

DOJ-PAROLE AND PROBATION ADMINISTRATION REGION 02
ANNUAL PROCUREMENT PLAN FOR FY 2023

Code (PAP)	Procurement Program/Project	PMO/ End-User	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/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	LOCAL TRAININGS											
5020201002	Training Venue, Accomodation and catering services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	Quarterly	Quarterly	GoP	250,000.00	250,000.00	N/A	Various Training (i.e., Training/Seminar/Workshop related to RA 9165; Training/Seminar/Workshop on Rehabilitation Program, GAD, ISO 9001:2015)
5020201002	Training Venue, Accomodation and catering services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	Quarterly	Quarterly	GoP	330,000.00	330,000.00	N/A	Regional Management Conference, General Assembly with Personnel Development and Various Committee Meetings (Awarding of Contracts are during 1st Quarter, 2nd Quarter, 3rd Quarter and 4th Quarter)
	SUPPLIES AND MATERIALS											
5020301002	Common Use Supplies and Materials Available at Procurement Service	RO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	368,872.44	368,872.44	N/A	To be procured from PS-DBM
5020301002	Supplies and Materials not Available at Procurement Service	RO	NP-53.9 - Small Value Procurement	N/A	N/A	Quarterly	Quarterly	GoP	470,127.56	470,127.56	N/A	To be procured as the need arises and supplies not available at PS-DBM
5020309000	Fuel and Lubricants Expenses	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	129,000.00	129,000.00	N/A	To be procured as the need arises
5020302000	Accountable Forms (Check)	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00	N/A	To be procured as the need arises
	UTILITIES											
5020401000	Water	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	7,000.00	7,000.00	N/A	Supply and delivery of drinking water
5020402000	Electricity Services	RO/CAG2	Direct Contracting	N/A	N/A	N/A	N/A	GoP	150,000.00	150,000.00	N/A	Cagayan 2 PPO, NuevaVizcaya PPO, Tuguegarao City PPO & Regional Office Power Supply
	POSTAGE AND DELIVERY											
5020501000	Postage and Courier Services	RO/FO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	176,000.00	176,000.00	N/A	To be procured as the need arises
	COMMUNICATIONS											
5020502001	Mobile Services	RO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00	N/A	Regional Office Phone Line requirement and Provision for RD and ARD's Load Allowance
5020502002	Landline Services	RO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	71,000.00	71,000.00	N/A	Regional Office Telephone Requirement
5020503000	Internet Services	RO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	295,000.00	295,000.00	N/A	Provision for Internet Load of 8 Field Offices and Regional Office
	LEGAL SERVICES											
5021101000	Legal Services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00	N/A	To be procured as the need arises
	OTHER PROFESSIONAL SERVICES											
5021199000	Speaking Services	RO	NP-53.7 Highly Technical Consultants	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	N/A	Lecture for trainings
5021199000	Job Orders for other services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	756,000.00	756,000.00	N/A	Procurement of servicesof support staff and driver


	JANITORIAL SERVICES											
5021202000	Janitorial services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	142,000.00	142,000.00	N/A	Contract of Service for 9 Utility Workers of RO and FOs (Contract of Signing is January and July 2023)
REPAIR AND MAINTENANCE												
5021305002	RM-Office Equipment (Parts/Materials)	RO/FO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	34,000.00	34,000.00	N/A	Repair and Maintenance of Office Equipments in RO and FOs
5021306001	RM-Motor Vehicles (Parts/Materials)	RO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00	N/A	Preventive Maintenance of SUV and Replacement of defective parts as the need arises and steps board of SUV SAA 4645
5021307000	RM-Furniture and Fixture (Parts/Materials)	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00	N/A	Repair of Furnitures and Fixtures in the RO and FOs
INSURANCE SERVICES												
5021503000	Registration and Insurance Expenses	RO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00	N/A	Registration and Insurance Coverage of PPAR2 Service Vehicles and Field Office/Regional Office Office Equipments
50220000	Fidelity Bond	RO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	22,000.00	22,000.00	N/A	Renewal of Bond of RD, AOIV,AOI and Property Officer
ADVERTISING SERVICES												
5029901000	Advertising Services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00	N/A	To be procured as the need arises
PRINTING AND PUBLICATION												
5029902000	Printing and Publication Services	RO/FO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	54,000.00	54,000.00	N/A	To be procured as the need arises
5029902000	Printing of Tarpaulin for Various Activities	RO/FO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	16,000.00	16,000.00	N/A	To be procured as the need arises
RENTALS												
5029905001	Office Space	CAG2	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	200,000.00	200,000.00	N/A	Office Space for Cagayan 2 PPO & Cauayan City PPO
5029905005	Quarters (RD/ARD)	RO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00	N/A	Quarters of RD/ARD
5029905004	Office Equipment	RO/FO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00	N/A	To be procured as the need arises
5029907099	Subscription	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	N/A	To be procured as the need arises
TOTAL									3,691,000.00	3,691,000.00		

Prepared by:


Recommending Approval : **BIDS AND AWARDS COMMITTEE**

Approved by:


MA. SOCORRO C. LASAM
BAC Secretariat


ARD MA. CRISTINA C. VIBAR
BAC Chair


CPO HILARIO D. YASTO
Member


BENITA L. MARAMAG, DPA
Regional Director

Funds Available:


APOLINARIO B. EBOY JR.
Accountant I


CPO MARY GRACE M. DELA CRUZ
Member


SPO/OIC LAUREEN F. SANDOVAL
Member


CPPO MARIA EMELIE C. CALAGUI
Member