

**PROFESSIONAL REGULATION COMMISSION  
NATIONAL CAPITAL REGION  
Supplemental Annual Procurement Plan for FY 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/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>Common Supplies/Equipment Available at PS</b>													
5020301000	HAND SANITIZER, 500 ml	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	36,343.20	36,343.20	GoP	
5020301000	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	31,377.60	31,377.60	GoP	
5020301000	ALCOHOL, ethyl, 68%-72%, scented, 3,785 liters	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	109,824.00	109,824.00	GoP	
5020301000	STAMP PAD INK, purple or violet, 50ml (min.)	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	9,456.00	9,456.00	GoP	
5020301000	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	801,023.00	801,023.00	GoP	
5020301000	TAPE, PACKAGING, width: 48mm (±1mm)	NCR	NO	Shopping	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	79,880.00	79,880.00	GoP	
5020301000	TAPE, TRANSPARENT, width: 48mm (±1mm)	NCR	NO	Shopping	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	17,973.00	17,973.00	GoP	
5020301000	TAPE, MASKING, width: 48mm (±1mm)	NCR	NO	Shopping	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	95,940.00	95,940.00	GoP	
5020301000	GLUE, all purpose, gross weight: 200 grams min	NCR	NO	Shopping	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	21,450.00	21,450.00	GoP	
5020301000	Wrapping Paper, kraft 65 gsm , (-5%)	NCR	NO	Shopping	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	175,000.00	175,000.00	GoP	
5020301000	BATTERY, dry cell, AA, 2 pieces per blister pack	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	5,445.00	5,445.00	GoP	
5020301000	BATTERY, dry cell, AAA, 2 pieces per blister pack	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	986.50	986.50	GoP	
5020301000	ENVELOPE, DOCUMENTARY, for legal size docum	NCR	NO	Shopping	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	509,938.00	509,938.00	GoP	
5020301000	CATALOG ENVELOP (open end 500 per box) size	NCR	NO	Shopping	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	9,600.00	9,600.00	GoP	
5020301000	Tracing Paper	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	42,000.00	42,000.00	GoP	
5020301000	Property Card	NCR	NO	Shopping	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	15,000.00	15,000.00	GoP	
5020301000	Stock Card	NCR	NO	Shopping	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	15,000.00	15,000.00	GoP	
5020301000	MARKER, PERMANENT, bullet type, black	NCR	NO	Shopping	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	70,410.00	70,410.00	GoP	
<b>Printer or Facsimile /Photocopier Supplies</b>													
5020301000	HP Toners Cartridge	NCR	NO	NP-53.9 - Small Value Procurement	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	999,412.28	999,412.28	GoP	
5020301000	Brother, Drumkit DR-3455	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	294,703.20	294,703.20	GoP	
5020301000	Samsung Toner	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	139,678.40	139,678.40	GoP	
5020301000	EPSON INK	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	164,000.00	164,000.00	GoP	
5020301000	HP 55A	NCR	NO	NP-53.9 - Small Value Procurement	3rd Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	324,000.00	324,000.00	GoP	
5020301000	PPE GOWN	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	54,000.00	54,000.00	GoP	
<b>Other Supplies and Materials</b>													
5020301000	Drugs and Medicines Expenses	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	500,000.00	500,000.00	GoP	
<b>Semi - Expendables</b>													
<b>Information and Communication Technology</b>													
5020301000	Printer black and white	NCR	NO	Shopping	3rd Quarter	3rd Quarter	4th Quarter	4th Quarter	GoP	203,000.00	203,000.00	GoP	
5020301000	Printer 3 in 1	NCR	NO	Shopping	3rd Quarter	3rd Quarter	4th Quarter	4th Quarter	GoP	104,993.00	104,993.00	GoP	
5020301000	Portable scanner long	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	39,000.00	39,000.00	GoP	
<b>Communication Expenses</b>													
5020301000	Microphone	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	4,000.00	4,000.00	GoP	
5020301000	Projector	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	14,999.00	14,999.00	GoP	
5020301000	Voice Recorder	NCR	NO	Shopping	4th Quarter	4th Quarter	3rd Quarter	4th Quarter	GoP	16,000.00	16,000.00	GoP	
5020301000	Webcam with headset	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	132,000.00	132,000.00	GoP	
5020301000	CCTV	NCR	NO	Shopping	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GoP	6,000.00	6,000.00	GoP	
5020301000	WIFI ROUTER	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	100,000.00	100,000.00	GoP	
5020301000	PAPER CUTTER	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	148,761.60	148,761.60	GoP	
<b>Other Machinery and Equipment</b>													
5020301000	Air Purifier	NCR	NO	Shopping	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	130,000.00	130,000.00	GoP	
<b>Furniture and Fixtures</b>													
5020301000	Sofa chair	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	13,000.00	13,000.00	GoP	
5020301000	3 Drawer Vertical Office Filing Cabinet	NCR	NO	NP-53.9 - Small Value Procurement	3rd Quarter	3rd Quarter	4th Quarter	4th Quarter	GoP	48,000.00	48,000.00	GoP	
5020301000	Bar Stool & Drafting Chair	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	45,000.00	45,000.00	GoP	
5020301000	Office chair with armrest	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	128,000.00	128,000.00	GoP	
5020301000	Executive office table	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	12,000.00	12,000.00	GoP	
5020301000	Mobile Pedestal	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	7,000.00	7,000.00	GoP	
5020301000	Plastic stackable chair	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	4,000.00	4,000.00	GoP	
5020301000	Side table	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	126,000.00	126,000.00	GoP	
5020301000	Plastic stackable chair	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	24,000.00	24,000.00	GoP	
5020301000	Book Shelves	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	24,000.00	24,000.00	GoP	
<b>Repairs and Maintenance Semi - Expendables</b>													
5020301000	Repairs and Maintenance - Machinery (SE)	NCR	NO	Direct Contracting	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	400,000.00	400,000.00	GoP	
5020301000	Repairs and Maintenance - Office Equipment (SE)	NCR	NO	Direct Contracting	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	230,627.90	230,627.90	GoP	
<b>Other Maintenance and Operating Expenses</b>													
5020301000	Advertising Expenses	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	4,000.00	4,000.00	GoP	
5020301000	Printing Publications Expenses	NCR	NO	NP-53.9 - Small Value Procurement	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GoP	18,000.00	18,000.00	GoP	
<b>MOOE - GRAND TOTAL</b>										<b>6,504,821.68</b>	<b>6,504,821.68</b>		

*Sum*  
*2021*

Prepared by:

*Mina Austria*  
**LORNA O. MAGDARAOG / ANAMYLIN V. AUSTRIA**  
Finance and Administrative Division

Certified Funds Available/Certified Appropriate Funds Available

*Hilaria Austria*  
**HENYLIZA L. DARACAN / ANAMYLIN V. AUSTRIA**  
Accountant/Budget Officer

Recommending Approval:

Approved by:

**BIDS AND AWARD COMMITTEE**

*AR*  
**ARNEL G. RAMON**  
Chairman

*L. Louis P. Valera*  
**L. LOUIS P. VALERA**  
Director

*RW*  
**RONALD G. WATSON**  
Vice Chairman

*Alfonso C. Viloria*  
**ALFONSO C. VILORIA**  
Member

Reviewed by:

*Margery D. Dulin*  
**MARGIERY D. DULIN**  
Bids and Award Committee, Secretary

**PROVISIONAL MEMBERS**

*Ronald Allan Denoso*      *Lorna O. Magdaraog*  
**RONALD ALLAN DENOSO**      **LORNA O. MAGDARAOG**  
Provisional Member IT Projects      Provisional Member Non-IT Projects

*Margery D. Dulin*  
**MARGIERY D. DULIN**  
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**MERLY M. GABIN**  
Member

*Rebecca T. Ferrer*  
**REBECCA T. FERRER**  
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*Anamylin V. Austria*  
**ANAMYLIN V. AUSTRIA**  
Member

*Juan*