

**Department of Labor and Employment**  
**Professional Regulation Commission**  
**Regional Office XIII (Butuan)**

**FY 2021 ANNUAL PROCUREMENT PLAN NON-CSE (PER GAA)**

*As of January 8, 2021*


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)
					Advertisement/Po sting of IB/REI	Submission/Op ening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310100100001000	Training Expenses	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	120,000.00	120,000.00	-	Training and Capacity Building Activities/Learning Development Interventions
100000100001000 310100100001000 310100100002000 310200100001000 310200100003000 310200100004000	Common Supplies and Equipment - Outside DBM-PS	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	242,724.07	242,724.07	-	Common office supplies not available at DBM-PS
100000100001000 310100100001000	Fuel/Fuel Additives & Lubricants & Anti Corrosive	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	94,230.00	94,230.00	-	Fuel expenses for the office vehicle
100000100001000 310100100001000	Water Expense	Butuan	NO	Direct Contracting	N/A	N/A	January 2021	January 2021	GoP	40,000.00	40,000.00	-	Water consumption (top water) in RO and CPR
100000100001000 310100100001000	Purified Drinking Water	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	10,000.00	10,000.00	-	Water consumption (drinking water) in RO and CPR
100000100001000 310100100001000	Electricity Expenses	Butuan	NO	Direct Contracting	N/A	N/A	January 2021	January 2021	GoP	188,000.00	188,000.00	-	Electricity consumption in RO and CPR
100000100001000 310100100001000	Postage, Courier and Delivery Service	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	63,000.00	63,000.00	-	Mailing/sending of documents to PRC Central Office & other Regional Offices
100000100001000 310100100001000	Landline	Butuan	NO	Direct Contracting	N/A	N/A	January 2021	January 2021	GoP	13,440.00	13,440.00	-	Landline subscription in RO and CPR
310100100001000	Mobile	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	4,200.00	4,200.00	-	Mobile load for official phone and RD Secretary
100000100001000	Internet Subscription Expenses	Butuan	NO	Direct Contracting	N/A	N/A	January 2021	January 2021	GoP	48,000.00	48,000.00	-	Internet Connection in RO and CPR
100000100001000	Cable, Satellite, Telegraph and Radio installation/subscription	Butuan	NO	Direct Contracting	N/A	N/A	January 2021	January 2021	GoP	6,000.00	6,000.00	-	Cable subscription in the CPR
100000100001000	Janitorial Services	Butuan	NO	NP-53.9 - Small Value Procurement	January 2021	N/A	January 2021	January 2021	GoP	36,000.00	36,000.00	-	To ensure COVID 19 precautionary measures such as disinfections and regular cleaning of office premises are implemented.
100000100001000	Security Services	Butuan	YES	Competitive Bidding	December 2020	December 2020	January 2021	January 2021	GoP	975,000.00	975,000.00	-	Deployment of Security Guards to ensure safety of properties and peace and order in the office. This is under MYCA No. MYCA-BMB-B-20-0003836 amounting to PhP 2,925,000.00 or 975,000.00 per year
310300100001000	Other General Services - ICT Services	Butuan	NO	NP-53.9 - Small Value Procurement	February 2021	N/A	February 2021	February 2021	GoP	13,000.00	13,000.00	-	Other expenses not covered by existing object of expenditures related to ICT.
100000100001000	Other General Services - Job Order	Butuan	NO	Competitive Bidding	Within 2021	Within 2021	Within 2021	Within 2021	GoP	193,232.63	193,232.63	-	Payment of outsourced service for frontline services and support/admin services lodged under Central Office
100000100001000 310100100001000 310200100003000 310200100004000	Other General Services -Printing Service	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	212,400.00	212,400.00	-	Unlimited toner/ink printing services with free 4-in-1 printer
100000100001000 310100100001000 310200100003000 310200100004000	Other General Services -Others	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	200,000.00	200,000.00	-	Other expenses not covered by existing object of expenditures such as but not limited to disinfection, vehicle rental during examination, labor, among others.

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000	Repair and Maintenance - Buildings	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	20,000.00	20,000.00	-	Repair and maintenance for the improvement of CPR
100000100001000 310100100001000	Repair and Maintenance - Motor Vehicle	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	80,000.00	80,000.00	-	Periodic preventive maintenance, replacement of motor vehicle parts and other corrective actions to increase service life and safety of transport services
100000100001000 310100100001000	Repair and Maintenance - Office Equipment	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	34,000.00	34,000.00	-	Periodic preventive maintenance of office equipment to ensure usefulness and operational efficiency.
100000100001000 310100100001000	Repair and Maintenance - ICT Equipment	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	20,000.00	20,000.00	-	Periodic preventive maintenance, replacement of ICT parts and other corrective actions to ensure operational efficiency and/or increase useful life
100000100001000	Taxes, Duties and Licenses	Butuan	NO	NP-53.5 Agency-to-Agency	N/A	N/A	February - October 2021	February - October 2021	GoP	20,000.00	20,000.00	-	LTO Renewal and other fees
100000100001000	Fidelity Bond Premiums	Butuan	NO	NP-53.5 Agency-to-Agency	N/A	N/A	January - June 2021	January - June 2021	GoP	40,000.00	40,000.00	-	Bond renewal for the accountable officers
100000100001000	Insurance Expenses	Butuan	NO	NP-53.5 Agency-to-Agency	N/A	N/A	April - December 2021	April - December 2021	GoP	16,000.00	16,000.00	-	Insurance for motor vehicle ad other PPEs thru GSIS Insurance
100000100001000 310100100001000 310200100002000 310200100003000 310200100004000	Representation Expense/Events Management	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	159,000.00	159,000.00	-	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 310100100001000	Transportation and Delivery Expenses	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	84,000.00	84,000.00	-	For delivery and hauling for the examination materials and equipment from Central Office as well as other transportation needs.
100000100001000 310100100001000	Lease and Rental of Property or Building	Butuan	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	February 2021	GoP	-	-	-	Renewal of Contract following the GPPB Resolution No. 06-2018. Hence, the resolution provides to exclude this in APP.
310300100001000	Other Subscription Expenses	Butuan	NO	NP-53.9 - Small Value Procurement	January - December 2021	N/A	January - December 2021	January - December 2021	GoP	60,000.00	60,000.00	-	For upgrading of our software or firmware with a newer and updated version, for continuous system maintenance and to improve its characteristics and functionalities.
GRAND TOTAL										2,992,226.70	2,992,226.70	-	

Prepared by:

  
**RODOLFO O. MAPOY JR.**  
BAC Secretariat


Certified Funds Available:

  
**MADONNA G. DORMITORIO/RODOLFO O. MAPOY JR.**  
Accountant III/Budget Officer III

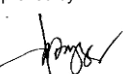
Recommending Approval:


**The Regional BAC**

**CHERYLL P. ELICANO**  
BAC Chairperson


  
**MADELENE T. AMANTE**  
BAC Vice Chairperson


Approved by:

  
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