


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

Skypark, Limketkai Center, Cagayan de Oro City

**INDICATIVE FY 2023 ANNUAL PROCUREMENT PLAN NON-CSE (BASED ON NEP)**


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	
50203010	Common Supplies/ Equipment	RO X	No	NP-53.5 Agency to Agency	N/A	N/A	N/A	N/A	GoP	631,971.29	631,971.29		Procurement through DBM- Procurement Service (please see the attached Indicative FY 2023 PPMP)
5020322001	Semi- Expendable Furniture & Fixtures	RO X	No	NP- 53.9 Small Value Procurement	January to December 2023	January to December 2023	January to December 2023	January to December 2023	GoP	78,995.11	78,995.11		Precision drafting chair, Posture chair, Executive Table and Office Sofa
5020321003	Semi- Expendable ICT Equipment	RO X	No	NP- 53.9 Small Value Procurement	January to December 2023	January to December 2023	January to December 2023	January to December 2023	GoP	50,000.00	50,000.00		Printer (Inkjet) Refillable tank
50203990	Other Supplies and Materials	RO X	No	NP- 53.9 Small Value Procurement	January to December 2023	January to December 2023	January to December 2023	January to December 2023	GoP	37,033.60	37,033.60		Note pad, Corrugated box, Electrical Insulating tape, LED light bulb
50204010	Water Expenses	FAD	No	NP- 53.9 Small Value Procurement	January 2023	January 2023	January 2023	January 2023	GoP	60,000.00	60,000.00		Supply and delivery of purified drinking water and provision of hot and cold water dispensers
50205010	Provision for Postage and Courier Services	FAD/ Registration Section	No	NP- 53.9 Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	168,000.00	168,000.00		For the outgoing mails of the region
50211990	Provision of ISO 9001:2015 Certifying Body	FAD	No	NP- 53.9 Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	184,000.00	184,000.00		2nd Surveillance Audit
50212990	Provision of Manpower Services (institutional)	FAD	No	Sec. 10 Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	3,000,000.00	3,000,000.00		Payment of twelve (12) outsourced service for frontline and support/admin services (c/o Central Office)
50202010	Conduct of various training	FAD	No	NP- 53.9 Small Value Procurement	January to December 2023	January to December 2023	January to December 2023	January to December 2023	GoP	597,000.00	597,000.00		YEPA, Strategic Planning, PRC Week, etc.
<b>Grand Total</b>										<b>4,807,000.00</b>	<b>4,807,000.00</b>		

Prepared by:  
RBAC Secretariat

  
CHERRY B. TORRES  
Member

  
JANINE KYLE T. JAJI  
Member

  
ARGIE N. BARRIENTOS  
Member

  
CLEOFAS L. ALVARADO  
Member

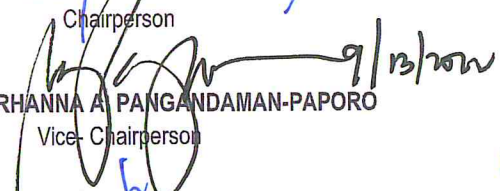
Certified Funds Available/  
Certified Availability of Allotment :


  
MARIANNE FELIZ O. LEGASPI  
Accountant III

  
CHRISTIAN M. ORTIZ  
Budget Officer

Recommending Approval:  
The Regional BAC:

  
JERRY F. CRAUSIUS  
Chairperson


  
ATTY. NORHANNA A. PANGANDAMAN-PAPORO  
Vice- Chairperson

  
MARICHOR N. EMPEDRAD  
Member

  
FLORIZA A. TAN  
Member

  
JENNIE VEE MEDADO-TEVES  
Member

Approved:

  
JULIE L. SABALZA  
Regional Director



**Rev. 2023-01 (Indicative)**

Program/Activity/Project: General Administration and Support (GAS) - A.I.a.1; Professional Licensure Program - A.III.a.1 & A.III.a.2;  
Professional Regulation Program - A.III.b.1, A.III.b.2, A.III.b.3 & A.III.b.4; Professional Database Management - A.III.c.1

OFFICE	UACS	OBJECT OF EXPENDITURES	ITEM DESCRIPTION	UM	QTY	UNIT PRICE	TOTAL AMOUNT	JAN	FEB	MAR	TOTAL Q1	APR	MAY	JUN	TOTAL Q2	JUL	AUG	SEP	TOTAL Q3	OCT	NOV	DEC	TOTAL Q4	
PART A - CSE (for PS DBM)																								
RO 10	50203010 02	Office Supplies	INSECTICIDE, aerosol type, net content: 600ml min	Can	56	450.00	25,200.00	0	20	3	23	0	3	2	5	0	20	3	23	0	3	2	5	
RO 10	50203010 02	Office Supplies	ALCOHOL, ethyl, 68%-70%, scented, 500 ml	Bottle	60	50.00	3,000.00	0	15	0	15	0	15	0	15	0	15	0	15	0	15	0	15	
RO 10	50203010 02	Office Supplies	LIQUID HAND, Sanitizer, 500ml	Bottle	8	250.00	2,000.00	0	0	2	2	0	0	2	2	0	2	0	2	0	2	0	2	
RO 10	50203010 02	Office Supplies	STAMP Pad Ink, purple or violet	Bottle	31	32.72	1,014.32	0	8	5	13	0	7	1	8	0	2	5	7	0	2	1	3	
RO 10	50203010 02	Office Supplies	CONTINUOUS Form, 3 Ply, 28lb, 241mm, carbonless	Box	3	916.00	2,754.00	0	2	0	2	0	1	0	1	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	PAPER, Multi-Purpose (Copy) A4, 70gsm	Ream	254	138.24	35,112.96	0	8	1	9	0	7	0	8	0	10	0	25	0	8	0	1	
RO 10	50203010 02	Office Supplies	ENVELOPE, Documentary, Legal, 50cps	Box	29	350.00	10,150.00	0	8	1	9	0	20	48	68	0	20	53	73	0	20	20	40	
RO 10	50203010 02	Office Supplies	PAPER, Multi-Purpose (Copy) Legal, 70gsm	Ream	1,610	144.31	232,339.10	0	100	110	200	200	100	200	7	0	8	0	8	0	5	0	5	
RO 10	50203010 02	Office Supplies	TOILET TISSUE PAPER, 2 PLY	Pack	136	90.72	12,337.92	0	10	15	25	0	28	15	43	200	100	250	500	0	200	200	400	
RO 10	50203010 02	Office Supplies	NOTEBOOK, Steno/Azothier	Piece	56	12.04	674.24	0	10	20	30	0	8	0	8	0	10	0	5	0	28	15	43	
RO 10	50203010 02	Office Supplies	TAPE, MASKING, width: 48mm (+-1mm)	Roll	48	110.70	5,313.60	0	13	3	16	0	10	3	13	0	3	3	6	0	10	3	13	
RO 10	50203010 02	Office Supplies	TAPE, PACKAGING, width: 48mm (+-1mm)	Roll	710	34.00	24,140.00	0	8	207	215	0	8	207	215	0	8	207	215	0	8	57	65	
RO 10	50203010 02	Office Supplies	TAPE, TRANSPARENT, width: 24mm (+-1mm)	Roll	254	40.00	10,160.00	0	46	18	64	0	46	17	63	0	46	18	64	0	46	17	63	
RO 10	50203010 02	Office Supplies	TAPE, TRANSPARENT, width: 48mm (+-1mm)	Roll	100	40.00	4,000.00	0	20	28	48	0	20	28	48	0	18	28	46	0	20	28	48	
RO 10	50203010 02	Office Supplies	TWINE, plastic, one (1) kilo per roll	Roll	26	60.48	1,572.48	0	3	7	10	0	2	4	6	0	0	4	0	2	4	6	0	
RO 10	50203010 02	Office Supplies	THERMOGUN	Piece	10	2,629.80	26,298.00	0	0	7	118	0	0	5	5	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	AIR Freshener, aerosol, 280ml/150q min.	Can	258	200.00	51,600.00	0	112	7	119	0	6	7	13	0	106	7	113	0	6	7	13	
RO 10	50203010 02	Office Supplies	BROOM, soft (lambo)	Piece	104	85.00	8,840.00	0	50	1	51	0	0	1	1	0	50	1	51	0	0	1	1	
RO 10	50203010 02	Office Supplies	BROOM, Stick (Timo-Tima)	Piece	12	18.90	226.80	0	5	1	6	0	0	1	1	0	5	0	5	0	0	0	0	
RO 10	50203010 02	Office Supplies	DUST PAN	Piece	8	24.83	198.64	0	6	1	7	0	0	1	1	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	TOILET Cleaner, Liquid, With Anti Microbial, 900ml to 1,000ml	Bottle	212	175.00	37,100.00	0	100	3	103	0	0	3	3	0	100	3	103	0	0	3	3	
RO 10	50203010 02	Office Supplies	CLEANSER, SCOURING POWDER	CAN	12	300.00	3,600.00	0	3	0	3	3	0	0	3	0	3	0	3	3	0	0	0	
RO 10	50203010 02	Office Supplies	DETERGENT Bar, 140 grams as packed	Bar	25	8.62	215.50	0	25	0	25	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	DETERGENT Powder, 1kg	Pack	214	54.08	11,573.12	0	100	4	104	0	0	4	4	0	100	3	103	0	0	3	3	
RO 10	50203010 02	Office Supplies	DISINFECTANT SPRAY/Aerosol	Can	121	128.96	15,604.16	0	102	2	104	0	4	2	6	0	4	2	6	0	4	1	5	
RO 10	50203010 02	Office Supplies	LIQUID HAND SOAP, 500ml	Bottle	226	106.92	24,163.92	0	100	10	110	0	0	3	3	0	100	10	110	0	0	3	3	
RO 10	50203010 02	Office Supplies	MOP HEAD (REFILL)	Piece	53	128.52	6,811.56	0	25	2	27	0	0	1	1	0	25	0	25	0	0	0	0	
RO 10	50203010 02	Office Supplies	MOP Handle, heavy duty, screw type	Piece	2	1,000.00	2,000.00	0	1	0	1	0	1	0	1	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	EXTERNAL HARDWARE, 1TB	Piece	4	2,752.79	11,011.16	0	2	1	3	0	1	0	1	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	EXTERNAL HARDWARE, 2TB	Piece	5	3,600.00	18,000.00	0	5	0	5	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	FLASH DRIVE, 16 GB capacity	Piece	6	173.88	1,043.28	0	3	1	4	0	0	0	0	0	0	0	1	0	0	1	1	
RO 10	50203010 02	Office Supplies	MOUSE, Optical, USB connection type	Unit	26	115.56	3,004.56	0	11	1	12	0	0	1	1	0	11	1	12	0	0	1	1	
RO 10	50203010 02	Office Supplies	CALCULATOR, compact	Piece	13	360.19	4,682.47	0	10	0	10	0	0	0	0	0	3	0	3	0	0	0	0	
RO 10	50203010 02	Office Supplies	CHALK, molded, white, dustless, length: 78mm min	Box	120	30.78	3,693.60	0	0	40	40	0	0	0	20	20	0	0	40	0	0	20	20	
RO 10	50203010 02	Office Supplies	CLIP, BACKFOLD, all metal, clamping: 25mm (+-1mm)	Box	91	15.85	1,442.35	0	5	18	23	0	6	18	24	0	4	18	22	0	4	18	22	
RO 10	50203010 02	Office Supplies	CLIP, BACKFOLD, all metal, clamping: 50mm (+-1mm)	Box	73	48.04	3,506.92	0	9	10	19	0	9	10	19	0	8	10	18	0	7	10	17	
RO 10	50203010 02	Office Supplies	CLIP, BACKFOLD, all metal, clamping: 32mm (+-1mm)	Box	40	48.04	1,921.60	0	10	10	20	0	0	10	10	0	10	10	10	0	0	10	10	
RO 10	50203010 02	Office Supplies	CORRECTION TAPE, 8mm	Piece	40	12.13	485.20	0	37	20	57	0	0	35	19	54	0	37	13	50	0	36	13	
RO 10	50203010 02	Office Supplies	PENCIL, SHARPENER, manual single cutter head	Piece	4	30.00	120.00	0	0	120	0	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	BLADE, for heavy duty cutter	Tube	7	15.39	107.73	0	1	3	4	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	DATA FILE BOX, made of chipboard, with closed ends, Small, Yellow	Piece	72	200.00	14,400.00	0	10	12	22	0	5	10	15	0	12	10	22	0	1	0	1	
RO 10	50203010 02	Office Supplies	DATA FILE BOX, made of chipboard, with closed ends, jumbo, red	Piece	6	275.00	1,650.00	0	3	0	3	0	0	0	0	0	0	0	0	0	3	10	13	
RO 10	50203010 02	Office Supplies	DATA FOLDER	Piece	34	60.00	2,040.00	0	4	20	24	0	3	0	3	0	4	0	4	0	3	0	3	
RO 10	50203010 02	Office Supplies	FOLDER, fancy with slide, legal	Bundle	24	200.00	4,800.00	0	4	4	8	0	6	1	7	0	1	1	2	0	6	1	7	
PART A - CSE (for PS DBM) SUB-TOTAL								631,971.29																
***Source for Unit Price - PS DBM Regional Depot Cagayan de Oro (https://ps-philegips.gov.ph/home/index.php/what-we-sell/common-use-items/regional-depots)																								
PART B - NON CSE (FOR BAC PROCUREMENT)																								
RO 10	50203010 02	Office Supplies	NOTE PAD, stick on 4x3	Pad	44	65.00	2,860.00	0	13	2	15	0	8	0	8	0	13	0	13	0	8	0	8	
RO 10	50203010 02	Office Supplies	NOTE PAD, stick on 3x3	Pad	82	60.00	4,920.00	0	21	5	26	0	11	5	16	0	10	5	24	0	8	0	16	
RO 10	50203010 02	Office Supplies	NOTE PAD, stick on 2x3	Pad	95	50.00	4,750.00	0	33	3	36	0	14	3	17	0	22	3	25	0	14	5	17	
RO 10	50203010 02	Office Supplies	CORRUGATED Box	Piece	236	36.05	8,507.80	0	9	50	59	0	9	50	59	0	9	50	59	0	9	50	59	
RO 10	50203010 02	Office Supplies	PRECISION DRAFTING CHAIR	Piece	4	4,000.00	16,000.00	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	Electrical Insulating Tape, Black	Piece	2	50.00	100.00	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 01	ICT Office Supplies	PRINTER (inkjet), Refillable Tank	Unit	5	10,000.00	50,000.00	0	2	0	2	0	2	0	2	0	1	0	1	0	0	0	0	
RO 10	50203220 01	Furniture and Fixtures - Semi Expandable	POSTURE CHAIR	Piece	9	4,500.00	40,500.00	0	7	2	9	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	LED Light Bulb (Various watts)	Piece	60	15,885.80	953,148.80	0	30	0	30	0	0	0	0	0	30	0	30	0	0	0	0	
RO 10	50203010 02	Office Supplies	Executive Table	Piece	1	14,995.11	14,995.11	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50203010 02	Office Supplies	Office Sofa	Piece	1	12,000.00	12,000.00	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	
RO 10	50204010 00	Water Expenses	Water Expenses (Purified Drinking Water)	Let	12		60,000.00	5,000.00	5,000.00	5,000.00	15,000.00	5,000.00	5,000.00	5,000.00	15,000.00	5,000.00	5,000.00	5,000.00	15,000.00	5,000.00	5,000.00	5,000.00	15,000.00	
RO 10	50205010 00	Postage and Courier Services	Postage and Courier Services	Let	12		168,000.00	14,000.00	14,000.00	14,000.00	42,000.00	14,000.00	14,000.00	14,000.00	42,000.00	14,000.00	14,000.00	14,000.00	42,000.00	14,000.00	14,000.00	14,000.00	42,000.00	
RO 10	50211990 00	Other Professional Services	Other Professional Services	Let	1		184,000.00								184,000.00									
RO 10	50212630 00	Security Services	Security Services	Let	12		2,012,000.00	167,000.00	168,000.00	168,000.00	503,000.00	167,000.00	168,000.00	168,000.00	503,000.00	167,000.00	168,000.00	168,000.00	503,000.00	167,000.00	168,000.00	168,000.00	503,000.00	
RO 10	50212990 99	Other General Services	Other General Services - Job Order (Institutional)	Let	12		3,000,000.00	250,000.00	250,000.00	250,000.00	750,000.00	250,000.00	250,000.00	250,000.00	750,000.00	250,000.00	250,000.00	250,000.00	750,000.00	250,000.00	250,000.00	250,000.00	750,000.00	
PART B - NON CSE (FOR BAC PROCUREMENT) SUB-TOTAL								5,990,828.71																
PART C - NON-BAC																								
RO 10	50201010 00	Traveling Expenses - Local	Traveling Expenses - Local	Let	12		2,72,666.00	227,666.00	227,667.00	227,667.00	683,000.00	227,666.00	227,											



PROFESSIONAL REGULATION COMMISSION  
INDICATIVE PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) FOR FY 2023

Name of Delivery Unit (Office): Regional Office 10 - Cagayan de oro

Rev. 2023-01 (Indicative)

Program/Activity/Project: General Administration and Support (GAS) - A.I.a.1; Professional Licensure Program - A.III.a.1 & A.III.a.2;  
Professional Regulation Program - A.III.b.1, A.III.b.2, A.III.b.3 & A.III.b.4; Professional Database Management - A.III.c.1

OFFICE	UACS	OBJECT OF EXPENDITURES	ITEM DESCRIPTION	UM	QTY	UNIT PRICE	TOTAL AMOUNT	JAN	FEB	MAR	TOTAL Q1	APR	MAY	JUN	TOTAL Q2	JUL	AUG	SEP	TOTAL Q3	OCT	NOV	DEC	TOTAL Q4
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SUMMARY

EXPENDITURES	TOTAL
Traveling Expenses - Local	2,732,000.00
Training Expenses	597,000.00
ICT Office Supplies	50,000.00
Office Supplies Expenses	712,000.00
Fuel, Oil and Lubricants Expenses	282,000.00
Furniture and Fixtures - Semi Expandable	36,000.00
Water Expenses	115,000.00
Electricity Expenses	982,000.00
Postage and Courier Services	168,000.00
Mobile	70,000.00
Extraordinary and Miscellaneous Expenses	117,000.00
Other Professional Services	184,000.00
Security Services	2,012,000.00
Other Gen. Services - RMOOE & Others	6,779,000.00
Rents - Building and Structures (Office)	9,350,000.00
	24,186,000.00

Prepared by:

ARCELO R. TEVES  
ADOF V (Supply Officer III)

Checked by:

CHRISTIAN M. ORTIZ  
ADOF IV (Budget Officer III)

Recommending approval:

MARIA MELAGROS A. GOLIS  
Chief Administrative Officer

Approved by:

JULIE L. SABALZA  
Regional Director