

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

Skypark, Limketkai Center, Cagayan de Oro City

**FY 2022 ANNUAL PROCUREMENT PLAN NON-CSE (BASED ON 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	
A.I.a.1 A.III.a.1	Provision of Multi-Year Security Services for PRC Cagayan de Oro Regional Office X	FAD	Yes	Sec. 10 Competitive Bidding	November 2021	November 2021	December 2021	January 2022	GoP	2,012,000.00	2,012,000.00		Provision of Security Services to the Regional Office to ensure safety of properties and peace and order (Multi-Year Contracting Authority (MYCA) No. MYCA-BMB-B-21-0000015 dated 27 May 2021)
A.III.a.1 A.III.a.2	Provision for Lease of Office Space Extension and Storage Space for PRC Regional Office X	FAD	Yes	NP- 53.10 Lease of Real Property and Venue	November 2021	November 2021	December 2021	January 2022	GoP	1,350,000.00	1,350,000.00		Provision for Lease of Office Space Extension and Storage Space from January to September 2022
A.III.a.1	Provision for Lease of Five (5) Photocopying Machine with Consumables for PRC Regional Office X	FAD	No	NP- 53.9 Small Value Procurement	January 2022	January 2022	January 2022	January 2022	GoP	102,000.00	102,000.00		Rental for Printer/ photocopying machine from February to December 2022
A.III.a.1	Supply and Delivery of Purified Drinking Water and Provision of Hot and Cold Water Dispensers for PRC Regional Office X	FAD	No	NP- 53.9 Small Value Procurement	January 2022	January 2022	January 2022	January 2022	GoP	118,000.00	118,000.00		Supply of purified drinking water from February to December 2022
A.I.a.1 A.III.a.1	Provision of Postage and Courier Services	FAD	No	NP- 53.9 Small Value Procurement	Within 2022	Within 2022	Within 2022	Within 2022	GoP	300,000.00	300,000.00		Delivery and mailing services of documents to PRC Central Office and other Regional Offices & verification of various documents (Offsite & Regional expenses) from February to December 2022
A.I.a.1 A.III.a.1	Engagement of a Certifying Body for a Third Party Audit Certification under ISO 9001:2015 QMS for PRC Regional Office X	FAD	No	NP- 53.9 Small Value Procurement	Within 2022	Within 2022	Within 2022	Within 2022	GoP	120,000.00	120,000.00		Cost of other professional services contracted by the agency (i.e. ISO) re 1st Surveillance Audit

A.I.a.1 A.III.a.1 A.III.a.2	Procurement of Fuel (Gasoline & Diesel) and Lubricants (Fuel & Lubricant) Card Program for the Fleet of Vehicles of PRC Regional Office X	FAD	No	NP- 53.9 Small Value Procurement	Within 2022	Within 2022	Within 2022	Within 2022	GoP	311,000.00	311,000.00		Fuel & lubricants for motor vehicle
A.I.a.1 A.III.a.1 A.III.b.1 A.III.b.3 A.III.b.4	Training Expenses	FAD	No	NP- 53.9 Small Value Procurement	NA	NA	NA	NA	GoP	952,000.00	952,000.00		* Conduct of training, conventions, training fees, materials, honoraria of lecturers, meals, snacks and all other related training expenses *YEPA *Christmas Party *Strategic Planning Workshop *PRC Week
A.I.a.1 A.III.a.1 A.III.b.1 A.III.b.2 A.III.c.1	Office Supplies	RD/FAD/LR D/ Regulation Div./ Legal	No	Sec. 52 Shopping	Within 2022	Within 2022	Within 2022	Within 2022	GoP	306,000.00	306,000.00		Various office supplies not available at DBM PS (bond paper, tape packaging, tape transparent, white envelope, wrapping paper, marker, rubber stamp, staple wire, fastener, glue, sign pen, corrugated box, & other related supplies)
		RD/FAD/LR D/ Regulation Div./ Legal	No	NP- 53.9 Small Value Procurement	Within 2022	Within 2022	Within 2022	Within 2022	GoP	600,000.00	600,000.00		Various office supplies, covid supplies, medicine kits, electrical supplies, janitorial supplies, flower pots, PRC dry seal, semi-expendable office equipment, Furniture & Fixtures, & ICT not available at DBM PS
		Examination Section	No	NP- 53.9 Small Value Procurement	Within 2022	Within 2022	Within 2022	Within 2022	GoP	610,000.00	610,000.00		Ink/ Toner/ Master Roll not available at DBM PS
A.I.a.1	Other General Services - Job Order	FAD	No	Sec. 10 Competitive Bidding	Within 2022	Within 2022	Within 2022	Within 2022	GoP	1,627,695.00	1,627,695.00		Provision of nine (9) Institutional Job Orders for 9 months for PRC CDO & Offsite Service Centers
A.III.a.2	Other General Services - Exam	Examination Section	No	NP- 53.9 Small Value Procurement	Within 2022	Within 2022	Within 2022	Within 2022	GoP	600,000.00	600,000.00		RT-PCR Saliva test, antigen testing, hauling expenses, airline cargo expenses
				NP 53.11 NGO Participation	Within 2022	Within 2022	Within 2022	Within 2022	GoP				
				50 Direct Contracting	Within 2022	Within 2022	Within 2022	Within 2022	GoP				
A.I.a.1 A.III.a.1 A.III.a.2	Rents-Building and Structures	FAD	No	Sec. 53.10 Lease of Real Property and Venue with Privately-Owned Real Property	Within 2022	Within 2022	Within 2022	Within 2022	GoP	2,293,000.00	2,293,000.00		* Provision for Lease of Office Space from October to December 2022 * School rental for various licensure exam
A.III.a.2	Rent/Lease Expenses-Equipment	Examination Section	No	NP- 53.9 Small Value Procurement	Within 2022	Within 2022	Within 2022	Within 2022	GoP	102,000.00	102,000.00		Rental of Duplicator Machine with consumables for the conduct of various licensure exam
A.III.a.2	Rent/Lease Expenses-Vehicle	Examination Section	No	NP- 53.9 Small Value Procurement	Within 2022	Within 2022	Within 2022	Within 2022	GoP	588,000.00	588,000.00		Rental of Van / Vehicle for the conduct of various licensure exam

A.I.a.1	Repairs & Maintenance- Office Equipment (Semi- Expendable)	FAD	No	NP- 53.9 Small Value Procurement	NA	NA	Within 2022	Within 2022	GoP	10,000.00	10,000.00		Periodic preventive maintenance to increase usability
A.I.a.1	Repairs & Maintenance- ICT Equipment (Semi- Expendable)	FAD	No	NP- 53.9 Small Value Procurement	NA	NA	Within 2022	Within 2022	GoP	20,000.00	20,000.00		Periodic preventive maintenance, replacement of parts and other corrective actions to increase service life
A.I.a.1	Repairs & Maintenance- Office Equipment (Capital Outlay)	FAD	No	NP- 53.9 Small Value Procurement	NA	NA	Within 2022	Within 2022	GoP	10,000.00	10,000.00		Periodic preventive maintenance to increase usability (Aircondition)
A.I.a.1 A.III.a.1	Repairs & Maintenance- Machinery (Capital Outlay)	Examination Section	No	NP- 53.9 Small Value Procurement	NA	NA	Within 2022	Within 2022	GoP	35,000.00	35,000.00		Periodic preventive maintenance, replacement of parts and other corrective actions to increase service life (Risograph Machine)
A.I.a.1	Representation Expenses	FAD/ LRD/Regulati on Div/ Legal/ RD	No	NP- 53.9 Small Value Procurement	Within 2022	Within 2022	Within 2022	Within 2022	GoP	50,000.00	50,000.00		Meals incurred during various meeting

**Grand Total**

**12,116,695.00**

**12,116,695.00**


**Recommending Approval:**


**The Regional BAC:**


**Prepared by:**

**RBAC Secretariat**

  
**CHERRY B. TORRES**  
Secretary

  
**ARCEJO R. TEVES**  
Member

  
**DONNA T. GARZON**  
Member

  
**ARGIE N. BARRIENTOS**  
Member

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

  
**MARIANNE FELIZ O. LEGASPI**  
Accountant III

  
**CHRISTIAN M. ORTIZ**  
Budget Officer

  
**DINDO Z. AGUINOT**  
Member


  
**MARICHOR N. EMPEDRAD**  
Chairperson

  
**FLORIZA A. TAN**  
Vice- Chairperson

  
**DAISY Q. ALBAÑO**  
Member

  
**KRISTIAN IVY P. DAGAMAS**  
Member

**Approved:**

  
**JULIE L. SABALZA**  
Regional Director