

**DEPARTMENT OF LABOR AND EMPLOYMENT
PROFESSIONAL REGULATION COMMISSION
REGION XII
ANNUAL PROCUREMENT PLAN FOR FY 2021 (NON-CSE)**

Code (PAP)	Procurement Program/ 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 Program/Activity/Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100010000 301030001	Training Expenses	A.I.a.1_GASS A.III.c.1_IT	NO	NP-53.9 Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	85,000.00	85,000.00	-	
SUPPLIES AND MATERIALS													
100010000 301010001 301010002 301010003 301020002 301020003 301020004 301020005	Common Supplies/ Equipment Available at PS	ROXII	NO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	1,211,451.98	1,211,451.98	-	Procurement thru PS-DEM
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES													
301020004	Toner Cartridge, BROTHER TN-3448	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	13,000.00	13,000.00	-	
301020003	Toner Cartridge, HP CF237A	A.III.b.3_Registration	NO	Shopping	as the need arises	N/A	as the need arises	as the need arises	GoP	51,250.00	51,250.00	-	
100010000	RIBBON CART, EPSON C13S015632, Black, for LO-2190	A.I.a.1_GASS	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	6,000.00	6,000.00	-	
301010001	INK CART, EPSON C13T00V (003), Black	A.III.a.1_Applic	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	4,200.00	4,200.00	-	
301010001	INK CART, EPSON C13T00V (003), Cyan	A.III.a.1_Applic	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	1,400.00	1,400.00	-	
301010001	INK CART, EPSON C13T00V (003), Magenta	A.III.a.1_Applic	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	1,400.00	1,400.00	-	
301010001	INK CART, EPSON C13T00V (003), Yellow	A.III.a.1_Applic	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	1,400.00	1,400.00	-	
301010001	EPSON DS-1630 (Legal Size)	A.III.a.1_Applic	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	12,450.00	12,450.00	-	
301020004	INK, BT 6000, black original	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	13,000.00	13,000.00	-	
301020004	INK, BT 6000, Cyan	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	6,500.00	6,500.00	-	
301020004	INK, BT 6000, Magenta	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	6,500.00	6,500.00	-	
301020004	INK, BT 6000, Yellow	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	6,500.00	6,500.00	-	
301020004	PRINTER INK - EPSON 003 BK	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	1,750.00	1,750.00	-	
301020004	PRINTER INK - EPSON 003 M	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	1,080.00	1,080.00	-	
301020004	PRINTER INK - EPSON 003 C	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	1,080.00	1,080.00	-	
301020004	PRINTER INK - EPSON 003 Y	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	1,080.00	1,080.00	-	
301020004	PRINTER INK - BT 5000 MCY	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	2,400.00	2,400.00	-	
301020004	PRINTER INK - BT D60 BK	A.III.b.4_Renewal	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	2,000.00	2,000.00	-	
OTHER SUPPLIES													
100010000 301010001 301020002	SEMI-EXPENDABLE- Office Equipment	A.I.a.1_GASS A.III.a.1_Applic A.III.b.2_Regulation	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	25,438.02	25,438.02	-	
301010001 301020001 301020002	Other Supplies and Materials	A.III.a.1_Applic A.III.b.1_Legal A.III.b.2_Regulation	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	17,120.00	17,120.00	-	
100010000	Fuel, Oil and Lubricants Expenses	A.I.a.1_GASS	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	56,000.00	56,000.00	-	
GENERAL SERVICES													
100010000	Janitorial Services	A.I.a.1_GASS	YES	Shopping	4th Quarter of 2020	N/A	4th Quarter of 2020	4th Quarter of 2020	GoP	62,000.00	62,000.00	-	
100010000	Security Services	A.I.a.1_GASS	YES	Competitive Bidding	4th Quarter of 2020	4th Quarter of 2020	4th Quarter of 2020	4th Quarter of 2020	GoP	798,000.00	798,000.00	-	
100010000 301010001	Postage, Courier and Delivery Service	A.I.a.1_GASS A.III.a.1_Applic	NO	Shopping	N/A	N/A	N/A	N/A	GoP	36,000.00	36,000.00	-	
UTILITY EXPENSES													
100010000 301010001	Water Expenses	A.I.a.1_GASS A.III.a.1_Applic	NO	Shopping	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00	-	

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100010000 301010001	Electricity Services	A.I.a.1_GASS A.III.a.1_Applic	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	295,000.00	295,000.00	-	
COMMUNICAITION EXPENSES													
100010000	Mobile	A.I.a.1_GASS	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	9,000.00	9,000.00	-	
100010000	Landline	A.I.a.1_GASS	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	27,000.00	27,000.00	-	
REPAIRS AND MAINTENANCE													
100010000	Motor Vehicles	A.I.a.1_GASS	NO	NP-53.9 Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	273,000.00	273,000.00	-	
TAXES, INSURANCE PREMIUMS AND OTHER FEES													
100010000	Taxes, Duties and License	A.I.a.1_GASS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	January-December 2021	January-December 2021	GoP	4,000.00	4,000.00	-	
100010000	Fidelity Bond Premiums	A.I.a.1_GASS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	January-December 2021	January-December 2021	GoP	100,000.00	100,000.00	-	
100010000	Insurance Expenses	A.I.a.1_GASS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	January-December 2021	January-December 2021	GoP	191,000.00	191,000.00	-	
OTHER MOOE													
PRINTING AND PUBLICATION EXPENSES													
100010000 301010001	Printing and Publication Expenses	A.I.a.1_GASS A.III.a.1_Applic	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	40,000.00	40,000.00	-	
RENT/ LEASE EXPENSES													
100010000 301010001	Rents- Buildings and Structures	A.I.a.1_GASS A.III.a.1_Applic	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	as the need arises	as the need arises	GoP	527,000.00	527,000.00	-	
EVENTS MANAGEMENT/REPRESENTATION EXPENSE													
100010000	Representation	A.I.a.1_GASS	NO	Shopping	N/A	N/A	as the need arises	as the need arises	GoP	24,000.00	24,000.00	-	
TOTAL MOOE										3,964,000.00	3,964,000.00	-	
CAPITAL OUTLAY													
TOTAL CO										-	-	-	
OVERALL TOTAL COST FOR MOOE AND CO										3,964,000.00	3,964,000.00	-	

Prepared by:

AUREFIL M. FIGUEROA
BAC Secretary

Certified Funds Available/ Certified Appropriate Funds Available:

MARC DANIEL N. ESCOTO/ EDELLE LYNNE L. SANTILLANA
Accountant III/ Budget Officer III

Recommending Approval:

BIDS AND AWARDS COMMITTEE

JERLY L. OSANO 9/30/2020
Chairman

MELIZZA L. DE JESUS
Vice-Chairman

MA. LOURDES Y. SULLANO
Member

EDELLE LYNNE L. SANTILLANA
Member

Approved by:

RAQUEL R. ABRANTES
Regional Director

MERCANGEL S. ALOLOD
Member