

**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 2024-Non-CSE(Approved GAA)

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/REG U/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/REG U/LRD	No	Shopping	within 2024	within 2024	within 2024	within 2024	GoP	2,312,855.66	2,312,855.66		This includes common office supplies not included in the PS-DBM, such as other office supplies, semi-expandable equipment, and consumables (Please see attached PPMP)
				NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024					
5020321003	ICT Equipment (SE)	FAD	No	NP-53.5 Agency to Agency	N/A	N/A	N/A	N/A	GoP	541,000.00	541,000.00		IT Equipment and Supplies
				Shopping	within 2024	within 2024	within 2024	within 2024					
				NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024					
5020309000	Fuel, Oil, and Lubricants Expenses	FAD	No	NP.53.14 Direct Retail Purchase of Petroleum Fuel, Oil, and Lubricant (POL)	within 2024	within 2024	within 2024	within 2024	GoP	125,000.00	125,000.00		Fuel for Innova, RUSH and Adventure
5020321002	Office Equipment (SE)	ORD/FAD/REG U/LRD	No	NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024	GoP	279,096.00	279,096.00		Various equipment
5020322001	Furniture and Fixture (SE)	ORD/FAD/REG U/LRD	No	NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024	GoP	119,000.00	119,000.00		Office Table and Steel filing cabinet
5020401000	Water Expenses	FAD	No	NP- 53.9 Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	75,000.00	75,000.00		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	300,000.00	300,000.00		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 2024	within 2024	within 2024	within 2024	GoP	100,000.00	100,000.00		Certifying body
5021203000	Security Services	FAD	No	Public Bidding	within 2024	within 2024	within 2024	within 2024	GoP	1,662,234.00	1,662,234.00		Security Guards for PRC CDO and Offsite Service Center
5029903000	Procurement of Meals for Various PRC Activities for FY 2024	ORD/FAD/REG U/LRD	No	NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024	GoP	679,900.00	679,900.00		Various Meals (Please see the attached Annex A)

5029903000	Procurement of Meals for Various PRC Activities w/ Venue for FY 2024	ORD/FAD/REG U/LRD	No	NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024	GoP	664,000.00	664,000.00		Various Meals (Please see the attached Annex A)
5029905001	Rents- Building and Structures (Exam Venue)	Exmination Section	No	NP-53.10 Lease of Real property and Venue	within 2024	within 2024	within 2024	within 2024	GoP	985,600.00	985,600.00		Examination Venue
5029905003	Rents- Motor Vehicles	Exmination Section	No	NP- 53.9 Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	465,000.00	465,000.00		Lease of Motor Vehicle for Examination Use(Van Rental)
5029905004	Rents-Photocopier machine (Equipment)	FAD/ Examination/R egistration	No	NP- 53.9 Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	155,953.70	155,953.70		Lease of Photocopier Machine with Consumables for PRC CDO Regional Office X
5029905004	Rents-Duplicator Machine(Equipment)	Exmination Section	No	NP- 53.9 Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	289,400.00	289,400.00		Lease of Duplicator Machine with Consumables for PRC CDO Regional Office X
5029903000	Various token for the celebration of Mothers (12 pax) & Fathers (6 pax) day 1) Bath Towel (various colors, w/ print, size: 20x40 inches; 2) Sling bag (color: white, w/ print, size: inches; planner; womens pouch; shawl; tumbler; umbrella with prc logo; travel mug; face towel; wallet; notebook with prc logo;)	FAD	No	NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024	GoP	5,400.00	5,400.00		Procurement of various token for the celebration of Mothers & Fathers day
5029903000	Various token for the Womens Month for client, PRC employees (various bags, face towel, notebook with prc logo)	FAD	No	NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024	GoP	5,000.00	5,000.00		Procurement of various token for the Womens month
5029903000	Provision of Meals for the conduct of Code of Ethics for various clusters	Regulatiuons	No	NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024	GoP	50,000.00	50,000.00		Procurement of various Meals for the conduct of Codes of Ethics

5029903000	Various tokens for the Resource Person for the conduct of Career Progression and Specialization (Women's bag, Men's bag, thermos mug, travel mug, customized leather portfolio, customized planner/journal, professional bag, clicker, basket of delicacies, shawl, women's pouch, umbrella with PRC Logo, bomber jacket (various colors) with PRC Logo, cutlery in various colors (with pouch) with PRC Logo, tumbler in various colors with PRC Logo	Regulations	No	NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024	GoP	20,000.00	20,000.00		Procurement of various token for the conduct of Career Progression
5029903000	Procurement of Plaques, various tokens (P 500.00 x 20 activities)	FAD	No	NP- 53.9 Small Value Procurement	within 2024	within 2024	within 2024	within 2024	GoP	10,000.00	10,000.00		Procurement of various tokens (Plaques)
MOOE - TOTAL										8,844,439.36	8,844,439.36		
CAPITAL OUTLAY													
GRAND TOTAL										8,844,439.36	8,844,439.36		

Prepared by:
 RBAC Secretariat

CONNIE E. EMBORONG
 Member

ARCELO R. TEVES
 Member

ARGIE N. BARRIENTOS
 Member

ADRIAN C. DELVEROS
 Member

KATELYN ELIS H. ESCARTIN
 Member

**Certified Funds Available/
 Certified Availability of Allotment :**

MARIANNE FELIZ O. LEGASPI
 Accountant III

CHRISTIAN M. ORTIZ
 Budget Officer III

**Recommending Approval:
 The Regional BAC:**

JERRY F. CRAUSUS
 Chairperson

ATTY. NORHANNA A. PANGANDAMAN-PAPORO
 Vice-Chairperson

MARICHOR N. EMPEDRAD
 Member

CHERRY B. TORRES
 Member

KRISTIAN IVY P. DAGAMAS
 Member

Approved:

JULIE L. SABALZA
 Regional Director

RO 10	50203010 02	Other General Services	Pliers Heavy Duty Plier Tool Multifunctional Steel Wire Pliers With PVC Handle 6'7/8"	NO	SVP	PC	8	1,500.00	12,000.00	0	0	0	0	0	0	8	8	0	0	0	0	0	0	0	0
RO 10	50212990 99	Other General Services	Polo Shirt, Color placket and Cuff 100% Cotton, Gray, body, logo and print Full Sublimation Polyester fabric front style brush mt, various sizes	NO	SVP	Piece	156	650.00	101,400.00	0	0	52	52	0	0	52	52	0	0	0	0	0	52	0	52
RO 10	50203010 02	Office Supplies Expense	PRC BANNER	NO	SVP	Piece	0	4,500.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	PRC BANNER (satin)	NO	SVP	Piece	0	4,500.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	PRC BANNER 3X5 FT GINA EARTH CLOTH	NO	SVP	Piece	0	1,800.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	PRC CUSTOMIZED PLANNER JOURNAL WITH GARTER	NO	SVP	PC	100	200.00	20,000.00	0	0	0	0	0	100	0	100	0	0	0	0	0	0	0	0
RO 10	50203010 02	Other General Services	PRC WEEK POLO SHIRT various sizes and color	NO	SVP	PC	56	650.00	36,400.00	0	0	0	0	0	56	0	56	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	PRC Dry Seal Various METAL	NO	SVP	Piece	3	2,000.00	6,000.00	0	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 01	ICT Office Supplies	PRINTER REFILLABLE INK TANK BORDLESS COLORED INK FUNCTION WITH USB 2.0 WIFI DIRECT	NO	SVP	Unit	3	12,000.00	36,000.00	0	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 01	ICT Office Supplies	PRINTER (Inkjet), Refillable Tank TWO LAYER	NO	SVP	Unit	0	20,000.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	PRINTER STAND 3 TIER MOVABLE	NO	SVP	Piece	1	2,650.00	2,650.00	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	PUNCHER, paper, heavy duty, with two hole guide	NO	SVP	Piece	0	150.80	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50212990 99	Other General Services	PVC Molding # 1	NO	SVP	Piece	4	107.00	428.00	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50212990 99	Other General Services	PVC BOX 4-11-16 POLY LARGE SQUARE BOX	NO	SVP	Piece	4	84.00	336.00	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 01	Office Supplies Expense	Random Access Memory	NO	SVP	Piece	0	2,800.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50299050 03	Rents - Vehicle	RING COMB BINDER, BLACK, 110 SHEET (12MM)	NO	SVP	Piece	0	25.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50299050 03	Rents - Vehicle	RING COMB BINDER, BLACK, 250 SHEET (28MM)	NO	SVP	Piece	0	35.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	RING BIND CLEAR BOOK - Legal, various color	NO	Shopping	PC	5	270.00	1,350.00	2	0	0	2	1	0	0	1	1	0	0	1	0	1	0	1
RO 10	50203010 02	Office Supplies Expense	Rubber Moulding	NO	SVP	Meters	0	200.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	RUGBY	NO	SVP	GAL	0	300.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	SPONGE SCRUB PAD HEAVY DUTY	NO	SVP	PIECE	6	12.00	72.00	0	2	0	2	0	2	0	2	0	0	0	0	0	2	0	2
RO 10	50203010 02	Office Supplies Expense	PERMANENT MARKER FINE POINT, BLACK	NO	SVP	PIECE	24	59.00	1,416.00	0	6	0	6	0	6	0	6	0	6	0	6	0	6	0	6
RO 10	50203010 02	Office Supplies Expense	SCOURING PAD	NO	SVP	Pack	0	1,000.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	SHOE LACE (GRAY), 1 roll	NO	SVP	Roll	5	35.00	175.00	0	4	0	4	0	0	0	0	1	0	0	1	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	SIGN Pen, Blue, liquid/gel ink, 0.7mm needle tip	NO	SVP	Piece	12	65.00	780.00	0	12	0	12	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	SIGN PEN BLACK, 0.4mm	NO	Shopping	PC	3	70.00	210.00	1	0	0	1	0	0	0	0	2	0	0	2	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	SMART TV	NO	SVP	Unit	0	20,000.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	SPEAKER, TROLLY TYPE, 12"	NO	SVP	Unit	2	20,000.00	40,000.00	0	1	0	1	1	0	0	1	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	Special Paper for Certificates (Long), 200gsm, 100s	NO	SVP	pack	2	350.00	700.00	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	Special Paper for Certificates (A4), 200gsm, 100s	NO	SVP	pack	6	323.00	1,920.00	0	4	0	4	0	0	0	0	2	0	0	2	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	STICK GLUE	NO	SVP	PIECE	0	11.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TABLE HOLDER BALL POINT PEN DESK WHOLDER PLASTIC	NO	SVP	PIECE	5	250.00	1,250.00	0	5	0	5	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	STAPLER, heavy duty, 30 sheets, flat clinch	NO	SVP	PIECE	5	800.00	4,000.00	0	5	0	5	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Furniture and Fixtures (SE)	STEEL Cabinet 4 Drawer STORAGE	NO	SVP	Piece	1	12,000.00	12,000.00	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Furniture and Fixtures (SE)	STEEL CABINET Glass Door, 4-5 LAYERS	NO	SVP	Piece	0	12,490.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Furniture and Fixtures (SE)	STEEL CABINET, Swing door 5 layers	NO	SVP	Piece	4	17,000.00	68,000.00	0	4	0	4	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	STICKER Paper, A4, green and yellow	NO	SVP	Pack	11	45.00	495.00	0	8	0	8	0	0	0	0	3	0	3	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	STOCK CARD SIZE W 8.5 INCH X 11 CNH	NO	SVP	Piece	250	25.00	6,250.00	0	0	250	250	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	STORAGE BOX (PLASTICWARE) W/ WHEELS POLYPROPYLENE (PP) 15 L L 13.5 X W 11.5 X H 7.55	NO	SVP	Piece	4	420.00	1,680.00	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	Switch outlet electrical box PVC	NO	SVP	Piece	4	35.00	140.00	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Other General Services	Tarpaulin various size	NO	SVP	PC	7	500.00	3,500.00	1	0	0	1	2	0	0	0	0	0	0	0	0	1	3	4
RO 10	50203010 02	Office Supplies Expense	THERMOGUN	NO	SVP	Piece	0	340.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	THIN WIRE #10 150 MTRS 5.5	NO	SVP	Box	2	5,170.00	10,340.00	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	THIN WIRE #12 150 MTRS 5.5	NO	SVP	Box	2	5,000.00	10,000.00	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	THREE RING BINDER LONG	NO	SVP	Piece	0	300.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TOILET Cleaner, Liquid, With Anti Microbial, 900ml to 1,000ml	NO	SVP	Bottle	0	416.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TONER Cart-HP Laserjet PRO M25W - 201A (Black)	NO	SVP	Cart	12	2,990.00	35,880.00	0	3	0	3	0	3	0	3	0	3	0	3	0	3	0	3
RO 10	50203010 02	Office Supplies Expense	TONER Cart-HP Laserjet PRO M25W - 201A (Magenta)	NO	SVP	Cart	12	3,100.00	37,200.00	0	3	0	3	0	3	0	3	0	3	0	3	0	3	0	3
RO 10	50203010 02	Office Supplies Expense	TONER Cart-HP Laserjet PRO M25W - 201A (Cyan)	NO	SVP	Cart	12	3,100.00	37,200.00	0	3	0	3	0	3	0	3	0	3	0	3	0	3	0	3
RO 10	50203010 02	Office Supplies Expense	TONER Cart-HP Laserjet PRO M25W - 201A (Yellow)	NO	SVP	Cart	12	3,100.00	37,200.00	0	3	0	3	0	3	0	3	0	3	0	3	0	3	0	3
RO 10	50203010 02	Office Supplies Expense	TONER CARTRIDGE 508A BLACK	NO	SVP	Cart	1	11,800.00	11,800.00	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TONER CARTRIDGE 508A CYAN	NO	SVP	Cart	1	14,809.00	14,809.00	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TONER CARTRIDGE 508A MAGENTA	NO	SVP	Cart	1	14,809.00	14,809.00	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TONER CARTRIDGE 508A YELLOW	NO	SVP	Cart	1	14,809.00	14,809.00	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TONER CARTRIDGE HP- 107A LASERJET- BLACK	NO	SVP	Cart	40	3,100.00	124,000.00	0	0	20	20	0	0	0	0	20	0	20	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TONER SHARP AR 6031Nv	NO	SVP	cart	4	5,000.00	20,000.00	0	1	0	1	0	1	0	1	0	1	0	1	0	1	0	1
RO 10	50203010 02	Office Supplies Expense	TRASH BIN, LARGE	NO	SVP	PIECE	1	600.00	600.00	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TRASHBAG SMALL 11X11X24"	NO	SVP	pack	2	95.00	190.00	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TOTE BAG SIZE 13X14 COLOR WHITE	NO	SVP	Piece	0	250.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TRASH BIN, Swivel Cover, Black, 11L	NO	SVP	Pack	1	350.00	350.00	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50203010 02	Office Supplies Expense	TRASHBAG, 46X45 PLASTIC, TRANSPARENT (10/PACK)	NO	SVP	Pack	20	100.00	2,000.00	0	10	0	10	0	5	0	5	0	5	0	5	0	0	0	0

RO 10	50203010 02	Office Supplies Expense	TRASHBAG, 40X45 PLASTIC, BLACK (10/PACK)	NO	SVP	Pack	160	100.00	16,000.00	0	40	0	40	0	40	0	40	0	40	0	40	0	40	
RO 10	50212990 99	Other General Services	Umbrella, cane black Printable PRC Logo, Prc@50	NO	SVP	Piece	0	370.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 01	ICT Office Supplies	UNINTERRUPTABLE POWER SUPPLY (UPS) 650va	NO	SVP	Piece	4	2,500.00	10,000.00	0	4	0	4	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	VEHICLE BATTERY DIN66 MAINTENANCE FREE 11PLATES	NO	SVP	Piece	2	11,000.00	22,000.00	0	2	0	2	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	Vehicle tires of 205/65 R15 94H SIZE	NO	SVP	Piece	0	5,000.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50212990 99	Other General Services	Walklock standard size universal	NO	SVP	Piece	2	2,000.00	4,000.00	0	2	0	2	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	Water tank filter	NO	SVP	PC	0	2,000.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	WHITE BOARD W/ FRAME 70X50	NO	SVP	Piece	1	550.00	550.00	0	1	0	1	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	WHITE BOARD W/ stand	NO	SVP	Piece	0	8,000.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	Wire THHN #12	NO	SVP	Box	0	3,800.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	Wire THHN #10	NO	SVP	Box	0	4,500.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Equipment (SE)	WIRELESS PRESENTER/PRESENTATION CLICKER R400 REMOTE CONTROL	NO	SVP	PC	2	1,800.00	3,600.00	0	0	0	0	2	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	SPECIALTY PAPER (GSM-200 (PALE CREAM PAPER)	NO	SVP	REAM	0	710.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	WRAPPING FOIL (red) ALUMINUM	NO	SVP	PIECE	5	10.00	50.00	0	0	0	0	0	5	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	WRAPPING FOIL (GREEN) ALUMINUM	NO	SVP	PIECE	5	10.00	50.00	0	0	0	0	0	5	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	WRAPPING FOIL (YELLOW) ALUMINUM	NO	SVP	PIECE	5	10.00	50.00	0	0	0	0	0	5	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies Expense	WRAPPING Paper, kraft, 115 gsm	NO	SVP	Pack	0	7.00	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50205010 00	Postage and Courier Services	Postage and Courier Services	NO	SVP	Lot	12	300,000.00	300,000.00	25,000.00	25,000.00	25,000.00	75,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	75,000.00	
RO 10	50299030 00	Other General Services	Various token for the celebration of Mothers (12 pax) & Fathers (6 pax) day 1) Bath Towel (various colors, w/ print, size 20x40 inches, 2) Slng bag (color, white, w/ print, size inches, planner, womens pouch, shawl, tumbler umbrella with prc logo, travel mug, face towel, wallet, notebook with prc logo,)	NO	SVP	Lot	1	5,400.00	-	-	-	-	-	3,600.00	1,800.00	-	-	-	-	-	-	-	-	
RO 10	50299030 00	Other General Services	Various token for the Womens Month for client, PRC employees (various bags, face towel, notebook with prc logo)	NO	SVP	Lot	1	5,000.00	-	-	5,000.00	5,000.00	5,000.00	-	-	-	-	-	-	-	-	-	-	
RO 10	50299030 00	Representation Expenses	Procurement of Meals for Various PRC Activities for FY 2024 - please see the attached Annex A	NO	SVP	Lot	1	679,900.00	679,900.00	34,400.00	32,000.00	35,000.00	101,400.00	58,900.00	51,200.00	135,100.00	245,200.00	72,800.00	62,000.00	42,500.00	177,300.00	54,400.00	56,800.00	44,800.00
RO 10	50299030 00	Representation Expenses	Procurement of Meals for Various PRC Activities W/ Venue for FY 2024 - please see the attached Annex A	NO	SVP	Lot	1	664,000.00	664,000.00	-	-	128,000.00	128,000.00	-	-	192,000.00	192,000.00	-	32,000.00	-	32,000.00	-	-	312,000.00
RO 10	50299030 00	Representation Expenses	Provision of Meals for the conduct of Code of Ethics for various clusters	NO	SVP	Lot	1	50,000.00	-	-	-	-	-	-	25,000.00	25,000.00	-	-	-	-	-	25,000.00	-	
RO 10	50299030 00	Other General Services	Various tokens for the Resource Person for the conduct of Career Progression and Specialization (Women's bag, Men's bag, thermos mug, travel mug, customized leather portfolio, customized planner/journal, professional bag clicker, basket of delicacies, shawl, women's pouch, umbrella with PRC Logo, bomber jacket (various colors) with PRC Logo, cutlery in various colors (with pouch) with PRC Logo, tumbler in various colors with PRC Logo	NO	SVP	Lot	1	20,000.00	-	2,500.00	2,500.00	5,000.00	2,500.00	2,500.00	2,500.00	7,500.00	-	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	
RO 10	50299030 00	Other General Services	Procurement of Plaques, various tokens (P 500.00 x 20 activities)	NO	SVP	Lot	1	10,000.00	-	-	-	-	-	10,000.00	-	10,000.00	-	-	-	-	-	-	-	
RO 10	50211990 00	Other Professional Services	Other Professional Services	NO	SVP	Lot	1	100,000.00	100,000.00	0	0	0	0	100,000.00	0	0	0	0	0	0	0	0	0	0
RO 10	50299050 04	Rents - Equipment	Rents - Duplicator Machine (EQUIPMENT)	NO	SVP	Lot	12	289,400.00	289,400.00	0	289,400.00	0	289,400.00	0	0	0	0	0	0	0	0	0	0	0
RO 10	50299050 04	Rents - Equipment	Rents - Photocopier machine (EQUIPMENT)	NO	SVP	Lot	12	155,953.70	155,953.70	155,953.70	0	0	155,954.00	0	0	0	0	0	0	0	0	0	0	0
RO 10	50299050 03	Rents - Vehicle	Rents - Vehicle	NO	SVP	Lot	12	465,000.00	465,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RO 10	50299050 01	Rents - Building and Structures	Rents - Building and Structures (Exam Venue)	NO	NEGOTIATED LEASE OF REAL PROPERTY AND VENUE	Lot	12	985,600.00	-	89,600.00	89,600.00	179,200.00	89,600.00	89,600.00	89,600.00	268,800.00	89,600.00	89,600.00	89,600.00	89,600.00	268,800.00	89,600.00	89,600.00	89,600.00
			PART B - NON CSE (FOR BAC PROCUREMENT) SUB-TOTAL				0	5,929,687.68																
PART C - NON-BAC																								
RO 10	50201010 00	Traveling Exp. - LOCAL	Traveling Expenses - Local			Lot	12	202,543.30	10,000.00	10,000.00	10,000.00	30,000.00	89,606.66	10,000.00	10,000.00	109,606.66	10,000.00	10,936.64	10,000.00	30,936.64	12,000.00	10,000.00	10,000.00	
RO 10	50202010 02	Training Exp.	Training Expenses			Lot	12	100,000.00	-	-	100,000.00	100,000.00	-	-	-	-	-	-	-	-	-	-	-	
RO 10	50203090 00	Fuel, Oil, and Lubricant Exp	Fuel, Oil, And Lubricants Expenses			Lot	12	125,000.00	10,500.00	10,500.00	10,500.00	31,500.00	10,500.00	10,000.00	10,500.00	31,500.00	10,500.00	10,500.00	10,500.00	31,500.00	10,500.00	10,000.00	10,500.00	
RO 10	50204010 00	Water Exp.	Water Expenses			Lot	12	75,000.00	6,250.00	6,250.00	6,250.00	18,750.00	6,250.00	6,250.00	6,250.00	18,750.00	6,250.00	6,250.00	6,250.00	18,750.00	6,250.00	6,250.00	6,250.00	
RO 10	50204020 00	Electricity Exp.	Electricity Expenses			Lot	12	320,000.00	26,666.66	26,666.67	26,666.67	80,000.00	26,666.66	26,666.67	26,666.67	80,000.00	26,666.66	26,666.67	26,666.67	80,000.00	26,666.66	26,666.67	26,666.67	
RO 10	50205020 01	Mobile	Telephone- Mobile			Lot	12	121,000.00	10,083.33	10,083.34	10,083.33	30,250.00	10,083.33	10,083.34	10,083.33	30,250.00	10,083.33	10,083.34	10,083.33	30,250.00	10,083.33	10,083.34	10,083.33	
RO 10	50210030 00	Extraordinary and Miscellaneous Exp	Extraordinary and Miscellaneous Expenses			Lot	12	116,000.00	9,666.66	9,666.67	9,666.67	29,000.00	9,666.66	9,666.67	9,666.67	29,000.00	9,666.66	9,666.67	9,666.67	29,000.00	9,666.66	9,666.67	9,666.67	
RO 10	50212030 00	Security Services	Security Services (Old Contract)	YES	PUBLIC BIDDING	Lot	10	1,662,234.00	166,223.40	166,223.40	166,223.40	498,670.20	166,223.40	166,223.40	166,223.40	498,670.20	166,223.40	166,223.40	166,223.40	498,670.20	166,223.40	-	166,223.40	
RO 10	50212990 99	Other General Services	Other General Services - Exam			Lot	12	9,598,804.80	-	332,760.00	3,673,420.00	4,006,180.00	3,185,870.00	924,170.00	90,940.00	4,200,980.00	210,730.00	1,180,914.80	-	1,391,644.80	-	-	-	
RO 10	50212990 99	Other General Services	Other General Services - Job Order (Institutional Hiring)			Lot	12	2,512,195.20	209,349.60	209,349.60	209,349.60	628,048.80	209,349.60	209,349.60	209,349.60	628,048.80	209,349.60	209,349.60	209,349.60	628,048.80	209,349.60	209,349.60	209,349.60	
RO 10	50212990 99	Other General Services	Other General Services - Job Order (Direct Hiring)			Lot	0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
RO 10	50215010 01	Taxes, Duties and Licenses	Taxes, Duties and Licenses			Lot	12	95,000.00	-	-	-	-	-	-	-	-	-	95,000.00	-	95,000.00	-	-	-	
RO 10	50215020 00	Fidelity Bond Premiums	Fidelity Bond Premiums			Lot	12	137,000.00	-	-	-	-	-	-	-	-	-	137,000.00	-	137,000.00	-	-	-	
RO 10	50215030 00	Insurance Expenses	Insurance Expenses			Lot	12	68,000.00	-	-	-	-	-	-	-	-	-	68,000.00	-	68,000.00	-	-	-	

RO 10	50299030 00	Representation Expenses	Representation Expenses			Lot	12		88,000.00	-	-	22,000.00	22,000.00	-	-	22,000.00	22,000.00	-	-	22,000.00	22,000.00				
RO 10	50299050 01	Rents - Building and Structures	Rents - Building and Structures (Office Rental)			Lot	12		5,165,733.34	430,477.78	430,477.78	430,477.78	1,291,433.34	430,477.78	430,477.78	430,477.78	1,291,433.34	430,477.77	430,477.78	430,477.78	1,291,433.33	430,477.77	430,477.78	430,477.78	1,291,433.33
PART C - NON-BAC SUB-TOTAL									20,386,510.64																
Grand Total									27,579,000.00																

SUMMARY

EXPENDITURES	TOTAL
Travelling Exp. - LOCAL	202,543.30
Training Exp.	100,000.00
Office Supplies Expense	2,312,855.66
ICT Office Supplies	541,000.00
Furniture and Fixtures (SE)	119,000.00
Office Equipment (SE)	279,096.00
Fuel, Oil, and Lubricants Exp.	125,000.00
Water Exp.	75,000.00
Electricity Exp.	320,000.00
Postage and Courier Services	300,000.00
Mobile	121,000.00
Extraordinary and Miscellaneous Exp.	116,000.00
Other Professional Services	100,000.00
Security Services	1,662,234.00
Other General Services	12,361,684.00
Representation Expenses	1,481,900.00
Taxes, Duties and Licenses	95,000.00
Fidelity Bond Premiums	137,000.00
Insurance Expenses	68,000.00
Rents - Equipment	445,353.70
Rents - Vehicle	465,000.00
Rents - Building and Structures	6,151,333.34
TOTAL	27,579,000.00

Prepared by:

ARCELON TEVES
ADOF V (Supply Officer III)

Checked by:

CHRISTIAN M. BERTIZ
ADOF V (Budget Officer III)

Recommending approval:

MARIA MELAGROS A. GOLIS
Chief Administrative Officer

Approved by:

JULIE L. SABILZA
Regional Director

Annex A

Month	Activities	No. of Pax	Breakfast/Snacks		Meals and Snacks		Meals and Snacks with Venue		
January	Mental Health	60	200	12,000					
	Frontline training	32			700	22,400			
February	Career Progression	200	100	20,000					
	Mental Health	60	200	12,000					
March	Mental Health	60	200	12,000					
	Career Progression	200	100	20,000					
	Exit Conference	10	300	3,000					
	Women's Month	64					2,000.00	128,000.00	
April	Mental Health	60	200	12,000					
	Career Progression	200	100	20,000					
	Araw ng Kagitingan	15	300	4,500					
	LRD Training (Regu-7, FAD-7, LRD-18)	32			700	22,400			
May	Mental Health	60	200	12,000					
	Career Progression	200	100	20,000					
	Labor Day	64	300	19,200					
June	Independence Day	15	300	4,500					
	Charter Day	15	300	4,500					
	PRC Week								
	Day 1	64	300	19,200					
		Breakfast				500	44,500		
		Lunch w/ PM Snacks	89			700	14,000		
	Day 2	20			1,000	10,000			
	Day 3	10							
	Day 3	64	300	19,200					
Day 4	64	300	19,200						
	Assessment Cum TeamBuilding	64					3,000.00	192,000.00	
July	Mental Health	60	200	12,000					
	LRD Training (Regu-7, FAD-7, LRD-18)	32			700	22,400			
	IQA (Lunch)	64	300	19,200					
		Day 1	64	300	19,200				
August	Mental Health	60	200	12,000					
	Security Presentation of ToR	12			700	8,400			
	Security Pre-Bid (AM Snacks and Lunch)	16					1,000.00	16,000.00	
	Security Bid Opening (AM Snacks and Lunch)	16					1,000.00	16,000.00	
	ISO Audit	64	300	19,200					
	Catch Up Plan	16			700	11,200			
		Day 2	16			700	11,200		
September	Mental Health	60	200	12,000					
	Civil Service Day	15	300	4,500					
	Career Progression	200	100	20,000					
	Entrance Conference with CoA	10	300	3,000					
	Mental Health (LGU)	10	300	3,000					
October	Mental Health	60	200	12,000					
	Career Progression	200	100	20,000					
	LRD Training (Regu-7, FAD-7, LRD-18)	32			700	22,400			
November	Mental Health	60	200	12,000					
	VAWC	64			700	44,800			
December	DOLE	64			700	44,800			
	Strategic Planning	64					3,000.00	192,000.00	
	Christmas Program	75					1,600.00	120,000.00	
				401,400		278,500		664,000.00	

1,343,900.00