

**Department of Education**  
**Schools Division Office of Camarines Norte**  
**Indicative Annual Procurement Plan for FY 2025 (Non-CSE)**

| 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 IBR/EI        | Submission/Opening of Bids | Notice of Award     | Contract Signing    |                 | Total                  | MOOE         | CO |                                        |
|            | Fuel, Oil & Lubricants                                                                                                                                                 | OSDS          | NO                                              | NP-53.9 - Small Value Procurement | 1st Quarter of 2025                    | N/A                        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 300,000.00             | 300,000.00   | -  | Fuel, Oil & Lubricants                 |
|            | Medical and Dental Supplies                                                                                                                                            | SGOD          | NO                                              | NP-53.9 - Small Value Procurement | 1st Quarter of 2025                    | N/A                        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 50,000.00              | 50,000.00    | -  | Medical and Dental Supplies            |
|            | Furniture & Fixtures                                                                                                                                                   | OSDS          | NO                                              | NP-53.9 - Small Value Procurement | 1st Quarter of 2025                    | N/A                        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 51,000.00              | 51,000.00    | -  | Furniture & Fixtures                   |
|            | Security Services                                                                                                                                                      | OSDS          | YES                                             | Competitive Bidding               | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 890,000.00             | 890,000.00   | -  | Security Services                      |
|            | Repair & Maintenance - Office Building                                                                                                                                 | OSDS          | YES                                             | Competitive Bidding               | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 655,000.00             | 655,000.00   | -  | RM-Office Building                     |
|            | Repair & Maintenance -Other Structures                                                                                                                                 | OSDS          | YES                                             | Competitive Bidding               | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 772,000.00             | 772,000.00   | -  | RM-Other Structures                    |
|            | ICT Office Supplies                                                                                                                                                    | OSDS          | NO                                              | NP-53.9 - Small Value Procurement | 1st Quarter of 2025                    | N/A                        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 289,000.00             | 289,000.00   | -  | ICT Office Supplies                    |
|            | Repair & Maintenance - Motor Vehicles                                                                                                                                  | OSDS          | NO                                              | NP-53.9 - Small Value Procurement | 1st Quarter of 2025                    | N/A                        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 309,000.00             | 309,000.00   | -  | RM - Motor Vehicles                    |
|            | ICT Equipment                                                                                                                                                          | OSDS          | NO                                              | NP-53.9 - Small Value Procurement | 1st Quarter of 2025                    | N/A                        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 206,000.00             | 206,000.00   | -  | ICT Equipment                          |
|            | Training/Seminar for SOD Personnel                                                                                                                                     | OSDS          | YES                                             | Competitive Bidding               | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 1,005,000.00           | 1,005,000.00 | -  | Meals & Venue for Training/Seminars    |
|            | 3-Day Training-Workshop for School Heads and Master Teachers on PPST-Alligned Instructional Supervision for Enhancing Teacher Competencies and Classroom Effectiveness | CID           | YES                                             | Competitive Bidding               | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 150,000.00             | 150,000.00   | -  | Meals, Venue, & Materials              |
|            | 3-Day Training of School Heads on Navigating the Terrain of Artificial Intelligence                                                                                    | CID           | YES                                             | Competitive Bidding               | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 55,000.00              | 55,000.00    | -  | Meals & Materials                      |
|            | Training/Seminar for Curriculum                                                                                                                                        | CID           | YES                                             | Competitive Bidding               | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 2,090,000.00           | 2,090,000.00 | -  | Meals, Venue, & Materials              |

Prepared by:

**BLESILDA A. NECIO**  
Head, BAC Secretariat

Recommending Approval:

**JOEL E. CAOLBOY**  
Asst. Schools Division Superintendent  
BAC Chairperson - Infra

**ATTY. NINO B. RARO**  
Administrative Officer V  
BAC Chairperson-Good and Services

Approved by:

**CRESTITO M. MOSCUELA, CESO V**  
Schools Division Superintendent

**Department of Education**  
**Schools Division Office of Camarines Norte**  
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| 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/RFI        | Submission/Opening of Bids | Notice of Award     | Contract Signing    |  |                 | Total                  | MOOE       | CO |                                        |
|            | Palitan sa Pagbuo ng mga Lokalisdang Marking Kuwento gamit ang Makabagong Ortopagayang Pambansa                                                                                                                                                | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 150,000.00             | 150,000.00 | -  | Meals, Venue & Materials               |
|            | Capacity Building for HOTS-PLPs for Elementary and Senior High School Science Teachers                                                                                                                                                         | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 150,000.00             | 150,000.00 | -  | Meals, Venue & Materials               |
|            | Strengthening Receptive and Expressive Language through Kinder LABSS ( Learning letters, Alphabet recognition through a pro-active and varied Activities in Basic sounds, phonemes numeral recognition and Strengthened Socio-emotional Values | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 150,000.00             | 150,000.00 | -  | Meals, Venue & Materials               |
|            | Capacity Building on School Librarians on the Utilization of School Libraries and Operations in support to Matatag Curriculum                                                                                                                  | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 282,310.00             | 282,310.00 | -  | Meals, Venue & Materials               |
|            | Fostering Educational Excellence: Leadership and Collaboration in Action                                                                                                                                                                       | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 65,000.00              | 65,000.00  | -  | Meals & Materials                      |
|            | 3-Day Orientation/Reorientation Capacity Building of the ALS Implementers on the ALS 2.0 and Preparation of Contextualized Learning Worksheet                                                                                                  | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 150,000.00             | 150,000.00 | -  | Meals, Venue & Materials               |
|            | Capacity Building on Writing Action Research for Teachers and Master Teachers in the District                                                                                                                                                  | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 40,000.00              | 40,000.00  | -  | Meals & Materials                      |
|            | Division Training Workshop on Upskilling and Reskilling of Math Teachers                                                                                                                                                                       | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 150,000.00             | 150,000.00 | -  | Meals, Venue & Materials               |
|            | Upskilling of Teachers Pedagogical Skills in Teaching EPP/TE Under the MATATAG Curriculum                                                                                                                                                      | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 150,000.00             | 150,000.00 | -  | Meals, Venue & Materials               |
|            | Building Resilient Leaders: Capacity Building for School Heads on Workplace Wellness                                                                                                                                                           | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 100,000.00             | 100,000.00 | -  | Meals, Venue & Materials               |
|            | Reskilling of Elementary Teachers on Pedagogical Skills Under MATATAG Curriculum                                                                                                                                                               | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 150,000.00             | 150,000.00 | -  | Meals, Venue & Materials               |
|            | Capacity Building for School Heads of Labo East District                                                                                                                                                                                       | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 50,000.00              | 50,000.00  | -  | Meals & Materials                      |
|            | Capacity Building for School Heads of Labo East District                                                                                                                                                                                       | CID          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 |  | GOP             | 50,000.00              | 50,000.00  | -  | Meals & Materials                      |

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Head, BAC Secretariat

Recommending Approval:

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Asst. Schools Division Superintendent  
BAC Chairperson - Infra

Approved by: 

**ATTY. NINO B. RARO**

Administrative Officer V  
BAC Chairperson- Good and Services

**CRESTITO M. MORCILLA, CESO V**

Schools Division Superintendent



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|------------|------------------------------------------------------------------------------------------------------|---------------|-------------------------------------------------|---------------------|----------------------------------------|----------------------------|---------------------|---------------------|-----------------|------------------------|------------|----|-----------------------------------------|
|            |                                                                                                      |               |                                                 |                     | Advertisement/Posting of IBREI         | Submission/Opening of Bids | Notice of Award     | Contract Signing    | Source of Funds | Total                  | MOOE       | CO |                                         |
|            | Meals and Venue for the Capacity Building for School Heads on Data Management                        | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 277,000.00             | 277,000.00 | -  | Meals, Venue, & Materials               |
|            | Meals & Venue for the Induction Program for Beginning Teachers                                       | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 202,000.00             | 202,000.00 | -  | Meals, Venue, & Materials               |
|            | Meals for 3-Day Seminar-Workshop on Action/Basic Research Writing for Teachers                       | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 159,550.00             | 159,550.00 | -  | Meals & Materials                       |
|            | Meals for 3-Day Seminar-Workshop on Action/Basic Research Writing for School Heads                   | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 99,950.00              | 99,950.00  | -  | Meals & Materials                       |
|            | Meals for 1-Day Division Research Colloquium                                                         | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 20,000.00              | 20,000.00  | -  | Meals & Materials                       |
|            | Meals & Venue for the Division Capacity Building on the Revised School-Based Management (SBM) System | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 249,750.00             | 249,750.00 | -  | Meals, Venue, & Materials               |
|            | Meals & Venue for the CapBuild for District-Level CA/ME Associates                                   | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 73,500.00              | 73,500.00  | -  | Meals, Venue, & Materials               |
|            | Meals & Venue for the Conduct of Reorientation and Upskilling on M&E Guidelines and Procedures       | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 259,750.00             | 259,750.00 | -  | Meals, Venue, & Materials               |
|            | Meals & Venue for the Training of Teachers-Coaches (Palano)                                          | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 277,000.00             | 277,000.00 | -  | Meals & Materials                       |
|            | Meals & Venue for the Conduct Teacher-Adviser Training Program (TATP)                                | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 176,200.00             | 176,200.00 | -  | Meals & Venue for the Training Program  |
|            | Capacity Building of School Heads on Recalibration of SIP 2023-2028                                  | SGOD          | YES                                             | Competitive Bidding | 4th Quarter of 2024                    | 4th Quarter of 2024        | 1st Quarter of 2025 | 1st Quarter of 2025 | GOP             | 505,400.00             | 505,400.00 | -  | Meals & Venue for the Capacity Building |

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**ATTY. NINO B. RARO**  
 SGOP, Chief  
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**CRESTITO M. MORCILLA, CESO V**  
 Schools Division Superintendent