



Republic of the Philippines
Department of Justice
PAROLE AND PROBATION ADMINISTRATION
Region IX

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PAROLE AND PROBATION ADMINISTRATION REGION IX 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/P osting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50203010 00	Common-Use Office Supplies and Equipment	Regional Office (RO) & 10 Field Offices (FO)	Shopping	Quarterly	Quarterly	Quarterly	Quarterly	GoP	392,000.00	392,000.00	-	Procurement done separately by RO & FOs Quarterly
50212990 00	Polo Shirt Uniform for the 47th 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	34,450.00	34,450.00	-	Schedule of procurement of shirts would be in the second quarter prior to the Anniversary Celebration of the Agency
50203090 00	Gasoline, Oil & Lubricants	Regional Office	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	99,000.00	99,000.00	-	As the need arises
50203220 01	Filing Cabinet, Steel, 4 drawers	ZCPPO 1 & ZCPPO 2	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	18,000.00	18,000.00	-	Schedule of procurement would be in the 1st and 2nd quarter.
50203210 02	Aircondition Unit, 2.5 HP, manual, window-type, power consumption: 2,080, cools room are: 35-55m	Zamboanga City PPO 1, Zamboanga City PPO 2	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	53,500.00	53,500.00	-	Schedule of procurement would be in the 1st quarter.
50203210 02	Fire Extinguisher, dry chemical, for ABC class of fire, stored pressure type, non-electrical conductor, non-toxic, non-corrosive, 4.5kg (10lbs.) (refill only)	Regional Office, Zamboanga City PPO 1 & Zamboanga Sibugay PPO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	8,800.00	8,800.00	-	Schedule of procurement would be in the 4th quarter.
50203210 02	Biometric Fingerprint Scanner	Regional Office	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	65,000.00	65,000.00	-	Schedule of procurement would be in the 4th quarter.
50203210 02	External Harddrive, protable, 1TB USB Port	Regional Office	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00	-	Schedule of procurement would be in the 4th quarter.
50203210 03	Switch Hub - 12 ports	Regional Office	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00	-	Schedule of procurement would be in the 1st quarter.
50203210 03	External Harddrive, protable, 1TB USB Port	Regional Office	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00	-	Schedule of procurement would be in the 1st and 2nd quarter.
50203210 03	Uninterrupted Power Supply (UPS), 700 VA	Regional Office, Pagadian City PPO, Zamboanga City PPO #1 & Sulu PPO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	17,000.00	17,000.00	-	Procurement of UPS are scheduled quarterly
50203210 03	White Board with stand 3x4	Basilan PPO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00	-	Schedule of procurement would be in the 1st quarter.
50299020	Printing and Binding	Regional Office & 10 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	78,000.00	78,000.00	-	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 & 10 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	12,000.00	12,000.00	-	As the need arises
5021305002	Repair and Maintenance-Office Equipment	Regional Office & 10 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	22,000.00	22,000.00	-	As the need arises
5021304001	Repair and Maintenance-Office Building	Regional Office & 10 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	14,000.00	14,000.00	-	As the need arises
50202010	1st Regional Management Conference with Seminar/Workshop Component 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	108,000.00	108,000.00	-	Catering & Accommodation for two (2) days for 20 pax

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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50202010	2nd Regional Management Conference with Seminar/Workshop Component 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	108,000.00	108,000.00	-	Catering & Accomodation for two (2) days for 20 pax
50202010	3rd Regional Management Conference with Seminar/Workshop 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	108,000.00	108,000.00	-	Catering & Accomodation for two (2) days for 20 pax
50202010	Regional VPAA Quarterly Meeting for one (1) day - 5 pax	VPA Coordinators and ARD/RD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	-	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.
50212990 00	Regional VPAA Quarterly Meeting for one (1) day - RVPAA Officers	Volunteer Probation Assistants' Association (VPAA) Officials	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	-	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	53,000.00	53,000.00	-	Meals, Snacks, Transportation, Materials & other Miscellaneous Expenses for one (1) day
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	54,000.00	54,000.00	-	Catering & Accommodation for 20 pax for two (2) days
50202010	47th DOJ-PPA ANNIVERSARY: Mid-Year Assessment Cum Seminar-Workshop 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	315,000.00	315,000.00	-	Catering and Accommodation for three (3) days for all personnel and JOPs
50202010	Civil Service Month Celebration (Team Building) Activities to be conducted by cluster (3 clusters) for one (1) day	All organic and job-order personnel of 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 for one (1) day
50212990 00	Regional VPAA Convention for three (3) days	Volunteer Probation Assistant (VPA) Coordinators, Host Cluster & RD/ARD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	120,000.00	120,000.00	-	Registration Fee, Polo Shirts and other misc. expenses by VPA Program Coordinators and Host Cluster and RD/ARD.
50202010	Year-End Assessment and General Assembly cum SeminarS 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	315,000.00	315,000.00	-	Catering and Accommodation for three (3) days for all personnel and JOPs
50202010	PAGADIAN CITY PPO: 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	Civil Service Month Celebration (Team Building) Activities for one (1) day	Organic Personnel and job-order 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 15 pax for one (1) day
50202010	Zamboanga del Sur Province PPO: 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 25 pax 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	Civil Service Month Celebration (Team Building) Activities for one (1) day	Organic Personnel and job-order 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 15 pax for one (1) day

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50202010	Zamboanga Sibugay PPO: VPA Basic Training (1 day)	15 VPAs	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	3,000.00	3,000.00	-	RO Counterpart for 15 VPAs for one (1) day
50202010	TCLP Live-in for clients (3 days)	30 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 30 clients pax for three (3) days
50202010	Civil Service Month Celebration (Team Building) Activities for one (1) day	Organic Personnel and job-order 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 15 pax for one (1) day
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 (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 three (3) days
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	Civil Service Month Celebration (Team Building) Activities for one (1) day	Organic Personnel and job-order personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	2,500.00	2,500.00	-	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)	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)	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	Civil Service Month Celebration (Team Building) Activities for one (1) day	Organic Personnel and job-order 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 3 Personnel for one (1) day
50202010	Dapitan city PPO: 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	Civil Service Month Celebration (Team Building) Activities for one (1) day	2 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 2 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	Civil Service Month Celebration (Team Building) Activities for one (1) day	Organic Personnel and job-order personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	2,500.00	2,500.00	-	RO Counterpart for 7 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	Basilan PPO: Webinar 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	Webinar 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	Civil Service Month Celebration (Team Building) Activities for one (1) day	Organic Personnel and job-order 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	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	Civil Service Month Celebration (Team Building) Activities for one (1) day	Organic Personnel and job-order personnel	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	3,000.00	3,000.00	-	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	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

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50202010	Sulu PPO: Civil Service Month Celebration (Team Building) Activities for one (1) day	Organic Personnel and job-order 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 3 Personnel for one (1) day
50204010	Water Services (Purified-by gallon)	Regional Office & 10 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	21,300.00	21,300.00	-	Purified/Distilled Water Consumption
50204010	Water Services (pipeline)	Regional Office	Direct Contracting	N/A	N/A	N/A	N/A	GoP	3,000.00	3,000.00	-	Operating Expenses, Provided by Pagadian City Water District (Sole Distributor)
50204020	Electricity Services	Regional Office & Zamboanga Sibugay PPO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	250,412.00	250,412.00	-	Not subject to Public Bidding/Early Procurement Activity
50205010	Postage and Couriers (Mailing Services)	Regional Office & 10 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	240,000.00	240,000.00	-	Not subject to Public Bidding/Early Procurement Activity
50205020	Mobile/Cellular Cards	Regional Office & 10 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	97,200.00	97,200.00	-	Not subject to Public Bidding/Early Procurement Activity
50205030	Internet Connection	Regional Office & 10 Field Offices	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	246,000.00	246,000.00	-	Not subject to Public Bidding/Early Procurement Activity
50299050	Rents - Building & Quarter	Regional Office, Zamboanga Sibugay PPO, Tawi-tawi PPO & Quarters (RD & ARD)	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	540,000.00	540,000.00	-	Not subject to Public Bidding/Early Procurement Activity
50212990	Other General Services-VPAs	Regional Office & 10 Field Offices	Direct Contracting	N/A	N/A	N/A	N/A	GoP	274,000.00	274,000.00	-	Not subject to Public Bidding/Early Procurement Activity
50211990 00	Other Professional Services - Job Order Personnel	Regional Office & 10 Field Offices	Direct Contracting	N/A	N/A	N/A	N/A	GoP	1,575,288.00	1,575,288.00	-	Not subject to Public Bidding/Early Procurement Activity
50212020	Janitorial Services	Regional Office & 10 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

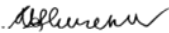
Prepared by:


AO IV KARREN A. SARABIA
 Property & Supply Officer-Designate
 Date: January 26, 2023

Noted by:


JAMES NICHOLAS U. MAGLASANG, CPA
 Regional Accountant

Endorsed by:


CPPO MARILOU B. FLORESCA
 BAC Chairperson

Approved by:


ARD/ROIC RUTH C. PERUCHO
 Head of Procuring Entity