

Philippine Normal University
 UPDATED ANNUAL PROCUREMENT PLAN (APP) - FY 2025
 MANILA CAMPUS

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated/Actual 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	
A. PROCUREMENT OF GOODS AND SERVICES													
1	Office Supplies	AS-SPU	No	AMP	N/A	N/A	N/A	N/A	GAA	5,300,000.00	5,300,000.00		Common-use supplies available at DBM-PS. To be procured on a quarterly basis or as the need arises. Items not available at PS shall be procured through AMP.
2	Accountable Form Expenses	Various Offices		AMP/Agency - Agency	N/A	N/A	N/A	N/A		300,000.00	300,000.00		
3	Medical, Dental and Laboratory Supplies	UHSU/SRC	No	AMP	1st-4th Quarter				GAA/STF	7,000,000.00	5,000,000.00	2,000,000.00	Procurement of medicines, medical/dental/ laboratory supplies and equipment
4	Fuel, Oil and Lubricants	FMSS	No	AMP	1st-4th Quarter				GAA	500,000.00	500,000.00		
5	Other Supplies and Materials	Various Offices	No	AMP	1st-4th Quarter				GAA/STF	18,000,000.00	18,000,000.00		Various items not available at DBM-PS. To be procured as the need arises.
	<i>Bed, linens, towels, curtains, toiletries, and related Hostel and Dormitory Supplies</i>												
	Various Construction/hardware supplies, materials, handtools and equipment/appliances repair supplies, spare parts either for use by administration or to be assisted with service providers, power tools,		No	Public Bidding/AMP									
	IT equipment, equipment supplies, parts, accessories and peripherals : storage devices, monitors and displays, printers, scanners, Inks, cables, VGA, display port, storage media (USB, SD cards, external hard drives), Batteries, USP, IT accessories such as Mouse, webcams, speakers, microphones, surge protectors, Voltage regulators, Mounts and stands, and related items		NO	Public Bidding/AMP									
	<i>ID cards and lace</i>												
	<i>Printing Supplies and Materials (including consumables for leasing of machines)</i>												
	<i>Pyrotechnics and fireworks</i>												
	<i>Tokens, corporate giveaways</i>												
	<i>Disease Preventive supplies and materials</i>												
	<i>Disaster Risk supplies/equipment, Medical supplies</i>												
	<i>Academic Tool kits for PNU system</i>												
	<i>SCUAA and Athletic/PE supplies, uniforms and other related items</i>												
	<i>Other general merchandise and miscellaneous items</i>												
	Signages Panel Board, digital signages and other related items												
	Appliances, Audio-Visual equipment and related items (semi-expandable): E Fan, TV, Refrigerator, Cooking appliances, Oven, Laundry Machines, Coffee maker (for authorized offices only), Water Dispensers, Drinking Fountain, Industrial Fans, exhaust fans, emergency lights and other appliances. TV peripherals and accessories			Public Bidding/AMP									

	Pyrotechnic and fireworks supplies, events' decors, corporate giveaways, christmas baskets and grocers, tokens and plaques, branding T-shirts, jackets and related items, other supplies and materials for University wide events, Local and international conferences, Commencement programs, Planning workshops, PBDO supplies, GAD supplies, HR Prime/PRAISE and Loyalty service award tokens and supplies for activities, Gawad Sulo, University Fair Events and various University programs.; Other supplies such as gardening supplies, yearbook and Graduation Pictorial package			Public Bidding/AMP									
6	Semi-Expendable Machinery and Equipment Expenses - Office Equipment	Various Offices	No	Public Bidding/AMP	1st-4th Quarter				GAA	1,000,000.00	1,000,000.00		
	Desktops, Laptops and related computing device, cctv, scanners, projectors, shredders (semi-expandables), face recognition, turn styles and related IT equipment												
7	Semi-Expendable Machinery and Equipment Expenses - ICT Equipment								GAA	750,000.00	750,000.00		
	Semi-Expendable Machinery and Equipment Expenses - Furniture and Fixtures								GAA	800,000.00	800,000.00		
8	Travelling Expense (Local/Foreign)	Various Offices	No	AMP	N/A	N/A	N/A	N/A	GAA/STF	8,500,000.00	8,500,000.00		
	Airline tickets, local fares												
9	Training Expenses	Various Offices	No	AMP	N/A	N/A	1st-4th Quarter	1st-4th Quarter	GAA/STF	19,000,000.00	19,000,000.00		
	Venues/Accommodations (HR PRIME, University trainings/workshops)												
	Professional Trainings and various academic trainings (In-house/onsite), SDP, FDP, Planning Workshops, Quality Assurance, ISO, DRRM/Business Continuity Plan, Occupational Safety and Health, Procurement Trainings, Records Mgmt, Property and Asset Mgmt, workshops/workshops, VPFA -HR, FMO, ASMO Summit, Conferences, Research trainings, academic programs/projects, Extension programs, LIO program, and other related programs												
10	Books and Other Instructional Materials	Univ. Lib.	No	Public Bidding/AMP	1st-4th Quarter				GAA/STF	2,816,500.00	2,816,500.00		
	Foreign books												
	Filipiniana Books												
11	Utilities												
	Water Services	FMSO	No	AMP	NA	NA	NA	NA	GAA	14,484,200.00	14,484,200.00		
	Electricity Services	FMSO	No	AMP	NA	NA	NA	NA	GAA	27,986,504.00	27,986,504.00		

12	Communication												
	Postage and Courier Services	Various Offices	No	Public Bidding/AMP	NA	NA	NA	NA	GAA/STF	170,000.00	170,000.00		
	Telephone (Landline/PABX Service))	FMSO	No	AMP	NA	NA	NA	NA	GAA	630,000.00	630,000.00		
	Telephone (Mobile) /pre paid call cards and other related items	FMSO	No	Public Bidding/AMP	NA	NA	NA	NA	GAA	3,000,000.00	3,000,000.00		
	Internet Subscriptions (Main)	MISO	YES	Public Bidding/AMP	4th Quarter 2024		Jan-Feb 2025 (Based on released of GAA 2025)		GAA	7,500,000.00	7,500,000.00		
	Internet Subscriptions (Back Up)	MISO	YES		4th Quarter 2024								
13	General/Maintenance Services												
	Janitorial Services	FMSO	NO	Public Bidding	4th Quarter 2024		Jan-Feb 2025 (Based on released of GAA 2025)		GAA	23,580,000.00	23,580,000.00		
	Security Services	ASMO	YES	Public Bidding	2nd Quarter 2025		Jul-25		GAA	20,488,000.00	20,488,000.00		
	Other General Services	FMSO	No	Public Bidding/AMP	NA	NA			GAA	500,000.00	500,000.00		
	<i>Elevator maintenance, Airconditioning unit Maintenance, Pest Control Contract for Hazard Waste Management</i>		NO	Public Bidding/AMP	4th Quarter 2024		Jan-Feb 2025 (Based on released of GAA 2025)						
14	Professional Services												
	Legal Services	Various Offices	No	Public Bidding/AMP	1st-4th Quarter				GAA	1,260,000.00	1,260,000.00		
	Auditing Services	Various Offices	No	Public Bidding/AMP	1st-4th Quarter				GAA	300,000.00	300,000.00		
	Consultancy Services	Various Offices	No	Public Bidding/AMP	1st-4th Quarter				GAA	2,150,000.00	2,150,000.00		
	Other Professional Services/Service Providers	Various Offices	No	Public Bidding/AMP	1st-4th Quarter				GAA	4,000,000.00	4,000,000.00		
	<i>Work of Arts, restorations of murals, monuments, engraving and related services, writers, graphic artists, outsource printing services, Customizing online system, website hosting, e library services Property Appraiser, technical architectural and engineering, and technical specification writers and reserachers, and other related services</i>												
15	Food and Other Catering Services	Auxiliary Services	No	Public Bidding/AMP	1st-4th Quarter				GAA/STF	3,000,000.00	3,000,000.00		
16	Repairs and Maintenance												
	Building and Structure Maintenance such as (Repair and Improvement of Various Calssrooms- Repair & Renovation of Scence Laboratoies) ; Repair and Improvement of Male CRs (near Faculty Room)	FMSO	No	Public Bidding/AMP	1st-4th Quarter				GAA	4,000,000.00	4,000,000.00		
	Office equipment/Other Property Plant and Equipment	Various Offices	No	Public Bidding/AMP	1st-4th Quarter				GAA	1,000,000.00	1,000,000.00		
	<i>Calibration of medical equipment, Dental, SRC Lab and other equipment</i>												
	<i>Repair & maintenance of various office equipment, Electrical Panel Boards, water tanks, and other electrical, mechanical equipment, generator maintenance</i>												
	Information and Communication Technology Equipment	Various Offices	No	Public Bidding/AMP	1st-4th Quarter				GAA	1,000,000.00	1,000,000.00		
	Motor Vehicles Maintenance	FMSO	No	AMP	NA	NA	NA	NA	GAA	550,000.00	550,000.00		
	Furniture and Fixtures Maintainance	Various Offices	No	AMP	NA	NA	NA	NA	GAA	200,000.00	200,000.00		

17	Taxes, Insurance Premiums and Other Fees												
	Fidelity Bond Premiums	ASMO	No	AMP	1st-4th Quarter				GAA	300,000.00	300,000.00		
	Insurance Expenses	ASMO	No	AMP	1st-4th Quarter				GAA	3,700,000.00	3,700,000.00		
	Student Insurance			AMP	4th Quarter	NA	NA	Dec-24	STF	390,000.00	390,000.00		
	Taxes,duties and Licenses				NA	NA	NA	NA	GAA/STF	100,000.00	100,000.00		
18	Other MOOE												
	Advertising Expenses	Various Offices	No	AMP	NA	NA	NA	NA	GAA	105,000.00	105,000.00		
	Printing and Publication Expenses	Various Offices	No	AMP	NA	NA	NA	NA	GAA	150,000.00	150,000.00		
	Rent Expense (equipment/vehicle/ venue, Booth, Canopy Tent, Portable Toilet, LED Wall, Sound System, Event Management Services, and Flower Arranger, and other rental services for events , AVP, Videography and photographer	Various Offices	No	AMP	NA	NA	NA	NA	GAA	3,775,000.00	3,775,000.00		
	Library and Other Reading Materials Subscription	Various Offices	No	AMP	NA	NA	NA	NA	GAA/STF	2,034,000.00	2,034,000.00		
	ICT Subscription Expenses	Various Offices	No	Public Bidding/AMP	NA	NA	NA	NA	GAA	19,833,000.00	19,833,000.00		
	ICT Software Subscription												
	Domain Name Subscription												
	Cloud Computing Service												
	Other ICT Subscriptions and softwares (Firewall, anti virus, google workspace, video conferencing, HCI software licenses and other related items)												
19	OTHERS												
	Provision for Facilities Improvement and Equipment	Various Offices	NO	Public Bidding/AMP	1st -4th Quarter				STF	39,037,080.00	3,000,000.00	36,037,080.00	
	CT Repairs and Maintenance, Facilities Improvement Related to New Organizational Structure (OS) - Furnitures and Fixtures and Other Facilities Improvement Related to OS Implementation; Improvement of ventilation System of various classrooms, office and venue; Repair and Improvement of BPS Auditorium, Amphitheater, Dagot Hall, AV Theater, and HRD Auditorium) Repair and Renovation if ICEHME Office (1st & 2nd Floor)												
	Repair of Roofing of Geronimo T. Pecson Hall Bldg.	Various offices/classrooms	NO	Public Bidding	1st -4th Quarter				STF	PHP 29,997,577.66		PHP 29,997,577.66	
	Preventive Maintenance of Aircon units	Various Offices	YES	Public Bidding	1st -4th Quarter								
	Office equipment and furniture												
	Other Facilities												
	AUXILIARY SERVICES		NO	Public Bidding/AMP	1st -4th Quarter				STF	16,000,000.00	12,500,000.00	3,500,000.00	
	Cafeteria market and grocery supplies, kitchen and dining area equipment, supplies, Hostel supplies, and Normal Hall equipment and supplies , PPU IT equipment and printing machines, with repair services for equipment/machines												
	Repair and Renovation of PNU Hostel Pantry and Laundry		NO	Public Bidding	1st Quarter				STF	3,942,900.00		3,942,900.00	

	Licensure Examination for Teachers (LET Review)		NO	Public Bidding/AMP	1st -4th Quarter		STF	1,500,000.00	1,500,000.00		
	Research Fund for Special Projects for PBRGs			Public Bidding/AMP	1st -4th Quarter		STF	1,000,000.00	1,000,000.00		
	Athletics & Cultural Supplies & Equipment			Public Bidding/AMP	1st -4th Quarter		STF	4,000,000.00	2,000,000.00	2,000,000.00	
	PWEBBS			Public Bidding/AMP	1st -4th Quarter		STF	3,000,000.00	2,000,000.00	1,000,000.00	
	<i>Including other software and other subscriptions</i>				1st -4th Quarter						
	Student Council			Public Bidding/AMP	1st -4th Quarter		STF	1,500,000.00	1,500,000.00		
	Student Government			Public Bidding/AMP	1st -4th Quarter		STF	2,000,000.00	2,000,000.00		
	Torch (Supplies, materials, equipment, printing services, trainings, accomodation and food services)			Public Bidding/AMP	1st -4th Quarter		STF	3,500,000.00	3,000,000.00	500,000.00	
	Normal Lights			Public Bidding/AMP	1st -4th Quarter		STF	1,500,000.00	1,500,000.00		
	On-line Commons			Public Bidding/AMP	1st -4th Quarter		STF	6,000,000.00	4,000,000.00	2,000,000.00	
	ITL Developmental			Public Bidding/AMP	1st -4th Quarter		STF	220,000.00	220,000.00		
	Student Teaching			Public Bidding/AMP	1st -4th Quarter		STF	680,000.00	680,000.00		
20	Capital Outlay										
	Machinery and Equipment Outlay:										
	Information and Communication Technology Equipment		NO	Public Bidding/AMP	4th Quarter 2024	Jan-Feb 2025 (based on release of GAA 2025)	GAA	13,050,000.00		13,050,000.00	
	Project with endorsed ISSP: Computer and Network Security; PNU Learning Management System; PNU In-house System Development; Equipment and Software Applications of the PNU System; Office Productivity										
	Other Machinery and Equipment Installation and Configuration of Audio-Visual Equipment with Ventilation at PNU University Gymnasium		YES	Public Bidding/AMP	4th Quarter 2024	Jan-Feb 2025 (based on release of GAA 2025)	GAA	15,000,000.00		15,000,000.00	
SUB TOTAL								352,079,761.66	243,052,204.00	109,027,557.66	
B. LOCALLY FUNDED PROJECTS											
Capital Outlay (CO)											
	Construction of the National Center for Teacher Education (NCTE) Building (formerly the PNU Convention Center and Training Center) - Phase 2	OUP	YES	Public Bidding	4th Quarter 2024	Jan-Feb 2025 (based on release of GAA 2025)	GAA	185,000,000.00		185,000,000.00	
	Completion of the Installation of Building Management System	OUP	YES	Public Bidding/AMP	4th Quarter 2024	1st - 2nd Quarter	GAA	25,000,000.00		25,000,000.00	
Sub Total- Locally-Funded Projects								210,000,000.00	-	210,000,000.00	
C. EXTERNALLY FUNDED PROJECTS											
	1 Funding for RITQ	VPREQA	No	Public Bidding/AMP	1st -4th Quarter		TL	5,000,000.00	5,000,000.00		
	<i>(Equipment -IT Laptop, desktop, and other computing device, furniture and appliances, Office supplies, materials, Travel airfare, transportation and insurance expenses, Training, workshop and related events supplies, with food and hotel accomodation services, rental of vehicles, communication expenses such as prepaid cards, repair and maintenance.</i>										

Mr. RYAN ANTHONY A. OLALIA
Head, Procurement Management Unit

Endorsed by:

DR. DENMARK V. YONSON
Chairman, R-BAC

MR. HARRY P. MOLIGANG A
Director, Financial Management Office

DR. TERESITA T. RUNGSON
Chairman, TR-BAC

DR. LORINIO A. VERGARA
Vice President for Finance and Administration

DR. BER JAZMIN TUGA
University President