitive Bidding               | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 724,000                | 724,000   |    |  |
|            | Payment for the Repair/Maintenance/Change oil Motor Vehicles   | Various SLSU Units | Competitive Bidding               | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 1,640,000              | 1,640,000 |    |  |
|            | Payment for Taxes, Duties and Licenses   | Various SLSU Units | NP 53.9 Small Value Procurement   | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 570,000                | 570,000   |    |  |
|            | Payment for Fidelity Bond Premiums   | Various SLSU Units | NP 53.9 Small Value Procurement   | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 110,000                | 110,000   |    |  |
|            | Payment for Insurance (Vehicles and Buildings) Expenses  | Various SLSU Units | NP 53.9 Small Value Procurement   | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 408,000                | 408,000   |    |  |
|            | Payment for Labor and Wages ( Student Assistant)   | Various SLSU Units | NP 53.9 Small Value Procurement   | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 100,000                | 100,000   |    |  |
|            | Payment for Advertising Expenses ( HR, Passers, etc..)   | Various SLSU Units | NP 53.9 Small Value Procurement   | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 146,000                | 146,000   |    |  |
|            | Payment for Printing and Publication Expenses  | Various SLSU Units | Competitive Bidding               | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 511,000                | 511,000   |    |  |
|            | Payment for the Printer Rentals  | Various SLSU Units | Competitive Bidding               | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 800,000                | 800,000   |    |  |
|            | Quarterly Meeting of Board of Regents & Finance Committee including Food, Per Diem, Commemoratives, Travel, etc. | Various SLSU Units | NP-53.9 - Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 463,000                | 463,000   |    |  |

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|------------|--|--------------------|-----------------------------------|--|-----------------------------|--------------------|--------------------|-----------------|------------------------|----------------------|----|--|
|            |  |                    |                                   | Advertisement/Posting of IB/REI        | Submission/ Opening of Bids | Notice of Award    | Contract Signing   |                 | Total                  | MOOE                 | CO |  |
|            | Regular Monthly Meeting for Administrattive Council (ADCO) - Meals | Various SLSU Units | Direct Contracting                | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 75,000                 | 75,000               |    |  |
|            | Payment for Transportation and Delivery Expenses                   | Various SLSU Units | NP-53.9 - Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 25,000                 | 25,000               |    |  |
|            | Payment for Rentals  | Various SLSU Units | NP-53.9 - Small Value Procurement | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 100,000                | 100,000              |    |  |
|            | Payment for Membership Dues and Contributions to Organizations     | Various SLSU Units | NP 53.9 Small Value Procurement   | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 120,000                | 120,000              |    |  |
|            | Subscription to Newspaper  | Various SLSU Units | NP 53.9 Small Value Procurement   | 1st to 4th Quarter                     | 1st to 4th Quarter          | 1st to 4th Quarter | 1st to 4th Quarter | GoP             | 50,000                 | 50,000               |    |  |
|            |  |                    |                                   |  |                             |                    |                    | <b>TOTAL</b>    | <b>51,746,000.00</b>   | <b>51,746,000.00</b> |    |  |

Prepared by:

  
**ENGR. MARIA ROSSANA DL. DE VELUZ**  
 Head BAC Secretariat

Certify as to Mode of Procurement:

  
**DR. FREDERICK T. VILLA**  
 Chair, Bids and Awards Committee

  
**MS. MARIBETH VILLON**  
 Member, Bids & Awards Comrr

  
**MS. MARIDEL C. ZABELLA**  
 Member, Bids & Awards Committee

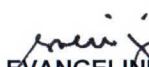
Certify as to Allotment:


  
**MARIA CRISTINE D. ABSULIO**  
 Budget Officer

Approved by:

  
**DR. MILD O. PLACINO**  
 University President

  
**ENGR. EFREN D. VILLAVERDE**  
 Vice-Chair, Bids & Awards Committee

  
**DR. EVANGELINE B. MECIJA**  
 Member, Bids & Awards Commi

  
**MR. RICHARD M. VELUZ**  
 Member, Bids & Awards Committee

Certify as to Availability of fund:

  
**SHERRLYN U. MAGDAME**  
 University Accountant