

ANNEX A

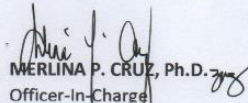
CERTIFICATE OF COMPLIANCE  
Early procurement Activities

I hereby certify that DEPED - SCHOOLS DIVISION OFFICE OF CITY OF MALOLOS has successfully undertaken Early Procurement Activities for at least 50% of the eligible Procurement Projects based on the agency's Indicative Annual Procurement Plan/s consistent with the National Expenditure Plan for Fiscal Year 2019.

This Certification is being made in compliance with the General Administration and Support Services Target (f) of the Guidelines on the Grant of the Performance-Based Bonus for Fiscal Year 2018 in the Administrative Order No. 25 Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information, and Reporting Systems Memorandum Circular No. 2018-1.

The undersigned attest to the accuracy of all information contained herein based on available records and information that can be verified with the DEPED - SCHOOLS DIVISION OFFICE OF CITY OF MALOLOS and the Philippine Government Electronic Procurement System.

IN WITNESS WHEREOF, I have hereunto affixed my signature on JAN 31 2019 in \_\_\_\_\_, Philippines.

  
MERLINA P. CRUZ, Ph.D.  
Officer-In-Charge  
Office of the Schools Division Superintendent

SUBSCRIBED AND SWORN to before me this JAN 31 2019 in \_\_\_\_\_, Philippines, with affiant exhibiting me his/her \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

NOTARY PUBLIC

Doc. No. 211  
Page No. 41  
Book No. 5  
Series of 2019

  
ATTY. JOEL B. ARELLANO  
COMMISSION NO. PNC-24-MR-2018  
NOTARY PUBLIC FOR THE PROVINCE OF BULACAN  
UNTIL DEC. 31, 2020  
PROVINCIAL CAPITAL MALOLOS CITY BULACAN  
PTR NO. 0005584/01-04-2018 MALOLOS  
IEP NO. 028/2017/01-17-2018 BULACAN  
ROLL NO. 55884  
MCLE COMPLIANCE NO. V-DUI0161



**(DepEd - City Schools Division of City of Malolos) Annual Procurement Plan for FY 2019**

Code (PAP)	Procurement Program/Project	PMO/End-User	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	
	3-Day Seminar Non-Teaching Personnel	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	187,600.00	187,600.00		Orientation and re-orientation of various CSC rules and regulation and DepEd Orders and Memos
	3 Days BAC Seminar/Training	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	86,500.00	86,500.00		Orientation and Various Trainings and Activities re-orientation of legal issuances and reference for procurement
	1st Quarterly Meeting of ADAS In-Charge of School Financial Operations for FY 2019	Accounting Services	Small Value Procurement	N/A	N/A	N/A		Others	16,000.00	16,000.00		Conduct Meeting for 1st Quarter FY 2019
	2nd Quarterly Meeting of ADAS In-Charge of School Financial Operations for FY 2019	Accounting Services	Small Value Procurement	N/A	N/A	N/A		Others	16,000.00	16,000.00		Conduct Meeting for 2nd Quarter FY 2019
	3rd Quarterly Meeting of ADAS In-Charge of School Financial Operations for FY 2019	Accounting Services	Small Value Procurement	N/A	N/A	N/A		Others	16,000.00	16,000.00		Conduct Meeting for 3rd Quarter FY 2019
	4th Quarterly Meeting of ADAS In-Charge of School Financial Operations for FY 2019	Accounting Services	Small Value Procurement	N/A	N/A	N/A		Others	16,000.00	16,000.00		Conduct Meeting for 4th Quarter FY 2019
	Division Seminar-Workshop on Basic Government Accounting, Financial Management and Internal Control	Technical Assistance	Small Value Procurement	N/A	N/A	N/A		Others	48,000.00	48,000.00		Conduct Capacity-Building Seminar
	ICT Capacity of SDO Personnel	Technical Assistance	Small Value Procurement	N/A	N/A	N/A		Others	50,000.00	50,000.00		Discussion and hands-on training on the covered topics on ICT
	Attendance to Trainings and Conferences	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	412,100.00	412,100.00		Browse/ Receipt of Memo Request for Travel Order Attendance Reporting
	Registration for Trainings and Conferences	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	590,000.00	590,000.00		Browse/ Receipt of Memo Request for Travel Order Attendance Reporting
	Physical Wellness Program for Senior Citizens / PWD	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	57,000.00	57,000.00		Senior Citizen / PWD
	Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	15,000.00	15,000.00		Accountable Forms
	Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	24,000.00	24,000.00		Water Expenses
	Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	720,000.00	720,000.00		Electricity Expenses
	Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	48,000.00	48,000.00		Telephone
	Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	225,000.00	225,000.00		Internet
	Complete documentary documents for bonding of accountable officers	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	33,750.00	33,750.00		Fidelity Bond
	Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	11,950.00	11,950.00		Web Hosting



Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	12,000.00	12,000.00		Incentive (Employee of the Month)
Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	24,000.00	24,000.00		Drinking Water
Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	264,000.00	264,000.00		Travelling Allowance
Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	287,000.00	287,000.00		GAD
Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	683,945.00	683,945.00		Supplies (1st semester)
Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	683,945.00	683,945.00		Supplies (2nd semester)
Regular Operating Budget	Administrative Services	Small Value Procurement	N/A	N/A	N/A		Others	240,000.00	240,000.00		Other MOOE (Petty Cash)
Preparation and Development of SLMs	CURRICULUM IMPLEMENTATION DIVISION(CID)	Small Value Procurement	N/A	N/A	N/A		Others	120,970.00	120,970.00		Conduct of Training
Development of Contextualized Learning resources	CURRICULUM IMPLEMENTATION DIVISION(CID)	Small Value Procurement	N/A	N/A	N/A		Others	120,970.00	120,970.00		Submission of Outputs Finalization of Materials for Evaluation
Validation, QA and Production of Materials	CURRICULUM IMPLEMENTATION DIVISION(CID)	Small Value Procurement	N/A	N/A	N/A		Others	120,970.00	120,970.00		Submission for Quality Assurance For recommendation for approval
Division Training on PRIMALS	CURRICULUM IMPLEMENTATION DIVISION(CID)	Small Value Procurement	N/A	N/A	N/A		Others	287,000.00	287,000.00		Submission of Project Proposal, Planning for the Training, Training Proper Follow up of implementation
Division training on Continuous Improvement	CURRICULUM IMPLEMENTATION DIVISION(CID)	Small Value Procurement	N/A	N/A	N/A		Others	77,000.00	77,000.00		Submission of Project Proposal Planning for the Training Training Proper Coaching on CI Projects
Attendance to Trainings and Conferences	CURRICULUM IMPLEMENTATION DIVISION(CID)	Small Value Procurement	N/A	N/A	N/A		Others	100,000.00	100,000.00		Browse/ Receipt of Memo Request for Travel Order Attendance Reporting Application
Partnership and Linkages	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	26,700.00	26,700.00		Re-orientation on DepEd partnership framework and processess
Conduct training / seminar about stress, management	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	102,050.00	102,050.00		Conduct training / seminar about stress management
Conduct training / seminar about comprehensive school safety	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	43,650.00	43,650.00		Conduct training / seminar about comprehensive school safety
Workshop	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	91,100.00	91,100.00		Drafting of every school re: Minor Repairs and School Building for Demolition

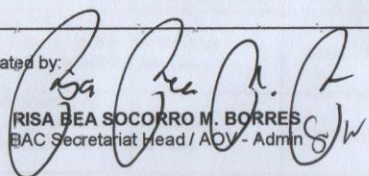


Conduct orientation on Policy and Research Program Fund(formerly BERF)	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	35,100.00	35,100.00		Re-orientation on Policy and Research Program Fund
Conduct schools division research congress	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	25,200.00	25,200.00		Research Congress
Conduct presentation of classroom based research	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	47,250.00	47,250.00		Classroom based research
Re-orientation on SMEA	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	86,100.00	86,100.00		Conduct of re-orientation on SMEA
Re-orientation on SBM	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	51,300.00	51,300.00		Conduct of re-orientation on the revised SBM framework
Division Seminar on Pre-retirement Innovations and Options for Results (PRIOR)	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	51,050.00	51,050.00		Pre-Implementation 1.1 Conduct of planning meeting 1.2 Prepare Program, Letters, Matrix, Certificates, Tarp, Certificates Implementation 1.1 Conduct of seminar Post-Implementation 1.1 Prepare ACR
Orientation on HRD Services for Professional Development of School Personnel	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	117,450.00	117,450.00		Pre-Implementation 1.1 Conduct of planning meeting 1.2 Prepare Program, Letters, Matrix, Certificates, Tarp, Certificates Implementation 1.1 Conduct of orientation Post-Implementation 1.1 Prepare ACR
Sharing of Best Practices on Preparation and Accomplishment/Submission of Correspondence Report cum Record Keeping	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	51,650.00	51,650.00		Pre-Implementation 1.1 Conduct of planning meeting 1.2 Prepare Program, Letters, Matrix, Certificates, Tarp, Certificates Implementation 1.1 Conduct of orientation Post-Implementation 1.1 Prepare ACR
2-Day Leadership Training & Workshop for SSG and SPG Advisers	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	76,250.00	76,250.00		Prepares division memorandum and facilitates the conduct of training/ Seminar
Capacity Building for SSG Officers (Rescue Kabataan & Sagip Kalikasan)	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	41,700.00	41,700.00		Prepares division memorandum and facilitates the conduct of training/ Seminar
3-day Ladderized Training for Teachers, Advisers and Career Advocates	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	43,500.00	43,500.00		Prepares the division memorandum and facilitates the conduct of training/ Seminar

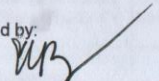


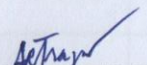
Food Handler's Class	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	22,000.00	22,000.00		Lectures, training and pre/post test.
Division Capacity Building on ISHNP	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	53,250.00	53,250.00		Orientation
Attendance to Trainings and Conferences	SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)	Small Value Procurement	N/A	N/A	N/A		Others	230,000.00	230,000.00		Trainings / Seminars / Meetings
TOTAL								6,790,000.00			

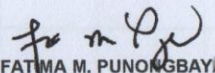
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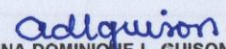
  
RISA BEA SOCORRO M. BORRES  
BAC Secretariat Head / AOY - Admin

Reviewed by:

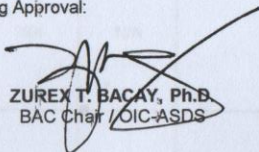
  
CYNTHIA C. BRIONES  
BAC Vice Chair / SGOD CHIEF

  
ARNELIA R. TRAJANO  
BAC Member / EPS I

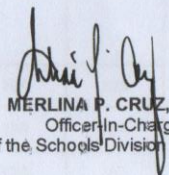
  
FATIMA M. PUNONGBAYAN  
BAC Member / EPS I

  
ANNA DOMINIQUE L. GUISON  
BAC Member / Attorney III

Recommending Approval:

  
ZUREX T. BACAY, Ph.D.  
BAC Chair / OIC-ASDS

Approved:

  
MERLINA P. CRUZ, Ph.D.  
Officer-In-Charge  
Office of the Schools Division Superintendent