

PROFESSIONAL REGULATION COMMISSION
NATIONAL CAPITAL REGION
Annual Procurement Plan non CSE FY 2023 (Based GAA)

Code (PAP)	Procurement 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 Project)
					Advertisement/Posting of IB/RFI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A.I.a.1 A.III.a.1 A.III.a.2 A.III.a.3 A.III.b.1 A.III.b.2 A.III.b.3 A.III.b.4 A.III.c.1	Common Supplies/Equipment Available at PS	NCR	NO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	21,105,662.30	21,105,662.30		Procurement through DBM Procurement Service
A.I.a.1	201 Files	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	10,150.00	10,150.00		
A.III.a.3 A.III.b.1 A.III.b.2	Ballpen (Black, Blue and Red)	NCR	NO	Shopping	3rd Quarter	3rd Quarter	N/A	3rd Quarter	GoP	24,216.87	24,216.87		
A.I.a.1	Cash Book	NCR	NO	Shopping	2nd Quarter	2nd Quarter	N/A	2nd Quarter	GoP	15,120.00	15,120.00		
A.I.a.1	Certificate Holder/pc	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	1,870.00	1,870.00		
A.III.a.3 A.III.b.1 A.III.b.2 A.III.b.3 A.III.b.4 A.III.c.1	Correction Fluid	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	9,329.70	9,329.70		
A.III.a.2 A.III.a.1	Corrugated Box	NCR	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	141,697.71	141,697.71		
A.I.a.1	Daily Time Record	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	6,000.00	6,000.00		
A.I.a.1	Desk Tray, 4-layers	NCR	NO	Shopping	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	3,000.00	3,000.00		
A.III.a.3 A.III.b.2	File Box Customized	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	117,172.98	117,172.98		
A.I.a.1	Finger Moistener	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	3,105.60	3,105.60		
A.I.a.1 A.III.b.1	Folder expanding	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	9,946.49	9,946.49		
A.III.a.1	Folder, looseleaf, bundle	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	100,608.72	100,608.72		
A.III.a.1	Folder, Morocco, Long	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	7,680.36	7,680.36		
A.III.a.1	Folder, Morocco, Short	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	6,062.07	6,062.07		
A.III.a.1	Folder Case, legal size	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	32,551.00	32,551.00		
A.III.a.1	Folder Case, A4 size	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	29,119.00	29,119.00		
A.I.a.1	Leave Cards	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	7,500.00	7,500.00		
A.I.a.1	Mailing Envelope with Logo	NCR	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	118,766.92	118,766.92		
A.III.b.4	PRC Stationery (Long)	NCR	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	127,026.72	127,026.72		
A.III.b.4	PRC Stationery (Short)	NCR	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	675,571.92	675,571.92		
A.III.b.2	Plastic Cover	NCR	NO	Shopping	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	16,000.00	16,000.00		
A.I.a.1	PRC T-SHIRT	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	105,000.00	105,000.00		
A.I.a.1	PQI	NCR	NO	Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	5,010.00	5,010.00		
A.I.a.1 A.III.a.1 A.III.a.2 A.III.a.3 A.III.b.1	STAPLE WIRE, for heavy duty staplers, (23/13)	NCR	NO	Shopping	2nd Quarter	2nd Quarter	N/A	2nd Quarter	GoP	4,276.80	4,276.80		
A.I.a.1	Staple Wire, No. 35	NCR	NO	Shopping	2nd Quarter	2nd Quarter	N/A	2nd Quarter	GoP	6,106.32	6,106.32		
A.I.a.1	STOCK CARDS/Property Card	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	3,010.00	3,010.00		
A.I.a.1 A.III.a.1 A.III.a.2 A.III.a.3	Tape (SEALING), PRC	NCR	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	80,949.26	80,949.26		
A.III.a.2	Tracing Paper	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	350,703.00	350,703.00		
A.I.a.1	TYPEWRITER CORRECTION TAPE No. F583	NCR	NO	Shopping	3rd Quarter	3rd Quarter	N/A	3rd Quarter	GoP	26,440.00	26,440.00		
A.III.c.1	Thumb Drive 32 GB	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	2nd Quarter	GoP	2,400.00	2,400.00		
A.I.a.1	Trodat Ink	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	2nd Quarter	GoP	4,560.00	4,560.00		

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					Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
PRINTER OR FACSIMILE/PHOTOCOPIER SUPPLIES													
A.I.a.1 A.III.a.1 A.III.a.3 A.III.b.1 A.III.b.3	Brother Toner (HL-L400 DW)	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	415,760.00	415,760.00		
A.I.a.1	Ink, for Epson Printer L3210 (003), Black, Cyan, Magenta, and Yellow	NCR	NO	Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	40,000.00	40,000.00		
A.I.a.1	Epson Ribbon Cartridge	NCR	NO	Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	19,500.00	19,500.00		
A.III.a.1	HP Laserjet Toners 90A	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	115,362.00	115,362.00		
A.III.a.1	HP Laserjet Toner Cart, HP CF287A, Black	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	170,867.00	170,867.00		
A.I.a.1	Toner Cartridge, HP CF360A (HP 508A), Black LaserJet	NCR	NO	Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	183,466.40	183,466.40		
A.I.a.1	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	NCR	NO	Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	150,386.08	150,386.08		
A.I.a.1	Toner Cartridge, HP CF362A (HP508A) Yellow LaserJet	NCR	NO	Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	150,386.08	150,386.08		
A.I.a.1	Toner Cartridge, HP CF363A (HP508A) Magenta LaserJet	NCR	NO	Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	141,539.84	141,539.84		
A.I.a.1	Toner Cartridge, HP CF401A (HP201A) Black LaserJet	NCR	NO	Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	54,876.48	54,876.48		
A.I.a.1	Toner Cartridge, HP CF401A (HP201A) Cyan LaserJet	NCR	NO	Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	64,701.28	64,701.28		
A.I.a.1	Toner Cartridge, HP CF402A (HP201A) Yellow LaserJet	NCR	NO	Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	64,701.28	64,701.28		
A.I.a.1 A.III.a.1	KYOCERA TONER TK 3104	NCR	NO	Direct Contracting	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	351,000.00	351,000.00		
A.I.a.1	RIBBON, Typewriter NAKAJIMA No. F746bksc	NCR	NO	Shopping	2nd Quarter	2nd Quarter	N/A	2nd Quarter	GoP	56,948.00	56,948.00		
A.I.a.1	RIBBON CART, Epson C13S015632, Black, for LX-310	NCR	NO	Shopping	2nd Quarter	2nd Quarter	N/A	2nd Quarter	GoP	1,062.88	1,062.88		
A.III.a.2	Samsung Toners ML3710-205L	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	75,282.56	75,282.56		
PERSONAL PROTECTIVE EQUIPMENT													
A.I.a.1 A.III.a.1 A.III.a.2 A.III.a.3 A.III.b.1 A.III.b.2 A.III.b.3 A.III.b.4 A.III.c.1	KN95 FACE MASK	NCR	NO	Shopping	2nd Quarter	2nd Quarter	N/A	2nd Quarter	GoP	124,800.00	124,800.00		
A.I.a.1 A.III.a.1 A.III.a.2 A.III.a.3 A.III.b.1 A.III.b.2 A.III.b.3 A.III.b.4 A.III.c.1	VITAMIN C WITH ZINC	NCR	NO	Shopping	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	150,000.00	150,000.00		
A.I.a.1 A.III.a.1 A.III.a.2 A.III.a.3 A.III.b.1 A.III.b.2 A.III.b.3 A.III.b.4 A.III.c.1	SURGICAL MASK, 3-ply	NCR	NO	Shopping	3rd Quarter	3rd Quarter	N/A	3rd Quarter	GoP	39,900.00	39,900.00		
SEMI-EXPANDABLE AND EQUIPMENT													
Information and Communications Technology													
A.III.c.1	PRINTER, Black and White	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	149,990.00	149,990.00		
A.III.c.1	PRINTER, Colored	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	159,990.00	159,990.00		
A.I.a.1	SCANNER	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	214,030.00	214,030.00		
Communication Equipment													
A.I.a.1	Camera for documentation, digital camera	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	N/A	2nd Quarter	GoP	74,995.00	74,995.00		
A.I.a.1 A.III.b.1	DIGITAL VOICE RECORDER, memory: 4GB	NCR	NO	Shopping	2nd Quarter	2nd Quarter	N/A	2nd Quarter	GoP	8,000.00	8,000.00		
A.III.b.3 A.I.a.1	Dual-Way Talk through Store Office Window Glass Counter In	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	N/A	2nd Quarter	GoP	35,202.00	35,202.00		
A.III.c.1	Network Communication Cables	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	70,000.00	70,000.00		
Furniture and Fixtures													
A.I.a.1, A.III.b.2	Filing Cabinet, lateral, 4-drawers	NCR	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	224,000.00	224,000.00		
A.I.a.1	Filing Cabinet, vertical, 4-drawers	NCR	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	132,000.00	132,000.00		
A.I.a.1, A.III.b.2	Steel Racks	NCR	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	49,000.00	49,000.00		
A.III.b.2	Swivel Chairs	NCR	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	72,000.00	72,000.00		
A.III.b.2	Office Table	NCR	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	N/A	1st Quarter	GoP	119,200.00	119,200.00		

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Communication Expenses													
A.I.a.1	Internet Subscription Expenses	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	95,000.00	95,000.00		
A.I.a.1	Postage and Courier Services	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	500,000.00	500,000.00		
General Services													
A.I.a.1	Janitorial Services	NCR	NO	Competitive Bidding	1st Semester	1st Semester	1st Semester	1st Semester	GoP	1,510,000.00	1,510,000.00		
A.I.a.1	Security Services	NCR	NO	Competitive Bidding	1st Semester	1st Semester	1st Semester	1st Semester	GoP	1,507,000.00	1,507,000.00		
A.I.a.1	Other General Services - Job Order	NCR	NO	Competitive Bidding	1st Semester	1st Semester	1st Semester	1st Semester	GoP	2,022,000.00	2,022,000.00		
Repair and Maintenance													
A.I.a.1	Repair and Maintenance - Communication Equipment	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	53,000.00	53,000.00		
A.III.c.1	Repair and Maintenance - Information and Communication Equipment	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	100,000.00	100,000.00		
A.I.a.1	Repair and Maintenance - Machinery (CO)	NCR	NO	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GoP	60,000.00	60,000.00		
MOOE - GRAND TOTAL										32,684,560.62	32,684,560.62		

Prepared by:

MAY ANN S. DELA CRUZ
Administrative Officer V (Budget Officer)

Certified Funds Available / Certified Appropriate Funds Available

HENYLIZA LOBAN DARACAN / MAY ANN S. DELA CRUZ
Accountant / Budget Officer

Recommending Approval:

BIDS AND AWARD COMMITTEE

RONALD G. WATSON
Chairperson

Atty. ZANDRA JANE S. DEL ROSARIO
Vice-Chairperson

AUDREY ANA M. AMPARO
Member

RONALD ALLAN B. DENOSO
Member

JAQUELYN P. BALATBAT
Provisional Member

LORNA D. MAGDARAOG
Provisional Member

Approved by:

L. LOUIS P. VALERA
DIRECTOR
National Capital Region