

**NATIONAL ACADEMY OF SCIENCE AND TECHNOLOGY
ANNUAL PROCUREMENT PLAN FY 2025**

PAP Code	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/Project)
				Advertisement/P osting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310100100001000 310100100002000 310100100003000 310100100004000 310100100005000	Procurement of office, IT, and other supplies and materials	FAD/ TSD/OD	NP-53.9 Small Value Procurement PS-DBM	As scheduled	As scheduled	As scheduled	As scheduled	GAA	5,397,161.00	5,397,161.00		Procurement of office/IT supplies and materials including semi-expendable supplies and materials
100000100001000 310100100004000	Procurement for utilities (water and electricity)	FAD/ TSD/OD	WETI	N/A	N/A	N/A	As scheduled	GAA	1,203,000.00	1,203,000.00		Provision of electricity and water for the building of NAST (from Meralco and Manila Water Co., Inc.)
100000100001000 310100100001000 310100100002000 310100100004000 310100100005000	Telecommunication and internet service	FAD/ TSD/OD	WETI	N/A	N/A	N/A	Jan-Feb. 2025	GAA	721,000.00	721,000.00		Provision of telephone lines by PLDT; mobile cards; internet connection service dedicated web server hosting, and DNS
100000100001000 310100100001000 310100100002000 310100100004000 310100100005000	Advertisements in tri-media	FAD/ TSD/OD	NP-53.9 Small Value Procurement	As scheduled	As scheduled	As scheduled	As scheduled	GAA	745,000.00	745,000.00		Advertisement in tri-media for NAST and NSTW awardees; obituary for National Scientists; Annual Scientific Meeting, SCS Oath Taking of Newly Conferred and Upgraded Career Scientists, etc.
100000100001000 310100100001000 310100100002000 310100100004000 310100100005000	Repairs and maintenance of building, office/IT equipment, motor vehicles, exhibits and other NAST properties	FAD/ TSD/OD	NP-53.9 Small Value Procurement	As needed/ required	As needed/ required	As needed/ required	As needed/ required	GAA	2,084,839.00	2,084,839.00		Repair of office/IT equipment, furniture's, motor vehicles, exhibits and other properties as needed
100000100001000 310100100001000 310100100002000 310100100005000	Legal services (notarial fees)	FAD/ TSD/OD	NP-53.9 Small Value Procurement	As needed/ required	As needed/ required	As needed/ required	As needed/ required	GAA	48,000.00	48,000.00		Notarial fees for contracts and other documents
100000100001000	Auditing Services	FAD/	NP-53.9	As needed/	As needed/	As needed/	As needed/	GAA	25,000.00	25,000.00		Auditing Services and other related expenses
310100100001000 310100100002000	Photo and video coverages	TSD/OD	NP-53.9 Small Value Procurement	As scheduled	As scheduled	As scheduled	As scheduled	GAA	75,000.00	75,000.00		Photo and video coverage services during the ASM and awarding ceremonies; other related NAST Activities
310100100001000 310100100002000	Artists	TSD	NP-53.6 Scientific, etc.	As scheduled	As scheduled	As scheduled	As scheduled	GAA	36,000.00	36,000.00		Artists to perform during awarding ceremonies, etc.

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100000100001000 310100100004000	Janitorial services	FAD/ TSD/OD	Public Bidding	As scheduled	As scheduled	As scheduled	As scheduled	GAA	1,070,000.00	1,070,000.00		Janitorial services (4 janitors); the bidding is conducted by DOST where NAST is one of the contracting parties
100000100001000 310100100004000	Security services	FAD/ TSD/OD	Public Bidding	As scheduled	As scheduled	As scheduled	As scheduled	GAA	1,338,000.00	1,338,000.00		Security services (4 guards); the bidding is conducted by DOST where NAST is one of the contracting parties
100000100001000	Fidelity bond and property insurance	FAD	Direct Contracting	N/A	N/A	N/A	As scheduled	GAA	445,000.00	445,000.00		The Fidelity Bond is availed directly from the Bureau of the Treasury/the insurance of NAST properties including motor vehicle is contracted with GSIS.
100000100001000	Taxes, Duties and Licenses	FAD	Direct Contracting	N/A	N/A	N/A	As scheduled As needed	GAA	5,000.00	5,000.00		Taxes, Duties and Licenses
100000100001000 310100100001000 310100100003000 310100100002000 310100100004000 310100100005000 NGPA Project	Plane/bus/boat tickets and accommodation services (local and international)	FAD/ TSD/OD	NP-53.9 and NP-53.10 Agency to Agency	As scheduled	As scheduled	As scheduled	As scheduled	GAA DOST-GIA	7,155,000.00	7,155,000.00		Purchase of plane/bus/boat tickets including motor vehicle rentals necessary for movement of employees, resource persons from assigned station to another; also includes availment of accommodation services in all NAST activities
100000100001000 310100100001000 310100100002000 310100100003000 310100100004000 310100100005000 NGPA Project	Lease of Venue	FAD/ TSD/OD	NP-53.10 Lease of Venue NP-53.9 Small Value Procurement	As scheduled	As scheduled	As scheduled	As scheduled	GAA DOST-GIA	12,795,000.00	12,795,000.00		Venue (meals and accommodation) and catering services for meetings, fora, workshops, awarding ceremonies, orientations, mentoring program, S&T promotional activities, etc.
100000100001000 310100100001000 310100100002000 310100100003000 310100100004000 310100100005000 NGPA Project	Printing and publication services	FAD/ TSD/OD	NP-53.9 Small Value Procurement	As scheduled	As scheduled	As scheduled	As scheduled	GAA DOST-GIA	2,759,000.00	2,759,000.00		Printing of NAST publication, annual report, souvenir programs, brochures, flyers, bulletin, NAST Statement, SCS publications, etc.
100000100001000 310100100001000 310100100002000 310100100003000 310100100004000 310100100005000 NGPA Project	Rental of vehicles and equipment	FAD/ TSD/OD	NP-53.9 Small Value Procurement	As scheduled	As scheduled	As scheduled	As scheduled	GAA DOST-GIA	742,000.00	742,000.00		Rental of audio-visual equipment and motor vehicles needed in NAST activities

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310100100002000 310100100003000 310100100004000 310100100005000 NGPA Project	Professional Services Consultancy Services Other Professional services Other Professional services - marketing and branding concept design, electrical, content development, etc.	TSD	NP-53.9 Small Value Procurement	As needed	As needed	As needed	As needed	GAA DOST-GIA	14,199,000.00 856,000.00 380,000.00	14,199,000.00 856,000.00 380,000.00		Professional Services and other professional services, consultancy services
310100100002000 310100100003000 310100100004000	Training and Scholarship Expenses	TSD	NP-53.9 Small Value Procurement	As needed	As needed	As needed	As needed	GAA	250,000.00	250,000.00		Training and Scholarship registrations & fees
310100100002000	Medals, plaques, trophies and academic gowns	TSD	NP-53.9 Small Value Procurement	As scheduled	As scheduled	As scheduled	As scheduled	GAA	528,000.00	528,000.00		Fabrication of trophies, plaques, medals and academic gowns for awardees of different NAST awards, SCS Newly Conferred and Upgraded Career Scientists, etc.
310100100002000 310100100003000 310100100004000 310100100005000	Membership Dues and Cont. to Org.	TSD	Direct Contracting	As needed	As needed	As needed	As needed	GAA	145,000.00	145,000.00		Membership dues and contribution to organizations
310100100003000	Funeral/memorial services	TSD	NP-53.2 Emergency	As needed	As needed	As needed	As needed	GAA	1,442,000.00	1,442,000.00		Funeral services for deceased National Scientists
100000100001000 310100100002000 310100100003000 310100100004000 310100100005000	Transportation and delivery	-do-	NP-SVP	As scheduled	As scheduled	As scheduled	As scheduled	GAA	115,000.00	115,000.00		Transportation and delivery services
310100100003000	Research, Exploration & Dev. Exp.	FAD/TSD	NP-SVP	As scheduled	As scheduled	As scheduled	As scheduled	GAA	4,320,000.00	4,320,000.00		Research, Exploration and Dec. Expenses
100000100001000 310100100002000 NGPA Project	Other MOOE	-do-	NP-SVP	As scheduled	As scheduled	As scheduled	As scheduled	GAA DOST-GIA	1,028,000.00	1,028,000.00		Purchase of token, backdrops, etc.
	Other General Services	-do-	NP-SVP Agency to Agency	As scheduled	As scheduled	As scheduled	As scheduled	GAA	10,000.00	10,000.00		Other general Services
100000100001000 310100100002000 310100100005000	Library and other Reading Materials	-do-	NP-SVP	As scheduled	As scheduled	As scheduled	As scheduled	GAA	38,000.00	38,000.00		Library and other reading Materials
100000100001000 310100100002000 310100100003000 310100100004000 310100100005000	Subscription	-do-	NP-SVP Agency-to-Agency Direct Contracting	As needed	As needed	As needed	As needed	GAA	3,117,000.00	3,117,000.00		Subscription expenses for cloud computing, ICT Software Subscription (Online Conferencing, Productivity Tools, Multimedia Editing, etc.), Journal

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310100100005000	Provisions of benefits of Career Scientists	TSD	NP-SVP Agency-to-Agency Direct Contracting	As needed	As needed	As needed	As needed	GAA	4,030,000.00	4,030,000.00		Provision of benefits of Career Scientists Foreign Travel Expenses, Publication assistance to scientific journals, Membership dues and contributions to organization
310100100004000	Capital Outlay for PPE - Other macheniries and travelling exhibit	-do-	Public Bidding	As scheduled	As scheduled	As scheduled	As scheduled	GAA	13,147,500.00		13,147,500.00	Property, Plant and Equipment Outlay Upgrading of the PSHC Exhibit
310100100004000	Procurement of ICT equipment and software	FAD/TSD	NP-53-5 Agency to Agency NP-SVP	N/A	N/A	N/A	Feb-March	GAA	490,000.00		490,000.00	Purchase of laptops, desktops, software and camera
100000100002000 100000100004000	Bank Transacton Fees	-do-	Agency-to-Agency Direct Contracting	As scheduled	As scheduled	As scheduled	As scheduled	GAA	16,000.00	16,000.00		Bank Transaction Fees
TOTAL									80,755,500.00	67,118,000.00	13,637,500.00	

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