

Republic of the Philippines
BENGUET STATE UNIVERSITY
 La Trinidad, Benguet

Annual Procurement Plan for CY 2014



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/Project)	
				Pre-Proc Conf	Ads/Post of IAEB	Pre-bid Conf	Sub/Open of Bids; Eligibility Check	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion		Acceptance / Turnover	PS	MOOE		CO
A. SUPPLIES AND MATERIALS																			
A.1	Common -Use Office Supplies/ Equipment (available at PS)	All Sector (AS)	NP (Agency - to Agency)	To be procured at Procurement Service pursuant to Section 53.5 of the IRR of RA 9184										Jan - Dec. 2014	GF; STF; Fiduciary; RF 161, RF 163		9,742,332.46		Various common-use office supplies available at PS for all units of E
A.2 Common Supplies not available at PS																			
	a. Office Supplies	AS	PB; NP, Shopping	To be procured by the Administrative Services as scheduled and delegated by the BAC										Jan - Dec. 2014	GF; STF; Fiduciary; RF 161, RF 163		8,230,960.67		Procurement of various common office supplies needed for the operation of the university
	b. Toners/ Inks of Photocopier Machines	AS	Direct Contracting	Not applicable . To be procured by the Administrative Services as delegated by the BAC											GF; STF; Fiduciary; RF 161, RF 163		4,106,105.22		Consumables needed for printing and scanning documents
	c. Electrical Supplies	AS	NP	Not applicable . To be procured by the Administrative Services as delegated by the BAC											GF; STF; Fiduciary; RF 161, RF 163		332,476.06		Supply and Delivery of various electrical supplies
	d. Janitorial Supplies	AS	NP; Shopping	Not applicable . To be procured by the Administrative Services as delegated by the BAC											GF; STF; Fiduciary; RF 161, RF 163		718,737.12		Supply and Delivery of various janitorial / cleaning supplies for CY 2014
	e. Laboratory Supplies	Academic, Research, Business Affairs Sector	PB	To be procured by the Administrative Services as scheduled and delegated by the BAC											GF; STF; Fiduciary; RF 161, RF 163		2,760,840.20		Procurement of various laboratory supplies needed for academic, researches and extension purposes
	f. Agricultural Supplies	Academic, Research, Business Affairs Sector	PB	To be procured by the Administrative Services as scheduled and delegated by the BAC											GF; STF; Fiduciary; RF 161, RF 163		1,819,216.00		Procurement of various laboratory supplies needed for academic, researches and extension purposes

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	g. Auto/ Motor Vehicle Supplies/ Spare Parts	AS	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC										Jan - Dec. 2014	GF; STF; Fiduciary; RF 161, RF 163		912,995.00		Repair and Maintenance of various motor vehicles of the university
	h. Construction Supplies	AS	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											GF; STF; Fiduciary; RF 161, RF 163		1,534,027.00		Repair and maintenance of offices, classrooms and facilities for CY 2014
	i. Dental Supplies	Dental Clinic	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											Fiduciary		123,805.00		For the operation of Dental Clinic
	j. Medical Supplies	Medical Clinic	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											Fiduciary		348,513.00		For the operation of Medical Clinic
	k. Books	Library	PB, NP	To be scheduled by PMO as approved by the BAC											Fiduciary		1,942,500.00		For the Library services
	l. Beddings	Dormitories	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											Fiduciary		153,500.00		For the dormitories
	m. Supplies for Laboratory Animals	Academic Sector	PB; NP	To be scheduled by PMO as approved by the BAC											Fiduciary		750,800.00		For Academic and Research purposes
	n. Processing Center Raw Materials	Research and Extension; Business Affairs	PB, NP, Direct Contracting	To be procured by the Administrative Services as scheduled and delegated by the BAC											GF; STF; Fiduciary; RF 161, RF 163		49,240,129.50		Supply and Delivery of various raw materials for the the different processing center
	o. Cooking Gas/ LPG	Academic, R and E, BA	Direct Contracting	To be procured by the Administrative Services as scheduled and delegated by the BAC											STF, RF 161; RF 163; STF		997,300.00		For Instruction, Research, Extension and Procudtion purposes
	p. Official Receipts	Finance and Admin	NP (Agency-to-Agency)	To be procured to the Recognized Government Printing Services pursuant to Sec. 53.5 of the IRR of RA 9184 and GPPB Resolution # 05-2010 dated October 29, 2010										GF; STF		1,150,000.00		For collection of fees	
A.3 Equipment																			
	a. Office Equipment	AS	PB	To be scheduled by PMO as approved by the BAC										GF; STF; Fiduciary; RF 161, RF 163		5,952,374.86		Procurement of various common office equipment needed for the operation of the university	

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	b. Information Technology Equipment	AS	PB	To be scheduled by PMO as approved by the BAC											GF; STF; Fiduciary; RF 161, RF 163		9,505,900.85		Procurement of various common office equipment needed for the operation of the university
	c. Laboratory Equipment	Academic, R and E	PB	To be scheduled by PMO as approved by the BAC											STF; Fiduciary		7,947,211.16		For Instruction, Research, Extension purposes
	d. Agricultural Equipment	Academic, R and E, BA	PB	To be scheduled by PMO as approved by the BAC											STF; Fiduciary		527,650.00		For Instruction, Research, Extension purposes
	e. Production/ Processing Center Equipment	R and E, BA	PB	To be scheduled by PMO as approved by the BAC											STF; RF 161; RF 163		5,736,600.00		Supply and Delivery of equipment for the operation of the different processing centers
	f. Carpentry Tools	Admin	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											GF; STF		115,000.00		For the carpentry shop
	g. Sports Equipment	Academic	PB; NP	To be scheduled by PMO as approved by the BAC											GF; STF; Fiduciary		516,400.00		For instruction and sports activities
	h. Musical Instrument and Accessories; Electronic Equipment; Sound System	AS	PB; NP	To be scheduled by PMO as approved by the BAC											GF; STF; Fiduciary		618,700.00		For the Performing Groups and sound system of the university
	i. Dental Equipment	Dental Clinic	PB; NP	To be scheduled by PMO as approved by the BAC											Fiduciary		483,600.00		For the Dental Clinic
	j. Medical Equipment	Medical Clinic	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											Fiduciary		83,300.00		For the Medical Clinic
	k. Motorpool/ Shop	Admin	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											GF; STF; RF 161; RF 163		330,000.00		Equipment for the repair of various vehicles
	k. Survey Instrument, Equipment and Accessories	Admin; Academic	PB; NP	To be scheduled by PMO as approved by the BAC											GF; STF		1,250,000.00		For the Land Reservation Office and instruction purposes
A-4	Petroleum, Oil and Lubricants	AS	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											GF; STF; Fiduciary; RF 161, RF 163		786,625.00		Supply of Petroleum, Oil and Lubricants

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B. UTILITIES																										
	a. Electric Power	AS	Direct Contracting	To be procured pursuant to Sec.50 of the IRR of RA 9184 and GPPB Resolution No. 019-2008 dated Dec. 6, 2006								Jan - Dec. 2014		GF, STF, RF 161, RF 163		-		University wide power supply/consumption								
	b. Water Supply	AS												GF, STF, RF 161, RF 163		-		University wide water supply/consumption								
C. PUBLICATION PRINTING AND BINDING SERVICES																										
	a. Printing Services - Newspaper, journals, etc	AS	PB; NP	To be scheduled by PMO as approved by the BAC								Jan - Dec. 2014		GF; STF; Fiduciary		3,040,540.00		Printing of Shamag, newspaper, research journals, manuals and others								
	b. Printing of Tarpaulin	AS	NP										To be procured by the Administrative Services as scheduled and delegated by the BAC									GF, STF, Fiduciary, RF 161, RF 163		57,684.00		Printing of tarpaulin for the whole university
	c. Binding Services	AS	NP																		To be procured by the Administrative Services as scheduled and delegated by the BAC					
	d. Advertisement	AS	NP; Direct Contracting										To be procured by the Administrative Services as scheduled and delegated by the BAC													
D. COMMUNICATION																										
	a. Postage, Deliveries and Courier Services	AS	NP (Agency-to-Agency)	To be procured in accordance with GPPB Resolution No. 018-2007 dated May 31, 2007								Jan - Dec. 2014		GF, STF		61,500.00		Postage, delivery and courier requirements of BSU								
	b. Mobile Phonelines and Landlines	AS	Direct Contracting										Not applicable . To renew and continue existing service provider									GF, STF, Fiduciary, RF 161, RF 163		179,760.00		Telephone lines of offices and provision of mobile phonelines to school officials and authorized personnel
	c. Prepaid Mobile Load (Cell Cards)	AS	Direct Contracting									Not applicable . To continue existing service provider									Jan - Dec. 2014		GF, STF, RF 161, RF 163		44,640.00	

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	d. Wireless Broadband Connectivity Services (Internet Connectivity)	AS	Direct Contracting	Not applicable . To continue existing service provider										Jan - Dec. 2014	GF, STF, Fiduciary, RF 161, RF 163		20,000.00		For internet connectivity Service for the university
E. SUBSCRIPTION																			
	a. Newspapers, magazines, journals	AS	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC										Jan - Dec. 2014	GF, STF, Fiduciary		369,190.00		Supply and Delivery of newspaper, magazines to offices and the library services
	b. Online subscription	Library	Direct Contracting	Not applicable . To renew and continue existing service provider											Fiduciary		275,000.00		For the ICT and Library services
F. UNIFORMS																			
	a. Uniforms (office, athletic, cultural and civic activities)	Academic; HARRDEC	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC										Jan - Dec. 2014	STF, Fiduciary; RF 161, RF 163		190,550.00		For athletic, cultural, office uniforms
	b. Costumes of Performing Arts	Academic	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											Fiduciary, STF		147,107.00		For the Performing Arts Group
G. SOFTWARES AND LICENSES																			
	a. Destiny Library Solutions with server	Library	PB	To be scheduled by PMO as approved by the BAC										Jan - Dec. 2014	Fiduciary		600,000.00		For the Library Services
	b. IT Licenses	ICT	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											STF, Fiduciary		-		For ICT Services
H. TRAININGS, SEMINARS, WORKSHOPS, PLANNING																			
	a. Registration/ Mateials/ Accomodation	AS	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											GF, STF, Fiduciary, RF 161, RF 163		641,250.00		University wide trainings and seminars
	b. Meals and Snacks	AS	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											GF, STF, Fiduciary, RF 161, RF 163		258,900.00		For In-house review, seminars and workshops

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	c. Tokens	AS	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC											Jan - Dec. 2014	GF, STF, Fiduciary, RF 161, RF 163		119,300.00		For In-house review, seminars and workshops
	d. Wellness Program for Students and Employees (GAD Activities)	GAD	PB; NP	To be procured by the Administrative Services as scheduled and delegated by the BAC												GF		1,262,000.00		For students and Employees' Wellness Program
	e. Farmer's Forum, Workshop, Planning and Orientation (HARRDEC Activities)	HARRDEC	PB; NP	To be procured by the Administrative Services as scheduled and delegated by the BAC												SP		1,200,000.00		For HARRDEC programs and activities
I. CONSTRUCTION																				
	a. Building	Admin; BA	PB	To be scheduled by PMO as approved by the BAC											Jan - Dec. 2014	GoP		-	56,000,000.00	For new construction of building
J. REPAIRS AND MAINTENANCE																				
	a. Building Repairs	AS	PB; NP	To be scheduled by PMO as approved by the BAC											Jan - Dec. 2014	GF; STF; RF 161, RF 163		11,000,000.00		For repairs and maintenance of buildings and Facilities
	b. Offices and Fixtures	AS	PB; NP	To be procured by the Administrative Services as scheduled and delegated by the BAC												GF; STF; RF 161, RF 163		4,089,600.00		For repairs and maintenance of fixtures
	c. ICT Maintenance	AS	PB; NP	To be procured by the Administrative Services as scheduled and delegated by the BAC												GF; STF; RF 161, RF 163, Fiduciary		862,000.00		For repair and maintenance of ICT equipment; servers and cabling
	d. Repair of Laboratory Equipment	AS	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC												GF; STF; RF 161, RF 163, Fiduciary		100,000.00		Repair and maintenance of all Laboratory equipment
	e. Repair of Tools/ Equipment	AS	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC												GF; STF; RF 161, RF 163, Fiduciary		50,000.00		Repair and maintenance of Carpentry and gardening tools
	f. Repair of Vehicles	Admin	PB; NP	To be procured by the Administrative Services as scheduled and delegated by the BAC												GF, STF,		1,654,015.00		Repair and maintenance of all vehicles

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	g. Repair of Motorcycle	Admin	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC										GF, STF,		225,000.00		Repair and maintenance of all vehicles			
K. INSURANCE PREMIUMS																					
	a. Student's Insurance	Academic	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC										Jan - Dec. 2014		Fiduciary		463,550.00		For student's insurance	
	b. Insurance of BSU Properties	Admin	NP (Agency-to-Agency)											Jan - Dec. 2014		GF, STF		-		Insurance premiums of all BSU properties	
	c. Registration and Insurance of Motor Vehicles	Admin	NP (Agency-to-Agency)													GF, STF		-		Registration and premium of all vehicles	
L. ACCREDITATION																					
	a. Accreditation Fee	Academic	Direct Contracting	To be procured by the Administrative Services as scheduled and delegated by the BAC										Jan - Dec. 2014		STF		300,000.00		For Accreditation	
	b. Accreditation Supplies and Equipment	Academic	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC												STF		500,000.00		For Accreditation	
M. RENTALS																					
	a. Facilities	R and E	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC										Jan - Dec. 2014			STF			For Research and Extension	
	b. Vehicles	R and E	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC													STF		76,000.00		For Research and Extension
	c. Equipment	R and E	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC													STF				For Research and Extension
N. PROPERTY ACQUISITION																					
	a. Bulldozer	Business Affairs	PB	To be scheduled by PMO as approved by the BAC										Jan - Dec. 2014		GoP		3,500,000.00		For Business Affairs	
	b. Coaster	Admin	PB	To be scheduled by PMO as approved by the BAC										Jan - Dec. 2014		STF		3,000,000.00		For University Purposes	

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O. PROFESSIONAL SERVICES																			
	a. Security Services	Admin	PB	21-Mar-14	25-Mar-14	2-Apr-14	14-Apr-14	15-Apr-14	April 16-23, 2014	24-Apr-14	28-Apr-14	30-Apr-14	Jan - Dec. 2014	GoP		7,170,900.00		Provision of 41 guards	
	b. External Facilitator/ Consultant	R and E	NP	To be procured by the Administrative Services as scheduled and delegated by the BAC										GoP		132,750.00		Consultant for Research	
GRAND TOTAL																160,542,620.10	56,000,000.00		

Note: The Annual Procurement Plan (APP) for 2014 was derived from the submitted PPMPs of the different offices and units of the University.

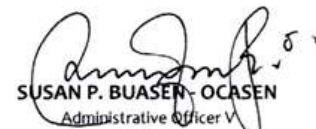
Prepared by:


 JOCELYN L. MAURING
 PMO, Staff

Recommending Approval:


 ESTRELLITA M. DACLAN
 Supervising Administrative Officer
 Member

here subject to availability of funds
Appr.

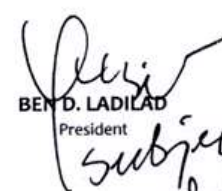

 SUSAN P. BUASEN-OCASEN
 Administrative Officer V
 Member


 JONES K. FELECIANO
 VP for Business Affairs
 Member


 REYNANTE B. BASCO
 Attorney at Law
 Vice-Chairman


 MATIAS C. ANGIWAN, Jr.
 Chief Administrative Officer
 Chairman

APPROVED BY:


 BEN D. LADLAD
 President
subject to availability of funds