

CDA REGION IV-A EXTENSION OFFICE

Annual Procurement Plan for FY 2025

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/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A. Travelling Expenses - Local													
50201010 00	Travel Expenses-Local	CDA-Calamba Employees			January-December		N/A	N/A	GoP	3,248,000.00	3,248,000.00		For CDA-CEO Travelling Expenses
B. Training Expenses													
50202010 02	Training and Seminar Expenses	CDA-Calamba Employees		Shopping	January-December	N/A	N/A	N/A	GoP	1,875,000.00	1,875,000.00		For CDA-CEO Training
50202010 01	ICT Training	Job Order		Direct Contracting	January-December	N/A	N/A	N/A	GoP				For MIS-Job Order Services
C. Supplies and Materials Expenses													
50203010 02	Office Supplies - Not in PS	CDA-Calamba Employees		Shopping	January-December	N/A	N/A	N/A	GoP	540,000.00	540,000.00		For the consumption of CDA-CEO
50203020 00	Accountable Forms Expense	CDA-Calamba Employees		Shopping	January-December	N/A	N/A	N/A	GoP	10,000.00	10,000.00		For checks and OR purchases
50203090 00	Fuel, Oil and Lubricants Expenses	CDA-Calamba Employees		Direct Contracting	January-December	N/A	N/A	N/A	GoP	360,000.00	360,000.00		For the consumption of CDA-CEO
50203210 02	Semi Expandable Office Equipment	CDA-Calamba Employees		Shopping	January-December	N/A	N/A	N/A	GoP	139,000.00	139,000.00		For the consumption of CDA-CEO
50203210 03	Semi-Expandable Office Equipment- ICT Equipment	CDA-Calamba Employees		Shopping	January-December	N/A	N/A	N/A	GoP				For the consumption of CDA-CEO
50203210 07	Semi -Expendable Other Machinery and Equipment - Communications Equipments	CDA-Calamba Employees		Direct Contracting	January-December	N/A	N/A	N/A	GoP				For the consumption of CDA-CEO
50203210 99	Semi-Expendable Other Machinery and Equipment	CDA-Calamba Employees		Shopping	January-December	N/A	N/A	N/A	GoP	20,000.00	20,000.00		For the consumption of CDA-CEO
50203220 01	Semi -Expendable Furnitures and Fixtures	CDA-Calamba Employees		Shopping	January-December	N/A	N/A	N/A	GoP				For the consumption of CDA-CEO
D. Utility Expenses													
50204010 00	Water Expenses	CDA-Calamba Employees		Direct Contracting	January-December	N/A	N/A	N/A	GoP	30,000.00	30,000.00		For the consumption of CDA-CEO
50204020 00	Electricity Expenses	CDA-Calamba Employees		Direct Contracting	January-December	N/A	N/A	N/A	GoP	341,000.00	341,000.00		For the consumption of CDA-CEO
E. Communication Expenses													
50205010 00	Postage & Courier Services	CDA-Calamba Employees		Shopping	January-December	N/A	N/A	N/A	GoP	90,000.00	90,000.00		For Mailing Purposes
50205020 01	Telephone Expenses - Mobile	CDA-Calamba Employees		Direct Contracting	January-December	N/A	N/A	N/A	GoP	30,000.00	30,000.00		For CDA-CEO Communication
50205020 02	Telephone Expenses - Landline	CDA-Calamba Employees		Direct Contracting	January-December	N/A	N/A	N/A	GoP	45,000.00	45,000.00		For CDA-CEO Communication
50205030 00	Internet Subscription Expenses	CDA-Calamba Employees		Direct Contracting	January-December	N/A	N/A	N/A	GoP	150,000.00	150,000.00		For CDA-CEO Communication
F. Confidential, Intelligence and Extraordinary Expenses													
50210030 00	Extraordinary and Miscellaneous Expenses	RD			January-December				GoP	99,000.00	99,000.00		For RD's Expenses
G. Professional Services													
50211990 00	Other Professional Services	CDA-Calamba Employees		Shopping	January-December	N/A			GoP				
50211010 00	Legal Services	CDA-Calamba Employees		Shopping	January-December	N/A			GoP	15,000.00	15,000.00		For CDA-CEO Professional Expenses
H. General Services													
50212020 00	Janitorial services	CDA-Calamba Employees		Direct Contracting	January-December				GoP	188,000.00	188,000.00		For CDA-CEO Services to its Employees
50212990 00	Other General Services	CDA-Calamba Employees		Direct Contracting	January-December				GoP	300,000.00	300,000.00		For CDA-CEO Services to its Employees
I. Repairs and Maintenance													
50213040 01	Repair & Maintenance - Building	CDA-Calamba Employees		Shopping	January-December	N/A			GoP				
50213050 07	Repair & Maintenance- Communication	CDA-Calamba Employees		Shopping	January-December	N/A			GoP				
50213050 99	Repairs & Maintenance - Other Machinery and Equipment	CDA-Calamba Employees		Shopping	January-December	N/A			GoP				
50213060 01	Repairs & Maintenance - Motor Vehicle	CDA-Calamba Employees		Shopping	January-December	N/A			GoP	100,000.00	100,000.00		For CDA-CEO Repairs and Maintenance

50213070 00	Repairs & Maintenance - Furn. & Fixtures	CDA-Calamba Employees	Shopping	January-December	N/A			GoP	-			
J. Taxes, Insurance Premiums & Other Fees												
50215010 01	Taxes, Duties and Licenses	CDA-Calamba Employees	Direct Contracting	January-December	N/A			GoP	5,000.00	5,000.00		For the Amount of Taxes, Duties, Licenses and Other Fees Due to Regulatory Agencies
50215020 00	Fidelity Bond Premiums	CDA-Calamba Employees	Direct Contracting	January-December	N/A			GoP	40,000.00	40,000.00		For the Fidelity Bonds of Accountable Officers
50215030 00	Insurance Expenses	CDA-Calamba Employees	Direct Contracting	January-December				GoP	30,000.00	30,000.00		For the Insurable Risks of Government Properties
K. Other Maintenance and Operating Expenses												
50299020 00	Printing & Publication Expenses	CDA-Calamba Employees	Shopping	January-December	N/A			GoP	120,000.00	120,000.00		For CDA-CEO Consumption
50299030 00	Representation Expenses	CDA-Calamba Employees	NP-53.9 - Small Value Procurement	January-December	N/A			GoP	995,000.00	995,000.00		For Official Meetings/Conferences and Other Official Functions
L. Rent/Lease Expenses												
50299050 01	Rental-Office Bldg	CDA-Calamba Employees	Direct Contracting	January-December	N/A			GoP	1,200,000.00	1,200,000.00		For CDA-CEO Rental Expenses
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												9,970,000.00

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