

Batangas State University Annual Procurement Plan for FY 2025

ARASOF-NASUGBU

Fund Source: PROGRAM OF RECEIPTS AND EXPENDITURES (PRE)

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	
COMPETITIVE BIDDING:													
PROCUREMENT OF GOODS													
	Procurement of Uniforms for RGO	Various Offices and Campuses	NO	Competitive Bidding	Apr-25	Apr-25	May-25	Jun-25	Income	3,656,500.00	3,656,500.00		The project involves procuring uniforms for sale at RGO to ensure goods and services are delivered to stakeholders, helping meet their needs.
5021203000	Procurement of Security Services	General Services Office	NO	Competitive Bidding	Jan-25	Jan-25	Feb-25	Mar-25	Income	5,857,300.00	5,857,300.00		For consolidation
5021503000	Insurance Expenses (Student Personal Accident Insurance)	RGO	NO	Competitive Bidding	Jan-25	Jan-25	Feb-25	Mar-25	Income	276,100.00	276,100.00		For consolidation
5020322002	Procurement of Various Semi-Expendable Books	Library Services	NO	Competitive Bidding	Jan-25	Jan-25	Feb-25	Mar-25	Income	1,806,400.00	1,806,400.00		This project involves the procurement of semi-expendable books to enrich the institution's library and learning resources, ensuring that students and faculty have access to essential reading materials for education and research
5029907001	Procurement of ICT Software Subscription	Various Offices and Campuses	NO	Competitive Bidding	Jan-25	Jan-25	Feb-25	Mar-25	Income	1,889,900.00	1,889,900.00		This project encompasses expenses for ICT software subscriptions, ensuring access to essential digital tools and resources that support teaching, learning, and administrative functions within the institution
5029907004	Procurement of Library and Other Reading Materials Subscription	Library Services	NO	Competitive Bidding	Jan-25	Jan-25	Feb-25	Mar-25	Income	3,555,900.00	3,555,900.00		This project involves expenses for subscriptions to library and other reading materials, ensuring access to essential resources that support research, study, and the academic growth of students and faculty
5020321003	Procurement of Various Semi-Expendable ICT Equipment	Various Offices and Campuses	NO	Competitive Bidding	Apr-25	Apr-25	May-25	Jun-25	Income	1,940,200.00	1,940,200.00		This project involves the procurement of semi-expendable ICT equipment to enhance technological capabilities and support the institution's educational and administrative functions, facilitating improved access to digital resources
5060405003	Procurement of Various Information & Communication Technology Equipment	Various Offices and Campuses	NO	Competitive Bidding	Apr-25	Apr-25	May-25	Jun-25	Income	1,665,000.00		1,665,000.00	Includes expenses related to the purchase, maintenance, and upgrading of ICT equipment, such as computers, servers, and communication devices, essential for operational efficiency and effective communication
SUBTOTAL:										16,990,800.00	15,325,800.00	1,665,000.00	

NP-53.5 - AGENCY-TO-AGENCY

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					Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5020399000	Procurement of Various Supplies and Materials	Various Offices and Campuses	NO	NP-53.5 Agency-to-Agency	Jan-25	Jan-25	Feb-25	Mar-25	Income	5,122,510.00	5,122,510.00		This project encompasses expenses for various supplies and materials not categorized elsewhere, ensuring the institution has the necessary resources to support daily operations and activities effectively
5020302000	Accountable Forms Expenses	Cashiering Office	NO	NP-53.5 Agency-to-Agency	Jan-25	Jan-25	Feb-25	Mar-25	Income	256,400.00	256,400.00		This project involves expenses related to the procurement of accountable forms, ensuring proper documentation and compliance with institutional requirements for record-keeping and financial transactions
5020301002	Procurement of Various Office Supplies	Various Offices and Campuses	NO	NP-53.5 Agency-to-Agency	Jan-25	Jan-25	Feb-25	Mar-25	Income	2,986,050.00	2,986,050.00		This project encompasses expenses for office supplies, ensuring that the institution has the necessary materials to support daily administrative functions and facilitate efficient operations
SUBTOTAL:										8,364,960.00	8,364,960.00	-	
NP-53.9 - SMALL VALUE PROCUREMENT													
5020502001	Procurement of Load Cards	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	26,400.00	26,400.00		This project involves the allocation of expenses for mobile telephone services, specifically for the procurement of load cards, to ensure effective communication for staff and administrative functions within the institution
5020101000	Procurement of Traveling-related Expenses (Local)	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	1,996,400.00	1,996,400.00		This section details expenses incurred for local travel related to business activities. It includes costs for transportation, parking, fuel, and other necessary expenses for employees conducting business within the local area, supporting operational and client engagement needs
5020102000	Procurement of Traveling-related Expenses (Foreign)	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	1,192,000.00	1,192,000.00		This project covers expenses related to foreign travel, including accommodations, transportation, and other costs incurred by staff and faculty during international assignments or conferences, supporting the institution's global engagement and collaboration
5020201000	Procurement of Training-related Supplies and Material	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	2,335,700.00	2,335,700.00		This section includes expenses related to employee training and development. It covers costs for workshops, seminars, online courses, certifications, materials, and any other resources necessary to enhance employees' skills and knowledge, supporting the organization's growth and capacity-building efforts

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					Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5020308000	Procurement of Various Medical, Dental and Laboratory	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Apr-25	Apr-25	May-25	Jun-25	Income	923,500.00	923,500.00		This project covers expenses for medical, dental, and laboratory supplies, ensuring the institution has the essential resources to support healthcare services, clinical training, and scientific research initiatives
5020307000	Procurement of Various Drugs and Medicines Expenses	Medical and Dental Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	1,517,000.00	1,517,000.00		This project covers expenses for the procurement of drugs and medicines to support the health and wellness programs of the institution, ensuring the availability of essential medical supplies. Procured on a quarterly basis.
5020321002	Procurement of Various Semi-Expendable Office Equipment	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	468,400.00	468,400.00		his project entails the procurement of semi-expendable office equipment to improve administrative efficiency and support the daily operations of the institution, ensuring that staff have the necessary tools for effective work
5020321007	Procurement of Various Semi-Expendable Communications Equipment	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	132,100.00	132,100.00		This project involves the procurement of semi-expendable communications equipment to enhance the institution's communication infrastructure, supporting effective information exchange and collaboration across various departments and initiatives
5020321010	Procurement of Various Semi-Expendable Medical Equipment	Medical and Dental Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	215,400.00	215,400.00		This project entails the procurement of semi-expendable medical equipment to support healthcare services, clinical training, and research within the institution, ensuring access to essential medical resources for students and faculty
5020321012	Procurement of Various Semi-Expendable Sports Equipment	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	60,000.00	60,000.00		This project involves the procurement of semi-expendable sports equipment to enhance athletic programs and activities, providing students with the necessary resources to engage in physical education and promote overall wellness
5020321013	Procurement of Various Semi-Expendable Technical and Scientific Equipment	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	101,900.00	101,900.00		This project focuses on the procurement of semi-expendable technical and scientific equipment to support research and educational initiatives, ensuring that students and faculty have access to essential tools for experimentation and innovation
5020321099	Procurement of Various Semi-Expendable Other Equipment	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	353,200.00	353,200.00		This project involves the procurement of semi-expendable equipment that does not fall under specific categories, providing the institution with necessary resources to support a variety of operational and educational needs across different departments

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					Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5020322001	Procurement of Various Semi-Expendable Furniture and Fixture	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	223,000.00	223,000.00		This project entails the procurement of semi-expendable furniture and fixtures to enhance the functionality and aesthetics of institutional spaces, providing comfortable and efficient environments for students and staff
5020501000	Procurement of Various Postage and Courier Services	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	24,000.00	24,000.00		This project covers expenses related to postage and courier services, ensuring efficient communication and timely delivery of documents and materials essential for the institution's operations
5029902000	Procurement of Printing and Publication Services	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	1,180,200.00	1,180,200.00		This project involves expenses for printing and publication activities, ensuring the production of high-quality materials for communication, marketing, and educational purposes within the institution
5029903000	Procurement of Various Representation Services-related Supplies and Materials	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	1,718,300.00	1,718,300.00		This project encompasses representation expenses incurred during official functions and events, aimed at fostering relationships, promoting the institution, and supporting networking opportunities
5029905003	Lease of Motor Vehicle	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	300,000.00	300,000.00		This project covers rental expenses for motor vehicles, providing the institution with transportation solutions to support operational needs, staff mobility, and program activities
5029905004	Lease of Equipment	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	424,000.00	424,000.00		This project involves expenses related to the rental of equipment, ensuring the institution has access to necessary tools and machinery for various operational and educational activities without the burden of ownership costs
5029907099	Procurement of Various Subscription	Library Services	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	213,900.00	213,900.00		This project encompasses various subscription expenses not categorized elsewhere, ensuring the institution has access to essential services and resources that support its operations and programs
5029999099	Procurement of Materials and Operating Expenses for Various Offices	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	6,033,500.00	6,033,500.00		This project covers miscellaneous maintenance and operating expenses that are not specifically categorized, ensuring the smooth functioning of the institution's operations and facilities
5040201000	Procurement of Various Supplies and Materials for RGO Projects	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	1,209,200.00	1,209,200.00		Includes all direct costs associated with the production and delivery of goods or services sold by the organization, essential for calculating profitability and managing inventory
	ARASOF-Nasugbu												

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	Series of capacity building session for micro, small and medium enterprises MSMEs focusing on entrepreneurial, financial, marketing and human resources management	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	110,730.00	110,730.00		
	Impact Assessment of Extension Program	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	100,000.00	100,000.00		
	Project SPARK	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	100,000.00	100,000.00		
	ANGAT Project	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	100,000.00	100,000.00		
	KAPITAN Project	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	100,000.00	100,000.00		
	KaKaTuWaKa (Kaalaman, Kahandaan Tungo sa Wastong Kalusugan) Program for the HHFs: Part 1: Seminar-workshop on the effects of cigarette smoking (with IEC materials dissemination) Part 2: Behavior modification project (smoking cessation at individual and family level)	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	40,000.00	40,000.00		
	KaKaTuWaNu (Kaalaman, Kahandaan Tungo sa Wastong Nutrisyon) Program for the HHFs: Part 1: Seminar-workshop on basic nutrition (with IEC material dissemination) Part 2: Seminar-workshop on meal planning and preparation (with IEC materials dissemination) Part 3: Establishing a home garden for nutritious meals	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	80,000.00	80,000.00		
	Part 2: DOH Programs, Communicable and Non-Communicable Diseases	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	53,720.00	53,720.00		
	Project GURO (Gearing Up for Research Optimization)	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	100,000.00	100,000.00		
	Project TELA: Tailoring Expertise & Learning in Apparel-making (DRESSMAKING capital)	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	150,150.00	150,150.00		
	Impact Assessment of Extension Program	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	100,000.00	100,000.00		

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	Digital Publishing for Teachers and Students with Google Site	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	40,000.00	40,000.00		
	Creative Classroom: Enhancing Visual Communication with Photoshop	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	40,000.00	40,000.00		
	Citizen Science Coral Reef Assessment	Extension Services Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	120,000.00	120,000.00		
	Extension ARASOF-Nasugbu									-			
	Empowering K-12 Teachers with MAXQDA: Developing a How-to-Manual to enhance Research Skills	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	123,600.00	123,600.00		
	Assessment of the Socio-Economic Conditions of the Small-Scale Fisherfolks: Inputs for the Development of Sustainable Program to Alleviate Marginalization (SPAM)	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	68,000.00	68,000.00		
	Inclusion of SOGIESC in Job Searching: Impact on LGBTQ BatStateU Graduates (2018-2022) as Input to GAD Program	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	137,050.00	137,050.00		
	Development of a Health Education Module and Intervention Program on E-cigarette Use for College Students at BatStateU ARASOF	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	43,750.00	43,750.00		
	Development of Web-based Anthology of English Literature	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	120,000.00	120,000.00		
	Green Business Practices of Tourism Establishment with the First District of Batangas	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	50,000.00	50,000.00		
	Assessing Investment Potential: Market Feasibility Analysis of the DILIS-BAGA Project	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	100,000.00	100,000.00		

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	Batangas State University ARASOF-Nasugbu First-In Family (FiF) Graduates Compendium	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	50,000.00	50,000.00		
	Empowering Barangay Officials (EBO) for Effective Disaster Risk Management	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	50,000.00	50,000.00		
	ACADIM: Automated Collegiate Academic Data Integration and Management	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	100,000.00	100,000.00		
	Development of LET Digital Review Authentic Materials (LET DREAM)	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	142,000.00	142,000.00		
	Project CASTEI-Career Site Development for Teacher Education Alumni	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	132,000.00	132,000.00		
	Development of a Health Education Module and Intervention Program on E-cigarette Use for College Students at BatStateU ARASOF Part Two	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	100,000.00	100,000.00		
	Development of Online Research Journals	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	130,000.00	130,000.00		
	The Shadows of Mastery: Unveiling the Hidden Costs of Teaching Excellence	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	140,000.00	140,000.00		
	The Art and Science of Critiquing: The Transdisciplinary Approaches and Perspectives in Critiquing Undergraduate Research	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	20,000.00	20,000.00		

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	Exploring Mixing Methods: Building Research Competence and Transforming Publication into Passion	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	20,000.00	20,000.00		
	Enhancing Research Excellence: Mastering SmartPLS and Publishing in Reputable Refereed Journals	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	20,000.00	20,000.00		
	Navigating the AI Landscape: Preparing Researchers for an AI-Driven Future	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	20,000.00	20,000.00		
	Elevating Your Research: Effective Publication Strategies for Faculty Researchers	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	20,000.00	20,000.00		
	Strengthening Effective Research Skills among BatStateU ARASOF Nasugbu Faculty Members	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	20,000.00	20,000.00		
	Commercialization of Dilis Baga	Research Office	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	215,800.00	215,800.00		
5060405002	Procurement of Various Office Equipment	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	664,300.00		664,300.00	This project focuses on the procurement of office equipment to support administrative functions, ensuring that staff have the necessary tools to enhance productivity and efficiency in daily operations
5060405099	Procurement of Various Machinery and Equipment	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	256,000.00		256,000.00	This project provides additional details or clarifications related to machinery and equipment not covered under standard categories. It includes information on non-standard, specialized, or ancillary equipment used for various operational or industrial purposes.
5060405014	Procurement of Various Technical and Scientific Equipment	Various Offices and Campuses	NO	NP-53.9 - Small Value Procurement	Jan-25	Jan-25	Feb-25	Mar-25	Income	750,000.00		750,000.00	This project involves the procurement of technical and scientific equipment to support research, experimentation, and advanced learning, enhancing the institution's capabilities in science and technology education

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					Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
SUBTOTAL:									25,375,200.00	23,704,900.00	1,670,300.00		
NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets)													
5020309000	Procurement of Fuel, Oil and Lubricants	General Services Office	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	1st to 4th Quarter	1st to 4th Quarter	1st to 4th Quarter	1st to 4th Quarter	Others	697,600.00	697,600.00		This project involves the procurement of fuel, oil, and lubricants to support the operational needs of vehicles and machinery within the institution, ensuring efficient performance and maintenance.
SUBTOTAL:									697,600.00	697,600.00	-		
GRAND TOTAL:									51,428,560.00	48,093,260.00	3,335,300.00		

Prepared by:


Ms. MARIFE G. GALVEZO
BAC Secretary

Certified Correct:


Dr. FROILAN G. DESTREZA
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