

**COOPERATIVE DEVELOPMENT AUTHORITY- Region 8 Extension Office- Annual Procurement Plan for FY 2025**

| 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 |  |
| 5020201000 | Training Expenses<br>includes procurement of supplies and materials, food and catering services, accommodation and other related-training expenses | CDA Region 8  | NO  | NP-53.10 Lease of Real Property and Venue | N/A                                    | N/A                         | January to December 2025 | January to December 2025 | GoP             | 1,133,000.00           | 1,133,000.00 | -  | REGULAR Fund; based on NEP/GAA         |
| 5020300000 | Procurement of ICT Office Supplies   | CDA Region 8  | NO  | Shopping                                  | January to December 2025               | N/A                         | January to December 2025 | January to December 2025 | GoP             | 20,000.00              | 20,000.00    | -  | REGULAR Fund; based on NEP/GAA         |
| 5020300000 | Procurement of Office Supplies   | CDA Region 8  | NO  | Shopping                                  | January to December 2025               | N/A                         | January to December 2025 | January to December 2025 | GoP             | 600,000.00             | 600,000.00   | -  | REGULAR Fund; based on NEP/GAA         |
| 5020302000 | Procurement of Accountable Forms   | CDA Region 8  | NO  | NP-53.5 Agency-to-Agency                  | N/A                                    | N/A                         | 2nd-3rd quarter 2025     | 2nd-3rd quarter 2025     | GoP             | 5,000.00               | 5,000.00     | -  | REGULAR Fund; based on NEP/GAA         |
| 5020309000 | Procurement of Fuel, Oil & Lubricants  | CDA Region 8  | NO  | Direct Contracting                        | N/A                                    | N/A                         | January to December 2025 | January to December 2025 | GoP             | 150,000.00             | 150,000.00   | -  | REGULAR Fund; based on NEP/GAA         |
| 5020401000 | Water Expense  | CDA Region 8  | NO  | Direct Contracting                        | N/A                                    | N/A                         | January to December 2025 | January to December 2025 | GoP             | 60,000.00              | 60,000.00    | -  | REGULAR Fund; based on NEP/GAA         |
| 5020402000 | Electricity Expense  | CDA Region 8  | NO  | Direct Contracting                        | N/A                                    | N/A                         | January to December 2025 | January to December 2025 | GoP             | 260,000.00             | 260,000.00   | -  | REGULAR Fund; based on NEP/GAA         |
| 5020501000 | Communication Expenses- Postage & Courier  | CDA Region 8  | NO  | NP-53.5 Agency-to-Agency                  | N/A                                    | N/A                         | January to December 2025 | January to December 2025 | GoP             | 40,000.00              | 40,000.00    | -  | REGULAR Fund; based on NEP/GAA         |
| 5020502001 | Communication Expenses- Mobile   | CDA Region 8  | NO  | NP-53.9 - Small Value Procurement         | January to December 2025               | N/A                         | January to December 2025 | January to December 2025 | GoP             | 60,000.00              | 60,000.00    | -  | REGULAR Fund; based on NEP/GAA         |
| 5020502002 | Communication Expenses- Landline   | CDA Region 8  | NO  | Direct Contracting                        | N/A                                    | N/A                         | January to December 2025 | January to December 2025 | GoP             | 60,000.00              | 60,000.00    | -  | REGULAR Fund; based on NEP/GAA         |
| 5021202000 | Janitorial Services  | CDA Region 8  | NO  | Direct Contracting                        | N/A                                    | N/A                         | January to December 2025 | January to December 2025 | GoP             | 130,000.00             | 130,000.00   | -  | REGULAR Fund; based on NEP/GAA         |
| 5021203000 | Security Services (Provision of Security Guard)  | CDA Region 8  | YES   | NP-53.9 - Small Value Procurement         | November-December 2024                 | N/A                         | December 2024            | December 2024            | GoP             | 400,000.00             | 400,000.00   | -  | REGULAR Fund; based on NEP/GAA         |
| 5021203000 | Other General Services   | CDA Region 8  | NO  | NP-53.9 - Small Value Procurement         | January to December 2025               | N/A                         | January to December 2025 | January to December 2025 | GoP             | 20,000.00              | 20,000.00    | -  | REGULAR Fund; based on NEP/GAA         |
| 5021304000 | Repair and Maintenance- Buildings and Other Structures include insurance   | CDA Region 8  | NO  | NP-53.5 Agency-to-Agency                  | N/A                                    | N/A                         | 1st-2nd Quarter 2025     | 1st-2nd Quarter 2025     | GoP             | 80,000.00              | 80,000.00    | -  | REGULAR Fund; based on NEP/GAA         |
| 5021305002 | Repair and Maintenance- Office Equipment   | CDA Region 8  | NO  | NP-53.9 - Small Value Procurement         | January to December 2025               | N/A                         | January to December 2025 | January to December 2025 | GoP             | 100,000.00             | 100,000.00   | -  | REGULAR Fund; based on NEP/GAA         |

|            |  |              |     |   |                          |     |                          |                          |     |               |               |   |  |
|------------|--|--------------|-----|---|--------------------------|-----|--------------------------|--------------------------|-----|---------------|---------------|---|--|
| 5021307000 | Repair and Maintenance- Furniture and Fixtures   | CDA Region 8 | NO  | NP-53.9 - Small Value Procurement         | January to December 2025 | N/A | January to December 2025 | January to December 2025 | GoP | 50,000.00     | 50,000.00     | - | REGULAR Fund; based on NEP/GAA                 |
| 5021306001 | Repair and Maintenance- Motor Vehicle include insurance and renewal of licenses  | CDA Region 8 | NO  | NP-53.9 - Small Value Procurement         | January to December 2025 | N/A | January to December 2025 | January to December 2025 | GoP | 180,000.00    | 180,000.00    | - | REGULAR Fund; based on NEP/GAA                 |
| 5021003000 | Extra and Miscellaneous Expenses   | CDA Region 8 | NO  | NP-53.9 - Small Value Procurement         | January to December 2025 | N/A | January to December 2025 | January to December 2025 | GoP | 94,000.00     | 94,000.00     | - | REGULAR Fund; based on NEP/GAA                 |
| 5021501001 | Taxes, Duties and Licenses   | CDA Region 8 | NO  | NP-53.5 Agency-to-Agency                  | N/A                      | N/A | January to December 2025 | January to December 2025 | GoP | 150,000.00    | 150,000.00    | - | REGULAR Fund; based on NEP/GAA                 |
| 5029901000 | Advertising Expenses   | CDA Region 8 | NO  | Direct Contracting                        | N/A                      | N/A | January to December 2025 | January to December 2025 | GoP | 3,000.00      | 3,000.00      | - | REGULAR Fund; based on NEP/GAA                 |
| 5029902000 | Printing and Publication   | CDA Region 8 | NO  | Direct Contracting                        | N/A                      | N/A | January to December 2025 | January to December 2025 | GoP | 36,000.00     | 36,000.00     | - | REGULAR Fund; based on NEP/GAA                 |
| 5029905000 | Rent/Lease Expenses  | CDA Region 8 | YES | NP-53.9 - Small Value Procurement         | November-December 2024   | N/A | December 2024            | December 2024            | GoP | 200,000.00    | 200,000.00    | - | REGULAR Fund; based on NEP/GAA                 |
| 5029903000 | Representation Expenses  | CDA Region 8 | NO  | NP-53.10 Lease of Real Property and Venue | N/A                      | N/A | January to December 2025 | January to December 2025 | GoP | 775,000.00    | 775,000.00    | - | REGULAR Fund; based on NEP/GAA                 |
| 5029907000 | Subscription Expenses  | CDA Region 8 | NO  | NP-53.9 - Small Value Procurement         | January to December 2025 | N/A | January to December 2025 | January to December 2025 | GoP | 6,000.00      | 6,000.00      | - | REGULAR Fund; based on NEP/GAA                 |
| 5020201000 | Training Expenses<br>Includes:<br>Lease of Real Property/Venue, Food and Catering Services, Accommodation, Lease of Function Hall, travelling expenses, Procurement of Office Supplies and Materials for training use and other-CFIDP/PCA related activities | CDA Region 8 | NO  | NP-53.9 - Small Value Procurement         | January to December 2025 | N/A | January to December 2025 | January to December 2025 | GoP | 17,000,000.00 | 17,000,000.00 | - | Special Accounts in the General Fund for CFIDP |
| 5020201000 | Training Expenses<br>Includes:<br>Lease of Real Property/Venue, Food and Catering Services, Accommodation, Lease of Function Hall, travelling expenses and other related procurement activities  | CDA Region 8 | NO  | NP-53.10 Lease of Real Property and Venue | N/A                      | N/A | February-March 2025      | February-March 2025      | GoP | 100,000.00    | 100,000.00    | - | IMEE Solusyon Activity                         |
| 5020300000 | Procurement of Office Supplies and Materials for the IMEE Solusyon Activity  | CDA Region 8 | NO  | Shopping                                  | February 2025            | N/A | February-March 2025      | February-March 2025      | GoP | 50,000.00     | 50,000.00     | - | IMEE Solusyon Activity                         |

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