

**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**Professional Regulation Commission**  
**REGION V - LEGAZPI CITY**

**Indicative Annual Procurement Plan for FY 2019 (NON-CSE)**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of	Notice of Award	Contract Signing		Total	MOOE	CO	
A.III.a.1	Traveling Expenses-Local	PRC Leg RO-V	Direct Contracting	N/A	N/A	N/A	N/A	GoP	641,000.00	641,000.00		mobile services, TPC, Inspection and monitoring official business
A.III.a.1	Training Expenses	PRC Leg RO-V	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00		in house and outside trainings
A.III.a.1	Drugs and Medicines Expenses	PRC Leg RO-V	Shopping	within 2019	N/A	N/A	N/A	GoP	3,740.00	3,740.00		for office use
A.III.a.1	Fuel, Oil and Lubricants Expenses	PRC Leg RO-V	Shopping	within 2019	N/A	N/A	N/A	GoP	93,400.00	93,400.00		for Toyota Avanza and Mitsubishi Adventu
A.III.a.1	Machinery and Equipment Expenses - Office Equipment	PRC Leg RO-V	Shopping	within 2019	N/A	N/A	N/A	GoP	9,600.00	9,600.00		Various office equipments
A.III.a.1	Furniture, Fixtures and Books Expenses - Furniture and Fixtures	PRC Leg RO-V	Shopping	within 2019	N/A	N/A	N/A	GoP	15,500.00	15,500.00		Various Furnitures
A.III.a.1	Water Expenses	PRC Leg RO-V	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	72,000.00	72,000.00		Water Bill
A.III.a.1	Electricity Expenses	PRC Leg RO-V	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	600,000.00	600,000.00		Electricity Bill
A.III.a.1	Postage and Courier Expenses	PRC Leg RO-V	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	81,000.00	81,000.00		Delivery service of document to central office and various regional offices
A.III.a.1	Telephone Expenses	PRC Leg RO-V	Direct Contracting	N/A	N/A	N/A	N/A	GoP	58,000.00	58,000.00		Telecommunication Provider
A.III.a.1	Legal Services	PRC Leg RO-V	Direct Contracting	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00		Legal documents; notarial
A.III.a.1	Security Services	PRC Leg RO-V	Competitive Bidding	within 2019	N/A	N/A	N/A	GoP	906,000.00	906,000.00		Security Services
A.III.a.1	Other General Services	PRC Leg RO-V	Direct Contracting	N/A	N/A	N/A	N/A	GoP	4,931,509.51	4,931,509.51		other general services
A.III.a.1	Repairs and Maintenance-Buildings and Other Structures - Buildings	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2019	N/A	N/A	N/A	GoP	5,000.00	5,000.00		Periodic and Preventive Maintenance
A.III.a.1	Repairs and Maintenance-Machinery and Equipment - Office Equipment	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2019	N/A	N/A	N/A	GoP	18,493.75	18,493.75		Periodic and Preventive Maintenance
A.III.a.1	Repairs and Maintenance-Machinery and Equipment - ICT Equipment	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2019	N/A	N/A	N/A	GoP	2,500.00	2,500.00		Periodic and Preventive Maintenance
A.III.a.1	Machinery and Equipment - Other Machinery & Equipment	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2019	N/A	N/A	N/A	GoP	42,000.00	42,000.00		Periodic and Preventive Maintenance
A.III.a.1	Repairs and Maintenance-Transportation Equipment	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2019	N/A	N/A	N/A	GoP	15,000.00	15,000.00		Periodic and Preventive Maintenance
A.III.a.1	Licenses	PRC Leg RO-V	Direct Contracting	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		Registration of vehicles
A.III.a.1	Fidelity Bond Premiums	PRC Leg RO-V	Direct Contracting	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		-

A.III.a.1	Printing and Publication Expenses	PRC Leg RO-V	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	-	
A.III.a.1	Representation Expenses	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2019	N/A	N/A	N/A	GoP	5,000.00	5,000.00		for office use
A.III.a.1	Rent/Lease Expenses	PRC Leg RO-V	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	1,480,553.15	1,480,553.15		school rental during exams
A.III.a.1	Subscription Expenses	PRC Leg RO-V	Direct Contracting	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		newspaper subscription
A.III.a.1	Other Maintenance and Operating Expenses	PRC Leg RO-V	Direct Contracting	N/A	N/A	N/A	N/A	GoP	3,000.00	3,000.00		maintenance
<b>Grand Total</b>									<b>9,089,296.41</b>	<b>9,089,296.41</b>		

Prepared by:

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BAC Secretary

Recommending Approval:

The Regional BAC

**JEROME M. BAÑES**

Chairman

**JOSE JUSTO M. CALUSTRE**

Member

Approved by:

**ELENITA L. TAN Ph.D.**

Regional Director

Certified Funds Available / Certified Funds Available:

**GERALDINE M. IBO, CPA / MARIFA Z. AMOR**

Accountant

/ Local Budget Officer

**JHANNELYN A. GRATIL**

Vice Chairman

**CORNELIO A. ALFORTE IV**

Member

**LESTER LOUIES Z. BENTOR**

Member