

Department of Labor and Employment
PROFESSIONAL REGULATION COMMISSION
Regional Office XIII (Butuan)

FY 2025 ANNUAL PROCUREMENT PLAN NON- CSE
Per Government Appropriations Act (GAA)

Code (PAP)	Procurement Activity 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/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310100100004000	Conduct of training/seminar with provision of meals and venue	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2025	N/A	January - December 2025	January - December 2025	GoP	320,000.00	320,000.00	-	Training and Capacity Building Activities/Learning Development Interventions
100000100001000 200000100001000 310100100004000 310200100006000 310200100007000	Supply and delivery of various office supplies, materials and equipment not-available at DBM-PS	RO 13	NO	Shopping	January - December 2025	N/A	January - December 2025	January - December 2025	GoP	195,387.50	195,387.50	-	Various supplies, materials and equipments not available at DBM-PS but necessary in the operationalization.
100000100001000	Procurement of Drugs and Medicines	RO 13	NO	Shopping	January - June 2025	N/A	January - June 2025	January - June 2025	GoP	5,060.00	5,060.00	-	Purchase of Over-the-Counter medicines/supplies.
100000100001000 310100100004000	Procurement of Fuel, Oil and Lubricants	RO 13	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	January - December 2025	January - December 2025	GoP	180,000.00	180,000.00	-	Fuel expenses for the office vehicle
100000100001000 310100100004000	Procurement of other supplies and materials	RO 13	NO	Shopping	January - December 2025	N/A	January - December 2025	January - December 2025	GoP	55,671.00	55,671.00	-	Procurement janitorial supplies and other related supplies and equipment.
100000100001000	Provision of Janitorial Services	RO 13	NO	NP-53.9 - Small Value Procurement	January 2025	N/A	February 2025	February 2025	GoP	168,000.00	168,000.00	-	To ensure disinfections and regular cleaning of office premises are implemented.
100000100001000	Provision of Security Services	RO 13	YES	Competitive Bidding	September 2024	October 2024	January 2025	January 2025	GoP	1,398,000.00	1,398,000.00	-	To maintain orderliness in the office, regulate the crowd, secure the confidential printing room, and ensure security and safety of clients, employees, supplies, equipment, and test questionnaires kept in the storage rooms, prior to the schedule of shredding.
100000100001000 310100100004000	Procurement of Purified Drinking Water	RO 13	NO	NP-53.9 - Small Value Procurement	January - February 2025	N/A	January - February 2025	January - February 2025	GoP	19,800.00	19,800.00	-	Drinking water consumption in RO, CPR and Offsite
100000100001000 310300100004000	Provision of Unlimited Toner Printing Services with free use of printer	RO 13	NO	NP-53.9 - Small Value Procurement	January - February 2025	N/A	January - February 2025	January - February 2025	GoP	163,680.00	163,680.00	-	Procurement of toners/inks (unlimited) with free use of printers
100000100001000 200000100001000 310100100004000 310200100006000 310200100007000	Other General Services -Others	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2025	N/A	January - December 2025	January - December 2025	GoP	303,000.00	303,000.00	-	Other expenses not covered by existing object of expenditures such as conduct of PRC Week and Founding Anniversary and other office activities
100000100001000 310100100004000	Provision of Repair and Maintenance - Motor Vehicle	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2025	N/A	January - December 2025	January - December 2025	GoP	150,000.00	150,000.00	-	Periodic preventive maintenance of office motor vehicle to ensure usefulness and operational efficiency.
100000100001000 310100100004000	Provision of meals and venue rentals for office activities and events (Representation/Event Management)	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2025	N/A	January - December 2025	January - December 2025	GoP	200,000.00	200,000.00	-	To be used in various office activities related to the operationalization such as management committee meeting, entrance/exit COA conference, BAC meetings, budget preparation meetings, WFP formulation and target setting, SPMS activities, GAD related activities, inter-agency activities, and other office activities.
100000100001000	Provision of Transportation and Delivery and Hauling Services	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2025	N/A	January - December 2025	January - December 2025	GoP	10,000.00	10,000.00	-	For delivery and hauling for the examination materials and equipment from Central Office as well as other transportation needs.

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
310100100004000	Lease and Rental of Property or Building for Confidential and Printing Room (CPR)	RO 13	NO	NP-53.10 - Lease of Real Property and Venue	N/A	N/A	January 2025	January 2025	GoP	255,000.00	255,000.00	-	For the rental of the Confidential Printing Room for the conduct of licensure examinations. (Renewal of Contract of Lease of Real property re: GPPB Resolution 2018-06)
100000100001000	Lease and Rental of Property or Building for Storage and Records Room	RO 13	NO	NP-53.10 - Lease of Real Property and Venue	N/A	N/A	January 2025	January 2025	GoP	360,000.00	360,000.00	-	For the rental of space used for records and archive office and storage room for the shredded test questionnaires and other examination related paraphernalia awaiting approval from NAP for its disposition. (Renewal of Contract of Lease of Real property re: GPPB Resolution 2018-06)
100000100001000 310100100004000	Lease of Office Space, Confidential Printing Room (CPR), and Venue of Computer-Based Licensure Examination (CBLE) and Other Regular Examinations	RO 13	NO	Competitive Bidding	January 2025	February 2025	February 2025	March 2025	GoP	6,108,480.00	6,108,480.00	-	Testing Center for the CBLE and CPR
200000100001000	Subscription for Microsoft Office and Videotelephony Software Program	RO 13	NO	NP-53.9 - Small Value Procurement	February 2025	N/A	February 2025	February 2025	GoP	50,000.00	50,000.00	-	Zoom subscription for video platform for all communication needs, including meetings, chat, phone, webinars, and online events.
200000100001000	Procurement of ICT Equipment (Laptops)	RO 13	YES	Competitive Bidding	October 2024	November 2024	January 2025	January 2025	GoP	8,525,000.00	-	8,525,000.00	Procurement of 155 laptops for the Computer-Based Licensure Examination (CBLE)
200000100001000	Network Infrastructure (Structured Cabling)	RO 13	YES	Competitive Bidding	October 2024	November 2024	January 2025	January 2025	GoP	1,500,000.00	-	1,500,000.00	Cabling and Other Network Infrastructure for CBLE
100000100001000	Construction of PRC Regional Office XIII Building	RO 13	NO	NP-53.5 - Agency-to-Agency	Within 2025	Within 2025	Within 2025	Within 2025	GoP	130,000,000.00	-	130,000,000.00	Construction of PRC XIII Office Building
GRAND TOTAL										149,967,078.50	9,942,078.50	140,025,000.00	

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