



Republic of the Philippines  
**Department of Education**  
PROCUREMENT MANAGEMENT SERVICE

PROCMS-PPMD  
**Procurement Planning and Management Division**

**OFFICE MEMORANDUM**

**OM-ProcMS(PPMD)-2022-12- 17<sup>th</sup>**

FOR : **EPIMACO V. DENISING, III**  
Undersecretary and Chief of Staff

THROUGH : **CHRISTOPHER LAWRENCE S. ARNUCO, J.D.**  
Assistant Secretary for Administration

FROM : **ADONIS R. BARRAQUIAS**  
Chief Administrative Officer, CMD and  
OIC-Procurement Management Service

SUBJECT : **Request for Signature of the Supplemental Annual  
Procurement Plan 7 for CY 2022**

Date : December 1, 2022

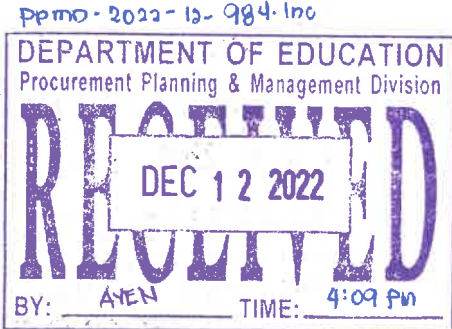
**BACKGROUND:**

In compliance with the Implementing Rules and Regulations (IRR) of R.A. 9184, otherwise known as the Government Procurement Reform Act, no government procurement shall be undertaken unless it is in accordance with the approved Annual Procurement Plan (APP). The APP must be consistent with the duly approved yearly budget of the procuring entity and shall bear the approval of the head of the procuring entity (HOPE) or second-ranking official designated by the HOPE to act on his behalf.

Likewise, Section 7.4 of the same IRR stated that changes to the individual Project Procurement Management Plans (PPMPs) and the consolidated APP may be undertaken every six (6) months or as often as may be required by the HOPE.

In view thereof, we are submitting herewith the Supplemental Annual Procurement Plan 7 CY 2022 for your signature.

Thank you.






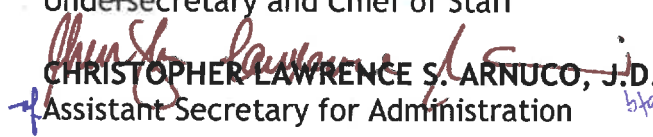
Republic of the Philippines  
**Department of Education**

Procurement Planning and Management Division

**MEMORANDUM**

OM-ProcMS(PPMD)-2022-12-\_\_\_\_\_

FOR :  **EPIMACO V. DENISING, III**  
Undersecretary and Chief of Staff

FROM :  **CHRISTOPHER LAWRENCE S. ARNUCO, J.D.**  
Assistant Secretary for Administration *b/a*

SUBJECT : **Supplemental Annual Procurement Plan 7 for CY 2022**

DATE : **December 1, 2022**

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In compliance with the requirement under Republic Act No. 9184, otherwise known as the *Government Procurement Reform Act*, and its Implementing Rules and Regulations (IRR), we are providing hereto the *Supplemental Annual Procurement Plan 7* for CY 2022 in the total amount of PHP 11,424,577.60 for approval.

The APP is a consolidation of the procurement projects of the various units at the DepEd-Central Office, as follows:

1. Bureau of Human Resource and Organizational Development- Employee Welfare Division
2. Bureau of Learning Resources-Learning Resources Production Division
3. Administrative Service-Asset Management Division
4. Public Affairs Service-Office of the Director

The procurement projects of the above-mentioned units are as indicated in their respective Project Procurement Management Plans that were accomplished in accordance with the format prescribed by the Government Procurement Policy Board.

Pursuant to Sections 7.2 and 7.4 of the IRR of R.A. 9184, no procurement shall be undertaken unless it is in accordance with the approved APP, including approved changes thereto. Changes to the individual PPMPs and the consolidated APP maybe undertaken every six (6) months or as often as maybe required by the HoPE. Should there be additional projects and/ or revisions, the concerned unit shall prepare their supplemental PPMP and submit to the Budget Division, which shall transmit the same to the Procurement Management Service so that the APP would be adjusted, and the corresponding projects shall be scheduled.

The APP shall be evaluated, assessed, and updated to check the progress of each project.

For your approval.

Republic of the Philippines  
DEPARTMENT OF EDUCATION - Main (Central Office)  
**CY 2022 ANNUAL PROCUREMENT PLAN**  
As of December 1, 2022

PAP Code	Name of End-User/ PMO	Total Budget Estimates								TOTAL
		Competitive Bidding	Limited Source Bidding	Direct Contracting	Shopping	Negotiated Procurement (Agency to Agency)	Negotiated Procurement (Highly Technical Consultants)	Negotiated Procurement (Small Value Procurement)	Negotiated Procurement (Lease of Real Property)	
<b>BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT</b>										
BHR02	Employee Welfare Division	4,800,000.00								4,800,000.00
<b>BUREAU OF LEARNING RESOURCES</b>										
BLR2	Learning Resources Production Division	4,217,077.60								4,217,077.60
<b>ADMINISTRATIVE SERVICE</b>										
AdmS2	Asset Management Division							997,500.00		997,500.00
<b>PUBLIC AFFAIRS SERVICE</b>										
PAS1	Office of the Director						960,000.00	450,000.00		1,410,000.00
	<b>TOTAL</b>	<b>9,017,077.60</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>960,000.00</b>	<b>1,447,500.00</b>	<b>-</b>	<b>11,424,577.60</b>

0.00%

Prepared by:

*MA. TERESA S. FULGAR*  
MA. TERESA S. FULGAR  
Chief Administrative Officer  
ProcMS-PPMD

Reviewed by:

*JAMES RONALD G. YPIERNAS*  
JAMES RONALD G. YPIERNAS  
Supervising Administrative Officer  
OIC-BAC Secretariat Division

*CHRISTOPHER LAWRENCE S. ARNUCO, J.D.*  
CHRISTOPHER LAWRENCE S. ARNUCO, J.D.  
Assistant Secretary for Administration

Recommendation for Approval:

*ATTY. KRISTIAN R. ABLAN*  
ATTY. KRISTIAN R. ABLAN  
Undersecretary for Administration &  
BAC Chairperson

Approved by:

*EPIMACO V. DENSING III*  
EPIMACO V. DENSING III  
Undersecretary and Chief of Staff



DEPARTMENT OF EDUCATION (BHROD-Employee Welfare Division) - Annual Procurement Plan for FY 2022  
Supplemental - APP 7

Name of Office : BHROD-Employee Welfare Division

PAP Code	Procurement/Program/Project	PMO/End-User	Is this an Early Procurement Activity?	Type of Contract	Mode of Procurement	Schedule for Each Procurement Activity				Delivery	Source of Funds	Estimated Budget (PhP)			Remarks
						Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing			Total	MOOE	CO	
BHROD2-011	Procurement of Gift Certificates for DepEd CO Personnel as Year-End Incentive	BHROD-Employee Welfare Division	No	Goods & Services (GS)	Competitive Bidding (CB)	Oct-22	Oct-22	Nov-22	Dec-22	Jan-23	2022-GASS (Current Fund)	P4,800,000.00	P4,800,000.00		
<b>TOTAL</b>											<b>P4,800,000.00</b>	<b>P4,800,000.00</b>	<b>P0.00</b>		

Type of Contract	Total
Goods & Services (GS)	P4,800,000.00
Civil Works (CW)	P0.00
Consulting Services (CS)	P0.00
<b>Grand Total</b>	<b>P4,800,000.00</b>

Mode of Procurement	TOTAL
International Competitive Bidding (ICB)	P0.00
Competitive Bidding (CB)	P4,800,000.00
<b>Alternative Methods of Procurement (AMP):</b>	
Limited Source Bidding (LSB)	P0.00
Direct Contracting (DC)	P0.00
Repeat Order (RO)	P0.00
Shopping (S)	P0.00
<b>Negotiated Procurement</b>	
Take-Over of Contracts (NP-TOC)	P0.00
Adjacent or Contiguous (NP-Adj)	P0.00
Agency-to-Agency (NP-AA)	P0.00
Highly Technical Consultants (NP-HTC)	P0.00
Small Value Procurement (NP-SVP)	P0.00
Lease of Real Property (NP-LRP)	P0.00
Two Failed Biddings (NP-2FB)	P0.00
<b>Grand Total</b>	<b>P4,800,000.00</b>

DEFINITION

- PROGRAM (BESF)**- A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
- PROJECT (BESF)**- Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
- PMO/End User** - Unit as proponent of program or project
- Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
- Schedule for Each Procurement Activity** - Major procurement activities (pre-procurement conference; advertising/posting; pre-bid conference; eligibility screening; submission and receipt of bids; bid evaluation; post qualification; award of contract; contract preparation), delivery/completion and acceptance/turnover.
- Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund
- Estimated Budget** - Agency approved estimate of project/program costs
- Remarks** - brief description of program or project

Remarks

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.

Breakdown into mooe and co for tracking purposes; aligned with budget documents  
Any remark that will help GPPB track programs and projects

DEPARTMENT OF EDUCATION (BLR-Learning Resources Production Division) - Annual Procurement Plan for FY 2022  
Supplemental - APP 7

Name of Office : BLR-Learning Resources Production Division

PAP Code	Procurement/Program/Project	PMO/End-User	Is this an Early Procurement Activity?	Type of Contract	Mode of Procurement	Schedule for Each Procurement Activity				Delivery	Source of Funds	Estimated Budget (Php)			Remarks
						Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing			Total	MOOE	CO	
BLR2-006	Procurement of Forwarding Service for Buffer Stocks In Taguig Warehouse	BLR-Learning Resources Production Division	No	Goods & Services (GS)	Competitive Bidding (CB)	Nov-22	Nov-22	Dec-22	Jan-23	Feb-23	2022 CURRENT FUNDS	P4,217,077.60	P4,217,077.60		Change source of funds from 2021 Continuing IMS Fund to 2022 Current Funds and change of delivery date from December 2022 to February 2023.
<b>TOTAL</b>												<b>P4,217,077.60</b>	<b>P4,217,077.60</b>	<b>P0.00</b>	

Type of Contract	Total
Goods & Services (GS)	P4,217,077.60
Civil Works (CW)	P0.00
Consulting Services (CS)	P0.00
<b>Grand Total</b>	<b>P4,217,077.60</b>

Mode of Procurement	TOTAL
International Competitive Bidding (ICB)	P0.00
Competitive Bidding (CB)	P4,217,077.60
<b>Alternative Methods of Procurement (AMP):</b>	
Limited Source Bidding (LSB)	P0.00
Direct Contracting (DC)	P0.00
Repeat Order (RO)	P0.00
Shopping (S)	P0.00
<b>Negotiated Procurement</b>	
Take-Over of Contracts (NP-TOC)	P0.00
Adjacent or Contiguous (NP-Adj)	P0.00
Agency-to-Agency (NP-AA)	P0.00
Highly Technical Consultants (NP-HTC)	P0.00
Small Value Procurement (NP-SVP)	P0.00
Lease of Real Property (NP-LRP)	P0.00
Two Failed Biddings (NP-2FB)	P0.00
<b>Grand Total</b>	<b>P4,217,077.60</b>



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TL:  PIC:   
1 - Dec - 2022

DEPARTMENT OF EDUCATION (AS-Asset Management Division) - Annual Procurement Plan for FY 2022  
Supplemental - APP 7

Name of Office : AS-Asset Management Division

PAP Code	Procurement/Program/Project	PMO/End-User	Is this an Early Procurement Activity?	Type of Contract	Mode of Procurement	Schedule for Each Procurement Activity				Delivery	Source of Funds	Estimated Budget (Php)			Remarks
						Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing			Total	MOOE	CO	
Adms2-007	Lease Agreement of Photocopying Machines	AS-Asset Management Division	No	Goods & Services (GS)	Small Value Procurement (NP-SVP)	Oct-22					2022 GASS Funds	P997,500.00	P997,500.00		
<b>TOTAL</b>											<b>P997,500.00</b>	<b>P997,500.00</b>	<b>P0.00</b>		

Type of Contract	Total
Goods & Services (GS)	P997,500.00
Civil Works (CW)	P0.00
Consulting Services (CS)	P0.00
<b>Grand Total</b>	<b>P997,500.00</b>

Mode of Procurement	TOTAL
International Competitive Bidding (ICB)	P0.00
Competitive Bidding (CB)	P0.00
<b>Alternative Methods of Procurement (AMP):</b>	
Limited Source Bidding (LSB)	P0.00
Direct Contracting (DC)	P0.00
Repeat Order (RO)	P0.00
Shopping (S)	P0.00
<b>Negotiated Procurement</b>	
Take-Over of Contracts (NP-TOC)	P0.00
Adjacent or Contiguous (NP-Adj)	P0.00
Agency-to-Agency (NP-AA)	P0.00
Highly Technical Consultants (NP-HTC)	P0.00
Small Value Procurement (NP-SVP)	P997,500.00
Lease of Real Property (NP-LRP)	P0.00
Two Failed Biddings (NP-2FB)	P0.00
<b>Grand Total</b>	<b>P997,500.00</b>

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DEPARTMENT OF EDUCATION (PAS-Office of the Director) - Annual Procurement Plan for FY 2022  
Supplemental - APP 7

Name of Office : PAS-Office of the Director

PAP Code	Procurement/Program/Project	PMO/End-User	Is this an Early Procurement Activity?	Type of Contract	Mode of Procurement	Schedule for Each Procurement Activity				Delivery	Source of Funds	Estimated Budget (PhP)			Remarks	
						Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing			Total	MOOE	CO		
PAS1-003	Hiring of Highly Technical Consultant for Strategic Communications	PAS-Office of the Director	No	Consulting Services (CS)	Highly Technical Consultants (NP-HTC)	Nov-22				Dec-22	Dec-22	2022-GASS (Current Fund)	P960,000.00	P960,000.00		
PAS1-004	Procurement of DepEd Tokens	PAS-Office of the Director	No	Goods & Services (GS)	Small Value Procurement (NP-SVP)	Nov-22				Dec-22	Dec-22	2022-GASS (Current Fund)	P450,000.00	P450,000.00		
<b>TOTAL</b>												<b>P1,410,000.00</b>	<b>P1,410,000.00</b>	<b>P0.00</b>		

Type of Contract	Total
Goods & Services (GS)	P450,000.00
Civil Works (CW)	P0.00
Consulting Services (CS)	P960,000.00
<b>Grand Total</b>	<b>P1,410,000.00</b>

Mode of Procurement	TOTAL
International Competitive Bidding (ICB)	P0.00
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Agency-to-Agency (NP-AA)	P0.00
Highly Technical Consultants (NP-HTC)	P960,000.00
Small Value Procurement (NP-SVP)	P450,000.00
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Two Failed Biddings (NP-2FB)	P0.00
<b>Grand Total</b>	<b>P1,410,000.00</b>

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