

DEPARTMENT OF LABOR AND EMPLOYMENT  
PROFESSIONAL REGULATION COMMISSION  
Regional Office IV-A (CALABARZON)

FY 2021 Annual Procurement Plan Non-CSE (based on APPROVED 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)
					Advertise- ment/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310100100001000	Training Expenses	PRC Region IV-A	No	NP-53.5 Agencyto-Agency	within 2021	within 2021	within 2021	within 2021	GoP	166,000.00	166,000.00	-	Various seminars for employees of PRC Lucena.
100000100001000 310100100001000 310100100002000 310200100002000 310200100003000 310200100004000 310300100001000	Office Supplies Expenses	PRC Region IV-A	No	Shopping	within 2021	within 2021	within 2021	within 2021	GoP	3,006,292.10	3,006,292.10	-	Common office and ICT supplies not available at the DBM-PS
100000100001000 310100100001000 310100100002000 310200100002000 310200100003000 310200100004000 310300100001000	Janitorial and Cleaning Supplies	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	506,707.90	506,707.90	-	Janitorial and cleaning supplies not available at the DBM-PS
100000100001000 310100100001000	Drugs and Medicines Expenses	PRC Region IV-A	No	Shopping	within 2021	within 2021	within 2021	within 2021	GoP	23,000.00	23,000.00	-	First Aid Kits
100000100001000 310100100001000	Gasoline, Oil & Lubricants	PRC Region IV-A	No	NP-53.14 Direct	within 2021	within 2021	within 2021	within 2021	GoP	140,000.00	140,000.00	-	Fuel, gas and lubricant expenses for the PRC Lucena service vehicles
100000100001000	Semi-Expendable - ICT Equipment	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	77,000.00	77,000.00	-	Semi-Expendable - ICT Equipment
100000100001000	Semi-Expendable - Furniture and Fixtures	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	2,000.00	2,000.00	-	Semi-Expendable - Furniture and Fixtures
100000100001000 310100100001000	Other Supplies and Materials Expenses	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	18,000.00	18,000.00	-	Other supplies and materials
100000100001000 310100100001000	Water Expenses	PRC Region IV-A	No	NP-53.5 Agencyto-Agency	within 2021	within 2021	within 2021	within 2021	GoP	80,000.00	80,000.00	-	Subsumed in the procurement of Lease of Office Space for the PRC Lucena Regional Office (NP-53.10 Lease of Real Property and Venue)
100000100001000 310100100001000	Electricity Expenses	PRC Region IV-A	No	NP-53.5 Agencyto-Agency	within 2021	within 2021	within 2021	within 2021	GoP	664,000.00	664,000.00	-	Subsumed in the procurement of Lease of Office Space for the PRC Lucena Regional Office (NP-53.10 Lease of Real Property and Venue)
100000100001000 310100100001000	Postage and Courier Services	PRC Region IV-A	No	NP-53.5 Agencyto-Agency	within 2021	within 2021	within 2021	within 2021	GoP	107,000.00	107,000.00	-	Outgoing transmittals/ communication in the service centers (Sta. Rosa and Dasmariñas) and Lucena Regional Office
100000100001000 310100100001000	Telephone Expenses - Mobile	PRC Region IV-A	No	Shopping	within 2021	within 2021	within 2021	within 2021	GoP	45,000.00	45,000.00	-	Incoming and outgoing communication (national and local calls)- mobile phone
100000100001000 310100100001000	Telephone Expenses - Landline	PRC Region IV-A	No	NP-53.14 Direct	within 2021	within 2021	within 2021	within 2021	GoP	40,000.00	40,000.00	-	Incoming and outgoing communication (national and local calls)- landline
100000100001000 310100100001000	Internet Subscription Expenses	PRC Region IV-A	No	Shopping	within 2021	within 2021	within 2021	within 2021	GoP	10,000.00	10,000.00	-	Internet load used for emergency circumstances
100000100001000 310100100001000	Cable, Satellite, Telegraph and Radio	PRC Region IV-A	No	Shopping	within 2021	within 2021	within 2021	within 2021	GoP	16,000.00	16,000.00	-	Cable subscriptions for the television in the public waiting area and confidential printing room.
100000100001000 310100100001000	Other Professional Services	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	90,000.00	90,000.00	-	Other Professional Services incurred for the ISO Certification
100000100001000	Janitorial Services	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	59,000.00	59,000.00	-	Janitorial Services
100000100001000 310100100001000	Repairs and Maintenance - Office Equipment (CO)	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	45,000.00	45,000.00	-	Repair and maintenance of office equipment
100000100001000 310100100001000	Repairs and Maintenance - Information and Communication Technology (CO)	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	25,000.00	25,000.00	-	Repair and maintenance of ICT equipment
100000100001000 310100100001000	Repairs and Maintenance - Motor Vehicles (CO)	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	134,000.00	134,000.00	-	Repair and maintenance of Motor Vehicles
100000100001000 310100100001000	Repairs and Maintenance - Furniture and Fixtures (CO)	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	12,000.00	12,000.00	-	Repair and maintenance of Furnitures and fixtures- CO
100000100001000	Repairs and Maintenance - Furniture and Fixtures (SE)	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	6,000.00	6,000.00	-	Repair and maintenance of Furnitures and fixtures- SE



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					Advertisemen t/Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310100100001000	Taxes, Duties and Licenses	PRC Region IV-A	No	NP-53.5 Agencyto-Agency	within 2021	within 2021	within 2021	within 2021	GoP	4,000.00	4,000.00	-	Taxes, Duties and Licenses
100000100001000 310100100001000	Insurance Expenses	PRC Region IV-A	No	NP-53.5 Agencyto-Agency	within 2021	within 2021	within 2021	within 2021	GoP	55,000.00	55,000.00	-	Insurance coverage of service vehicles and the PRC Lucena regional office's contents
100000100001000	Advertising Expenses	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	1,000.00	1,000.00	-	Costs incurred for advertisement such as publishing invitations to bid and other authorized government advertisements.
100000100001000	Printing & Publication	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	5,000.00	5,000.00	-	Costs of printing and binding of manuscripts/documents, forms, manuals, brochures, pamphlets, and the like.
100000100001000 310100100001000 310200100002000	Representation Expenses	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	238,000.00	238,000.00	-	Representation expenses incurred during official functions and meetings.
100000100001000 310100100001000 310100100002000	Transportation and Delivery Expenses	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	47,000.00	47,000.00	-	Cost of moving agency's own people and properties from one station to another.
310100100002000	Rents - Building and Structures	PRC Region IV-A	No	NP-53.5 Agencyto-Agency	within 2021	within 2021	within 2021	within 2021	GoP	977,000.00	977,000.00	-	Rentals of examination venues (schools)
100000100001000 310100100001000	ICT Software Subscription	PRC Region IV-A	No	NP-53.9 - Small Value Procurement	within 2021	within 2021	within 2021	within 2021	GoP	28,000.00	28,000.00	-	ICT Software Subscription

Total MOOE6,627,000.00

Total Capital Outlay

GRAND TOTAL6,627,000.00

Prepared by:

CHRISTOPHER M. TORRES  
RBAC Secretary

NOREEN M. ALBRANDO  
RBAC Secretariat Member

APRIL V. CATAQUIZ  
RBAC Secretariat Member

Certified Funds Available/ Certified Appropriate Funds Available

RINA R. DADOR  
Accountant III

NOREEN M. ALBRANDO  
Budget Officer

Recommending Approval:

REGIONAL BIDS AND AWARDS COMMITTEE

REYNALDO D. AGCAOILI  
Chairperson

MARIA LILIBETH L. ESCLANDA  
Vice-Chairperson

RINGO D. DAGUISON  
Member

JANSSEN M. QUINTO  
Member

MA. RIMEE A. OTIECO-MERLE  
Member

RAYMUND D. ALVINEZ  
Provisional Member

JEFFEREY A. ABELLA  
Provisional Member

Approved by:

REYNALDO V. CRISTOBAL  
OIC, Office of the Regional Director