



Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2025 (PRIMARY)
Training Expenses(5020201000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Abstract of Book	lot	30,000.00	1	30,000.00	0	0.00	0	0.00	0	0.00	1	30,000.00	WE CARE Office	
2	Banner	piece	2,500.00	0	0.00	0	0.00	1	2,500.00	0	0.00	1	2,500.00	IPIL/CLGS	
3	Breakfast Meals	lot	250.00	74	18,500.00	0	0.00	15	3,750.00	0	0.00	89	22,250.00	Guidance Office	
4	Conduct of Training OFFICE SUPPLIES OTHER SUPPLIES AND MATERIALS EXPENSES MEALS AND SNACK OTHER PROFESSIONAL SERVICES RENTALS	lot	60,000.00	0	0.00	0	0.00	1	60,000.00	0	0.00	1	60,000.00	DEV. TECH. APPL. & PROMO	
5	Conduct of Training OFFICE SUPPLIES OTHER SUPPLIES AND MATERIALS EXPENSES MEALS AND SNACK OTHER PROFESSIONAL SERVICES RENTALS	lot	20,000.00	0	0.00	1	20,000.00	0	0.00	1	20,000.00	2	40,000.00	DEV. TECH. APPL. & PROMO	
6	Conduct of Training Workshop/Strategic Planning activities, conferences hosted and co-hosted by OVC/RE. Training of staff based on IDP, writeshops of different centers, etc	lot	350,000.00	0	0.00	1	350,000.00	1	350,000.00	0	0.00	2	700,000.00	OVC/RE	
7	Conduct of Training	lot	60,000.00	0	0.00	0	0.00	1	60,000.00	0	0.00	1	60,000.00	Ceramics	
8	Conduct of Training OFFICE SUPPLIES OTHER SUPPLIES AND MATERIALS EXPENSES MEALS AND SNACKS OTHER PROFESSIONAL SERVICES RENTALS	lot	20,000.00	0	0.00	1	20,000.00	0	0.00	1	20,000.00	2	40,000.00	Ceramics	
9	Hand Soap	btl/s	300.00	11	3,300.00	0	0.00	0	0.00	0	0.00	11	3,300.00	Natural Science Museum	
10	Heavy Snacks	lot	200.00	305	61,000.00	188	37,600.00	260	52,000.00	260	52,000.00	1013	202,600.00	Various CC	
11	Jacket -with WECARE Office Logo -Good quality	piece	1,500.00	0	0.00	25	37,500.00	0	0.00	0	0.00	25	37,500.00	WE CARE Office	
12	Juice drink, powdered	sachet	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	KTTO	
13	Leis	pcs	300.00	2	600.00	0	0.00	0	0.00	2	600.00	4	1,200.00	IPIL/CLGS	
14	Meals (2 viands + Dessert/Fruit)	lot	300.00	787	236,100.00	773	231,900.00	307	92,100.00	353	105,900.00	2220	666,000.00	Various CC	
15	Meals (2 viands + Dessert/Fruit)	lot	300.00	420	126,000.00	461	138,300.00	285	85,500.00	0	0.00	1166	349,800.00	Various CC	
16	Meals (3 viands + Dessert/Fruit)	lot	350.00	775	271,250.00	485	169,750.00	325	113,750.00	175	61,250.00	1760	616,000.00	Various CC	
17	Meals, Snacks and Other Supplies	lot	35,000.00	1	35,000.00	0	0.00	1	35,000.00	0	0.00	2	70,000.00	Center for Advanced Education	
18	Meals, table assisted (3 viands)	lot	450.00	150	67,500.00	260	117,000.00	150	67,500.00	50	22,500.00	610	274,500.00	Various CC	



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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
19	Plaque/Token	piece	1,500.00	7	10,500.00	8	12,000.00	9	13,500.00	10	15,000.00	34	51,000.00	Various CC	SW
20	Polo Shirt	pcs	800.00	20	16,000.00	0	0.00	0	0.00	0	0.00	20	16,000.00	Accounting Division	SW
21	Polo Shirt - full sublimation	pcs	500.00	0	0.00	200	100,000.00	0	0.00	0	0.00	200	100,000.00	WE CARE Office	SW
22	Regular Snacks	lot	120.00	1806	216,720.00	859	103,080.00	993	119,160.00	175	21,000.00	3833	459,960.00	Various CC	EX
23	Snacks, Regular	lot	120.00	1708	204,960.00	1738	208,560.00	547	65,640.00	481	57,720.00	4474	536,880.00	Various CC	EX
24	Tarpaulin 190 x 168 inches	lot	9,000.00	0	0.00	1	9,000.00	0	0.00	0	0.00	1	9,000.00	OVC-Student Services	SW
25	Tokens	lot	1,000.00	13	13,000.00	1	1,000.00	5	5,000.00	2	2,000.00	21	21,000.00	Various CC	SW
26	Tokens	lot	2,000.00	2	4,000.00	2	4,000.00	2	4,000.00	2	4,000.00	8	16,000.00	Human Resource Mgmt. Division	SW
27	Tokens	lot	10,000.00	1	10,000.00	0	0.00	0	0.00	0	0.00	1	10,000.00	Accounting Division	SW
28	Tote Bag (High Quality) Please see CPI for the design.	piece	300.00	20	6,000.00	0	0.00	0	0.00	0	0.00	20	6,000.00	Center for Pedagogical Innov.	SW
29	Training Expenses expenses for various trainings like supplies, materials, tokens, plaque, guest accommodations etc.)	lot	15,000.00	0	0.00	1	15,000.00	0	0.00	0	0.00	1	15,000.00	College of Computer Studies	SW
30	Training Expenses	lot	25,000.00	1	25,000.00	1	25,000.00	1	25,000.00	1	25,000.00	4	100,000.00	FabLab MSU-IIT	SW
31	Training Jacket with Embroidered Design	pcs	1,200.00	6	7,200.00	0	0.00	0	0.00	0	0.00	6	7,200.00	Natural Science Museum	SW
32	Training/Workshop/Strategic Planning Activity workshop, planning and conferences	lot	100,000.00	5	500,000.00	5	500,000.00	5	500,000.00	5	500,000.00	20	2,000,000.00	OPF - Research	SW
33	Training/Workshop/Planning Activities other needed requirements: - Accommodation/Meals and Snacks - Venue/Vehicle Rental - Publicity/Promotional Requirements - Other misc. expenses	lot	25,000.00	0	0.00	1	25,000.00	0	0.00	0	0.00	1	25,000.00	Cultural & Arts Study Center	SW
				<u>1,862,630.00</u>		<u>2,124,690.00</u>		<u>1,654,400.00</u>		<u>906,970.00</u>		<u>6,522,690.00</u>			

Prepared By:

Mr. Yolando Joseph S. Teanco
Admin Asst II

Recommending Approval:

Atty. Amer Musien B. Manaros, CPA
Head PMD/BAC, Chairperson

Approved by:

Prof. Alizehney M. Dituclalan, JD, LLM
Chancellor