ANNUAL PROCUREMENT PLAN - NON-COMMON SUPPLIES AND EQUIPMENT (APP-Non-CSE) 2023 FORM

Department/Bureau/Office: SULU STATE COLLEGE (SSC)
Region: Bangsamoro Autonomous Region in Muslim Mindanao (BARMM)
Address: Capitol Site, Jolo, Sulu

Agency Account Code: n/a
Organization Type: State Universities and Colleges (SUCs)

Contact Person: PROF. CHARISMA S. UTUTALUM, CESE
Position: SUC President II
E-mail : sulustatecollege2018@gmail.com
Telephone/Mobile Nos: 9777939703

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
OTHER CATEGORIES																											
1		20 UNITS OF ALL-IN-ONE COMPUTER FOR E-LIBRARY	Unit	20	0	0	20	900,000.00	0	0	0		0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	45000.00	900000.00
2		20 UNITS COMPUTER UPS	Unit	20	0	0	20	210,000.00	0	0	0		0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	10500.00	210000.00
3		2 UNITS PHOTOCOPIER	Unit	2	0	0	2	70,000.00	0	0	0		0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	70000.00	140000.00
4		Supply and Delivery of Floor Mounted Aircon	Unit	0	0	10	10	1,086,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	108600.00	1086000.00
5		Purchase of 15 Units Library Book Shelves	Unit	0	0	15	15	199,999.95	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	13333.33	199999.95
6		Purchase of 1 Set Sofa with Center Table	Unit	0	0	1	1	43,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	43000.00	43000.00
7		Purchase of 2 Set Sofa with Center Table	Unit	0	0	2	2	64,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	32000.00	64000.00
8		Office Executive Chair	Unit	0	0	30	30	285,000.00	0	0	20	20	190,000.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	9500.00	475000.00
9		Conference Desk/Table 14-16 Seaters	Unit	0	0	1	1	105,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	105000.00	105000.00
10		Philips Gooseneck Mic. With Chime and Light	Unit	0	0	20	20	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	1500.00	30000.00
11		Oval Conference Desk/Table 8 to 10 Seaters	Unit	0	0	2	2	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	15000.00	30000.00
12		Conference Desk/Table 10 to 12 Seaters	Unit	0	0	1	1	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	25000.00	25000.00
13		Round Meeting/Coffee Table	Unit	0	0	6	6	51,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	8500.00	51000.00
14		Executive Table	Unit	0	0	6	6	96,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	16000.00	96000.00
15		Presidential Executive Table 1.8m	Unit	0	0	1	1	21,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	21000.00	21000.00
16		4.5 cm Thick Partition in Beige and Dark Grey Aluminum Capping 2m x 1m (Full Fabric with Glass)	Unit	0	0	53	53	442,633.21	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	53.00	8351.57	442633.21
17		Panel Partition Height is 150cm 1.4m x 2m (Full Fabric Partition with Glass)	Unit	0	0	6	6	64,512.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	10752.02	64512.12
18		Partition Table PT 140 x 60cm (W140 X 60CM)	Unit	0	0	6	6	30,618.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	5103.00	30618.00
19		MUSICAL INSTRUMENT	Set	0	0	1	1	212,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	212000.00	212000.00
20																											
SEMINARS AND TRAININGS																											
1		Phil. Academy of Management (BSBA)		0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	100,000.00	0	0	0	0	0.00	1.00	100000.00	100000.00
2		Management Week		0	0	1	1	200,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	200000.00	200000.00
3		Team Building		0	0	1	1	150,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	150000.00	150000.00
4		Ring Hop Ceremony		0	0	1	1	120,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	120000.00	120000.00
5		Orientation Program		0	0	1	1	50,000.00	0	0	0	0	0.00	0	1	0	0	0.00	0	0	0	0	0.00	1.00	50000.00	50000.00
6		Conduct Community Extension Program		0	0	1	1	300,000.00	0	0	0	0	0.00	0	1	0	0	0.00	0	0	0	0	0.00	1.00	300000.00	300000.00
7		Loyalty Day (Brigada Eskwela)		0	0	1	1	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	50000.00	50000.00
8		Faculty Seminars		0	0	1	1	500,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	500000.00	500000.00
9		Fourth Year Student Training Seminars (Nursing)		0	0	1	1	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	100000.00	100000.00
10		Faculty Training Seminar		0	0	0	0	0.00	0	0	1	1	300,000.00	0	0	0	0	0.00	0	0	1	1	300,000.00	2.00	300000.00	600000.00

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11		Faculty Benchmarking		0	0	0	0	0.00	0	1	0	1	200,000.00	0	0	1	1	200,000.00	0	0	0	0	0.00	2.00	200000.00	400000.00
12		Laboratory Maintenance		1	0	0	1	500,000.00	1	0	0	1	500,000.00	1	0	0	1	500,000.00	1	0	0	1	500,000.00	4.00	500000.00	2000000.00
13		Maintenance Building		0	1	0	1	500,000.00	0	0	0	0	0.00	0	0	1	1	500,000.00	0	0	0	0	0.00	2.00	500000.00	1000000.00
14		Research and Extension		1	0	0	1	500,000.00	1	0	0	1	500,000.00	1	0	0	1	500,000.00	1	0	0	1	500,000.00	4.00	500000.00	2000000.00
15		Federation of School Registrar Association (Registrar)		0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	1	90,000.00	0	0	0	0	0.00	1.00	90000.00	90000.00
16		Advance Training for Registrar Staff		0	1	0	1	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	15000.00	15000.00
17		System Archive for Record Room		0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	100,000.00	0	0	0	0	0.00	1.00	100000.00	100000.00
18		Meeting of Registrar		1	0	0	1	1,500.00	0	0	0	0	0.00	0	1	0	1	1,500.00	0	0	0	0	0.00	2.00	1500.00	3000.00
19		Annual National Book Week Activity (Library)		1	0	0	1	90,000.00	0	0	1	1	90,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	90000.00	180000.00
20		Training and Development of Library Personnel		0	1	0	1	75,000.00	1	0	0	1	75,000.00	1	0	0	1	75,000.00	0	1	0	1	75,000.00	4.00	75000.00	300000.00
21		Annual Membership of Library Organization		0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	1	900.00	0	0	0	0	0.00	1.00	900.00	900.00
22		Scholarship Disbursement (Unifast)		0	0	1	1	2,000.00	0	0	3	3	6,000.00	0	0	1	1	2,000.00	0	0	0	0	0.00	5.00	2000.00	10000.00
23		Benchmarking for ICT Staff (ICT)		0	0	1	1	120,000.00	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	360,000.00	4.00	120000.00	480000.00
24		Training for ICT Staff		0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	1	60,000.00	0	0	0	0	0.00	1.00	60000.00	60000.00
25		Training for ICT Technical Staff		0	0	0	0	0.00	0	0	1	1	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	60000.00	60000.00
26		Research Agenda Formulation (Research)		0	0	1	1	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	50000.00	50000.00
27		Strategic Planning for Research and Development		0	0	1	1	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	10000.00	10000.00
28		Research Capability Building		0	0	1	1	200,000.00	0	0	0	0	0.00	1	0	0	0	0.00	0	0	0	0	0.00	1.00	200000.00	200000.00
29		National Seminar for Research		0	0	1	1	200,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	200000.00	200000.00
30		Benchmarking for Research		0	0	1	1	200,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	200000.00	200000.00
31		International Conference for Research		0	0	1	1	200,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	200000.00	200000.00
32		Patent Certification		0	0	1	1	250,000.00	0	0	0	0	0.00	1	0	0	1	250,000.00	1	0	0	1	250,000.00	3.00	250000.00	750000.00
33		Copyright Certification		0	0	1	1	60,000.00	0	0	1	1	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	60000.00	120000.00
34		Research Incentives		0	0	0	0	0.00	1	0	0	1	150,000.00	1	0	0	1	150,000.00	1	0	0	1	150,000.00	3.00	150000.00	450000.00
35		Research Financial Assistance		0	0	0	0	0.00	1	0	0	1	150,000.00	1	0	0	1	150,000.00	1	0	0	1	150,000.00	3.00	150000.00	450000.00
36		Palmata Journal Publication		0	0	0	0	0.00	0	0	1	1	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	50000.00	50000.00
37		Seminar/Training on Laws and Regulations on Government Expenditures (L.A.R.G.E)		1	0	0	1	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	50000.00	50000.00
38																											
REPAIRS AND MAINTENANCE																											
1		Repair of Registrar's Office		1			1		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00		0.00
2		Repair of Old Administrative Building		1			1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00		0.00
3		Repair of DSA Building		1			1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00		0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
CAPITAL OUTLAY																											
1		School Buildings					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
	1.1	Construction of Academic Building	Bldg	1	0	0	1	20,000,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	20000000.00	20000000.00
	1.2	Construction of Nursing Laboratory	Bldg	1	0	0	1	5,000,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5000000.00	5000000.00
2		Machinery and Equipment Outlay	Unit	1	0	0	1	6,500,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	6500000.00	6500000.00
3		Purchase of Two (2) Mini-Bus	Unit	2	0	0	2	7,000,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	3500000.00	7000000.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

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5							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

A. TOTAL		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		₱ 54,324,663.28
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		₱ 5,432,466.33
D. GRAND TOTAL (A + B+ C)		₱ -
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:		₱ 59,757,129.61
F. MONTHLY CASH REQUIREMENTS		
G.1 Available at Procurement Service Stores		₱ -
G.2 Other Items not available at PS but regulary purchased from other sources		₱ -
TOTAL MONTHLY CASH REQUIREMENTS		₱ 54,254,663.28
		₱ 54,254,663.28

		-		-		-		-
		46,959,263.28		2,331,000.00		2,679,400.00		2,285,000.00
		46,959,263.28		2,331,000.00		2,679,400.00		2,285,000.00

Agency must put the monthly requirement for air tickets both local and international.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:

MRS. MELBALYNA. IDJILANI, MBA
Supply Officer

Date Prepared:_____

Certified Funds Available / Certified Appropriate Funds Available:

MR. ALYASHER S. ASAM / MR. ABDULNASIR N. ANTAO
Accountant / Local Budget Officer

Approved by:

PROF. CHARISMA S. UTUTALUM, CESE
Head of Office/Agency