



Ester B. Ogena
President

REPUBLIKA NG PILIPINAS
Republic of the Philippines
PAMANTASANG NORMAL NG PILIPINAS
Philippine Normal University
ANG PAMBANSANG SENTRO SA EDUKASYONG PANGGURO
The National Center for Teacher Education
Maynila
Manila

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DONE

February 22, 2016

Government Procurement Policy Board

Unit 2506, Raffles Corporate Center
F. Ortigas Jr. Road, Ortigas Center 1605
900-6741 to 44

Sir/Madam:

This is to respectfully submit the Annual Procurement Plan for FY 2016 of the Philippine Normal University.

Thank you.

Very truly yours,


ESTER B. OGENA
President

PHILIPPINE NORMAL UNIVERSITY
Annual Procurement Plan for FY 2016

| 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 | | Total | MOOE | CO | |
| A. Supplies and Materials | | | | | | | | | | | |
| Common-Use Supplies and Materials Available at Procurement Service | PNU Main - Various Units | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 6,205,436.04 | To be procured at PS by the Administrative Service - BAU quarterly or as the need arises |
| Supplies and Materials Not Available at Procurement Service | PNU Main - Various Units | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 5,974,816.03 | To be procured by the Administrative Service - BAU as the need arises |
| B. Repair and Maintenance | | | | | | | | | | | |
| Supplies and Materials for the Repair of University Facilities | PNU Main - FMSS | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 3,843,747.93 | To be procured by the Administrative Service - BAU as the need arises |
| C. Communication | | | | | | | | | | | |
| Communication Expenses | PNU Main | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 3,628,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| D. Services / Consulting Services | | | | | | | | | | | |
| Professional Services | PNU Main | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 1,912,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| General Services | PNU Main | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 25,853,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| E. Venue, Accommodation & Travels | | | | | | | | | | | |
| Various projects, programs & activities of the Universities | PNU Main - Various Units | PB/AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 10,000,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| F. Subscription | | | | | | | | | | | |
| Subscription Expenses | PNU Main | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 1,000,030.00 | To be procured by the Administrative Service - BAU as the need arises |
| G. Instructional Materials | | | | | | | | | | | |
| Various Books and Publication | PNU Main - IKM | PB/AMP | 15-Sep-16 | 5-Oct-16 | 24-Oct-16 | 7-Nov-16 | GoP | | | 5,760,000.00 | Supply and Delivery of various books and publication |
| Procurement of Testing Materials | PNU Main - HRMDS | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 300,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| H. Insurance | | | | | | | | | | | |
| Procurement of Fidelity Bond/Insurance | PNU Main | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 2,600,000.00 | To be procured through Agency to Agency |
| I. Advertisement | | | | | | | | | | | |
| Advertising Expenses | PNU Main | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 615,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| Printing and Publication Expenses | PNU Main | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 548,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| Lease/Rent Expenses | PNU Main | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 385,000.00 | To be procured by the Administrative Service - BAU as the need arises |

| 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 | | Total | MOOE | CO | |
| J. Equipment | | | | | | | | | | | |
| Various Auxiliary Equipment | PNU Main - Auxiliary Unit | PB/AMP | 15-Sep-16 | 5-Oct-16 | 24-Oct-16 | 7-Nov-16 | GoP | | | 604,000.00 | Supply, Delivery and Installation of Various Auxiliary Equipment for the Auxiliary Unit |
| Various Camera | PNU Main - Various Units | AMP | 21-Sep-16 | 28-Sep-16 | 17-Oct-16 | 31-Oct-16 | GoP | | | 237,672.00 | Supply and Delivery of Various Cameras for the Different Units of the University |
| Various IT Equipment | PNU Main - Various Units | PB | 15-Sep-16 | 5-Oct-16 | 24-Oct-16 | 7-Nov-16 | GoP | | | 3,673,083.50 | Supply, Delivery and Installation of Various IT Equipment for the Different Units of the University |
| Various Photocopying Machines | PNU Main - Various Units | PB | 15-Sep-16 | 5-Oct-16 | 24-Oct-16 | 7-Nov-16 | GoP | | | 810,000.00 | Supply, Delivery and Installation of Various Photocopying Machines for the Different Units of the University |
| Various Office Equipment | PNU Main - Various Units | PB/AMP | 21-Sep-16 | 28-Sep-16 | 17-Oct-16 | 31-Oct-16 | GoP | | | 385,797.92 | Supply and Delivery of Various Office Equipment for the Different Units of the University |
| Various Sound Equipment | PNU Main - Various Units | AMP | 21-Sep-16 | 28-Sep-16 | 17-Oct-16 | 31-Oct-16 | GoP | | | 388,000.00 | Supply and Delivery of Sound Equipment for the Different Units of the University |
| Various Air-conditioning Units | PNU Main - Various Units | PB | 15-Sep-16 | 5-Oct-16 | 24-Oct-16 | 7-Nov-16 | GoP | | | 1,675,000.00 | Supply, Delivery and Installation of Various Air-conditioning Units for the Different Units of the University |
| K. Furniture | | | | | | | | | | | |
| Various Office Furniture | PNU Main - Various Units | PB | 15-Sep-16 | 5-Oct-16 | 24-Oct-16 | 7-Nov-16 | GoP | | | 4,071,446.58 | Supply, Delivery and Installation of Various Furniture for the Different Units of the University |
| Various Steel Cabinets | PNU Main - Various Units | AMP | 15-Sep-16 | 5-Oct-16 | 24-Oct-16 | 7-Nov-16 | GoP | | | 155,000.00 | Supply and Delivery of Steel Cabinets for the Different Units of the University |
| L. Faculty and Staff Development Program | | | | | | | | | | | |
| Staff Development Plan | PNU Main - HRMDS | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 2,085,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| Staff Development Program | PNU Main - HRMDS | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 1,000,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| M. Infrastructure Projects | | | | | | | | | | | |
| 3rd Floor Faculty Center | PNU Main - FMSS | PB | 5-Sep-16 | 26-Sep-16 | 12-Oct-16 | 26-Oct-16 | GoP | | | 22,500,000.00 | Repair and Renovation of 3rd Floor Faculty Center |
| Gusali ng Wilka Bldg. | PNU Main - FMSS | PB | 5-Sep-16 | 26-Sep-16 | 12-Oct-16 | 26-Oct-16 | GoP | | | | Roofing of Gusali ng Wilka Bldg. |
| Bonifacio Sibayan Classrooms | PNU Main - FMSS | PB | 5-Sep-16 | 26-Sep-16 | 12-Oct-16 | 26-Oct-16 | GoP | | | | Repair and Renovation of Bonifacio Sibayan Classrooms |
| Canteen at Normal Hall | PNU Main - FMSS | PB | 5-Sep-16 | 26-Sep-16 | 12-Oct-16 | 26-Oct-16 | GoP | | | | Repair and Renovation of Canteen at Normal Hall |
| PNU Commercial stalls | PNU Main - FMSS | PB | 5-Sep-16 | 26-Sep-16 | 12-Oct-16 | 26-Oct-16 | GoP | | | | Repair/repainting of PNU Commercial stalls |
| Main Building 3rd flr. Four (4) Classrooms Ayala Wing | PNU Main - FMSS | PB | 5-Sep-16 | 26-Sep-16 | 12-Oct-16 | 26-Oct-16 | GoP | | | | Repair and Renovation of Main Building 3rd flr. Four (4) Classrooms Ayala Wing |
| Main Building Ground Floor Taft Wing | PNU Main - FMSS | PB | 9-Sep-16 | 29-Sep-16 | 17-Oct-16 | 31-Oct-16 | GoP | | | | Repair and Renovation of Main Building Ground Floor Taft Wing |
| University facilities | PNU Main - FMSS | PB | 9-Sep-16 | 29-Sep-16 | 17-Oct-16 | 31-Oct-16 | GoP | | | | Minor repairs of university facilities |

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| 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 | | Total | MOOE | CO | |
| Supplies | PNU South Luzon | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 2,582,700.75 | To be procured by the Administrative Service - BAU as the need arises |
| Equipment | PNU South Luzon | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 175,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| Goods and Services | PNU South Luzon | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 414,700.75 | To be procured by the Administrative Service - BAU as the need arises |
| Repair and Renovation | PNU South Luzon | PB | 27-Sep-16 | 18-Oct-16 | 3-Nov-16 | 17-Nov-16 | GoP | | | 24,000,000.00 | |
| PAP | PNU South Luzon | AMP | Delegated to the Administrative Services - BAU | | | | GoP | | | 6,440,909.00 | To be procured by the Administrative Service - BAU as the need arises |
| S. PNU Visayas | | | | | | | | | | | |
| Supplies | PNU Visayas | AMP | Delegated to the Administrative Services | | | | GoP | | | 362,199.50 | To be procured by the Administrative Service as the need arises |
| Equipment | PNU Visayas | AMP | Delegated to the Administrative Services | | | | GoP | | | 21,048,699.50 | To be procured by the Administrative Service as the need arises |
| Goods and Services | PNU Visayas | AMP | Delegated to the Administrative Services | | | | GoP | | | 10,809,000.00 | To be procured by the Administrative Service as the need arises |
| Repair and Renovation | PNU Visayas | PB | 27-Sep-16 | 18-Oct-16 | 3-Nov-16 | 17-Nov-16 | GoP | | | 4,445,000.00 | |
| Vehicles | PNU Visayas | PB | 3-Oct-16 | 24-Oct-16 | 9-Nov-16 | 23-Nov-16 | GoP | | | 2,000,000.00 | |
| PAP | PNU Visayas | AMP | Delegated to the Administrative Services | | | | GoP | | | 3,660,600.00 | To be procured by the Administrative Services as the need arises |
| T. PNU Mindanao | | | | | | | | | | | |
| Equipment | PNU Mindanao | AMP | Delegated to the Administrative Services | | | | GoP | | | 11,658,598.96 | To be procured by the Administrative Services as the need arises |
| Goods and Services | PNU Mindanao | AMP | Delegated to the Administrative Services | | | | GoP | | | 10,572,342.85 | To be procured by the Administrative Services as the need arises |
| Renovation | PNU Mindanao | PB | 3-Oct-16 | 24-Oct-16 | 9-Nov-16 | 23-Nov-16 | GoP | | | 21,300,000.00 | |
| Repair | PNU Mindanao | PB | 3-Oct-16 | 24-Oct-16 | 9-Nov-16 | 23-Nov-16 | GoP | | | 170,000.00 | |
| PAP | PNU Mindanao | AMP | Delegated to the Administrative Services | | | | GoP | | | 14,411,000.00 | To be procured by the Administrative Services as the need arises |
| U. RCTQ | | | | | | | | | | | |
| Common Supplies | RCTQ | AMP | Delegated to the Administrative Services - BAU | | | | RCTQ Fund | | | 628,678.43 | To be procured by the Administrative Service - BAU as the need arises |
| Goods and Services | RCTQ | AMP | Delegated to the Administrative Services - BAU | | | | RCTQ Fund | | | 23,750,000.00 | To be procured by the Administrative Service - BAU as the need arises |
| PAP | RCTQ | AMP | Delegated to the Administrative Services - BAU | | | | RCTQ Fund | | | 47,187,000.00 | To be procured by the Administrative Service - BAU as the need arises |

| 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 | | Total | MOOE | CO | |

PNU Main Campus

| | | |
|----------------------------------------------|-----------------------|--|
| A. Supplies and Materials | 12,180,252.07 | |
| a.1. Common-use supplies available at PS DBM | | |
| a.2. Common-use supplies available at PS DBM | | |
| B. Repair and Maintenance | 3,843,747.93 | |
| C. Communication | 3,628,000.00 | |
| D. Services / Consulting Services | 27,765,000.00 | |
| E. Venue, Accommodation and Travels | 10,000,000.00 | |
| F. Subscription | 1,000,030.00 | |
| G. Instructional Materials | 300,000.00 | |
| H. Insurance | 2,600,000.00 | |
| I. Advertisement | 1,548,000.00 | |
| J. Equipment | 7,773,553.42 | |
| K. Furniture | 4,226,446.58 | |
| L. Faculty and Staff Development Program | 3,085,000.00 | |
| M. Infrastructure Projects | 259,132,339.41 | |
| N. Vehicles | 8,000,000.00 | |
| O. Utilities | 34,992,000.00 | |
| P. PAP | | |
| GRAND TOTAL | 345,082,369.41 | |

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|---------------------------|---------------|--|
| Q. PNU North Luzon Campus | 77,178,792.18 | |
| R. PNU South Luzon | 33,613,310.50 | |
| S. PNU Visayas | 42,325,499.00 | |
| T. PNU Mindanao | 58,111,941.81 | |
| U. RCTQ | 71,565,678.43 | |

Prepared by:

ammdina
ALDEN M. MEDINA
Head, Bids ans Awards Unit

Certified funds available:

gluceno
JOSEPH G. LUCENO
Director, Financial Management Services

Approved:

ogena
ESTER B. OGENA
President