

2025 INDICATIVE PROJECT PROCUREMENT MANAGEMENT PLAN FOR COMMONLY USED SUPPLIES AND EQUIPMENT (PPMP-CSE)

END-USER/UNIT : **TESDA Buyabod School of Arts and Trades**

Charged to GAA

Projects, Programs and Activities (PAPs)

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES											
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
Office Supplies																
5020301000	Office Supplies	Purchase Order Request	350,000.00	Shopping		Feb. 1 - 28, 2025			May 1- 31, 2025			Aug. 1- 31, 2025		Oct. 1- 31, 2025		
Medical, Dental and Laboratory Supplies Expenses																
1040407000	Medical, Dental and Laboratory Supplies Expenses	Purchase Order Request	40,000.00	Shopping		Feb. 1 - 28, 2025			May 1- 31, 2025		Jul. 1- 31, 2025				Nov. 1- 30, 2025	
Semi-Expendable Machinery and Equipment																
5020321000	Semi-Expendable Machinery and Equipment Expenses	Purchase Order Request	41,000.00	Shopping		Feb. 1 - 28, 2025		Apr. 1- 30, 2025				Aug. 1- 31, 2025			Nov. 1- 30, 2025	
Textbook and Instructional Materials																
5020311000	Textbook and Instructional Materials	Purchase Order Request	200,000.00	Shopping		Jan. 2- 31, 2025			Apr. 1- 30, 2025			Aug. 1- 31, 2025			Nov. 1- 30, 2025	
Other Supplies and Materials																
5020302000	Other Supplies and Materials Expense	Purchase Order Request	600,000.00	Competitive Bidding		Feb. 1 - 28, 2025		Apr. 1- 30, 2025			July 1- 31, 2025			Oct. 1- 31, 2025		
Maintenance and Other Operating Expenses																
5020101000	Travelling expenses (Local)	Purchase Order Request	250,000.00	Direct Contracting	Jan. 2- 31, 2025	Feb. 1 - 28, 2025	Mar. 1- 31, 2024	Apr. 1- 30, 2025	May 1- 31, 2025	Jun. 1- 30, 2025	Jul. 1- 31, 2025	Aug. 1- 31, 2025	Sep. 1- 31, 2025	Oct. 1- 31, 2025	Nov. 1- 30, 2025	Dec. 1- 31, 2025
5029903000	Representation Expense	Purchase Order Request	50,000.00	Direct Contracting	Jan. 2- 31, 2025	Feb. 1 - 28, 2025	Mar. 1- 31, 2024	Apr. 1- 30, 2025	May 1- 31, 2025	Jun. 1- 30, 2025	Jul. 1- 31, 2025	Aug. 1- 31, 2025	Sep. 1- 31, 2025	Oct. 1- 31, 2025	Nov. 1- 30, 2025	Dec. 1- 31, 2025
502990100	Advertising - Tarpaulin Banner/Streamer for TESDA and other Government Agencies Programs, Advertisement, Anniversaries and Promotion Printing Services	Purchase Order Request	10,000.00	NP-53.9 - Small Value Procurement	Jan. 2- 31, 2025	Feb. 1 - 28, 2025	Mar. 1- 31, 2024	Apr. 1- 30, 2025	May 1- 31, 2025	Jun. 1- 30, 2025	Jul. 1- 31, 2025	Aug. 1- 31, 2025	Sep. 1- 31, 2025	Oct. 1- 31, 2025	Nov. 1- 30, 2025	Dec. 1- 31, 2025
5020504000	Cable Expenses	Purchase Order Request	4,000.00	Direct Contracting	Jan. 2- 31, 2025	Feb. 1 - 28, 2025	Mar. 1- 31, 2024	Apr. 1- 30, 2025	May 1- 31, 2025	Jun. 1- 30, 2025	Jul. 1- 31, 2025	Aug. 1- 31, 2025	Sep. 1- 31, 2025	Oct. 1- 31, 2025	Nov. 1- 30, 2025	Dec. 1- 31, 2025
5020502001	Telephone - Post-paid Cellular Phone Line and Landline-Telephone Line Subscription	Purchase Order Request	40,000.00	Direct Contracting	Jan. 2- 31, 2025	Feb. 1 - 28, 2025	Mar. 1- 31, 2024	Apr. 1- 30, 2025	May 1- 31, 2025	Jun. 1- 30, 2025	Jul. 1- 31, 2025	Aug. 1- 31, 2025	Sep. 1- 31, 2025	Oct. 1- 31, 2025	Nov. 1- 30, 2025	Dec. 1- 31, 2025

5020501000	Postage and Courier Services	Purchase Order Request	3,000.00	Direct Contracting	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5020309000	Fuel, Oil, Lubricants and Vehicle Maintenance Parts and Accessories	Purchase Order Request	100,000.00	Shopping	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5020401000	Water and Purified Drinking Water	Purchase Order Request	20,000.00	Direct Contracting	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5020402000	Electricity	Purchase Order Request	320,000.00	Direct Contracting	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5021304002	School Building	Purchase Order Request	700,000.00	Competitive Bidding	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5029907000	Subscriptions to TV, Internet and Others	Purchase Order Request	80,000.00	Direct Contracting	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5020302000	Accountable Forms(Official Receipt/Check)	Purchase Order Request	2,000.00	NP-53.5 Agency-to-Agency	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5020502000	Fidelity Bond	Purchase Order Request	30,000.00	NP-53.5 Agency-to-Agency	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5020201000	Training Expenses, Meetings and Conferences	Purchase Order Request	120,000.00	Shopping	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5021199000	Other Professional and Legal Services	Purchase Order Request	700,000.00	Direct Contracting	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5021101000	Legal Services	Purchase Order Request	1,000.00	Direct Contracting	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025
5029999000	Other Maintenance and Operating Expenses	Purchase Order Request	140,000.00	Shopping	Jan. 2-31, 2025	Feb. 1-28, 2025	Mar. 1-31, 2024	Apr. 1-30, 2025	May 1-31, 2025	Jun. 1-30, 2025	Jul. 1-31, 2025	Aug. 1-31, 2025	Sep. 1-31, 2025	Oct. 1-31, 2025	Nov. 1-30, 2025	Dec. 1-31, 2025

TOTAL BUDGET:

3,801,000.00

NOTE: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared By:

Submitted By:


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