

**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	-	
<b>SUPPLIES AND MATERIALS</b>											-		
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	1,275,701.98	1,275,701.98	-	Procurement thru PS-DBM; to be purchased through Section 52.1 Shopping in case of non-availability of stock
<b>PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES</b>													
100010000	RIBBON CART, EPSON C13S015632, Black, for LQ-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	-	
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	-	
<b>OTHER SUPPLIES</b>													
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	37,888.02	37,888.02	-	
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	NP-53.9 Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	56,000.00	56,000.00	-	

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					Advertisemen t/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
GENERAL SERVICES													
100010000	Janitorial Services	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	62,000.00	62,000.00	-	
100010000	Security Services	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	798,000.00	798,000.00	-	
UTILITY EXPENSES													
100010000 301010001	Water Expenses	A.I.a.1_GASS A.III.a.1_Applic	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00	-	
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	-	
COMMUNICAITON EXPENSES													
100010000	Landline	A.I.a.1_GASS	NO	Direct Contracting	N/A	N/A	N/A	N/A	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													
	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	NP-53.9 Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	24,000.00	24,000.00	-	
TOTAL MOOE										3,879,000.00	3,879,000.00	-	
CAPITAL OUTLAY													
TOTAL CO										-	-	-	
OVERALL TOTAL COST FOR MOOE AND CO										3,879,000.00	3,879,000.00	-	

Prepared by:

  
**AUREFIL M. FIGUEROA**  
 BAC Secretary

Certified Funds Available/ Certified Appropriate Funds Available:

   
**MARC DANIELLE V. ESCOTO/ EDELLE LYNNE L. SANTILLANA**  
 Accountant III/ Budget Officer III

Recommending Approval:

**BIDS AND AWARDS COMMITTEE**

  
**JERLIE L. OSANO**  
 Chairman


  
**MELIZZA L. DE JESUS**  
 Vice-Chairman

  
**MA LOURDES Y. SULLANO**  
 Member

  
**EDELLE LYNNE L. SANTILLANA**  
 Member

  
**MERCANGEL S. ALOLOD**  
 Member

Approved by:

  
**RAQUEL R. ABRANTES**  
 Regional Director