

(TESDA IX REGIONAL TRAINING CENTER - ZAMBOANGA PENINSULA) 2025 Indicative Annual Procurement Plan- Non CSE

Code (PAP)	Procurement Program/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 Program/Activity/Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	I. Common Use Supplies and Equipment												
	a. Common Use Supplies and Equipment available at PS												
3103001000010000	Purchase of ICT Equipment (computer printers)	ANA KATRINA A. GUHITING	NO	NP-53.5 Agency-to-Agency	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		IT Equipment for Office Use
	b. Common Use Supplies and Equipment Not available at PS												
3103001000010000	Purchase of Office Supplies	ANA KATRINA A. GUHITING	NO	NP-53.9 - Small Value Procurement	05/02/2025	12/02/2025	14/02/2025	14/02/2025	GoP	100,000.00	100,000.00		Supplies for Office Use
	II. Non Common Use Supplies and Equipment												
	a. Gas, Petroleum, Oil & Lubricant												
3103001000010000	Purchase of Fuel, Oil and Lubricants	RTC-ZamPen	NO	Direct Contracting	08/01/2025	15/01/2025	20/01/2025	20/01/2025	GoP	100,000.00	100,000.00		For Consumption of Official Vehicles, Training and Assessment in Driving NC II Use
3103001000010000	III. Travelling Expenses												
3103001000010000	Purchase of Airline tickets for local travels	RTC-ZamPen	NO	Direct Contracting	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	150,000.00	150,000.00		For travel of Personnel
	IV. Utilities Expenses												
3103001000010000	Water Services	RTC-ZamPen	NO	Direct Contracting	N/A	N/A	N/A	22/12/2025	GoP	100,000.00	100,000.00		For Office and Training Use
3103001000010000	Supply and Delivery of Portable Drinking Water for One Year	RTC-ZamPen	NO	Direct Contracting	N/A	N/A	N/A	22/12/2025	GoP	6,000.00	6,000.00		Drinking Water for Personnel
3103001000010000	Electricity Services	RTC-ZamPen	NO	Direct Contracting	N/A	N/A	N/A	22/12/2025	GoP	500,000.00	500,000.00		For Office and Training Use
3103001000010000	Fidelity Bond Premium	RTC-ZamPen	NO	Direct Contracting	N/A	N/A	N/A	03/06/2025	GoP	50,000.00	50,000.00		For Office to Banking Transaction Use
3103001000010000	Insurance and Registration Expenses for RTC Vehicles-SFU 733	RTC-ZamPen	NO	NP-53.5 Agency-to-Agency	N/A	03/03/2025	03/03/2025	03/03/2025	GoP	5,000.00	5,000.00		For Registration of 3 Official Vehicles
3103001000010000	Insurance and Registration Expenses for RTC Vehicles-SFU 733	RTC-ZamPen	NO	NP-53.5 Agency-to-Agency	N/A	30/10/2025	30/10/2025	30/10/2025	GoP	5,000.00	5,000.00		For Registration of 3 Official Vehicles
	V. General Services Expenses												
3103001000010000	Repair and maintenance of motor vehicles	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For use in the Repair and Maintenance of service vehicles
3103001000010000	Building maintenance and surroundings	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For use in the Repair and Maintenance of Buildings and surrounding
3103001000010000	Office Furniture and Fixtures	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	25/03/2025	01/04/2025	01/04/2025	01/04/2025	GoP	50,000.00	50,000.00		For Office and Training Use
3103001000010000	Catering Services for the celebration of GAD	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	18/03/2025	25/03/2025	25/03/2025	25/03/2025	GoP	15,000.00	15,000.00		For use during celebration of GAD
3103001000010000	Catering Services for the celebration of TESDA Anniversary	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	19/08/2025	27/08/2025	27/08/2025	27/08/2025	GoP	17,500.00	17,500.00		For use during celebration of TESDA Anniversary
3103001000010000	Catering Services for the Retirement Party	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	22/07/2025	29/07/2025	29/07/2025	29/07/2025	GoP	5,000.00	5,000.00		For use during celebration of Retirement Party
3103001000010000	Catering Services for the MYPA	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	22/07/2025	29/07/2025	29/07/2025	29/07/2025	GoP	13,000.00	13,000.00		For use during Mid Year Assessment Performance
3103001000010000	Meals served for the Opening & Closing Program of the 45th NDPR Week	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	22/07/2025	29/07/2025	29/07/2025	29/07/2025	GoP	4,000.00	4,000.00		For use during NDPR Opening and Closing Program
3103001000010000	Catering Services for the YEPA	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	09/12/2025	16/12/2025	16/12/2025	16/12/2025	GoP	13,000.00	13,000.00		For use during Year End Performance Assessment
3103001000010000	Catering Services for the celebration of VAW	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	18/11/2025	25/11/2025	25/11/2025	25/11/2025	GoP	15,000.00	15,000.00		For use during celebration of VAW

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3103001000010000	Security Services	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	09/12/2025	16/12/2025	16/12/2025	16/12/2025	GoP	10,000.00	10,000.00		For Security of Personnel and Facilities
3103001000010000	Polo Shirt Printing for TESDA Anniversary	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	05/08/2025	12/08/2025	12/08/2025	12/08/2025	GoP	25,000.00	25,000.00		For use during celebration of TESDA Anniversary
3103001000010000	Tarpaulin Printing	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	05/02/2025	12/02/2025	12/02/2025	12/02/2025	GoP	20,000.00	20,000.00		For use during celebration activities, Women, VAW, GAD, Anniversary Celebration and office use
3103001000010000	Advertising Services	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	05/02/2025	12/02/2025	12/02/2025	12/02/2025	GoP	10,000.00	10,000.00		For use during celebration activities, Women, VAW, GAD, and Office Anniversary Celebration
3103001000010000	Transport and Delivery	RTC-ZamPen	NO	NP-53.9 - Small Value Procurement	05/02/2025	12/02/2025	12/02/2025	12/02/2025	GoP	10,000.00	10,000.00		For use during celebration activities, Women, VAW, GAD, and Office Anniversary Celebration
	VI. Communication Expenses												
3103001000010000	Telephone, landline	RTC-ZamPen	NO	Direct Contracting	N/A	16/12/2025	16/12/2025	16/12/2025	GoP	36,000.00	36,000.00		For Office Use; Communication and Information
3103001000010000	Internet Subscription	RTC-ZamPen	NO	Direct Contracting	N/A	16/12/2025	16/12/2025	16/12/2025	GoP	24,000.00	24,000.00		For Office Use; Communication and Information
	VII. Training and Assessment Expenses												
3103001000010000	Purchase of Training Supplies and Materials												
3103001000010000	Automotive Servicing NC I	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (2 Batch)
3103001000010000	Driving NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (5 Batch)
3103001000010000	Bread and Pastry Prod. NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (5 Batch)
3103001000010000	Food Processing NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (2 Batch)
3103001000010000	Carpentry NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (2 Batch)
3103001000010000	Construction Painting NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (6 Batch)
3103001000010000	Masonry NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (2 Batch)
3103001000010000	Tile Setting NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment
3103001000010000	Computer System Servicing NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (3 Batch)
3103001000010000	EPAS NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (2 Batch)
3103001000010000	Dressmaking NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (5 Batch)
3103001000010000	Machining NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (1 Batch)
3103001000010000	SMAW NC I	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (3 Batch)
3103001000010000	SMAW NC II	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment (3 Batch)
3103001000010000	TM 1	RTC-ZamPen	NO	NP - Small Value Procurement	04/03/2025	11/03/2025	14/03/2025	14/03/2025	GoP	50,000.00	50,000.00		For FREE Training and Assessment
					TOTAL					2,183,500.00	2,183,500.00	-	

Prepared by:



ANA KATRINA A. GUHITING
AO V/SO

Certified Funds Available/
Certified Appropriate Funds Available



JAYROUL A. PASCUALADO, CPA
Accountant IV/Acting Financial Analyst

Approved by:



JOCELYN C. WEE
Center Administrator