

CDA REGION IV-A EXTENSION OFFICE

Annual Procurement Plan for FY 2024

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	1,986,000.00	1,986,000.00		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	730,000.00	730,000.00		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	410,000.00	410,000.00		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	150,000.00	150,000.00		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	10,000.00	10,000.00		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	25,000.00	25,000.00		For the consumption of CDA-CEO
50204020 00	Electricity Expenses	CDA-Calamba Employees	Direct Contracting	January-December	N/A	N/A	N/A	GoP	250,000.00	250,000.00		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	85,000.00	85,000.00		For mailing purposes
50205020 01	Telephone Expenses - Mobile	CDA-Calamba Employees	Direct Contracting	January-December	N/A	N/A	N/A	GoP	50,000.00	50,000.00		For CDA-CEO Communication
50205020 02	Telephone Expenses - Landline	CDA-Calamba Employees	Direct Contracting	January-December	N/A	N/A	N/A	GoP	150,000.00	150,000.00		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 RDs expenses.
									-			
G. Professional Services									-			
50211990 00	Other Professional Services	CDA-Calamba Employees	Shopping	January-December	N/A			GoP	30,000.00	30,000.00		For CDA-CEO Professional Expenses
50211010 00	Legal Services	CDA-Calamba Employees	Shopping	January-December	N/A			GoP	6,000.00	6,000.00		For CDA-CEO Professional Expenses
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H. General Services									-			
50212020 00	Janitorial services	CDA-Calamba Employees	Direct Contracting	January-December				GoP	150,000.00	150,000.00		For CDA-CEO Services to its employees
50212990 00	Other General Services	CDA-Calamba Employees	Direct Contracting	January-December				GoP	200,000.00	200,000.00		For CDA-CEO Services to its employees
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I. Repairs and Maintenance									-			
50213040 01	Repair & Maintenance - Building	CDA-Calamba Employees	Shopping	January-December	N/A			GoP	-	-		For CDA-CEO Repairs and Maintenance
50213050 07	Repair & Maintenance- Communication	CDA-Calamba Employees	Shopping	January-December	N/A			GoP	-	-		For CDA-CEO Repairs and Maintenance
50213050 99	Repairs & Maintenance - Other Machinery and Equipment	CDA-Calamba Employees	Shopping	January-December	N/A			GoP	-	-		For CDA-CEO Repairs and Maintenance
50213060 01	Repairs & Maintenance - Motor Vehicle	CDA-Calamba Employees	Shopping	January-December	N/A			GoP	115,000.00	115,000.00		For CDA-CEO Repairs and Maintenance
50213070 00	Repairs & Maintenance - Furn. & Fixtures	CDA-Calamba Employees	Shopping	January-December	N/A			GoP	-	-		For CDA-CEO Repairs and Maintenance
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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	28,000.00	28,000.00		For the fidelity bonds of accountable officers.
50215030 00	Insurance Expenses	CDA-Calamba Employees	Direct Contracting	January-December				GoP	15,000.00	15,000.00		For the insurable risks of government properties
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K. Other Maintenance and Operating Expenses									-			
50299020 00	Printing & Publication Expenses	CDA-Calamba Employees	Shopping	January-December	N/A			GoP	64,000.00	64,000.00		For CDA-CEO consumption
50299030 00	Representation Expenses	CDA-Calamba Employees	NP-53.9 - Small Value Procurement	January-December	N/A			GoP	647,000.00	647,000.00		For official meetings/conferences and other official functions.
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L. Rent/Lease Expenses									-			
50299050 01	Rental-Office Bldg	CDA-Calamba Employees	Direct Contracting	January-December	N/A			GoP	930,000.00	930,000.00		For CDA-CEO Rental Expenses.
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										6,315,000.00		

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