

DEPARTMENT OF LABOR AND EMPLOYMENT
PROFESSIONAL REGULATION COMMISSION
REGION X (CAGAYAN DE ORO)

Skypark, Limketkai Center, Cagayan de Oro City

Annual Procurement Plan for FY 2025-Non-CSE based on approved NEP

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	
MOOE													
5020301002	Common Supplies/Equipment available at PS	ORD/FAD/REGU /LRD	No	NP-53.5 Agency to Agency	N/A	N/A	N/A	N/A					Procurement to DBM PS Depot
5020301002	Office Supplies Expenses	ORD/FAD/REGU /LRD	No	Shopping	Within the Year	Within the Year	Within the Year	Within the Year	GoP	1,986,670.56	1,986,670.56		This includes common office supplies not included in the PS-DBM, such as other office supplies, semi-expandable equipment, and consumables
				NP- 53.9 Small Value Procurement	Within the Year	Within the Year	Within the Year	Within the Year					
5020321003	ICT Equipment (SE)	FAD	No	NP-53.5 Agency to Agency	N/A	N/A	N/A	N/A	GoP	606,057.64	606,057.64		ICT Equipment for Office use including Offsite Service Center. This Include Desktop Computer, Computer Laptop,Computer printer, UPS and etc.
				Shopping	Within the Year	Within the Year	Within the Year	Within the Year					
				NP- 53.9 Small Value Procurement	Within the Year	Within the Year	Within the Year	Within the Year					
5020309000	Fuel, Oil, and Lubricants Expenses	FAD	No	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil, and Lubricant (POL)	Within the Year	Within the Year	Within the Year	Within the Year	GoP	200,000.00	200,000.00		Fuel, Oil and Lubricants Expenses for day to day Office transactions and outside Region X
5020321002	Office Equipment (SE)	ORD/FAD/REGU /LRD	No	NP- 53.9 Small Value Procurement	Within the Year	Within the Year	Within the Year	Within the Year	GoP	450,344.94	450,344.94		Office equipment for Office use. This includes Office Cabinets and various Office Equipments.
5020322001	Furniture and Fixture (SE)	ORD/FAD/REGU /LRD	No	NP- 53.9 Small Value Procurement	Within the Year	Within the Year	Within the Year	Within the Year	GoP	108,475.00	108,475.00		Furnitures and Fixtures for Office use. This includes Tables, Chairs, Storage racks and etc.
5020401000	Water Expenses	FAD	No	NP- 53.9 Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	141,000.00	141,000.00		Supply and Delivery of Purified Drinking Water and Provision of Hot and Cold Water Dispensers for PRC CDO Regional Office X

5020501000	Postage and Courier Services	FAD	No	NP- 53.9 Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	92,000.00	92,000.00	Delivery and Mailing services of documents to PRC Central Office, Other Regional Offices and Iligan & Valencia Offsite Service Centers
5021199000	Other Professional Services	FAD	No	NP- 53.9 Small Value Procurement	Within the Year	Within the Year	Within the Year	Within the Year	GoP	184,000.00	184,000.00	Certifying body
5021299099	Other General Services - Job Order (Direct Hiring)	FAD	Yes	Public Bidding	Within the Year	Within the Year	Within the Year	Within the Year	GoP	10,937,312.62	10,937,312.62	Hiring of Job Order
5029903000	Representation Expenses	ORD/FAD/REGU /LRD	No	NP- 53.9 Small Value Procurement	Within the Year	Within the Year	Within the Year	Within the Year	GoP	1,661,900.00	1,661,900.00	Official Meetings, Function and Conferences in the PRC Regional Office X
5029905001	Rents- Building and Structures	Exmination Unit	No	NP-53.10 Lease of Real property and Venue	3rd quarter	3rd quarter	3rd quarter	3rd quarter	GoP	1,500,000.00	1,500,000.00	Office Rent
5029905003	Rents- Motor Vehicles	Exmination Unit	No	NP- 53.9 Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	50,000.00	50,000.00	Rental of Motor vehicles to be use in the conduct of various Licensure Examinations.
5029905004	Rents- Equipment	FAD/ Examination	No	NP- 53.9 Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	491,953.70	491,953.70	Lease of Photocopier and Duplicator Machine with Consumables for PRC CDO Regional Office X
		0		0			Grand Total				18,409,714.46 18,409,714.46	0

Prepared by:
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Certified Funds Available/
Certified Availability of Allotment :

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Budget Officer

Recommending Approval:
The Regional BAC:

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Vice-Chairperson

MARICHOR N. EMPEDRAD
Member

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Approved:

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