

**Commission on Higher Education
Caraga Administrative Region
Annual Procurement Plan for FY 2023**

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 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		
50202010	Training Expenses													
	a.Payment to Civil Service Commission (CSC) (Learning & Development)	Administrative/ Technica	No	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00	0		
50203010	Office Supplies													
	ALCOHOL, Ethyl, 500 mL	Administrative/ Technica	No	NP-53.7 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	1,421.15	1,421.15			
	ALCOHOL, Ethyl, 1 Gallon	Administrative/ Technica	No	NP-53.8 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	1,818.03	1,818.03			
	Sticky Note - noted pad size: 1.5 x 2	Administrative/ Technica	No	NP-53.9 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	300.00	300.00			
	AIR FRESHENER, Aerosol type, 150g	Administrative/ Technica	No	NP-53.11 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	808.24	808.24			
	BROOM, Soft (Walis Tambo)	Administrative/ Technica	No	NP-53.12 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	749.32	749.32			
	BROOM, Stick (Walis Ting-ting)	Administrative/ Technica	No	NP-53.13 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	125.29	125.29			
	DETERGENT POWDER, all purpose, 1kg	Administrative/ Technica	No	NP-53.14 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	297.44	297.44			
	DISINFECTANT SPRAY, Aerosol type, 400g	Administrative/ Technica	No	NP-53.15 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	461.64	461.64			
	FURNITURE CLEANER, Aerosol type, 300mL	Administrative/ Technica	No	NP-53.16 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	390.40	390.40			
	LIQUID HAND SOAP, 500mL	Administrative/ Technica	No	NP-53.17 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	236.23	236.23			
	MOPHANDLE, heavy duty	Administrative/ Technica	No	NP-53.18 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	411.84	411.84			
	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	Administrative/ Technica	No	NP-53.19 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	3,168.00	3,168.00			
	PHILIPPINE NATIONAL FLAG	Administrative/ Technica	No	NP-53.20 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	626.65	626.65			
	Battery	Administrative/ Technica	No	NP-53.20 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	350.00	350.00			
	GLUE, all-purpose, 200 grams	Administrative/ Technica	No	NP-53.21 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	233.38	233.38			
	STAPLE WIRE, standard	Administrative/ Technica	No	NP-53.22 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	784.08	784.08			
	TAPE, packaging, 48 mm	Administrative/ Technica	No	NP-53.23 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	122.98	122.98			
	TAPE, transparent, 24mm	Administrative/ Technica	No	NP-53.24 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	122.98	122.98			
	CORRECTION TAPE, 8 meters	Administrative/ Technica	No	NP-53.25 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	126.83	126.83			
	DATA FOLDER	Administrative/ Technica	No	NP-53.26 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	1,510.08	1,510.08			
	ENVELOPE, Documentary, legal, 500 pieces per box	Administrative/ Technica	No	NP-53.27 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	2,157.58	2,157.58			
	ENVELOPE, Mailing, 500 pieces per box	Administrative/ Technica	No	NP-53.28 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	951.54	951.54			
	FASTENER, metal, non-sharp edges, 50 sets per box	Administrative/ Technica	No	NP-53.29 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	208.21	208.21			
	FOLDER, pressboard, 100 pieces per box	Administrative/ Technica	No	NP-53.30 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	2,095.81	2,095.81			
	MARKER, Flourescent, 3 colors per set	Administrative/ Technica	No	NP-53.31 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	201.63	201.63			
	MARKER, Permanent, Black	Administrative/ Technica	No	NP-53.32 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	41.09	41.09			
	PAPER CLIP, vinly/plastic coated, 33mm	Administrative/ Technica	No	NP-53.33 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	77.62	77.62			
	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	Administrative/ Technica	No	NP-53.34 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	121.26	121.26			
	RING BINDER, plastic, 32 mm, 10 pieces per bundle	Administrative/ Technica	No	NP-53.35 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	1,508.27	1,508.27			
	SCISSORS, symmetrical or asymmetrical	Administrative/ Technica	No	NP-53.36 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	73.41	73.41			
	TAPE DISPENSER, table top	Administrative/ Technica	No	NP-53.37 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	80.08	80.08			
	Sticky Note - noted pad size: 1 x 3	Administrative/ Technica	No	NP-53.37 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	343.20	343.20			
	PAPER, MULTICOPY A4, 500 sheets per ream	Administrative/ Technica	No	NP-53.37 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	7,288.60	7,288.60			
	PAPER, MULTICOPY LEGAL, 500 sheets per ream	Administrative/ Technica	No	NP-53.37 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	10,404.90	10,404.90			
	PAPER, MULTIPURPOSE A4, 500 sheets per ream	Administrative/ Technica	No	NP-53.37 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	757.57	757.57			
	RECORD BOOK, 500 PAGES	Administrative/ Technica	No	NP-53.38 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	572.00	572.00			
	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	Administrative/ Technica	No	NP-53.39 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	594.88	594.88			
	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	Administrative/ Technica	No	NP-53.40 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	2,848.56	2,848.56			
	INSECTICIDE, 600mL	Administrative/ Technica	No	NP-53.40 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	459.89	459.89			
	Hand Towel	Administrative/ Technica	No	NP-53.40 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	900.00	900.00			

	Bond Paper Short	Administrative/ Technical	No	NP-53.41 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	440.00	440.00		
	Post-it Flag - Sign Here	Administrative/ Technical	No	NP-53.42 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	192.50	192.50		
	STAPLER,big, heavy duty, with remover	Administrative/ Technical	No	NP-53.43 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	374.00	374.00		
	SIGN PEN, liquid or gel, (.7 ink black)	Administrative/ Technical	No	NP-53.44 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	770.00	770.00		
	SIGN PEN, liquid or gel, (.7 ink blue)	Administrative/ Technical	No	NP-53.45 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	770.00	770.00		
	SIGN PEN, liquid or gel, (1.0 ball point ink blue)	Administrative/ Technical	No	NP-53.46 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	2,816.00	2,816.00		
	SIGN PEN, liquid or gel, (1.0 ball point ink black)	Administrative/ Technical	No	NP-53.47 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	1,760.00	1,760.00		
	Mobile Load Cards	Administrative/ Technical	No	NP-53.49 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	61,960.00	61,960.00		
	Sponge squeeze mop with handle - Tornado Mop	Administrative/ Technical	No	NP-53.50 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	3,400.00	3,400.00		
	Brother Refill Ink, BTD60 Black	Administrative/ Technical	No	NP-53.53 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	1,100.00	1,100.00		
	Brother Refill Ink, BT5000 (Magenta, Cyan, Yellow)	Administrative/ Technical	No	NP-53.54 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	1,650.00	1,650.00		
	Canon Paper (short size: 8.5" x 11", gsm:85, color:	Administrative/ Technical	No	NP-53.55 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	14,300.00	14,300.00		
	Epson 143 - Black Ink	Administrative/ Technical	No	NP-53.56 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	3,960.00	3,960.00		
	Epson 143 - Magenta Ink	Administrative/ Technical	No	NP-53.57 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	2,640.00	2,640.00		
	Epson 143 - Yellow Ink	Administrative/ Technical	No	NP-53.58 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	2,640.00	2,640.00		
	Epson 143 - Cyan Ink	Administrative/ Technical	No	NP-53.59 Agency-to-Agency	Jan-23	Feb-23	Feb-23	Feb-23	GoP	2,640.00	2,640.00		
	Notebook - Leather cover	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jan-23	Feb-23	Feb-23	Feb-23	GoP	10800	10800		
	Signpen .5 color blue and black	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jan-23	Feb-23	Feb-23	Feb-23	GoP	2100	2100		
	Personalized tote bag with zipper and sublimation text	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jan-23	Feb-23	Feb-23	Feb-23	GoP	18000	18000		
	Alcohol - Spray 60ml	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jan-23	Feb-23	Feb-23	Feb-23	GoP	3000	3000		
	Cleansing Wipes Anti-Bacterial and moisturizing Size:	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jan-23	Feb-23	Feb-23	Feb-23	GoP	3000	3000		
	Facial tissue 2ply; 250 sheets	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jan-23	Feb-23	Feb-23	Feb-23	GoP	4200	4200		
	Disposable Face-lifting Butterfly Face Mask Breathable	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jan-23	Feb-23	Feb-23	Feb-23	GoP	3000	3000		
	ID Card Name Holder, Heavy Duty Clear Transparent	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jan-23	Feb-23	Feb-23	Feb-23	GoP	1920	1920		
	Bond Paper A4 70gsm	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jan-23	Feb-23	Feb-23	Feb-23	GoP	1000	1000		
	Canon Paper size: 8.5" x 11"; gsm: 85; color: brilliant	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jan-23	Feb-23	Feb-23	Feb-23	GoP	980	980		
50203020	Accountable Forms Expenses												
	a. Procurement of checkbooks at the Landbank of the Philippines	Administrative	No	NP-53.5 Agency-to-Agency	April 2023	April 2023	April 2023	April 2023	GoP	2,500.00	2,500.00	0	
50203070	Drugs and Medicines Expenses												
	Paracetamol 500mg tablet	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	120.00	120.00	0	
	Captopril 25mg tablet	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	360.00	360.00	0	
	Citirizen Hydrochloride 10mg tablet	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	700.00	700.00	0	
	Phenylpropranolamine HCL Chlorhenamine Meleate	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	200.00	200.00	0	
	Ibuprofen 200mg tablet	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	300.00	300.00	0	
	Loperamide 2mg tablet	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	200.00	200.00	0	
	Guafenesin 200mg softgel capsule	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	204.00	204.00	0	
	Elastic bandage (3")	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	600.00	600.00	0	
	Plaster tape roll	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	280.00	280.00	0	
	Povidone Iodine 120ml	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	250.00	250.00	0	
	Gauze Pad 4x4 sterile	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	200.00	200.00	0	
	Thermometer (digital)	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	320.00	320.00	0	
	Washproof Adhesive Bandages strips (50s/box)	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	170.00	170.00	0	
	Sterile gloves size 7.5	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	300.00	300.00	0	
	Plastic kit carry box for medicine / materials (small)	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	350.00	350.00	0	
50203090	Fuel, oil and lubricants												
	Fuel, oil and lubricants	Administrative/ Technical	No	Direct Purchase					GoP	34,992.10	34,992.10		
50203990	Other Supplies and Materials Expense												
	1. LPG Tank	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	March 2023	April 2023	April 2023	April 2023	GoP	3,000.00	3,000.00	0	
	carriage/box, wires; power adapter AC/DC, extension	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	15,000.00	15,000.00	0	
	3. Water coupling, water pipes and other accessories; toilet sewage system	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	30,000.00	30,000.00	0	
	4. Battery for Generator Set	Administrative/ Technical	No	NP-53.52 Agency-to-Agency	February 2023	March 2023	March 2023	March 2023	GoP	20,000.00	20,000.00	0	
	5. Advocacy Materials - Mug	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	37,500.00	37,500.00	0	

	6. Plaque	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Feb-23	Feb-23	March 2023	March 2023	GoP	157,500.00	157,500.00	0
	7. DLSR Camera	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Mar-23	Apr-23	Apr-23	Apr-23	GoP	49,999.00	49,999.00	0
	9. Portable Air Cooler 10L Capacity	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Apr-23	Apr-23	May-23	May-23	GoP	39,000.00	39,000.00	0
	zipper, pocket and sublimation printing. with design	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	May-23	May-23	GoP	30,000.00	30,000.00	0
	11. Advocacy Customized Jersey - Cycling cloth w/o zipper, pocket and sublimation printing. with design	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Apr-23	Apr-23	May-23	May-23	GoP	82,500.00	82,500.00	0
	National Directorate	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Jun-23	Jun-23	Jun-23	Jun-23	GoP	12,000.00	12,000.00	0
	13. Sign Fabrication:Stainless Built up Letters Mirrorized	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Apr-23	Apr-23	May-23	May-23	GoP	49,950.00	49,950.00	0
	14. Hall Decoration with Lights and Sound	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Apr-23	Apr-23	May-23	May-23	GoP	32,000.00	32,000.00	0
	15. LED Screen	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	Apr-23	Apr-23	May-23	May-23	GoP	35,000.00	35,000.00	0
	16. Tables and Chairs with cover	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	8,000.00	8,000.00	0
	17. Vinyl Sticker (Race Bibs)	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	6,000.00	6,000.00	0
	18. Storage Box	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	9,900.00	9,900.00	0
	19. Air Conditioner 1 1.5hp Standard Inverter Split Type	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	49,000.00	49,000.00	0
	20. Photo Paper (A4)	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	300.00	300.00	0
	21. Vintage Sling (47 inches wide) gold or/with black color (Please see attached design)	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	6,750.00	6,750.00	0
	22. Ribbon net lace (3inches wide) 75 meters black, 75 meters gold/yellow	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	7,500.00	7,500.00	0
	23. Cardboard (420mm x 594mm x 1.5mm)	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	750.00	750.00	0
	24. Photo Paper (A4)	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	1,200.00	1,200.00	0
	25. Glue Gun	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	250.00	250.00	0
	26. Glue Gun Stick	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	400.00	400.00	0
	27. Safety Pins	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	1,250.00	1,250.00	0
	28. Thumbtacks	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	150.00	150.00	0
	29. Customized Steel Flask with handle (wide mouth open)	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	21,000.00	21,000.00	0
	30. Panama Hat/toquilla straw hat	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	2,500.00	2,500.00	0
	31. Washed Bucket Hat	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May-23	May-23	Jun-23	Jun-23	GoP	3,750.00	3,750.00	0
5020101000	Traveling Expenses											
	a. Plane Ticket - employees	Administrative/Technical	No	Direct Purchase	N/A	N/A	N/A	N/A	GoP	350,000.00	350,000.00	0
	b. Travel Claims with Per Diems - Employees and RQAT	Administrative/Technical	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	442,500.00	442,500.00	0
	c. Van Rentals	Administrative/Technical	No	NP-53.9 - Small Value Procurement	April 2023	April 2023	May 2023	May 2023	GoP	175,500.00	175,500.00	0
50204010	Water Expenses											
	a. Office water supply	Administrative/ Technical	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	42,000.00	42,000.00	0
	b. Office mineral water supply in Gallon	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00	0
50204020	Electricity Expenses											
	a. Electricity services	Administrative/ Technical	No	Direct Contracting	January 2023	January 2023	January 2023	January 2023	GoP	300,000.00	300,000.00	0
5020500000	Communication Expenses											
50205010	Postage and Courier Services											0
	Payment of mail matter and package	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	January 2023	January 2023	January 2023	January 2023	GoP	6,000.00	6,000.00	0
50205020	Telephone											
	a.Mobile Expenses	Administrative/Technical	No	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	130,800.00	130,800.00	0
	b. Landline Expenses	Administrative/Technical	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	26,000.00	26,000.00	0
50205030	Internet Subscription Expenses											0
	Payment for PLDT Internet services	Administrative/Technical	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	38,000.00	38,000.00	0
50211010	Legal Services											
	a. Notarial services	Administrative	No	NP-53.9 - Small Value Procurement	January 2023	January 2023	January 2023	January 2023	GoP	2,450.00	2,450.00	0
5021199000	Other Professional Expenses											
	Cost of Service Salaries and Wages	Administrative	No	Direct Contracting	N/A	N/A	N/A	January 2023	GoP	9,244,137.20	9,244,137.20	0
	Other Professional Fees: RQAT Honorarium	Technical	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	140,000.00	140,000.00	0
5021003000	Extraordinary and Miscellaneous Expenses											0
	Payment for Regional Director's Extraordinary and	Director	No	Shopping	N/A	N/A	N/A	N/A	GoP	135,600.00	135,600.00	0
5021203000	Security Services											
	Payment for security services of 3 Security Guards	Administrative	No	NP-53.9 - Small Value Procurement	January 2023	January 2023	January 2023	January 2023	GoP	624,000.00	624,000.00	0
5021299099	Other General Services											
	Office Fumigation and Disinfection	Administrative	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	2,000.00	2,000.00	0


	Hauling of CHED Equipment and Furnitures from 3rd floor to ground Floor	Administrative	No	NP-53.9 - Small Value Procurement	January 2023	January 2023	January 2023	January 2023	GoP	1,000.00	1,000.00	0	
502990709	Other Subscriptions Expenses												
	a. Unlimited ink with printer	Administrative	No	Direct Contracting	January 2023	January 2023	January 2023	January 2023	GoP	126,000.00	126,000.00	0	
	b. Zoom Subscription	Administrative/Technical	No	Direct Contracting	January 2023	January 2023	January 2023	January 2023	GoP	1,000.00	1,000.00	0	
	c. Virtual Private Server Subscription	Administrative/Technical	No	Direct Contracting	January 2023	January 2023	January 2023	January 2023	GoP	28,116.00	28,116.00	0	
	d. Semaphore SMS Notification with 5,000 credits	Technical	No	Direct Contracting	March 2023	March 2023	March 2023	March 2023	GoP	2,800.00	2,800.00	0	
	e. Semaphore SMS Notification with 10,000 credits	Technical	No	Direct Contracting	March 2023	March 2023	March 2023	March 2023	GoP	5,600.00	5,600.00	0	
	f. Additional Cloud Storage (2TB)	Technical	No	Direct Contracting	March 2023	March 2023	March 2023	March 2023	GoP	4,799.00	4,799.00	0	
5029905004	Rents - Equipment	Administrative/Technical	No	NP-53.9 - Small Value Procurement									
5021304000	Repair and Maintenance of Office Building and												
	Painting of building, water pipes, CR, mess hall	Administrative/Technical	No	NP-53.9 - Small Value Procurement	March 2023	April 2023	April 2023	April 2023	GOP	173,000.00	173,000.00	0	
	Repair of Glass Door for Technical Chief Office	Technical	No	NP-53.9 - Small Value Procurement	January 2023	February 2023	February 2023	February 2023	GoP	6,000.00	6,000.00	0	
5021305000	Repairs and Maintenance - Machinery and Equipment												
	a. Repairs of computers, laptop, printers, Generator Set	Administrative/Technical	No	NP-53.9 - Small Value Procurement	March 2023	April 2023	April 2023	April 2023	GOP	50,000.00	50,000.00	0	
5021306001	Repairs and Maintenance - Motor Vehicles												
	a. Procurement of services for CHED vehicle repairs and maintenance Innova & Adventure	Administrative	No	NP-53.9 - Small Value Procurement	March 2023	April 2023	April 2023	April 2023	GoP	50,000.00	50,000.00	0	
	b. Procurement of spare parts for damage parts	Administrative	No	NP-53.9 - Small Value Procurement	March 2023	April 2023	April 2023	April 2023	GoP	3,000.00	3,000.00	0	
5021501001	Taxes, Duties and Licenses	Administrative											
	Vehicle Registration of Innova and Adventure and other	Administrative	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00	0	
5021502000	Fidelity Bond Premium												
	Payment for the Fidelity Bond for Accountable Officer	Administrative/Technical	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	0	
5021503000	Insurance Expenses												
	b. Insurance for CHED Building, equipment, Personnel,	Administrative	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	150,000.00	150,000.00	0	
5029900000	Other MOOE												
5029902000	Printing and Publication Expenses												
	a. Tarpaulin/Banner	Administrative/Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	25,053.00	25,053.00	0	
	b. Printing of the CHED Annual Report/Statistical	Administrative/Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	3,000.00	3,000.00	0	
5029903000	Representation Expenses												
	Procurement of Catering Services for the following												
	a. Regional Assembly with the Registrars via zoom	Administrative	No	NP-53.9 - Small Value Procurement	June 2023	June 2023	June 2023	June 2023	GoP	10,000.00	10,000.00	0	
	b. Full-Time Delivery Unit Meeting	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	January 2023	February 2023	February 2023	February 2023	GoP	34,400.00	34,400.00	0	
	c. COA Exit Conference FY 2022	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	March 2023	March 2023	March 2023	March 2023	GoP	5,600.00	5,600.00	0	
	d. Higher Education Tree Planting MOA signing with DENR and HEIs	Technical	No	NP-53.9 - Small Value Procurement	January 2023	January 2023	January 2023	January 2023	GoP	12,500.00	12,500.00	0	
	e. Assembly of RQAT Members	Technical	No	NP-53.9 - Small Value Procurement	January 2023	February 2023	February 2023	February 2023	GoP	30,600.00	30,600.00	0	
	f. GAD Regional Summit/Seminar on GAD Data Analysis/Sex Disaggregated Data/Genderizing the Curriculum	Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	5,000.00	5,000.00	0	
	g. Conduct of CHED Regional Conference with HEI Presidents/Heads and Office of Student Affairs and Services Coordinators/Heads in Higher Education Institution in Caraga Region	Technical	No	NP-53.9 - Small Value Procurement	March 2023	March 2023	March 2023	March 2023	GoP	48,200.00	48,200.00	0	
	h. Regional Conference of NSTP	Technical	No	NP-53.9 - Small Value Procurement	April 2023	May 2023	May 2023	May 2023	GoP	23,000.00	23,000.00	0	
	i. Mid-Year Performance Review and Action Planning	Technical	No	NP-53.9 - Small Value Procurement	May 2023	June 2023	June 2023	June 2023	GoP	5,000.00	5,000.00	0	
	j. Year-End Assessment and Target Setting	Technical	No	NP-53.9 - Small Value Procurement	October 2023	November 2023	December 2023	December 2023	GoP	5,000.00	5,000.00	0	
	k. CHED Caraga ISO 9001:2015 Internal Quality Audit	Technical	No	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	GoP	29,550.00	29,550.00	0	
	l. Awarding of Best Employees and Support Staff	HRMO	No	NP-53.9 - Small Value Procurement	October 2023	November 2023	December 2023	December 2023	GoP	100,000.00	100,000.00	0	
	m. Prizes for Contests during PRAISE	HRMO	No	NP-53.9 - Small Value Procurement	October 2023	November 2023	December 2023	December 2023	GoP	30,634.00	30,634.00	0	
	n. Regional Conference of the Council of Deans	Technical	No	NP-53.9 - Small Value Procurement	June 2023	June 2023	June 2023	June 2023	GoP	10,000.00	10,000.00	0	
	o. Re-orientation and updating on RA 10931 Programs for TES Focal Persons	Technical	No	NP-53.9 - Small Value Procurement	March 2023	March 2023	March 2023	March 2023	GoP	62,000.00	62,000.00	0	

p. Conduct of Joint CHED-MARINA follow-up verification of BS Marine Transportation Programs of Surigao Education Center, Surigao City.	Technical	No	NP-53.9 - Small Value Procurement	February 2023	February 2023	February 2023	February 2023	GoP	68,950.00	68,950.00	0	
q. Assessment and Certification of CHED Caraga to ISO	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	February 2023	February 2023	March 2023	March 2023	GoP	186,000.00	186,000.00	0	
r. Conduct of Joint CHED-MARINA evaluation and inspection of BS Marine Transportation Programs of Surigao Education Center, Surigao City on March 14-17, 2023	Technical	No	NP-53.9 - Small Value Procurement	March 2023	March 2023	March 2023	March 2023	GoP	47,400.00	47,400.00	0	
s. Conduct of onsite evaluation for BSECE, BSABE, BIT of ASSCAT, Bunawan, ADS and vice versa	Technical	No	NP-53.9 - Small Value Procurement	March 2023	March 2023	March 2023	March 2023	GoP	77,060.00	77,060.00	0	
t. National Directorate Meeting on May 15-19, 2023 in Caraga Region	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	April 2023	April 2023	April 2023	April 2023	GoP	995,200.00	995,200.00	0	
u. Conduct of 3rd Higher Education Day Roadshow on May 18, 2023 at Municipality of General Luna and Del Carmen, Surigao del Norte	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	April 2023	April 2023	April 2023	April 2023	GoP	182,400.00	182,400.00	0	
v. CHED Caraga ARTA Inspection on May 3, 2023.	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May 2023	May 2023	May 2023	May 2023	GoP	1,000.00	1,000.00	0	
q. Workshop for the compliance of Republic Act No. 11032 and its IRR the ARTA Findings during the conduct of On-site Inspection last May 3, 2023 at Surigao del Sur on May 17-18, 2023	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May 2023	May 2023	May 2023	May 2023	GoP	45,250.00	45,250.00	0	
r. Conduct of the Retirement Celebration entitled "Embracing A New Beginning: Tribute to RD George Colorado."	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May 2023	May 2023	May 2023	May 2023	GoP	253,600.00	253,600.00	0	
s. Conduct of CHED Regional Office Implementation of Philippine Anti-illegal Drugs Strategy (PADS) for CY 2023, 2nd Quarter	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May 2023	May 2023	June 2023	June 2023	GoP	328,500.00	328,500.00	0	
t. Exploratory Conference between CHED and TESDA Caraga Regional Offices for the Regional Cascading of the Philippine Qualifications Framework (PQF) and Philippine Credit Transfer System (PCTS) in the Context of Quality Assurance (QA) in higher education on June 14, 2023	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May 2023	May 2023	June 2023	June 2023	GoP	16,000.00	16,000.00	0	
u. Orientation on the Philippine Qualifications Framework (PQF) and Philippine Credit Transfer System (PCTS) in the context of Quality Assurance (QA) in higher education on June 27, 2023, relative to the Regional Cascading of PQF	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May 2023	May 2023	June 2023	June 2023	GoP	284,000.00	284,000.00	0	
v. In-person Regional Workshop on Data Validation of the DX Survey Responses of SUCs on June 13, 2023.	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May 2023	May 2023	June 2023	June 2023	GoP	49,500.00	49,500.00	0	
w. Gawad Parangal 2023	Administrative/ Technical	No	NP-53.9 - Small Value Procurement	May 2023	May 2023	June 2023	June 2023	GoP	100,000.00	100,000.00	0	
Total									16,369,057.42			

Prepared by:


ANGEL A. ASIS
Administrative Aide VI

Fund Availability:


GESELLE M. FRANCISCO, CPA
OIC, Chief Administrative Officer/Budget Officer Designate

Approved by:


ALMA SY-PATRON, RSW, MSW, LI.B.
OIC, Director IV