

**DEPARTMENT OF LABOR AND EMPLOYMENT  
PROFESSIONAL REGULATION COMMISSION  
REGION V - BICOL**

Regional Center Site, Rawis, Legazpi City


**Indicative Annual Procurement Plan for FY 2022 - Non CSE**

| 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)   |
|--|---|---------------|---|-----------------------------------|--|-----------------------------|------------------|------------------|-----------------|------------------------|------------|----|--|
|  |   |               |   |                                   | Advertisemen t/Posting of IB/REI       | Submission/ Opening of Bids | Notice of Award  | Contract Signing |                 | Total                  | MOOE       | CO |  |
|  | Common Supplies/Equipment available at PS   | All Offices   |   | Agency to agency                  | n/a                                    | n/a                         | n/a              | n/a              |                 |                        |            |    | Procurement to DBM PS Depot  |
| OFFICE SUPPLIES NOT AVAILABLE IN PROCUREMENT SERVICE |   |               |   |                                   |  |                             |                  |                  |                 |                        |            |    |  |
| A.I.a.1  | Various Office Supplies not available in PS-DBM for use various Division of PRC RO V - Legazpi City | All Offices   | No  | Shopping                          | 1st quarter 2022                       | 1st quarter 2022            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 190,308.00             | 190,308.00 |    | for office use.  |
| A.III.a.1  |   | All Offices   | No  | Shopping                          | 1st quarter 2022                       | 1st quarter 2022            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 161,200.00             | 161,200.00 |    | for office use.  |
| A.III.b.1  |   | All Offices   | No  | Shopping                          | 1st quarter 2022                       | 1st quarter 2022            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 25,000.00              | 25,000.00  |    | for office use.  |
| A.III.c.1  |   | All Offices   | No  | Shopping                          | 1st quarter 2022                       | 1st quarter 2022            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 46,016.74              | 46,016.74  |    | for office use.  |
| DRUGS AND MEDICINES                                  |   |               |   |                                   |  |                             |                  |                  |                 |                        |            |    |  |
| A.I.a.1  | Various Drugs and Medicines for use PRC RO V Personnel  | All Offices   | No  | Shopping                          | 1st quarter 2022                       | 1st quarter 2022            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 101,000.00             | 101,000.00 |    | Provision of medicines in support to increasing physical resilience of PRC V employees in this time of pandemic. |
| Semi -Expendable - Office Equipment                  |   |               |   |                                   |  |                             |                  |                  |                 |                        |            |    |  |
| A.III.a.1  | Wall Clock  | LRD           | No  | Shopping                          | 1st quarter 2022                       | 1st quarter 2022            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 1,800.00               | 1,800.00   |    | Provision of various office Equipment for use under Licensure Program  |
| A.III.a.1  | Microphone Dynamic  | LRD           | No  | Shopping                          | 1st quarter 2022                       | 1st quarter 2022            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 2,200.00               | 2,200.00   |    |  |
| A.III.a.1  | Fire Extinguisher, 10lbs  | All Offices   | YES   | NP-53.9 - Small Value Procurement | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 28,000.00              | 28,000.00  |    | Provision of various office equipment for use in the Testing Center under Licensure Program                      |
| A.III.a.2  |   | LRD-Exam      | YES   |                                   |  |                             |                  |                  |                 | 21,000.00              | 21,000.00  |    |  |
| A.III.a.2  | Stand Fan, Tripod type industrial fan   | LRD-Exam      | YES   | NP-53.9 - Small Value Procurement | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 54,000.00              | 54,000.00  |    |  |
| A.III.a.2  | Printer   | LRD-Exam      | YES   | NP-53.9 - Small Value Procurement | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 73,000.00              | 73,000.00  |    | Provision of various office Equipment for use under Licensure Program  |
| Semi -Expendable - Furniture and Fixtures            |   |               |   |                                   |  |                             |                  |                  |                 |                        |            |    |  |
| A.I.a.1  | Steel Rack Organizer  | FAD           | No  | Shopping                          | 2nd quarter 2022                       | 2nd quarter 2022            | 2nd quarter 2022 | 2nd quarter 2022 | GoP             | 18,000.00              | 18,000.00  |    | For use FAD  |


| 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)   |
|--|--|---------------|---|-----------------------------------|--|-----------------------------|------------------|------------------|-----------------|------------------------|--------------|----|--|
|  |  |               |   |                                   | Advertisemen t/Posting of IB/REI       | Submission/ Opening of Bids | Notice of Award  | Contract Signing |                 | Total                  | MOOE         | CO |  |
| A.III.a.1  | Tables and Benches, 4 seaters (for the reception area)                           | LRD-Exam      | YES   | NP-53.9 - Small Value Procurement | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 200,000.00             | 200,000.00   |    | Provision of various furniture and fixture for use in the Testing Center under Licensure Program |
| A.III.a.2  | Window Blinds  | LRD-Exam      | YES   | NP-53.9 - Small Value Procurement | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 175,000.00             | 175,000.00   |    |  |
| Semi -Expendable Information and Communications Technology Equipment |  |               |   |                                   |  |                             |                  |                  |                 |                        |              |    |  |
| A.III.c.1  | Provision of various ICT equipment for use under Database and Management Program | ICT           | No  | Shopping                          | 1st quarter 2022                       | 1st quarter 2022            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 270,000.00             | 270,000.00   |    | Provision of various ICT equipment and supplies for office use                                   |
| Communication Expenses   |  |               |   |                                   |  |                             |                  |                  |                 |                        |              |    |  |
| A.I.a.1  | Postage and Courier Services   | All Offices   | YES   | NP-53.9 - Small Value Procurement | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 55,000.00              | 55,000.00    |    | For the postage and courier expenses of the region   |
| A.III.a.1  |  |               | YES   |                                   |  |                             |                  |                  |                 | 100,000.00             | 100,000.00   |    |  |
| Supplies and Materials Expenses                                      |  |               |   |                                   |  |                             |                  |                  |                 |                        |              |    |  |
| A.I.a.1  | Fuel, Oil and Lubricants Expenses  | All Offices   | YES   | NP-53.9 - Small Value Procurement | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 195,000.00             | 195,000.00   |    | Fuel for Avanza, Innova, Rush and Adventure  |
| Professional Services  |  |               |   |                                   |  |                             |                  |                  |                 |                        |              |    |  |
| A.I.a1   | Other Professional Services  | All Offices   | No  | Direct Contracting                | 2nd quarter 2022                       | 2nd quarter 2022            | 2nd quarter 2022 | 2nd quarter 2022 | GoP             | 293,000.00             | 293,000.00   |    | For the 2nd surveillance Audit of CIPI   |
| General Services   |  |               |   |                                   |  |                             |                  |                  |                 |                        |              |    |  |
| A.I.a.1  | Provision of Manpower Services   | All Offices   | YES   | NP-53.9 - Small Value Procurement | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 232,000.00             | 232,000.00   |    | For Job Order/Contract of service  |
| A.I.a.1  | Security Services  | All Offices   | YES   | Competitive Bidding               | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 1,188,000.00           | 1,188,000.00 |    | For security services  |
| A.I.a.1  | Janitorial Services  | All Offices   | YES   | NP-53.9 - Small Value Procurement | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 177,000.00             | 177,000.00   |    | For cleaning services  |
| A.III.a.1  |  |               |   |                                   |  |                             |                  |                  |                 | 454,000.00             | 454,000.00   |    |  |
| Repairs and Maintenance  |  |               |   |                                   |  |                             |                  |                  |                 |                        |              |    |  |
| A.I.a.1  | Buildings  | All Offices   | No  | NP-53.9 - Small Value Procurement | 2nd quarter 2022                       | 2nd quarter 2022            | 2nd quarter 2022 | 2nd quarter 2022 | GoP             | 108,000.00             | 108,000.00   |    | periodic preventive/corrective maintenance   |
| A.I.a.1  | Office Equipment   | All Offices   | YES   | NP-53.9 - Small Value Procurement | 4th quarter 2021                       | 4th quarter 2021            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 131,000.00             | 131,000.00   |    | periodic preventive/corrective maintenance   |
| A.I.a.1  | ICT Equipment  | All Offices   | No  | Shopping                          | 2nd quarter 2022                       | 2nd quarter 2022            | 2nd quarter 2022 | 2nd quarter 2022 | GoP             | 50,000.00              | 50,000.00    |    | periodic preventive/corrective maintenance   |
| A.III.a.1  | Other Machinery & Equipment  | All Offices   | No  | Shopping                          | 2nd quarter 2022                       | 2nd quarter 2022            | 2nd quarter 2022 | 2nd quarter 2022 | GoP             | 40,000.00              | 40,000.00    |    | periodic preventive/corrective maintenance   |


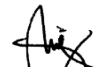
| Code (PAP)                               | Procurement Project                      | PMO/ End-User | Is this an Early Procurement Activity? (Yes/No) | Mode of Procurement | Schedule for Each Procurement Activity |                             |                  |                  | Source of Funds | Estimated Budget (Php) |                     |    | Remarks (brief description of Project)   |
|--|--|---------------|---|---------------------|--|-----------------------------|------------------|------------------|-----------------|------------------------|---------------------|----|--|
|  |  |               |   |                     | Advertisemen t/Posting of IB/REI       | Submission/ Opening of Bids | Notice of Award  | Contract Signing |                 | Total                  | MOOE                | CO |  |
| A.III.a.1                                | Motor Vehicles                           | All Offices   | No  | Direct Contracting  | 2nd quarter 2022                       | 2nd quarter 2022            | 2nd quarter 2022 | 2nd quarter 2022 | GoP             | 100,000.00             | 100,000.00          |    | periodic preventive/corrective maintenance   |
| Other Maintenance and Operating Expenses |  |               |   |                     |  |                             |                  |                  |                 |                        |                     |    |  |
| A.I.a.1                                  | Printing and Publication Expenses        | All Offices   | No  | Shopping            | 1st quarter 2022                       | 1st quarter 2022            | 1st quarter 2022 | 1st quarter 2022 | GoP             | 30,000.00              | 30,000.00           |    | For printing of various posters and announcements and/or advocacy campaigns of the office. |
| A.III.a.1                                | Other Maintenance and Operating Expenses | All Offices   | No  | Shopping            | 2nd quarter 2022                       | 2nd quarter 2022            | 2nd quarter 2022 | 2nd quarter 2022 | GoP             | 82,000.00              | 82,000.00           |    | For Laundry and/or other services and consumable items/materials for use of office.        |
|  |  |               |   |                     |  |                             |                  |                  | <b>TOTAL:</b>   | <b>4,601,524.74</b>    | <b>4,601,524.74</b> |    |  |



Recommending Approval:  
 The Regional BAC

Prepared by:  
  
**JUDELYN L. DANA O**  
 BAC Secretary

  
**JEROME M. BAÑES**  
 Chairman

  
**JOSE JUSTO M. CALUSTRE JR.**  
 Member

Certified Funds Available:  
  
**GERALDINE M. IBO, CPA,**  
 Accountant III  
  
**JONABELLE KYM ALACAR**  
 Budget Officer III

  
**ATTY. DOMINIC M. CERBITO**  
 Vice Chairman  
 Approved by:  
  
**SHARO B. LO**  
 HoPE, Director

  
**VICENTE L. OLLANES JR.**  
 Provisional Member  
  
**LESTER LOUIES Z. BONTOR**  
 Provisional Member