

## Republic of the Philippines Department of Justice PAROLE AND PROBATION ADMINISTRATION

Region IX

2F Diaz Building, F.S. Pajares Avenue, corner Broca Street, San Jose District, Pagadian City
Tel/Fax No. (062) 925-0127/ e-mail add: pparegion9@yahoo.com

## PAROLE AND PROBATION ADMINISTRATION REGION IX Annual Procurement Plan for FY 2022

	Procurement Program/Project	PMO/ End- User	Mode of Procurement	Sched	ule for Each Pi	rocurement A	ctivity		Estim	ated Budget (I	PhP)	Remarks (brief description of Program/Activity/Project)
Code (PAP)				Advertisement/P osting of IB/REI		Notice of Award	Contract Signing	Source of Funds	Total	MOOE	со	
50203010 00	Common-Use Office Supplies and Equipment	Regional Office (RO) & 11 Field Offices (FO)	Shopping	Quarterly	Quarterly	Quarterly	Quarterly	GoP	397,003.75	397,003.75	-	Procurement done separately by RO & FOs Quarterly
50203990 00	Drug testing Kit	11 Field Offices	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	GoP	13,200.00	13,200.00	-	Procurement of Drug Test Kits are scheduled quarterly
50212990 00	Polo Shirt Uniform for the 45th Anniversary	All personnel and Job- Order Personnel of the Region	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	30,160.00	30,160.00	-	Schedule of procurement of shirts would be in the second quarter prior to the Anniversary Celebration of the Agency
50212990 00	Polo Shirt Uniform for the VPAs (6th Regional VPA Convention)	All Active VPAs of the Region	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	120,000.00	120,000.00	-	Schedule of procurement of shirts would be in the third quarter prior to the VPA Convention
50203090 00	Gasoline, Oil & Lubricants	Regional Office	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	127,360.00	127,360.00	=	As the need arises
50203220 01	Executive Chair, high back w/arm , gas lift	Dipolog City PPO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00	-	Schedule of procurement would be in the 1st quarter.
50203220 01	Clerical Chair, swivel, mesh back, heavy duty, gas lift	Zamboanga City PPO #1	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	4,000.00	4,000.00	-	Schedule of procurement would be in the 2nd quarter.
50203220 01	Filing Cabinet, Steel, Lateral, 4 drawers	ZSPPO & ZCPPO #2	NP-53.9 - Small Value Procurement					GoP	24,000.00	24,000.00	-	Schedule of procurement would be in the 1st quarter.
50203210 02	Fire Extinguisher, dry chemical, for ABC class of fire, non-toxic, 4.5kg (10lbs), refill only	Regional Office & ZCPPO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	7,500.00	7,500.00	-	Schedule of procurement would be in the 1st quarter.
50203210 03	Uninterrupted Power Supply (UPS), 700 VA	Regional Office, Dip PPO, Bailan PPO & Sulu PPO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	-	Procurement of UPS are scheduled quarterly
50203210 03	Memory Card, for DSLR	Regional Office & Dapitan City PPO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	4,000.00	4,000.00	-	Schedule of procurement would be in the 1st quarter & 2nd quarter.
50299020	Printing and Binding	Regional Office & 11 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	54,000.00	54,000.00	-	Allocation is for printing and binding of Manuals, Reports, Tarpaulins, Plaques, etc. as the need arises
50213060	Repair & Maintenance - Motor Vehicle	Regional Office	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	-	As the need arises
5021305003	Repair and Maintenance-IT Equipment	Regional Office & 11 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	40,000.00	40,000.00	-	As the need arises
5021305002	Repair and Maintenance-Office Equipment	Regional Office & 11 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	40,000.00	40,000.00	-	As the need arises
5021304001	Repair and Maintenace-Office Building	Regional Office & 11 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	-	As the need arises
50202010	1st Regional Management Conference with Seminar/Workshop on Creating & Nurturing a high Performing Organization & ISO Training for two (2) days	3rd Level officials, Chief of Offices, OICs, Program Coordinators & Regional Office Staff	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	-	Catering & Accomodation for two (2) days for 20 pax
50202010	2nd Regional Management Conference with Seminar on People and Information Management & ISO Training for two (2) days	3rd Level officials, Chief of Offices, OICs, Program Coordinators & Regional Office Staff	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	-	Catering & Accomodation for three (3) days for 20 pax

	Procurement Program/Project			Schedule for Each Procurement Activity					Estim	ated Budget (	PhP)	
Code (PAP)		PMO/ End- User	Mode of Procurement	Advertisement/P osting of IB/REI	Submission/O pening of Bids		Contract Signing	Source of Funds	Total	MOOE	со	Remarks (brief description of Program/Activity/Project)
50202010	3rd Regional Management Conference with ISO Training for two (2) days	3rd Level officials, Chief of Offices, OICs, Program Coordinators & Regional Office Staff	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	ı	Catering & Accommodation for three (3) days for 20 pax
50202010	Regional VPAA Quarterly Conference for one (1) day	Volunteer Probation Assistants' Association (VPAA) Officials and VPA Coordinator	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	14,400.00	14,400.00	-	Lunch and Two Snacks for 1 day meeting of RVPAA Officials, VPA Program Coordinator and Host Office for 12 pax. Meeting is held once every quarter.
50202010	Women's Month Celebration of all personnel to be conducted by cluster (3 clusters); Topic: Psychological Safety for one (1) day	All organic and job-order personnel of the region	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	39,000.00	39,000.00	1	Meals, Snacks, Transportation, Materials & other Miscellaneous Expenses for one (1) day
50202010	Planning Workshop for all personnel to be conducted by cluster (3 clusters) - one (1) day	All organic and job-order personnel of the region	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	39,000.00	39,000.00	ı	Meals, Snacks, Accommodations, Transportation, Materials & other Miscellaneous Expenses for one (1) day for all personnel
50202010	Employee Orientation Course (EOC) for New Personnel for two (2) days	New personnel of the Region and Training Facilitators	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	45,000.00	45,000.00	ı	Catering & Accommodation for 6 pax for two (2) days
50202010	46th DOJ-PPA ANNIVERSARY: Mid-Year Assessment Cum Seminar-Workshop on Stress Management (GAD/SC/PWD Related Seminar); Motivational Enhancement for Behavioral Change & Communication Skills; Jurisprudence related to Probation Law and Other related Laws; and ISO Training for three (3) days	All organic and job-order personnel of the region	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	234,000.00	234,000.00	-	Catering and Accommodation for three (3) days for all personnel and JOPs
50202010	Civil Service Month Celebration (Team Building) Activities of the Central Cluster and Regional Office personnel for one (1) day	All organic and job-order personnel of Central Cluster PPOs and Regional Office	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00	-	Activities done by cluster one (1) day
50202010	6th Regional VPA Convention for three (3) days	CPPOs/OICs and host cluster personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	118,000.00	118,000.00	-	Registration Fee, Polo Shirts and other miscellaneous expenses
50202010	Year-End Assessment and General Assembly cum Seminar on the Process Management; Seminar on Interpersonal Communications; Seminar for Occupational Health Safety; and ISO Training for three (3) days	All personnel and Job- Order Personnel of the Region	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	234,000.00	234,000.00	-	Catering and Accommodation for three (3) days for all personnel and JOPs
50202010	Pagadian City PPO: Live-in Component of TCLP Phase I (3 days & 2 nights)	25 Clients	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	-	RO Counterpart for 25 clients for 3 days & 2 nights
50202010	Basic VPA Training for newly recruited VPAs (1 day)	15 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	4,500.00	4,500.00	-	RO Counterpart for 15 VPAs for one (1) day
50202010	Basic Orientation on RJ for newly recruited VPAs (1 day)	15 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	4,500.00	4,500.00	-	RO Counterpart for 15 pax for one (1) day
50202010	Zamboanga del Sur Province PPO: Live-in Component of TCLP Phase I (3 days & 2 nights)	25 Clients	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	-	RO Counterpart for 25 clients for 3 days & 2 nights
50202010	Basic VPA Training for newly recruited VPAs (1 day)	20 VPAS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	-	RO Counterpart for 20 VPAs for one (1) day
50202010	Basic Orientation on RJ for newly recruited VPAs (1 day)	20 VPAS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	-	RO Counterpart for 20 VPAs for one (1) day
50202010	Zamboanga Sibugay PPO: VPA Basic Training/RJ for newly recruited VPAs (1 day)	15 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	4,500.00	4,500.00	-	RO Counterpart for 15 VPAs for one (1) day
50202010	TCLP Live-in for clients (3 days)	35 Clients	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	-	RO Counterpart for 35 clients for three (3) days
50202010	Team Building Activity (1 day)	3 Personnel	NP-53.10 Lease of Real Property and Venue					GoP	1,500.00	1,500.00	-	RO Counterpart for 3 Personnel for one (1) day

	Procurement Program/Project			Sched	ule for Each Pr	rocurement A	ctivity		Estimated Budget (PhP)			
Code (PAP)		PMO/ End- User	Mode of Procurement	Advertisement/P osting of IB/REI			Contract Signing	Source of Funds	Total	MOOE	со	Remarks (brief description of Program/Activity/Project)
50202010	Zamboanga del Norte PPO: Live-in TCLP Phase I Training (4 days)	30 Clients	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	7,500.00	7,500.00	-	RO Counterpart for 30 clients pax for four (4) days
50202010	TCLP Live-in Phase I (3 days)	30 Clients	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	7,500.00	7,500.00	-	RO Counterpart for 30 clients pax for three (3) days
50202010	Basic VPA Training for newly recruited VPAs (1 day)	15 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	4,500.00	4,500.00	-	RO Counterpart for 15 VPAs for one (1) day
50202010	Basic Orientation on RJ for newly recruited VPAs (1 day)	15 VPAS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	4,500.00	4,500.00	-	RO Counterpart for 15 VPAs for one (1) day
50202010	Team Building Activity (1 day)	4 Personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00	-	RO Counterpart for 4 Personnel for one (1) day
50202010	Dipolog City PPO: TCLP Phase I (3 days)	30 Clients	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	7,500.00	7,500.00	-	RO Counterpart for 30 clients pax for three (3) days
50202010	TCLP Phase 2 (3 days)	30 Clients	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	7,500.00	7,500.00	-	RO Counterpart for 30 clients pax for three (3) days
50202010	Basic VPA Training for newly recruited VPAs (1 day)	15 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	4,500.00	4,500.00	-	RO Counterpart for 15 VPAs for one (1) day
50202010	RJ Training for newly recruited VPAs (1 day)	15 VPAs	NP-53.7 Highly Technical Consultants	N/A	N/A	N/A	N/A	GoP	4,500.00	4,500.00	-	RO Counterpart for 15 VPAs for one (1) day
50202010	Team Building Activity (1 day)	3 Personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	1,500.00	1,500.00	•	RO Counterpart for 3 Personnel for one (1) day
50202010	<b>Dapitan City PPO</b> : Basic VPA Training for newly recruited VPAs (1 day)	20 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	-	RO Counterpart for 20 VPAs for one (1) day
50202010	RJ Training for newly recruited VPAs (1 day)	20 VPAs	NP-53.7 Highly Technical Consultants	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	-	RO Counterpart for 20 VPAs for one (1) day
50202010	Team Building Activity (1 day)	3 Personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	1,500.00	1,500.00	•	RO Counterpart for 3 Personnel for one (1) day
50202010	Zamboanga City PPO #1: Seminar-Workshop on RJ for newly recruited VPAs (1 day)	20 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	-	RO Counterpart for 20 VPAs for one (1) day
50202010	TCLP Phase 1 (4 days)	25 Clients	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	-	RO Counterpart for 25 clients pax for four (4) days
50202010	Team Building Activity (1 day)	4 Personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00	-	RO Counterpart for 4 Personnel for one (1) day
50202010	Basic VPA Training for newly recruited VPAs (1 day)	20 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	-	RO Counterpart for 20 VPAs pax for one (1) day
50202010	<b>Basilan PPO:</b> Seminar-Workshop on RJ for newly recruited VPAs (1 day)	15 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	4,500.00	4,500.00	-	RO Counterpart for 15 VPAs pax for one (1) day
50202010	Team Building Activity (1 day)	3 Personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	1,500.00	1,500.00	-	RO Counterpart for 3 Personnel for one (1) day
50202010	Basic VPA Training for newly recruited VPAs (1 day)	15 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	4,500.00	4,500.00	-	RO Counterpart for 15 VPAs pax for one (1) day
50202010	TCLP Phase 1 (3 days)	35 Clients	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	-	RO Counterpart for 35 clients pax for three (3) days
50202010	Zamboanga City PPO #2: TCLP Phase I (4 days)	50 Clients	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	-	RO Counterpart for 50 clients pax for four (4) days
50202010	Team Building Activity (1 day)	3 Personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	1,500.00	1,500.00	-	RO Counterpart for 3 Personnel for one (1) day
50202010	Basic VPA Training for newly recruited VPAs (1 day)	20 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	-	RO Counterpart for 20 VPAs pax for one (1) day
50202010	RJ Training for newly recruited VPAs (1 day)	20 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	-	RO Counterpart for 20 VPAs pax for one (1) day
50202010	Sulu PPO: Team Building Activity (1 day)	3 Personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	1,500.00	1,500.00	-	RO Counterpart for 3 Personnel for one (1) day
50204010	Water Services (Purified-by gallon)	Regional Office & 11 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	27,660.00	27,660.00	-	Purified/Distilled Water Comsumption
50204010	Water Services (pipeline)	Regional Office	Direct Contracting	N/A	N/A	N/A	N/A	GoP	3,360.00	3,360.00	-	Operating Expenses, Provided by Pagadian City Water District ( Sole Distributor)

	Procurement Program/Project	PMO/ End- User		Sched	ule for Each Pi	rocurement A	ctivity		Estim	ated Budget (I	PhP)	Remarks (brief description of Program/Activity/Project)
Code (PAP)				Advertisement/P osting of IB/REI			Contract Signing	Source of Funds	Total	MOOE	со	
50204020	Electricity Services	Regional Office & Zamboanga Sibugay PPO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	228,000.00	228,000.00	-	Not subject to Public Bidding/Early Procurement Activity
50205010	Postage and Couriers (Mailing Services)	Regional Office & 11 Field Offices	Direct Contracting	N/A	N/A	N/A	N/A	GoP	224,400.00	224,400.00	-	Not subject to Public Bidding/Early Procurement Activity
50205020	Mobile/Cellular Cards	Regional Office & 11 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	122,400.00	122,400.00	-	Not subject to Public Bidding/Early Procurement Activity
50205020	Telephone-Landline/ Internet Connection	Regional Office & 8 Field Offices	Direct Contracting	N/A	N/A	N/A	N/A	GoP	356,400.00	356,400.00	-	Not subject to Public Bidding/Early Procurement Activity
50205040	Cable Subscription	Regional Office	Direct Contracting	N/A	N/A	N/A	N/A	GoP	7,200.00	7,200.00	-	Not subject to Public Bidding/Early Procurement Activity
50299050	Rents - Building & Quarters	Regional Office & Zamboanga Sibugay PPO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	576,000.00	576,000.00	-	Not subject to Public Bidding/Early Procurement Activity
50212990	Other General Services	Regional Office & 11 Field Offices	Direct Contracting	N/A	N/A	N/A	N/A	GoP	1,260,000.00	1,260,000.00	-	Not subject to Public Bidding/Early Procurement Activity
50299030	Representation Expenses of SPPOs	3 SPPOs	Direct Contracting	N/A	N/A	N/A	N/A	GoP	72,000.00	72,000.00	-	Not subject to Public Bidding/Early Procurement Activity
50212020	Janitorial Services	Regional Office & 11 Field Offices	Direct Contracting	N/A	N/A	N/A	N/A	GoP	182,400.00	182,400.00	-	Not subject to Public Bidding/Early Procurement Activity
10604010	Regional Office Building Construction	Regional Office	Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	30,000,000.00	-	30,000,000.00	Memorandum of Agreement on the Construction of DOJ-PPA R9 Regional Office Building with the Pagadian City LGU thru the City Engineers' Office signed last December 22, 2021.

Prepared by:

AO II KARREN A. SARABIA Property & Supply Officer-Designate HANTP. COLLINO/AUDRY MAE C. EBURAN ADA IV/BAC Secre ADA IV/BAC Secretariat

Noted by:

JAMES NICHOLAS U. MAGLASANG, CPA Regional Accountant

Endorsed by:

BAC Chairperson

Approved by:

ARD ROIC RUTH C. PERUCHO

Head of Procuring Entity