

UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES (USTSP) CAGAYAN DE ORO CAMPUS ANNUAL PROCUREMENT PLAN FOR CY 2017 (UPDATED/SUPPLEMENTAL 1ST QUARTER)

| Code (PAP)                | Procurement Program/Project  | PMO/                                   | End-User | Mode of Procurement     |                    |                  |                 |                  | Source of Funds | Estimated Budget (Php) |            |              | Remarks (brief description of Program/Project) |
|---------------------------|--|--|----------|-------------------------|--------------------|------------------|-----------------|------------------|-----------------|------------------------|------------|--------------|--|
|                           |  |  |          |                         | Ads/Post of IB/REI | Sub/Open of Bids | Notice of Award | Contract Signing |                 | Total                  | MOOE       | CO           |  |
| <b>INFRASTRUCTURE</b>     |  |  |          |                         |                    |                  |                 |                  |                 |                        |            |              |  |
| IF09-17                   | Time Capsule and Cornerstone   | CEA                                    |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 1,000,000.00           |            | 1,000,000.00 | USTSP Grand Launching                          |
| IF10-17                   | Renovation of 2 Classroom at the fifth floor of Engineering Building for the Chancellor's Office | CSW                                    |          | \$53.9 Neg. Proc. (SVP) | February           | February         | February        | February         | STF/GF          | 990,000.00             |            | 990,000.00   | Civil Works                                    |
| <b>GOODS AND SERVICES</b> |  |  |          |                         |                    |                  |                 |                  |                 |                        |            |              |  |
| GS51-17                   | Grand Launching Event  | Career Center and Industrial Relations |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 644,785.00             | 644,785.00 |              | USTSP Grand Launching                          |
| GS52-17                   | Photo Exhibit  | Extension & Community Relations        |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 224,283.46             | 224,283.46 |              | USTSP Grand Launching                          |
| GS53-17                   | Honor Guards and Parade of Colors  | NSTP                                   |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 104,800.00             | 104,800.00 |              | USTSP Grand Launching                          |
| GS54-17                   | Guest Relations  | CSTE                                   |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 13,642.00              | 13,642.00  |              | USTSP Grand Launching                          |
| GS55-17                   | Website Launching  | ICT                                    |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 22,500.00              | 22,500.00  |              | USTSP Grand Launching                          |
| GS56-17                   | Costumes   | ArCu                                   |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 99,600.00              | 99,600.00  |              | USTSP Grand Launching                          |
| GS57-17                   | Program Reproduction and Documentation   | PPM                                    |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 159,100.00             | 159,100.00 |              | USTSP Grand Launching                          |
| GS58-17                   | Motorcade/Brand of education   | CoT/VCASA                              |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 114,349.00             | 114,349.00 |              | USTSP Grand Launching                          |
| GS59-17                   | Signage  | Auxiliary Service                      |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 73,609.35              | 73,609.35  |              | USTSP Grand Launching                          |
| GS60-17                   | Invitation   | VPALA                                  |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 4,950.00               | 4,950.00   |              | USTSP Grand Launching                          |
| GS61-17                   | Kanami! Awards   | Student Affairs                        |          | \$53.9 Neg. Proc. (SVP) | February           | February         | February        | February         | STF/GF          | 53,125.01              | 53,125.01  |              | Supplies and Materials                         |
| GS62-17                   | <b>Publicity, Seal and Logo</b>  | Executive Dean, Satellite Campuses     |          | \$53.9 Neg. Proc. (SVP) |                    |                  |                 |                  | STF/GF          |                        |            |              | USTSP Grand Launching                          |
|                           | Banners  |  |          |                         | February           | February         | February        | February         |                 | 357,500.00             | 357,500.00 |              |  |
|                           | Bilboards  |  |          |                         | February           | February         | February        | February         |                 | 357,200.00             | 357,200.00 |              |  |
|                           | Audio Video Presentation   |  |          |                         | February           | February         | February        | February         |                 | 50,000.00              | 50,000.00  |              |  |
|                           | Newspaper Advertisement  |  |          |                         | February           | February         | February        | February         |                 | 245,000.00             | 245,000.00 |              |  |
|                           | Flyers and Stickers  |  |          |                         | February           | February         | February        | February         |                 | 134,000.00             | 134,000.00 |              |  |
|                           | Radio Advertisement  |  |          |                         | February           | February         | February        | February         |                 | 159,800.00             | 159,800.00 |              |  |
|                           | Internet Ads   |  |          |                         | February           | February         | February        | February         |                 | 70,000.00              | 70,000.00  |              |  |
| GS63-17                   | Supplies and Materials for Learning Express  | LEX                                    |          | \$53.9 Neg. Proc. (SVP) | April              | April            | April           | April            | STF/GF          | 74,861.64              | 74,861.64  |              | Supplies and Materials                         |
| GS64-17                   | <b>Graduation</b>  | RSIS                                   |          | \$53.9 Neg. Proc. (SVP) |                    |                  |                 |                  | STF/GF          |                        |            |              | Supplies and Materials                         |
|                           | Supplies and Materials   |  |          |                         | March              | March            | March           | March            |                 | 177,272.62             | 177,272.62 |              |  |
|                           | Printing Services  |  |          |                         | March              | March            | March           | March            |                 | 554,980.00             | 554,980.00 |              |  |
|                           | Certificates, Transcript of Records, etc.  |  |          | Agency-Agency           | March              | March            | March           | March            |                 | 465,350.00             | 465,350.00 |              |  |
|                           | Graduation Diploma for Jasaan, Oroquieta and Panabo Campuses                                     |  |          | Agency-Agency           | May                | May              | May             | May              |                 | 16,650.00              | 16,650.00  |              |  |
| GS65-17                   | DOLE Livelihood Project  | Extension & Community Relations        |          | \$53.9 Neg. Proc. (SVP) | February           | February         | February        | February         | STF/GF          | 571,030.30             | 571,030.30 |              | Supplies and Materials                         |
| GS66-17                   | Low Cost Intelligent Steam Education Robot (LISER) Robotics                                      | Research                               |          | \$53.9 Neg. Proc. (SVP) | February           | February         | February        | February         | STF/GF          | 183,000.00             | 183,000.00 |              | Supplies and Materials                         |
| GS67-17                   | <b>Tarpaulin Printing</b>  | Printing Press                         |          |                         |                    |                  |                 |                  | STF/GF          |                        |            |              | Supplies and Materials                         |
|                           | 1st Quarter  | Diff. Divs                             |          | \$53.9 Neg. Proc. (SVP) | March              | March            | March           | March            |                 | 24,000.00              | 24,000.00  |              |  |
|                           | 2nd Quarter  | Diff. Divs                             |          | \$53.9 Neg. Proc. (SVP) | May                | May              | May             | May              |                 | 49,800.00              | 49,800.00  |              |  |
|                           | 4th Quarter  | Diff. Divs                             |          | \$53.9 Neg. Proc. (SVP) | October            | October          | October         | October          |                 | 49,800.00              | 49,800.00  |              |  |
| GS68-17                   | Laundry Services   | Garments                               |          | \$53.9 Neg. Proc. (SVP) | February           | February         | February        | February         | STF/GF          | 9,000.00               | 9,000.00   |              | Services                                       |
| GS69-17                   | Siphoning of the Septic Tank   | CSW                                    |          | \$53.9 Neg. Proc. (SVP) | February           | February         | February        | February         | STF/GF          | 18,000.00              | 18,000.00  |              | Services                                       |
| GS70-17                   | Memorabilia  | VP Finance                             |          | \$53.9 Neg. Proc. (SVP) | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 300,000.00             | 300,000.00 |              | USTSP Grand Launching                          |

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|---------------------|--|--|-------------------------|---|--------------------|------------------|-----------------|------------------|-----------------|------------------------|--------------|------------|--|
|                     |  |  |                         |   | Ads/Post of IB/REI | Sub/Open of Bids | Notice of Award | Contract Signing |                 | Total                  | MOOE         | CO         |  |
| GS71-17             | Diano Stationeries   | Library Services                             |                         | \$53.9 Neg. Proc. (SVP)                 | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 176,300.00             | 176,300.00   |            | UST's P Grand Launching                        |
| GS72-17             | Supplies and Materials for Motor Vehicles Repair and Maintenance | Motorco                                      |                         | \$53.9 Neg. Proc. (SVP)                 | February           | February         | February        | February         | STF/GF          | 65,240.00              | 65,240.00    |            | Supplies and Materials                         |
| GS73-17             | Drugs and Medicines  | Medical, Oroquieta                           |                         | \$53.9 Neg. Proc. (SVP)                 | As Needed          | As Needed        | As Needed       | As Needed        | STF/GF          | 31,558.69              | 31,558.69    |            | Supplies and Materials                         |
| GS74-17             | Materials and Equipment for Disaster Preparedness                | CSW  |                         | \$53.9 Neg. Proc. (SVP)                 | February           | February         | February        | February         | STF/GF          | 132,400.00             |              | 132,400.00 | Supplies and Materials                         |
| GS75-17             | Communication Cards  | COSOP  |                         | \$53.9 Neg. Proc. (SVP)                 | February           | February         | February        | February         | STF/GF          | 23,400.00              | 23,400.00    |            | Supplies and Materials                         |
| GS76-17             | Emergency Response Equipment                                     | CSSU   |                         | \$53.9 Neg. Proc. (SVP)                 | February           | February         | February        | February         | STF/GF          | 310,000.00             |              | 310,000.00 | Equipment                                      |
| GS77-17             | Alumni Transformation Day  | Director, Lasaar Campus                      |                         | \$53.9 Neg. Proc. (SVP)                 | February           | February         | February        | February         | STF/GF          | 106,825.00             | 106,825.00   |            | UST's P Grand Launching                        |
| GS78-17             | Electrical Supplies, Materials and Equipment                     | Dift Divs                                    |                         | \$53.9 Neg. Proc. (SVP)                 | As Needed          | As Needed        | As Needed       | As Needed        | STF/GF          | 499,670.00             | 439,670.00   | 60,000.00  | Supplies and Materials                         |
| GS79-17             | Rentals  | Career Center and Industrial Relations & SSC |                         | \$53.9 Neg. Proc. (SVP)                 | February           | February         | February        | February         | STF/GF          | 250,000.00             | 250,000.00   |            | Rental of Booth, Lights and Sounds             |
| GS80-17             | Plaques  | VPALA  |                         | \$53.9 Neg. Proc. (SVP)                 | As Needed          | As Needed        | As Needed       | As Needed        | STF             | 32,200.00              | 32,200.00    |            | UST's P Grand Launching                        |
| GS81-17             | Students ID  | Student Affairs                              |                         | \$53.9 Neg. Proc. (SVP)                 | March              | March            | March           | March            | STF/GF          | 760,000.00             | 760,000.00   |            | Supplies and Materials                         |
| GS82-17             | Testing Materials  | Admission and Scholars                       |                         | \$53.9 Neg. Proc. (SVP)                 | As Needed          | As Needed        | As Needed       | As Needed        | STF/GF          | 219,000.00             | 219,000.00   |            | Supplies and Materials                         |
| GS83-17             | <b>Janitorial Supplies, Materials and Equipment</b>              |  |                         |   |                    |                  |                 |                  |                 |                        |              |            | Supplies and Materials                         |
|                     | 1st Quarter  | BGM  |                         | \$53.9 Neg. Proc. (SVP)                 | March              | March            | March           | March            | STF/GF          | 466,550.00             | 466,550.00   |            |  |
|                     | 2nd Quarter  | Dift Divs                                    |                         | Public Bidding                          | May                | May              | May             | May              | STF/GF          | 1,023,045.00           | 1,023,045.00 |            |  |
|                     | 3rd Quarter  | BGM  |                         | \$53.9 Neg. Proc. (SVP)                 | August             | August           | August          | August           | STF/GF          | 84,400.00              | 84,400.00    |            |  |
|                     | Repair and Maintenance of Janitorial Equipment                   | BGM  |                         | \$53.9 Neg. Proc. (SVP)                 | April              | April            | April           | April            | STF/GF          | 30,000.00              | 30,000.00    |            |  |
| Maintenance Uniform | BGM  |  | \$53.9 Neg. Proc. (SVP) | April                                   | April              | April            | April           | STF/GF           | 51,000.00       | 51,000.00              |              |            |  |
| GS84-17             | Regional Annual and Tactical Inspection (RAATI)                  | NSTP   |                         | \$53.9 Neg. Proc. (SVP)                 | As Needed          | As Needed        | As Needed       | As Needed        | STF/GF          | 24,050.00              | 24,050.00    |            | Supplies and Materials                         |
| GS85-17             | Supplies and Materials for NSTP-CWTS                             | NSTP   |                         | \$53.9 Neg. Proc. (SVP)                 | As Needed          | As Needed        | As Needed       | As Needed        | STF/GF          | 81,952.00              | 81,952.00    |            | Supplies and Materials                         |
| GS86-17             | Printer VP Finance   | VP Finance                                   |                         | \$53.9 Neg. Proc. (SVP)                 | April              | April            | April           | April            | STF/GF          | 12,500.00              | 12,500.00    |            | Equipment                                      |
| GS87-17             | USTP Branch of Education   | VCASA  |                         | \$53.9 Neg. Proc. (SVP)                 | March              | March            | March           | March            | STF/GF          | 18,820.40              | 18,820.40    |            | Supplies and Materials                         |
| GS88-17             | Rental of Sounds   | Panson                                       |                         | \$53.9 Neg. Proc. (SVP)                 | April              | April            | April           | April            | STF/GF          | 8,000.00               | 8,000.00     |            | Rental   |
| GS89-17             | Training Center Landscaping                                      | Panson                                       |                         | \$53.9 Neg. Proc. (SVP)                 | May                | May              | May             | May              | STF/GF          | 197,130.00             | 197,130.00   |            | Supplies and Materials                         |
| GS90-17             | Common Office Supplies and Consumables                           | Dift Divs. Special Project                   |                         | \$53.9 Neg. Proc. (SVP) Special Project | As Needed          | As Needed        | As Needed       | As Needed        | STF/GF          | 221,350.33             | 221,350.33   |            | Supplies and Materials                         |
| <b>TOTAL</b>        |  |  |                         |   |                    |                  |                 |                  |                 | <b>12,197,379.80</b>   |              |            |  |

Prepared by:

CAMELO RAJULO  
Head, Procurement Unit

Recommending Approval:

ATTY. JOVEL C. ALBINA  
BAC Chairperson

ATTY. JONATHAN S. OCHE  
BAC Vice-Chairperson

JOCELYN B. BARBOSA  
BAC Member

Funds Available

CHEERY ANN D. SALUSOD, CPA  
Accountant in Charge

Approved

RICARDO E. ROTONDO, S. D. ENG'G.  
University President

within the PRES 2017

GF/STP/RF

See 117 (advised dated Feb 1, 2017); 2nd (advised dated Feb 3, 2017)