DEPARTMENT OF LABOR AND EMPLOYMENT
Professional Regulation Commission
REGION V - LEGAZPI CITY

Annual Procurement Plan for FY 2021 (NON-CSE) based on Approved GAA

Code (PAP)	Procurement Program/Project	PMO/ End-User	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	
	Office Supplies (Not Available In DBM-PS)											
A.I.a.1	BALLPEN (Black)	PRC Leg RO-V	Shopping	within 2021				GoP	7,500.00	7,500.00		
A.I.a.1	BALLPEN (Blue)	PRC Leg RO-V	Shopping	within 2021				GoP	5,000.00	5,000.00		
A.I.a.1	Cable Tie Or Zip Tie 5 x 300mm 100pcs Per Pack"	PRC Leg RO-V	Shopping	within 2021				GoP	1,000.00	1,000.00		
A.I.a.1	Cash Box	PRC Leg RO-V	Shopping	within 2021				GoP	1,500.00	1,500.00		
A.I.a.1	Cash Tray	PRC Leg RO-V	Shopping	within 2021				GoP	700.00	700.00		
A.I.a.1	CMOS Battery	PRC Leg RO-V	Shopping	within 2021				GoP	4,000.00	4,000.00		
A.I.a.1	Hot and Cold Water Dispenser	PRC Leg RO-V	Shopping	within 2021				GoP	3,836.11	3,836.11		
A.I.a.1	Laminator Machine	PRC Leg RO-V	Shopping	within 2021				GoP	1,000.00	1,000.00		
A.I.a.1	Money Counter Machine	PRC Leg RO-V	Shopping	within 2021				GoP	1,000.00	1,000.00		
A.I.a.1	Multi-Purpose Folding Aluminum Ladder with Max. Load of 150kg (Silver)	PRC Leg RO-V	Shopping	within 2021				GoP	300.00	300.00		
A.I.a.1	RJ45 100pcs per pack	PRC Leg RO-V	Shopping	within 2021				GoP	700.00	700.00		
A.I.a.1	STICKER PAPER	PRC Leg RO-V	Shopping	within 2021				GoP	200.00	200.00		
A.I.a.1	Thermal Paste	PRC Leg RO-V	Shopping	within 2021				GoP	400.00	400.00		
A.I.a.1	UV Light Money Detector	PRC Leg RO-V	Shopping	within 2021				GoP	80.00	80.00		
A.I.a.1	DRUM CART, BROTHER DR-3455	PRC Leg RO-V	Shopping	within 2021				GoP	14,112.80	14,112.80		
A.I.a.1	Kyocera Toner TK-5144C	PRC Leg RO-V	Shopping	within 2021				GoP	8,846.50	8,846.50		
A.I.a.1	Kyocera Toner TK-5144K	PRC Leg RO-V	Shopping	within 2021				GoP	8,846.24	8,846.24		
A.I.a.1	Kyocera Toner TK-5144M	PRC Leg RO-V	Shopping	within 2021				GoP	8,846.24	8,846.24		
A.I.a.1	Kyocera Toner TK-5144Y	PRC Leg RO-V	Shopping	within 2021				GoP	6,947.20	6,947.20		
A.I.a.1	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	PRC Leg RO-V	Shopping	within 2021				GoP	17,000.00	17,000.00		
A.I.a.1	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	PRC Leg RO-V	Shopping	within 2021				GoP	8,500.00	8,500.00		
A.I.a.1	Toner Cartridge, HP CF362A (HP508A) Yellow LaserJe	PRC Leg RO-V	Shopping	within 2021				GoP	8,500.00	8,500.00		
A.I.a.1	Toner Cartridge, HP CF363A (HP508A) Magenta LaserJ	PRC Leg RO-V	Shopping	within 2021				GoP	8,500.00	8,500.00		
A.III.a.1	Riso Ink	PRC Leg RO-V	Shopping	within 2021				GoP	180,000.00	180,000.00		
A.III.a.1	Master Roll	PRC Leg RO-V	Shopping	within 2021				GoP	45,600.00	45,600.00		
A.III.a.1	Corrugated Box	PRC Leg RO-V	Shopping	within 2021				GoP	11,999.49	11,999.49		
A.III.b.1	Self Inking Stamp	PRC Leg RO-V	Shopping	within 2021				GoP	1,704.16	1,704.16		
A.III.b.3	White Board	PRC Leg RO-V	Shopping	within 2021				GoP	7,284.00	7,284.00		

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A.III.b.3	KZ-4U Bar Stool (Rotating, swivel)	PRC Leg RO-V	Shopping	within 2021				GoP	4,600.00	4,600.00		
A.III.b.3	HP CF237A / 37A Black Laserjet Toner Cartridges	PRC Leg RO-V	Shopping	within 2021				GoP	30,025.20	30,025.20		
A.III.b.3	Sticker Paper	PRC Leg RO-V	Shopping	within 2021				GoP	2,571.55	2,571.55		
A.III.b.3	TONER CART, BROTHER TN-3448 Black	PRC Leg RO-V	Shopping	within 2021				GoP	2,500.00	2,500.00		
A.III.b.3	Trodat AS-TRO52734 Ideal Premium Replacement Ink for Use with most self inking (2 oz)	PRC Leg RO-V	Shopping	within 2021				GoP	506.00	506.00		
A.III.b.3	Trodat self inking stamp (Certified true copy)	PRC Leg RO-V	Shopping	within 2021				GoP	29,400.00	29,400.00		
A.III.b.3	Trodat self inking stamp (PRC Logo)	PRC Leg RO-V	Shopping	within 2021				GoP	63,800.00	63,800.00		
A.III.c.1	Sharp MX-237FT	PRC Leg RO-V	Shopping	within 2021				GoP	5,000.00	5,000.00		
A.III.c.1	Sharp MX-312FV	PRC Leg RO-V	Shopping	within 2021				GoP	10,000.00	10,000.00		
A.III.c.1	Kyocera Toner TK3104	PRC Leg RO-V	Shopping	within 2021				GoP	10,000.00	10,000.00		
A.III.c.1	Brother TN-3448 Black Toner Cartridge	PRC Leg RO-V	Shopping	within 2021				GoP	10,453.12	10,453.12		
A.III.c.1	Epson 003 ink, Black	PRC Leg RO-V	Shopping	within 2021				GoP	3,600.00	3,600.00		
A.III.c.1	Epson 003 ink, Cyan	PRC Leg RO-V	Shopping	within 2021				GoP	3,600.00	3,600.00		
A.III.c.1	Epson 003 ink, Magenta	PRC Leg RO-V	Shopping	within 2021				GoP	3,600.00	3,600.00		
A.III.c.1	Epson 003 ink, Yellow	PRC Leg RO-V	Shopping	within 2021				GoP	3,600.00	3,600.00		
A.III.c.1	HP 55A (CE255A) Black Toner Cartridge	PRC Leg RO-V	Shopping	within 2021				GoP	49,000.00	49,000.00		
A.III.c.1	HP #48A Black Toner CF248A	PRC Leg RO-V	Shopping	within 2021				GoP	50,000.00	50,000.00		
A.I.a.1	PVC SLOTTED CABLE DUCT	PRC Leg RO-V	Shopping	within 2021				GoP	4,000.00	4,000.00		
A.I.a.1	SPEAKER WIRE TRANSPARENT	PRC Leg RO-V	Shopping	within 2021				GoP	2,000.00	2,000.00		
	Semi-Expendable Machinery and Equipment Expenses - Office Equipment									-		
	Refrigerator	PRC Leg RO-V	Shopping	within 2021				GoP	11,000.00	11,000.00		
	Semi-Expendable Information and Communications Technology											For various ICT equipment
A.I.a.1	UPS (Computer)	PRC Leg RO-V	Shopping	within 2021				GoP	3,200.00	3,200.00		
A.I.a.1	Sheet-Feed Scanner, Document Fed, 8.5x14" Legal, Interface USB 3.0, 600 x, 24 Bit External 48 Bit Internal	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	7,800.00	7,800.00		
A.III.a.1	Canon Pixma MX927 Printer Scanner Copier Fax Wifi Duplex	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	29,000.00	29,000.00		
A.III.a.1	Sheet-Feed Scanner, Document Fed, 8.5x14" Legal, Interface USB 3.0, 600 x, 24 Bit External 48 Bit Internal	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	29,000.00	29,000.00		
A.III.a.1	1TB BarraCuda SATA III 3.5" Internal HDD, 3.5", Spindle Drive, 199MB/sec, Buffer 64MB	PRC Leg RO-V	Shopping	within 2021				GoP	25,000.00	25,000.00		
A.III.a.1	Projector	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	14,500.00	14,500.00		
A.III.a.1	ExterNAL HARD DRIVE, 1TB	PRC Leg RO-V	Shopping	within 2021				GoP	5,500.00	5,500.00		
A.III.a.1	5G LTE Wireless Wifi Router Mobile Hotspots Modem	PRC Leg RO-V	Shopping	within 2021				GoP	15,000.00	15,000.00		
	Semi-Expendable Furniture and Fixture											

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	Steel Cabinet, 4 drawers	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	6,000.00	6,000.00		
	Acrylic Signages	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	60,000.00	60,000.00		
	Gang Chair	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	139,000.00	139,000.00		
	Sofa Bed	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	20,000.00	20,000.00		
	3-drawer mobile pedestal	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	8,000.00	8,000.00		
	Telephone Stand	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	5,000.00	5,000.00		
	Movable Cabinet	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	7,000.00	7,000.00		
	Office/Clerical Table	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	10,000.00	10,000.00		
	Window Blinds	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	50,000.00	50,000.00		
	Drugs and Medicines Expense	PRC Leg RO-V		within 2021				GoP		-		For office use
A.I.a.1	Alaxan	PRC Leg RO-V	Shopping	within 2021				GoP	1,920.00	1,920.00		
A.I.a.1	Bioflu	PRC Leg RO-V	Shopping	within 2021				GoP	1,440.00	1,440.00		
A.I.a.1	Biogesic	PRC Leg RO-V	Shopping	within 2021				GoP	1,440.00	1,440.00		
A.I.a.1	Ibuprofen (Advil)	PRC Leg RO-V	Shopping	within 2021				GoP	1,920.00	1,920.00		
A.I.a.1	Loratadine (Claritin)	PRC Leg RO-V	Shopping	within 2021				GoP	9,075.00	9,075.00		
A.I.a.1	Ceterizine (Alnix)	PRC Leg RO-V	Shopping	within 2021				GoP	5,760.00	5,760.00		
A.I.a.1	Multivitamins (Enervon)	PRC Leg RO-V	Shopping	within 2021				GoP	73,440.00	73,440.00		
A.I.a.1	Neozep	PRC Leg RO-V	Shopping	within 2021				GoP	1,805.00	1,805.00		
A.I.a.1	Serc 15mg	PRC Leg RO-V	Shopping	within 2021				GoP	4,200.00	4,200.00		
A.I.a.1	**Fuel, Oil & Lubricants Expenses**	PRC Leg RO-V	Shopping	within 2021				GoP	169,000.00	169,000.00		For Fuel of Avanza, Adventure & Innova
	Water Consumption	PRC Leg RO-V		within 2021				GoP		-		
A.I.a.1	Drinking Water	PRC Leg RO-V	Direct Contracting	within 2021				GoP	23,000.00	23,000.00		
A.III.a.1	Water District	PRC Leg RO-V	Direct Contracting	within 2021				GoP	60,000.00	60,000.00		
A.I.a.1		PRC Leg RO-V	Direct Contracting	within 2021				GoP	36,000.00	36,000.00		
A.III.a.1	**Postage and Courier Expenses**	PRC Leg RO-V	Direct Contracting	within 2021				GoP	115,000.00	115,000.00		
A.I.a.1	**Internet Subscription Expenses**	PRC Leg RO-V	Direct Contracting	within 2021				GoP	13,000.00	13,000.00		
A.I.a.1	**Cable, Satellite, Telegraph and Radio Expenses**	PRC Leg RO-V	Direct Contracting	within 2021				GoP	5,000.00	5,000.00		
	Telephone Expenses									-		
A.III.a.1	Mobile	PRC Leg RO-V	Direct Contracting	within 2021				GoP	26,000.00	26,000.00		
A.I.a.1	**Janitorial Services**	PRC Leg RO-V	Competitive Bidding	within 2021				GoP	123,000.00	123,000.00		For Cleaning Services
A.I.a.1	**Security Services**	PRC Leg RO-V	Competitive Bidding	within 2021				GoP	1,256,000.00	1,256,000.00		For Security Services
	Repairs and Maintenance											
A.I.a.1	Repair and Maintenance, Building	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	98,000.00	98,000.00		Periodic and preventive maintenance
A.I.a.1	Repair and Maintenance, Office Equipment	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	125,000.00	125,000.00		Periodic and preventive maintenance
A.I.a.1	Repair and Maintenance, ICT Equipment	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	38,000.00	38,000.00		Periodic and preventive maintenance
A.I.a.1	Repair and Maintenance, Machinery	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	13,000.00	13,000.00		Periodic and preventive maintenance
A.I.a.1	Repair and Maintenance, Other Machinery &	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	15,000.00	15,000.00		Periodic and preventive maintenance
A.I.a.1	Repair and Maintenance, Transportation Equipment	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	156,000.00	156,000.00		Periodic and preventive maintenance
A.I.a.1	Repair and Maintenance, Furniture & Fixtures	PRC Leg RO-V	NP-53.9 - Small Value Procurement	within 2021				GoP	2,000.00	2,000.00		Periodic and preventive maintenance

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A.I.a.1	Advertising Expense	PRC Leg RO-V	Direct Contracting	within 2021				GoP	7,000.00	7,000.00		
A.I.a.1	Printing and Publication	PRC Leg RO-V	Shopping	within 2021				GoP	24,000.00	24,000.00		
A.I.a.1	Library and Other Reading Materials Subscription	PRC Leg RO-V	Shopping	within 2021				GoP	5,000.00	5,000.00		
A.III.a.1	Other Subscription Expense	PRC Leg RO-V	Shopping	within 2021				GoP	16,000.00	16,000.00		
A.III.a.1	Other MOOE	PRC Leg RO-V	Shopping	within 2021				GoP	50,000.00	50,000.00		
								Grand Total	3,573,158.61	3,573,158.61		
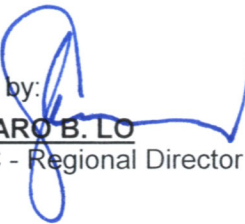
Prepared by:

JUDELYN L. DANAO
BAC Secretary

Certified Funds Available / Certified Funds Available:

JONABELLE KYM ALACAR
Budget Officer III

Recommending Approval:
The Regional BAC

JEROME M. BAÑES
Chairman

JHANNELYN A. GRATIL
Vice Chairman
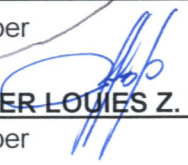
JOSE JUSTO M. CALUSTRE
Member

CORNELIO A. ALFORTE IV
Member

LESTER LOUIES Z. BENTOR
Member

Approved by:

SHARO B. LO
OIC - Regional Director