

**University of the Philippines Baguio Indicative Annual Procurement Plan for FY 2023**

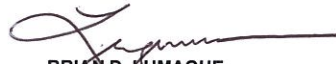
Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
UPB-01	Airline tickets for travel	Chancellor's Office	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	January 2023	January 2023	GoP	24,000.00	24,000.00		
UPB-02	Attendance to meetings/trainings/ workshops/bookfairs, etc. (local and foreign)	OVCA, ODSA, CSS, CS, Chancellor's Office, OCG, OVCAA-API, CSC, MK, OSFA, CSC Publications	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	January 2023	January 2023	GoP	1,743,639.28	1,743,639.28		
UPB-03	Attendance to meetings/trainings/ workshops/bookfairs, etc. (local and foreign)	NSTP	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	January 2023	January 2023	Special Purpose Fund	47,500.00	47,500.00		
UPB-04	Building and Equipment Insurance	OVCA-Insurance	YES	NP-53.5 Agency-to-Agency	N/A	N/A	May 2023	May 2023	GoP	4,000,000.00	4,000,000.00		
UPB-05	Catering Services	LRC, OVCA, ODSA, IM, HSO, Kasarian, BAC-Misc, Acctg Office, Chancellor's Office, OUR, OPA, HKP, OCG, GPO, OASH, MK, Cash Office, SPMO, CMU, CSS, CAC, CS, Library, OVCAA, BAC-Misc, Chancellor's Office, Budget Office, OSFA	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	GoP	1,663,625.00	1,663,625.00		for various activities/ meetings
UPB-06	Catering Services	HRDO-RF, HRDO-ADF, IM-GFTI-MM-DURP, CAC-GAF-MALL, CAC-TFI, CAC-GFTI-MALL-TFI	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	413,000.00	413,000.00		
UPB-07	Catering Services	CS-UGTFI, Domm-UGTFI, IM-BSME-UGTFI, CAC-TOSF-UGTFI, CAC-UGTFI, CAC-SAP, CAC-Daliva	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	326,750.00	326,750.00		
UPB-08	Communication expenses (cellcards)	CAC, Kasarian, OVCAA-API, OSFA	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	GoP	257,300.00	257,300.00		
UPB-09	Communication expenses (cellcards)	NSTP	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	5,000.00	5,000.00		
UPB-10	Construction Projects (Renovation and Painting of CAC Building)	CAC-TOSF-UGTFI	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	277,104.00	277,104.00		
UPB-11	Daily/ Weekly Newspaper Subscription	OPA	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	GoP	14,400.00	14,400.00		
UPB-12	Diagnostic & Laboratory Services (Annual Physical Examination)	HSO	NO	NP-53.9 - Small Value Procurement	February 2023	March 2023	March 2023	March 2023	Special Purpose Fund	500,000.00	500,000.00		
UPB-13	Diagnostic & Laboratory Services (Drug Testing Services)	HRDO-RF	NO	NP-53.5 Agency-to-Agency	N/A	N/A	February 2023	February 2023	Special Purpose Fund	20,000.00	20,000.00		
UPB-14	Diesel, engine oil, brake fluid, steering fluid, gear oil, Gasoline	OVCA-Misc, Chancellor's Office	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	January 2023	January 2023	GoP	560,000.00	560,000.00		
UPB-15	Education and training services	CAC-UGTFI	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	Special Purpose Fund	20,800.00	20,800.00		
UPB-16	Education and training services (Accommodation, Workshop/ Conference venue rental and meals)	BAC-Misc, OVCAA-API	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May 2023	May 2023	GoP	1,380,000.00	1,380,000.00		
UPB-17	Education and training services (Workshop/ Training expenses)	OVCAA, OVCAA-API	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May 2023	May 2023	GoP	1,294,000.00	1,294,000.00		
UPB-18	Education and training services (Workshop/ Training expenses)	NSTP, CAC-GFTI-MALL-TFI	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	April 2023	April 2023	Special Purpose Fund	65,000.00	65,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
UPB-19	Fieldtrips/Fieldwork of CS Faculty (DTE) & Undergraduate students (including van/jeepney rental, transportation allowance, meal allowance and accommodation), Venue Rental & Transportation Expenses for PE swimming class	CS-UGTFI	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	Special Purpose Fund	200,000.00	200,000.00		
UPB-20	Fuels/fuel additives & lubricants & anti corrosive	Dorm-UGTFI	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	April 2023	April 2023	Special Purpose Fund	3,400.00	3,400.00		
UPB-21	Funeral and associated services	Chancellor's Office	NO	NP-53.9 - Small Value Procurement	Various dates	N/A	Various dates	Various dates	GoP	4,000.00	4,000.00		
UPB-22	General repair and maintenance services (Furniture and Fixtures)	Library-LAMF, OVCA-UGTFI-CU	NO	NP-53.9 - Small Value Procurement	Various dates	N/A	Various dates	Various dates	Special Purpose Fund	25,000.00	25,000.00		
UPB-23	General repair and maintenance services (Infrastructure, Buildings and other Structures)	Library-LAMF, CS-UGTFI, OVCA - UGTFI-CU	NO	Competitive Bidding	June 2023	June 2023	July 2023	July 2023	Special Purpose Fund	15,547,572.80	547,572.80	15,000,000.00	
UPB-24	General repair and maintenance services (Office Equipment)	CSS, CAC, HSO, CS, Library, OVCAA, Acctg Office, Chancellor's Office, Budget Office, OUR, OPA, HRP, GPO, OVCAA-API, CSC, MK, OSFA, Cash Office, CSC-Publications, SPMO, OCG	NO	NP-53.9 - Small Value Procurement	Various dates	N/A	Various dates	Various dates	GoP	1,563,900.00	1,563,900.00		
UPB-25	General repair and maintenance services (Office Equipment)	Library-LAMF, OVCA-UGTFI-CU	NO	NP-53.9 - Small Value Procurement	Various dates	N/A	Various dates	Various dates	Special Purpose Fund	150,000.00	150,000.00		
UPB-26	Geological Testing Services	OVCA-GMEF	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	GoP	500,000.00	500,000.00		
UPB-27	Hotel and Lodging and Meeting Facilities	CSS, Chancellor's Office, OVCAA-API	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	March 2023	March 2023	GoP	1,260,000.00	1,260,000.00		
UPB-28	Insurance and Registration of UPB Service Vehicles	Chancellor's Office	NO	NP-53.5 Agency-In-Agency	N/A	N/A	January 2023	January 2023	GoP	28,000.00	28,000.00		
UPB-29	Internet Services	OVCA	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	GoP	30,000.00	30,000.00		
UPB-30	Internet Services	OVCA-Internal Fees	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	168,000.00	168,000.00		
UPB-31	Internet Subsidy/Communication Expense	Dorm-UGTFI, CAC-TOSF-UGTFI	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	Special Purpose Fund	50,800.00	50,800.00		
UPB-32	Janitorial Services	OVCA-Blueguards	YES	Competitive Bidding	November 2022	December 2022	December 2022	January 2023	GoP	1,410,000.00	1,410,000.00		
UPB-33	Janitorial Services	OVCA - UGTFI-CU	YES	Competitive Bidding	November 2022	December 2022	December 2022	January 2023	Special Purpose Fund	2,820,000.00	2,820,000.00		
UPB-34	Laundry Services	HSO, Library, Acctg Office, Budget Office, SPMO, ODSA, CSS, CS, Kasarian, Chancellor's Office, CSC	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	GoP	45,420.00	45,420.00		
UPB-35	Laundry Services	NSTP, IM-GFTI-MM-DURP	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	7,800.00	7,800.00		
UPB-36	Laundry Services	Dorm-UGTFI	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	11,000.00	11,000.00		
UPB-37	Lease of Venue for various activities	IM-GFTI-MM-DURP, HRDO-RF	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	December 2023	December 2023	Special Purpose Fund	120,000.00	120,000.00		
UPB-38	Mail and Cargo Transport Services	OVCA, ODSA, CSS, CAC, CS, Kasarian, OVCAA, BAC-Misc, Acctg Office, Chancellor's Office, Budget Office, OUR, GPO, OASH, CSC, MK, Cash Office, CSC Publications	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	GoP	64,920.00	64,920.00		
UPB-39	Mail and Cargo Transport Services	NSTP, CAC-GFTI-MALL-TFI, CAC-TFI	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	12,000.00	12,000.00		
UPB-40	Mail and Cargo Transport Services	CAC-UGTFI, IM-BSME-UGTFI	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	2,500.00	2,500.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
UPB-69	Supply and delivery of books, maps and other publications	Library-LAMF, Book Funds	NO	Competitive Bidding	August 2023	August 2023	September 2023	September 2023	Special Purpose Fund	768,570.84	768,570.84		
UPB-70	Supply and delivery of books, maps and other publications	CS-UGTFI, Dorm-UGTFI, Library-LAMF, CAC-TOSF-UGTFI	NO	Competitive Bidding	August 2023	August 2023	September 2023	September 2023	Special Purpose Fund	1,811,882.88	1,811,882.88		
UPB-71	Supply and delivery of computer furniture	ODSA	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	GoP	3,500.00	3,500.00		
UPB-72	Supply and delivery of construction materials and supplies	GPO, CSS	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	GoP	16,300.00	16,300.00		
UPB-73	Supply and Delivery of Electrical Supplies	OSFA, CSS, SNO	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	GoP	14,500.00	14,500.00		
UPB-74	Supply and Delivery of Fixtures	SNO	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	GoP	400.00	400.00		
UPB-75	Supply and Delivery of Flowers, plants, fertilizer, et. al.	Chancellor's Office, OSFA	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	GoP	7,500.00	7,500.00		to be used for offices' activities
UPB-76	Supply and Delivery of Food Staff	CSS, HSO, Budget Office, HKP, SPMO, CAC, Chancellor's Office, CSC, CSC-Publications	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	GoP	103,300.00	103,300.00		To be used for offices' activities
UPB-77	Supply and Delivery of Food Staff (for flag ceremony)	HRDO-RF	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	30,000.00	30,000.00		
UPB-78	Supply and Delivery of Furniture and Fixtures	Library-LAMF, OVCA-UGTFI-CU	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	Special Purpose Fund	420,000.00	140,000.00	280,000.00	
UPB-79	Supply and Delivery of Garments (uniforms)	Security Office, HKP-Varsity	NO	NP-53.9 - Small Value Procurement	June 2023	N/A	July 2023	July 2023	GoP	142,000.00	142,000.00		
UPB-80	Supply and Delivery of General Merchandise	CAC-TFI	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	Special Purpose Fund	35,000.00	35,000.00		
UPB-81	Supply and Delivery of Grocery Items (Kapitan Supplies, Personal Care Products)	Chancellor's Office, SNO	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	GoP	18,640.00	18,640.00		
UPB-82	Supply and delivery of information technology parts & accessories & peripherals	OCG, SNO	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	GoP	14,700.00	14,700.00		
UPB-83	Supply and Delivery of Janitorial Supplies	OSFA	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	GoP	1,000.00	1,000.00		
UPB-84	Supply and Delivery of Janitorial Supplies	Dorm-UGTFI	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	Special Purpose Fund	1,500.00	1,500.00		
UPB-85	Supply and Delivery of Kitchenwares	SNO	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	GoP	3,385.00	3,385.00		
UPB-86	Supply and Delivery of Laboratory Equipment and Accessories	CS-UGTFI	NO	Competitive Bidding	March 2023	April 2023	April 2023	May 2023	Special Purpose Fund	1,664,648.00	1,664,648.00		
UPB-87	Supply and Delivery of Pest Control Products	SNO, OVCA-GMEF	NO	NP-53.9 - Small Value Procurement	February 2023	N/A	March 2023	March 2023	GoP	102,100.00	102,100.00		
UPB-88	Supply and Delivery of Safety and Occupational Products (Rain coat, Fire extinguishers & Emergency Lights)	OVCA-GMEF, CMU	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	GoP	373,000.00	373,000.00		
UPB-89	Supply and Delivery of Safety and Occupational Products (Rain coat, Fire extinguishers & Emergency Lights)	Dorm-UGTFI, Library-LAMF	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	Special Purpose Fund	11,500.00	11,500.00		
UPB-90	Supply and Delivery of Signages and accessories	OVCA-GMEF, CMU	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	GoP	51,500.00	51,500.00		
UPB-91	Supply and Delivery of Sporting Goods	OCG, HKP-Varsity	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	GoP	202,000.00	202,000.00		
UPB-92	Supply and Delivery of vehicle parts and accessories (tire replacement)	Chancellor's Office	NO	NP-53.9 - Small Value Procurement	June 2023	N/A	July 2023	July 2023	GoP	28,000.00	28,000.00		
UPB-93	Telephone Services (Globe Plan and PLDT)	Acctg Office, Budget Office, OPA, MK, SPMO	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	GoP	62,400.00	62,400.00		
UPB-94	Token and awards for speakers of official events	ODSA, CSS, CAC, Kasarian, Chancellor's Office, OPA, OVCAA-API, CSC, OSFA	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	GoP	341,000.00	341,000.00		
UPB-95	Token and awards for speakers of official events	HRDO-RF, CAC-TFI	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	95,000.00	95,000.00		
UPB-96	Token and awards for speakers of official events	IM-BSME-UGTFI, CAC-UGTFI, CAC-SAP, CAC-Daliva, OSFA - Abellera	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	51,000.00	51,000.00		
UPB-97	Transportation and Communications Services	CAC-GFTI-MALL-TFI	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	Special Purpose Fund	10,000.00	10,000.00		
UPB-98	Transportation Services (Van rental)	CAC, BAC-Misc, OSFA, CSC, CSC Publications	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	GoP	184,700.00	184,700.00		
UPB-99	Transportation Services (Van rental)	HRDO-ADF, CAC-TFI	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	Special Purpose Fund	190,000.00	190,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
UPB-100	Transportation Services (Van rental)	CAC-TOSF-UGTFI, CAC-UGTFI	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	Special Purpose Fund	215,000.00	215,000.00		
UPB-101	Travel, Food, and Lodging for various activities	CS-UGTFI, CSS-TOSF-UGTFI, CAC-TOSF-UGTFI, CAC-UGTFI	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	Special Purpose Fund	675,544.00	675,544.00		
UPB-102	Travel, Food, Lodging and Entertainment Services	CAC-GFTI-MALL-TFI	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	Special Purpose Fund	70,000.00	70,000.00		
UPB-103	Tree cutting and/or pruning services	OVCA-GMEF	NO	NP-53.9 - Small Value Procurement	March 2023	N/A	April 2023	April 2023	GoP	100,000.00	100,000.00		
UPB-104	Utilities - Electricity	OVCA - Utilities	YES	Direct Contracting	N/A	N/A	January 2023	January 2023	GoP	1,680,000.00	1,680,000.00		
UPB-105	Utilities - Electricity	OVCA - Utilities	YES	Direct Contracting	N/A	N/A	January 2023	January 2023	Special Purpose Fund	120,000.00	120,000.00		
UPB-106	Utilities - PLDT	OVCA - Utilities	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	January 2023	January 2023	Special Purpose Fund	420,000.00	420,000.00		
UPB-107	Utilities - Water	OVCA-Utilities	YES	NP-53.5 Agency-to-Agency	N/A	N/A	January 2023	January 2023	GoP	519,000.00	519,000.00		
UPB-108	Utilities - Water	OVCA - Utilities	YES	NP-53.5 Agency-to-Agency	N/A	N/A	January 2023	January 2023	Special Purpose Fund	30,000.00	30,000.00		
UPB-109	Water Purifying System for the Canteen Building	OVCA-GMEF	NO	NP-53.9 - Small Value Procurement	January 2023	N/A	February 2023	February 2023	GoP	300,000.00	300,000.00		
<b>Total</b>										<b>66,073,466.80</b>	<b>47,793,466.80</b>	<b>18,280,000.00</b>	

Prepared by:

  
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 Member, BAC Secretariat

Recommending Approval:

  
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**GLORIA Q. RODRIGUERA**  
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**SANTOS JOSE O. DACANAY III**  
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**CECILIA FE S.M. ABALOS**  
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**GRAZIELLE K. MICKLAY**  
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 Chancellor/ Head of Procuring Entity