



**OFFICE OF THE CHANCELLOR
UNIVERSITY OF THE PHILIPPINES
OPEN UNIVERSITY**

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6 July 2023

ASST. PROF. NESTOR G. YUNQUE

Vice President for Administration
University of the Philippines
Diliman, Quezon City

Through: **MR. ISAGANI L. BAGUS**

Chief Administrative Officer, UP System SPMO

Dear **Vice President Yunque**:

In compliance with your memorandum (Memorandum No. NGY 23-62) dated 23 June 2023, the UP Open University (UPOU) is pleased to submit the following:

1. Procurement Monitoring Report (PMR) for 1st Semester FY 2023
2. Annual Procurement Plan FY 2023 (Changes within 1st Semester)
3. Posting Certification

Thank you.

Very truly yours,


MELINDA P. BANDALARIA
Chancellor



University of the Philippines **OPEN UNIVERSITY**

APPENDIX "1"

POSTING CERTIFICATION

This is to certify that the University of the Philippines Open University has posted its Procurement Monitoring Report (PMR) for 1st Semester FY 2023 and Annual Procurement Plan FY 2023 (Changes within 1st Semester) on its agency website and can be accessible through this link: <https://www.upou.edu.ph/bids-and-awards-committee/> under the Report Category or a conspicuous place within the premises of the Procuring Entity, due to absence of an agency website.

This certification is being issued in compliance with GPPB Circular No. 02-2020, this 6 July 2023.


PRIMO G. GARCIA
Head, Bids and Awards Committee

UP Open University Annual Procurement Plan FY 2023 (Changes within 1st Semester)

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/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Scanner	OVCFA	NO	Shopping	2nd Qtr	2nd Qtr	N/A	N/A	Income	60,000.00	60,000.00		for SPMO staff use
	Supply of Labor and Materials for the Demolition of Plant Box and Construction of Concrete Floor Slab with Ceramic Floor Tiles at the Academic Residences	OVCFA	NO	NP-53.9 - Small Value Procurement	3rd Qtr	3rd Qtr	3rd Qtr	3rd Qtr	Income	455,874.88	455,874.88		for Academic Residences
	Meals and snacks	OC	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	70,000.00	70,000.00		for CSC review sessions and OC meetings
	Laptop	OPA	NO	Shopping	N/A	3rd-4th Qtr	N/A	N/A	Income	80,000.00		80,000.00	for use of OPA Director
	Printer	OPA	NO	Shopping	N/A	3rd-4th Qtr	N/A	N/A	Income	10,000.00	10,000.00		for use of OPA Director
	Desktop Computer	OVCFA	NO	Shopping	N/A	3rd-4th Qtr	N/A	N/A	GoP	210,000.00		210,000.00	for replacement of the old units
	Venue, meals and accommodations for Strategic Planning	EMP-CODTL	NO	NP-53.9 Agency-to-Agency	N/A	3rd-4th Qtr	N/A	N/A	GoP	97,550.00	97,550.00		for Strategic Planning Workshop of CODTL
	Coffee Maker	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	10,000.00	10,000.00		for office use
	Percolator	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	10,000.00	10,000.00		for office use
	Laptop	FED	NO	Shopping	N/A	3rd-4th Qtr	N/A	N/A	Income	150,000.00		150,000.00	for DOST-SEI project use
	Bluetooth computer speaker with subwoofer and wireless control	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	6,500.00		6,500.00	to be placed in the ICTDO conference room
	WiFi Routers	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	35,000.00		35,000.00	for improvement of internet connection
	Web Camera and Type C Adapter	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	24,000.00		24,000.00	for online meetings
	Wireless Communication Set	EMP-CODTL	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	375,000.00	375,000.00		to be used during webinar events
	Printer	OVCFA	NO	Shopping	N/A	3rd-4th Qtr	N/A	N/A	GoP	5,000.00		5,000.00	to be used by the VCAA
	360 degree camera with tripod	OPA	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	90,000.00	90,000.00		for office use
	Digital camera with lens	OPA	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	65,000.00		65,000.00	for office use
	Rechargeable Lithium battery	OPA	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	5,000.00	5,000.00		for office use
	Memory card	OPA	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	5,000.00	5,000.00		for office use
	Printer	OPA	NO	Shopping	N/A	3rd-4th Qtr	N/A	N/A	Income	7,500.00	7,500.00		for office use
	Meals and snacks	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	20,000.00	20,000.00		for ICTDO meetings
	Camera drone with accessories	EMP-CODTL	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	90,000.00		90,000.00	to be used for video productions
	Desktop Computer	CODTL	NO	Shopping	N/A	3rd-4th Qtr	N/A	N/A	Income	60,000.00		60,000.00	for replacement of the old units
	TV LED Monitor	CODTL	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	7,000.00		7,000.00	to facilitate layouting and designing
	Mini refrigerator	OC	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	6,500.00	6,500.00		for OC assigned rooms in Academic Residences
	Audio Interface	EMP-CODTL	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	18,000.00		18,000.00	AV peripherals needed for us of the office during university events
	HDMI Splitter	EMP-CODTL	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	50,000.00		50,000.00	AV peripherals needed for us of the office during university events
	HD Video Capture Card	EMP-CODTL	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	65,380.00		65,380.00	AV peripherals needed for us of the office during university events
	Supplies and materials (construction, electrical, miscellaneous)	OC	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	5,000.00	5,000.00		for office use
	Digital camera with tripod	EMP-CODTL	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	120,000.00		120,000.00	to be stationed at new MC building
	Industrial storage cabinet	EMP-CODTL	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	80,000.00		80,000.00	to be stationed at new MC building
	Air purifier	EMP-CODTL	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	525,000.00		525,000.00	to be stationed at new MC building
	Microwave oven	CODTL	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	4,900.00	4,900.00		for replacement of the old units
	Mirrorless camera with kit lens	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	300,000.00		300,000.00	to be used for FMDs photo and video coverage of learning resources
	Camera lens	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	50,000.00		50,000.00	to be used for FMDs photo and video coverage of learning resources
	Camera crane	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	32,000.00	32,000.00		to be used for FMDs photo and video coverage of learning resources
	Camera tripod	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	30,000.00	30,000.00		to be used for FMDs photo and video coverage of learning resources
	LED light attachment for camera	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	18,000.00	18,000.00		to be used for FMDs photo and video coverage of learning resources
	External mic for camera	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	10,000.00	10,000.00		to be used for FMDs photo and video coverage of learning resources
	Dummy battery adapter camera charger	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	10,000.00	10,000.00		to be used for FMDs photo and video coverage of learning resources
	Battery grip with lithium ion batteries	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	10,000.00	10,000.00		to be used for FMDs photo and video coverage of learning resources
	Remote controlled photo tripod/crane	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	14,000.00	14,000.00		to be used for FMDs photo and video coverage of learning resources
	Electric kettle	OC	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	850.00	850.00		for OC assigned rooms in Academic Residences
	Coffee Maker	OC	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	GoP	1,800.00	1,800.00		for OC assigned rooms in Academic Residences
	Supply, delivery and spreading of gravel for access road	OVCFA	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	165,769.92	165,769.92		access road to VCMFB
	Supply of labor and materials for the installation of 1 unit FCU and ACU at FICS office	FICS	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	77,700.00		77,700.00	for office use
	Electrical/hardware supplies	FICS	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	5,000.00	5,000.00		for office use
	Hackaton supplies for exhibit	FICS	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	20,000.00	20,000.00		for office use
	Prepaid cards	FICS	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	14,400.00	14,400.00		for office use
	Desktop Computer	OC	NO	Shopping	N/A	3rd-4th Qtr	N/A	N/A	GoP	60,000.00		60,000.00	
	Printer	OC	NO	Shopping	N/A	3rd-4th Qtr	N/A	N/A	GoP	73,500.00	73,500.00		for budget office use
	Airconditioning unit	FMDs	NO	NP-53.9 - Small Value Procurement	N/A	3rd-4th Qtr	N/A	N/A	Income	362,386.68		362,386.68	for TLH Faculty Room 29 and 30, and Conference room
										4,078,611.48	1,637,644.80	2,440,966.68	

Prepared by:  **ELVY A. BATULAKLAKIN**
Head, BAC Secretariat

Certified Appropriate Funds Available
 **AMALIA G. PEREZ**
Chief Administrative Officer, Budget Office

Noted by:  **PRIM G. GARCIA**
Chair, BAC

Approved by:  **MELINDA G. BANDALARIA**
Chancellor