

**ZAMBOANGA STATE COLLEGE OF MARINE SCIENCES AND TECHNOLOGY**

**INDICATIVE Annual Procurement Plan-NON-CSE for FY 2024 (BASED ON NEP DUMP PRINT FY 2024)**

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	
<b>SECURITY SERVICES</b>													<b>1,500,000.00</b>
	Security Services for FY 2024	CSU	Yes	Competitive Bidding	2-Oct-23	16-Oct-23	23-Oct-23	30-Oct-23	FUND 101 - NEP FY 2024	1,500,000.00	1,500,000.00		
<b>OTHER MAINTENANCE AND OPERATING EXPENSES</b>													<b>1,272,100.00</b>
	Expenditures for ISO Re-Certification FY 2024	Quality Assurance Office	No	NP- 59.3 Small Value Procurement	7-Jul-24	--	--	--	FUND 101 - NEP FY 2024	334,600.00	334,600.00		
	PROCUREMENT OF MEALS AND SNACKS FOR THE ORIENTATION OF PROCUREMENT PROCESS	BAC Office	No	NP- 59.3 Small Value Procurement	8-Jan-24	--	--	--	FUND 101 - NEP FY 2024	97,500.00	97,500.00		
	BTLEd - Training Skills Enhancement Program - (HE, ICT, AFA) 1st semester	CELA	No	NP- 59.3 Small Value Procurement	7-Jul-24	--	--	--	FUND 101 - NEP FY 2024	40,000.00	40,000.00		
	BSED - Filipino - Seminar-Workshop on Pagtuturo ng Wika at Panitikan at kulturang Filipino at Pagsasagawa ng Pananaliksik sa Filipino	CELA	No	NP- 59.3 Small Value Procurement	1-Mar-24	--	--	--	FUND 101 - NEP FY 2024	40,000.00	40,000.00		
	BSED - Sciences - "Crafting Inclusive and Tech-Enhanced Science Education for Diverse Learners"	CELA	No	NP- 59.3 Small Value Procurement	7-Jul-24	--	--	--	FUND 101 - NEP FY 2024	40,000.00	40,000.00		
	Procurement of Meals and Snacks for Face to Face Entry Conference (Internal Audit)	Internal Audit Unit	No	NP- 59.3 Small Value Procurement	7-Jul-24	--	--	--	FUND 101 - NEP FY 2024	20,000.00	20,000.00		
	Procurement of Meals and Snacks for Face to Face Exit Conference (Internal Audit)	Internal Audit Unit	No	NP- 59.3 Small Value Procurement	8-Jan-24	--	--	--	FUND 101 - NEP FY 2024	20,000.00	20,000.00		
	Procurement of Meals and Snacks for Legal Training on Pertinent/Relevant Laws for Gov't Employees	Legal Office	No	NP- 59.3 Small Value Procurement	1-Mar-24	--	--	--	FUND 101 - NEP FY 2024	180,000.00	180,000.00		
	Accommodation, Meals and Snacks for Strategic Planning Activities for CY 2024 - Mid-Year Seminar Workshop	Planning Office	No	NP- 59.3 Small Value Procurement	1-Mar-24	--	--	--	FUND 101 - NEP FY 2024	500,000.00	500,000.00		
<b>REPRESENTATION EXPENSES - BOT RELATED EXPENSES</b>													<b>1,700,000.00</b>
	Board Meeting (Regular) - (Plane Ticket, Food, Materials and Accommodation)												
	A. Meals & Snacks for BOT Regular Meetings for CY 2024	Board Secretary	No	NP- 59.3 Small Value Procurement	--	--	--	--	FUND 101 - NEP FY 2024	300,000.00	300,000.00		
	B. Supplies & Materials for BOT Regular Meetings for CY 2024	Board Secretary	No	NP- 59.3 Small Value Procurement	--	--	--	--	FUND 101 - NEP FY 2024	100,000.00	100,000.00		
	C. Incidental Expenses & Honorarium Fee for BOT Chairman & Members for BOT Regular Meeting for CY 2024	Board Secretary	No	NP- 59.3 Small Value Procurement	--	--	--	--	FUND 101 - NEP FY 2024	200,000.00	200,000.00		

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					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Board Meeting (Special) - (Plane Ticket, Food, Materials and Accommodation)												
	A. Meals & Snacks for BOT Special Meetings for CY 2024	Board Secretary	No	NP- 59.3 Small Value Procurement	--	--	--	--	FUND 101 - NEP FY 2024	400,000.00	400,000.00		
	B. Supplies & Materials for BOT Special Meetings for CY 204	Board Secretary	No	NP- 59.3 Small Value Procurement	--	--	--	--	FUND 101 - NEP FY 2024	200,000.00	200,000.00		
	C. Incidental Expenses & Honorarium Fee for BOT Chairman & Members for BOT Special Meeting for CY 2024	Board Secretary	No	NP- 59.3 Small Value Procurement	--	--	--	--	FUND 101 - NEP FY 2024	300,000.00	300,000.00		
	Snacks for Monthly Administrative and Academic Meetings of the ZSCMST BOT for CY 2024	VPAF	No	NP- 59.3 Small Value Procurement	--	--	--	--	FUND 101 - NEP FY 2024	100,000.00	100,000.00		
	Meals & Snacks for Finance Committee Meetings of the ZSCMST BOT for CY 2024	VPAF	No	NP- 59.3 Small Value Procurement	--	--	--	--	FUND 101 - NEP FY 2024	100,000.00	100,000.00		
<b>VARIOUS COLLEGE TRAININGS, SEMINARS, WORKSHOP (GAD)</b>													<b>2,600,000.00</b>
	Supplies, Materials, and Meals for Women's Month Celebration	GAD	No	NP- 59.3 Small Value Procurement	8-Jan-24	--	--	--	FUND 101 - NEP FY 2024	300,000.00	300,000.00		
	Supplies, Materials, and Meals for the Conduct of Seminar on Adolescent and Reproductive Health Issues to ZSCMST Students	GAD	No	NP- 59.3 Small Value Procurement	8-Jan-24	--	--	--	FUND 101 - NEP FY 2024	200,000.00	200,000.00		
	Supplies, Materials, and Meals for the conduct of Mental Health Matters: A Series of Seminar-Workshop for ZSCMST Students and Employees	GAD	No	NP- 59.3 Small Value Procurement	1-Feb-24	--	--	--	FUND 101 - NEP FY 2024	400,000.00	400,000.00		
	Supplies, Materials, and Meals for the Seminar on Safe Spaces Act	GAD	No	NP- 59.3 Small Value Procurement	7-Jul-24	--	--	--	FUND 101 - NEP FY 2024	200,000.00	200,000.00		
	Supplies, Materials, and Meals for 18-day Campaign on Anti-Violence Against Women and their Children	GAD	No	NP- 59.3 Small Value Procurement	7-Jul-24	--	--	--	FUND 101 - NEP FY 2024	300,000.00	300,000.00		
	Supplies, Materials, and Meals for the conduct of Gender-sensitivity Training and Introduction to SOGIESC to ZSCMST Students and Employees	GAD	No	NP- 59.3 Small Value Procurement	7-Jul-24	--	--	--	FUND 101 - NEP FY 2024	200,000.00	200,000.00		
	Supplies, Materials, and Meals for the conduct of a research project on Gender and Livelihood in Once Islas De Zamboanga	GAD	No	NP- 59.3 Small Value Procurement	1-Feb-24	--	--	--	FUND 101 - NEP FY 2024	200,000.00	200,000.00		
	Supplies, Materials, and Meals for the Conduct of Seminar-Workshop on Crafting the ZSCMST Policies and Guidelines on Gender and Development	GAD	No	NP- 59.3 Small Value Procurement	1-Feb-24	--	--	--	FUND 101 - NEP FY 2024	200,000.00	200,000.00		

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					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Supplies, Materials, and Meals for the Conduct of Orientation-Seminar on Gender and Development Laws and its Implications to ZSCMST Community	GAD	No	NP- 59.3 Small Value Procurement	7-Jul-24	--	--	--	FUND 101 - NEP FY 2024	100,000.00	100,000.00		
	Supplies, Materials, and Meals for the Conduct of GFPS Strategic Planning and Crafting of GAD PB and AR	GAD	No	NP- 59.3 Small Value Procurement	7-Jul-24	--	--	--	FUND 101 - NEP FY 2024	300,000.00	300,000.00		
	Supplies, Materials, and Meals for the Conduct of Seminar-Workshopn on Crafting the ZSCMST GAD Policy	GAD	No	NP- 59.3 Small Value Procurement	3-Oct-24	--	--	--	FUND 101 - NEP FY 2024	200,000.00	200,000.00		
<b>REPAIRS AND MAINTENANCE</b>													<b>650,000.00</b>
	Periodic Maintenance: DAEWOO BUS SLE-281, 1 Lot	College Motorpool	No	NP- 59.3 Small Value Procurement	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	200,000.00	200,000.00		
	Periodic Maintenance: TOYOTA GRANDIA SJE-963, 1 Lot	College Motorpool	No	DIRECT CONTRACTING	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	90,000.00	90,000.00		
	Periodic Maintenance: CHEVROLET TRAILBLAZER SAA-4045, 1 Lot	College Motorpool	No	NP- 59.3 Small Value Procurement	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	150,000.00	150,000.00		
	Periodic Maintenance: FOTON SAA-4010, 1 Lot	College Motorpool	No	DIRECT CONTRACTING	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	30,000.00	30,000.00		
	Vehicle Tires and Accessories, 1 Lot	College Motorpool	No	NP- 59.3 Small Value Procurement	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	180,000.00	180,000.00		
<b>GASOLINE, OIL &amp; LUBRICANTS EXPENSES</b>													<b>300,000.00</b>
	Fuel, Oil, and Lubricants, 1 Lot	College Motorpool	No	NP- 59.3 Small Value Procurement	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	300,000.00	300,000.00		
<b>COMMUNICATION &amp; INTERNET EXPENSES</b>													<b>880,000.00</b>
	PLDT - Internet & Telephone Services	College Database Center	No	NP- 59.3 Small Value Procurement	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	880,000.00	880,000.00		
<b>OTHER SUPPLIES AND MATERIALS</b>													<b>105,000.00</b>
	Replacement of Toner for Kyocera TK-6113	BAC Office	No	DIRECT CONTRACTING	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	30,000.00	30,000.00		
	Supply & Delivery of 1 Lot Kyocera Ecosys m2535 Dn/L Repair & Maintenance	Budget Office	No	DIRECT CONTRACTING	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	25,000.00	25,000.00		
	Supply & Delivery of 1 Lot Photocopier Kyocera Repair & Maintenance	OP	No	DIRECT CONTRACTING	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	20,000.00	20,000.00		
	Supply & Delivery of Glass Top and Cloth for Curtains	Registrar Office	No	NP- 59.3 Small Value Procurement	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	15,000.00	15,000.00		
	Supply & Delivery of 1 pc Kyocera Maintenance Kit MK 1147	Budget Office	No	DIRECT CONTRACTING	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	15,000.00	15,000.00		

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<b>SUBSCRIPTION EXPENSE</b>													<b>16,500.00</b>
	Domain Name Renewal / Registration ONE (1) year Subscription - zscmst.edu.ph	College Database Center	No	DIRECT CONTRACTING	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	3,500.00	3,500.00		
	ZOOM Business Subscription Twelve (12) months	College Database Center	No	NP- 59.3 Small Value Procurement	12-Jan-24	--	--	--	FUND 101 - NEP FY 2024	13,000.00	13,000.00		
<b>MOTOR VEHICLES</b>													<b>19,500,000.00</b>
	Re-Fleeting of Motor Vehicles (Mini-Bus, Pick-up, & Passenger Van)	Motorpool	Yes	Competitive Bidding	2-Oct-23	16-Oct-23	23-Oct-23	30-Oct-23	FUND 101 - NEP FY 2024	9,500,000.00		9,500,000.00	
	Procurement of Research Utility Vessels	Administrative Office	Yes	Competitive Bidding	2-Oct-23	16-Oct-23	23-Oct-23	30-Oct-23	FUND 101 - NEP FY 2024	10,000,000.00		10,000,000.00	
<b>OTHER MACHINERY &amp; EQUIPMENT</b>													<b>30,000,000.00</b>
	Procurement of Technical Equipment for the Conversion and upgrading of Fisheries Laboratory into Molecular laboratory	CFMS	Yes	Competitive Bidding	2-Oct-23	16-Oct-23	23-Oct-23	30-Oct-23	FUND 101 - NEP FY 2024	15,000,000.00		15,000,000.00	
	Upgrading of the Maritime Education Laboratories and Equipment	CME	Yes	Competitive Bidding	2-Oct-23	16-Oct-23	23-Oct-23	30-Oct-23	FUND 101 - NEP FY 2024	15,000,000.00		15,000,000.00	
<b>Total</b>										<b>58,523,600.00</b>	<b>9,023,600.00</b>	<b>49,500,000.00</b>	<b>58,523,600.00</b>
<b>Mandatory Reserve (10%)</b>										<b>5,852,360.00</b>	<b>902,360.00</b>	<b>4,950,000.00</b>	<b>5,852,360.00</b>
<b>Grand Total</b>										<b>64,375,960.00</b>	<b>9,925,960.00</b>	<b>54,450,000.00</b>	<b>64,375,960.00</b>

Certified Funds Available:

**FUNDING SOURCE:**

FUND 101 - NEP FY 2024	58,523,600.00
FUND 101 - CONTINUING	-
DOST - FIC	-
CHED-Funds	-
STF - TUITION & OTHER FEES	-
STF - FIDUCIARY	-
IGP - FOOD	-
<b>TOTAL</b>	<b>58,523,600.00</b>


  
**MARK JAMES A. ALBA**  
 Budget Officer

  
**ERIC S. VILLANUEVA, CPA**  
 College Accountant

Recommending Approval:

**ALVIN C. REYES, RN, Ed.D.**  
 Vice President for Administration and Finance

Approved by:

  
**JAIME G. JALON, Ph.D.**  
 College President