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

## Annual Procurement Plan for FY 2021 (NON-CSE) based on Approved GAA

Code (PAP)	1	PMO/ Mode of Pro	Mode of Procurement	Schedule for Each Procurement Activity Source of					Estimated Budget (PhP)			Remarks (brief description of
((1.1)				Advertiseme nt/Posting of IB/REI			Contract Signing	Funds	Total	MOOE	со	Program/Activity/Project)
	Office Supplies (Not Available In DBM-PS)											
A.I.a.1	BALLPEN (Black)	PRC Leg RO-V	Shopping		within	2021		GoP	7,500.00	7,500.00		
A.I.a.1	BALLPEN (Blue)	PRC Leg RO-V			within	2021		GoP	5,000.00	5,000.00		
A.I.a.1		PRC Leg RO-V			within:	2021		GoP	1,000.00	1,000.00		
A.I.a.1	Cash Box	PRC Leg RO-V	Shopping		within :	2021		GoP	1,500.00	1,500.00		
A.I.a.1	Cash Tray	PRC Leg RO-V	Shopping		within :	2021		GoP	700.00	700.00		
A.I.a.1	CMOS Battery	PRC Leg RO-V	Shopping		within :	2021		GoP	4,000.00	4,000.00		
A.I.a.1	Hot and Cold Water Dispenser	PRC Leg RO-V	Shopping		within 2	2021		GoP	3,836.11	3,836.11		
A.I.a.1	Laminator Machine	PRC Leg RO-V	Shopping		within 2	2021		GoP	1,000.00	1,000.00		
A.I.a.1	Money Counter Machine	PRC Leg RO-V	Shopping		within 2	2021		GoP	1,000.00	1,000.00		
A.I.a.1	Multi-Purpose Folding Aluminum Ladder with Max. Load of 150kg (Silver)	PRC Leg RO-V	Shopping		within 2	2021		GoP	300.00	300.00		
A.I.a.1	RJ45 100pcs per pack	PRC Leg RO-V	Shopping		within 2	2021		GoP	700.00	700.00		
A.I.a.1	STICKER PAPER	PRC Leg RO-V	Shopping		within 2	2021		GoP	200.00	200.00		
A.I.a.1	Thermal Paste	PRC Leg RO-V	Shopping		within 2	2021		GoP	400.00	400.00		
A.I.a.1	UV Light Money Detector	PRC Leg RO-V	Shopping		within 2	2021		GoP	80.00	80.00		
A.I.a.1	DRUM CART, BROTHER DR-3455	PRC Leg RO-V	Shopping		within :	2021		GoP	14,112.80	14,112.80		
A.I.a.1	Kyocera Toner TK-5144C	PRC Leg RO-V	Shopping		within :	2021		GoP	8,846.50	8,846.50		
A.I.a.1	Kyocera Toner TK-5144K	PRC Leg RO-V	Shopping		within :	2021		GoP	8,846.24	8,846.24		
A.I.a.1	Kyócera Toner TK-5144M '	PRC Leg RO-V	Shopping '	•	within :	2021		GoP	8,846.24	4 8,846.24	1	,
A.I.a.1	Kyocera Toner TK-5144Y	PRC Leg RO-V	Shopping		within :	2021		GoP	6,947.20	6,947.20		
A.I.a.1	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	PRC Leg RO-V	Shopping		within :	2021		GoP	17,000.00	17,000.00		
A.I.a.1	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	PRC Leg RO-V	Shopping		within	2021		GoP	8,500.00	8,500.00		
A.I.a.1	Toner Cartridge, HP CF362A (HP508A) Yellow LaserJe	PRC Leg RO-V	Shopping		within	2021		GoP	8,500.00	8,500.00		
A.I.a.1	Toner Cartridge, HP CF363A (HP508A) Magenta LaserJ	PRC Leg RO-V			within	2021		GoP	8,500.00	8,500.00		
A.III.a.1	Riso Ink	PRC Leg RO-V			within	2021		GoP	180,000.00	180,000.00		
A.III.a.1	Master Roll	PRC Leg RO-V			within	2021		GoP	45,600.00	45,600.00		
A.III.a.1	Corrugated Box	PRC Leg RO-V			within	2021		GoP	11,999.49	11,999.49		
A.III.b.1	Self Inking Stamp	PRC Leg RO-V	Shopping		within	2021		GoP	1,704.16	1,704.16		
A.III.b.3	White Board	PRC Leg RO-V	Shopping		within	2021		GoP	7,284.00	7,284.00		







Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule fo	or Each Pr	ocuremen	t Activity	Source of Funds	Estimated Budget (PhP)			Remarks (brief description of
				Advertiseme nt/Posting of IB/REI			Contract Signing		Total	MOOE	со	Program/Activity/Project)
.III.b.3	KZ-4U Bar Stool (Rotating, swivel)	PRC Leg RO-V	Shopping		within:	2021		GoP	4,600.00	4,600.00		
.III.b.3	HP CF237A / 37A Black Laserjet Toner Cartridges	PRC Leg RO-V	Shopping	within 2021 G				GoP	30,025.20	30,025.20		
III.b.3	Sticker Paper	PRC Leg RO-V	Shopping	within 2021 G			GoP	2,571.55	2,571.55			
III.b.3	TONER CART, BROTHER TN-3448 Black	PRC Leg RO-V	Shopping	within 2021 Go			GoP	2,500.00	2,500.00			
	Trodat AS-TRO52734 Ideal Premium Replacement	PRC Leg RO-V	Shopping				GoP	506.00	506.00			
.III.b.3	Ink for Use with most self inking (2 oz)											
.III.b.3	Trodat self inking stamp (Certified true copy)	PRC Leg RO-V	Shopping		within	2021		GoP	29,400.00	29,400.00		
III.b.3	Trodat self inking stamp (PRC Logo)	PRC Leg RO-V	Shopping		within	2021		GoP	63,800.00	63,800.00		
III.c.1	Sharp MX-237FT	PRC Leg RO-V	Shopping		within	2021		GoP	5,000.00	5,000.00		
III.c.1	·	PRC Leg RO-V			within	2021		GoP	10,000.00	10,000.00		
III.c.1	Kyocera Toner TK3104	PRC Leg RO-V	Shopping		within	2021		GoP	10,000.00	10,000.00		
.III.c.1	Brother TN-3448 Black Toner Cartridge	PRC Leg RO-V	Shopping		within	2021		GoP	10,453.12	10,453.12		
.III.c.1	Epson 003 ink, Black	PRC Leg RO-V	Shopping		within	2021		GoP	3,600.00	3,600.00		
III.c.1	Epson 003 ink, Cyan	PRC Leg RO-V	Shopping		within	2021		GoP	3,600.00	3,600.00		
III.c.1	Epson 003 ink, Magenta	PRC Leg RO-V			within	2021		GoP	3,600.00	3,600.00		
III.c.1	Epson 003 ink, Yellow	PRC Leg RO-V	Shopping		within	2021		GoP	3,600.00	3,600.00		
III.c.1	HP 55A (CE255A) Black Toner Cartridge	PRC Leg RO-V	Shopping	within 2021			GoP	49,000.00	49,000.00			
III.c.1	HP #48A Black Toner CF248A	PRC Leg RO-V			within	2021		GoP	50,000.00	50,000.00		
.l.a.1	PVC SLOTTED CABLE DUCT	PRC Leg RO-V					GoP	4,000.00	4,000.00			
.l.a.1	SPEAKER WIRE TRANSPARENT	PRC Leg RO-V		within 2021			GoP	2,000.00	2,000.00			
	Semi-Expendable Machinery and Equipment Expenses - Office Equipment									-		
.III.a.1	Refrigerator	PRC Leg RO-V	Shopping		within	2021		GoP	11,000.00	11,000.00		
	Semi-Expendable Information and Communications Technology											For various ICT equipment
.l.a.1	UPS (Computer)	PRC Leg RO-V		1	within			GoP	3,200.004	3,200.00	-	,
\.l.a.1	Sheet-Feed Scanner, Document Fed, 8.5x14* Legal, Interface USB 3.0, 600 x, 24 Bit External 48 Bit Internal		NP-53.9 - Small Value Procurement		within			GoP	7,800.00	7,800.00		
.lll.a.1	Canon Pixma MX927 Printer Scanner Copier Fax Wifi Duplex		NP-53.9 - Small Value Procurement		within	2021		GoP	29,000.00	29,000.00		
III.a.1	Sheet-Feed Scanner, Document Fed, 8.5x14* Legal, Interface USB 3.0, 600 x, 24 Bit External 48 Bit Internal	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within			GoP	29,000.00	29,000.00		
III.a.1	1TB BarraCuda SATA III 3.5" Internal HDD, 3.5", Spindle Drive, 199MB/sec, Buffer 64MB	PRC Leg RO-V		within 2021		GoP	25,000.00	25,000.00				
III.a.1	Projector		NP-53.9 - Small Value Procurement				GoP	14,500.00	14,500.00			
III.a.1	ExterNAL HARD DRIVE, 1TB	PRC Leg RO-V		within 2021			GoP	5,500.00	5,500.00	_		
III.a.1	5G LTE Wireless Wifi Router Mobile Hotspots Modem	PRC Leg RO-V	Shopping		withir	2021		GoP	15,000.00	15,000.00		
	Semi-Expendable Furniture and Fixture	₹ The state of th	Jw.						I		I	1

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for	Each Pi	ocuremen	t Activity	Source of	ce Estimated Budget (PhP)			Remarks (brief description of
(, <, /						1	Contract Signing	Funds	Total	MOOE	со	Program/Activity/Project)
A.I.a.1	Steel Cabinet, 3 drawers	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	6,000.00	6,000.00		
A.III.a.1	Acrylic Signages	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	60,000.00	60,000.00		
A.III.a.1	Gang Chair	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	139,000.00	139,000.00		
A.III.a.2	Sofa Bed	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	20,000.00	20,000.00		
A.III.a.2	3-drawer mobile pedestal	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	8,000.00	8,000.00		
A.III.a.2	Telephone Stand	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	5,000.00	5,000.00		
A.III.a.2	Movable Cabinet	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	7,000.00	7,000.00		
A.III.a.2	Office/Clerical Table	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	10,000.00	10,000.00		
A.III.a.2	Window Blinds	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	50,000.00	50,000.00		
	Drugs and Medicines Expense	PRC Leg RO-V			within	2021		GoP		-		For office use
A.I.a.1	Alaxan	PRC Leg RO-V	Shopping		within	2021		GoP	1,920.00	1,920.00		
A.I.a.1	Bioflu	PRC Leg RO-V	Shopping		within	2021		GoP	1,440.00	1,440.00		
A.I.a.1	Biogesic	PRC Leg RO-V	Shopping		within	2021		GoP	1,440.00	1,440.00		
A.I.a.1	Ibuprofen (Advil)	PRC Leg RO-V	Shopping		within	2021		GoP	1,920.00	1,920.00		
A.I.a.1	Loratadine (Claritin)	PRC Leg RO-V	Shopping		within	2021		GoP	9,075.00	9,075.00		
A.I.a.1	Ceterizine (Alnix)	PRC Leg RO-V	Shopping		within	2021		GoP	5,760.00	5,760.00		
A.I.a.1	Multivitamins (Enervon)	PRC Leg RO-V	Shopping		within	2021		GoP	73,440.00	73,440.00		
A.I.a.1	Neozep	PRC Leg RO-V	Shopping		within	2021		GoP	1,805.00	1,805.00		
A.I.a.1	Serc 15mg	PRC Leg RO-V	Shopping		within	2021		GoP	4,200.00	4,200.00		
A.I.a.1	Fuel, Oil & Lubricants Expenses	PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	169,000.00	169,000.00		For Fuel of Avanza, Adventure & Innova
	Water Consumption	PRC Leg RO-V			within	2021		G <sub>0</sub> P		-		
A.I.a.1	Drinking Water	PRC Leg RO-V	Direct Contracting		within	2021		G <sub>0</sub> P	23,000.00	23,000.00		
A.III.a.1	Water District	PRC Leg RO-V	Direct Contracting		within	2021		GoP	60,000.00	60,000.00		
A.I.a.1		PRC Leg RO-V	NP-53.9 - Small Value Procurement		within	2021		GoP	36,000.00	36,000.00		
A.III.a.1	Postage and Courier Expenses	PRC Leg RO-V	NP-53.9 - Small Value Procurement	<b>'</b>	within	2021		GoP	115,000.00	115,000.00	'	•
A.I.a.1	Internet Subscription Expenses	PRC Leg RO-V	Direct Contracting		within	2021		GoP	13,000.00	13,000.00		
A.I.a.1	Cable, Satellite, Telegraph and Radio Expenses	PRC Leg RO-V	Direct Contracting		within	2021		GoP	5,000.00	5,000.00		
7	Telephone Expenses									-		
A.III.a.	1	PRC Leg RO-V	Direct Contracting		within	2021		GoP	26,000.00	26,000.00		
A.I.a.1	Janitorial Services	PRC Leg RO-\	/ Competitive Bidding		withir	2021		GoP	630,974.12	630,974.12		For Cleaning Services
A.III.a.	Security Services	PRC Leg RO-V	/ Competitive Bidding		withir	2021		GoP	1,256,000.00	1,256,000.00		For Security Services
A.I.a.1	Repairs and Maintenance	1										
	Repair and Maintenance Repair and Maintenance, Building	PRC Leg RO-V	/ NP-53.9 - Small Value Procurement		withir	2021		GoP	98,000.00	98,000.00		Periodic and preventive maintenance
A.I.a.1	Repair and Maintenance, Building  Repair and Maintenance, Office Equipment		/ NP-53.9 - Small Value Procurement			2021		GoP	125,000.00	125,000.00		Periodic and preventive maintenance
A.I.a.1	Repair and Maintenance, Office Equipment  Repair and Maintenance, ICT Equipment		/ NP-53.9 - Small Value Procurement		withir	2021		GoP	38,000.00	38,000.00		Periodic and preventive maintenance
A.I.a.1			/ NP-53.9 - Small Value Procurement			1 2021		GoP	13,000.00	13,000.00		Periodic and preventive maintenance
A.I.a.1		-	/ NP-53.9 - Small Value Procurement			1 2021		GoP	15,000.00	15,000.00		Periodic and preventive maintenance
A.I.a.1	Repair and Maintenance, Other Machinery &  Repair and Maintenance, Transportation Equipmer	<u> </u>	/ NP-53.9 - Small Value Procurement			1 2021		GoP	156,000.00	156,000.00		Periodic and preventive maintenance
A.I.a.1	Repair and Maintenance, Transportation Equipmen	III. NO LEG NO	The Sold Sinds Value 1 (Sourcement									

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Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity Source of					3 . ( ,			Remarks (brief description of
				1	1		Contract Signing	Funds	Total	MOOE	СО	Program/Activity/Project)
A.I.a.1	Repair and Maintenance, Furniture & Fixtures	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021		G <sub>0</sub> P	2,000.00	2,000.00		Periodic and preventive maintenance		
A.I.a.1	Advertising Expense	PRC Leg RO-V	Direct Contracting	within 2021		GoP	7,000.00	7,000.00				
A.I.a.1	Printing and Publication	PRC Leg RO-V	'' "		within 2	2021		GoP	24,000.00	24,000.00		
A.I.a.1	Library and Other Reading Materials Subscription	PRC Leg RO-V	Shopping	within 2021		GoP	5,000.00	5,000.00				
A.III.a.1	Other Subscription Expense	PRC Leg RO-V	Shopping	within 2021		GoP	16,000.00	16,000.00		\		
A.III.a.1	Other MOOE	PRC Leg RO-V	Shopping		within 2	2021		GoP	50,000.00	50,000.00		

Prepared by:

JUDELYN L. DANAO

Recommending Approval: The Regional BAC

**BAC Secretary** 

Certified Funds Available / Certified Funds Available:

JONABELLE KYM ALACAR
Budget Officer III

**Grand Total** 

JEROME M. BAÑES

Chairman

ATTY DEMINIC M. CERBITO

Vice Chairman

JOSE JUSTO M. CALUSTRE

4,081,132.73

Member

VICENTE L. OLLANES JR.

Member

LESTER LOWES Z. BENTOR

Member

Approved b

4,081,132.73

SHARO B. LO Director