

Department of Labor and Employment
PROFESSIONAL REGULATION COMMISSION
Regional Office XIII (Butuan)

FY 2024 ANNUAL PROCUREMENT PLAN NON- CSE (Changes within 2nd Semester)
As of December 31, 2024

Code (PAP)	Procurement Activity 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 (Explaining changes from the APP)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310100100001000	Conduct of training/seminar with provision of meals and venue	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	120,000.00	120,000.00	-	-
100000100001000 310100100001000 310100100002000 310200100001000 310200100002000 310200100003000 310200100004000 310300100001000	Supply and delivery of various office supplies, materials and equipment not-available at DBM-PS	RO 13	NO	Shopping	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	799,610.00	799,610.00	-	The increase in amount represents the procurement of bond paper and other office supplies used for the licensure examinations that are not available at DBM-PS
310100100002000	Procurement of common supplies not-available at DBM-PS	RO 13	NO	Direct Contracting	N/A	N/A	January - December 2024	January - December 2024	GoP	157,450.00	157,450.00	-	Procurement of inks and master rolls for Riso and Duplo that are not available at DBM-PS and exclusively sell by certain distributor
100000100001000	Procurement of Drugs and Medicines	RO 13	NO	Shopping	January - June 2024	N/A	January - June 2024	January - June 2024	GoP	6,000.00	6,000.00	-	-
100000100001000 310100100001000 310100100002000	Procurement of Fuel, Oil and Lubricants	RO 13	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	January - December 2024	January - December 2024	GoP	274,000.00	274,000.00	-	Increase in amount is due to various of travel attributed to the conduct of mobile services
100000100001000 310100100002000	Procurement of semi-expendable office equipment	RO 13	NO	Shopping	January - June 2024	N/A	January - June 2024	January - June 2024	GoP	254,000.00	254,000.00	-	Procurement of office equipment for CPR and OSC use
310100100001000 310200100001000 310200100002000 310200100004000	Procurement of semi-expendable ICT equipment	RO 13	NO	Shopping	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	251,390.00	251,390.00	-	Procurement of ICT Equipment for the conduct of licensure examination and Offsite Service Center use
100000100001000	Procurement of semi-expendable communication equipment	RO 13	NO	Shopping	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	7,500.00	7,500.00	-	Procurement of voice recorder for office use
100000100001000 310200100004000 310300100001000	Procurement of semi-expendable furniture and fixtures	RO 13	NO	Shopping	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	329,200.00	329,200.00	-	Procurement of ICT Equipment for the conduct of licensure examination and Offsite Service Center use
100000100001000 310200100004000	Procurement of semi-expendable other machinery and equipment	RO 13	NO	Shopping	June - December 2024	N/A	June - December 2024	June - December 2024	GoP	229,700.00	229,700.00	-	Procurement of Other Machinery and Equipment for the conduct of licensure examination and Offsite Service Center use
100000100001000 310100100001000 310100100002000 310200100004000	Procurement of other supplies and materials	RO 13	NO	Shopping	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	407,889.00	407,889.00	-	Procurement of various supplies and materials for exam and Offsite Service Center use

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310100100001000	Provision of Postage, Courier and Delivery Services	RO 13	NO	NP-53.9 - Small Value Procurement	January - February 2024	N/A	January - February 2024	January - February 2024	GoP	36,000.00	36,000.00	-	-
100000100001000	Provision of Janitorial Services	RO 13	NO	NP-53.9 - Small Value Procurement	January 2024	N/A	February 2024	February 2024	GoP	149,000.00	149,000.00	-	-
100000100001000 310100100001000	Provision of Security Services	RO 13	NO	Competitive Bidding	January 2024	February 2024	February 2024	February 2024	GoP	1,143,000.00	1,143,000.00	-	-
100000100001000 310100100001000 310200100004000	Procurement of Purified Drinking Water	RO 13	NO	NP-53.9 - Small Value Procurement	January - February 2024	N/A	January - February 2024	January - February 2024	GoP	19,500.00	19,500.00	-	-
100000100001000 310100100001000 310100100002000 310300100001000	Provision of Unlimited Toner Printing Services with free use of printer	RO 13	NO	NP-53.9 - Small Value Procurement	January - February 2024	N/A	January - February 2024	January - February 2024	GoP	153,600.00	153,600.00	-	-
100000100001000 310100100001000 310200100004000	Other General Services -Others	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	163,400.00	163,400.00	-	The increase is attributed to the conduct of various activities in line with the 51st PRC Founding Anniversary and 2024 Professional Regulation Week and other office and GAD related activities
100000100001000 310200100004000	Supply, Delivery, Labor and Installation of fixtures and network cabling	RO 13	NO	NP-53.9 - Small Value Procurement	June - December 2024	N/A	June - December 2024	June - December 2024	GoP	494,500.00	494,500.00	-	For the establishment of Patin-ay Offsite Service Center
100000100001000 310100100001000	Provision of Repair and Maintenance - Motor Vehicle	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	152,800.00	152,800.00	-	-
100000100001000 310100100001000 310200100001000 310200100002000 310200100004000	Provision of meals and venue rentals for office activities and events (Representation/Event Management)	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	255,000.00	255,000.00	-	The increase represents the funding of various activities such as Kapihan sa Bagong Pilipinas, GAD activities and other initiatives
100000100001000	Provision of Transportation and Delivery and Hauling Services	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	30,000.00	30,000.00	-	The increase is attributed to the delivery of various ICT equipment from Central Office and vice versa
100000100001000	Lease and Rental of Property or Building for Confidential and Printing Room (CPR) - under three (3) year Multi-Year Contracting Authority	RO 13	NO	Competitive Bidding	November 15, 2021	December 6, 2021	January 10, 2022	January 17, 2022	GoP	960,000.00	960,000.00	-	-

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310100100001000	Lease and Rental of Property or Building for Storage and Records Room	RO 13	NO	NP-53.10 - Lease of Real Property and Venue	N/A	N/A	January 2024	January 2024	GoP	440,000.00	440,000.00	-	-
100000100001000 310100100001000 310100100002000 310200100001000 310200100002000	Rent - Motor Vehicle	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	99,000.00	99,000.00	-	Vehicle rental for the conduct of licensure examinations
310300100001000	Subscription for Microsoft Office and Videotelephony Software Program	RO 13	NO	NP-53.9 - Small Value Procurement	January - December 2024	N/A	January - December 2024	January - December 2024	GoP	44,000.00	44,000.00	-	-
GRAND TOTAL										6,976,539.00	6,976,539.00	-	

Prepared by:

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