


**PAROLE AND PROBATION ADMINISTRATION REGION VI**  
**INDICATIVE ANNUAL PROCUREMENT PLAN (APP NON-CSE) FOR FY 2025**

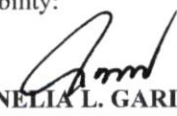
Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Estimated Budget (Php)			Remarks
	I. Common-Use Office Supplies and Equipments (CSE)									Total	MOOE	CO	
5020301000	a. Common Use Office Supplies	DOJ-PPA Region 6	NO	Shopping and Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter & 4th quarter			N/A	FY 2025 Budget Proposal	1,362,000.00	1,362,000.00	-	
	II. Non-Common-Use Office Supplies/Materials/Equipment												
5020301000	Accountable Forms (Check Book)	DOJ-PPA Region 6	NO	Direct Contracting (Sec.50)	as the need arises	N/A	as the need arises	as the need arises	FY 2025 Budget Proposal	8,000.00	8,000.00	-	
5020302000	Gasoline, Oil and Lubricants	DOJ-PPA Region 6	NO	Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	FY 2025 Budget Proposal	57,000.00	57,000.00	-	
	III. Communications		NO										
50205020-02	Telephone - Mobile, Landline and Internet Connections	DOJ-PPA Region 6	NO	Direct Contracting (Sec.50)	January - December 2024				FY 2025 Budget Proposal	551,000.00	551,000.00	-	
5020501-00	Postage Courier	DOJ-PPA Region 6	NO	Direct Contracting (Sec.50)	as the need arises	N/A	as the need arises	as the need arises	FY 2025 Budget Proposal	244,000.00	244,000.00	-	
	IV. Utilities												
5020401000	Water Expenses	DOJ-PPA Region 6	NO	Direct Contracting (Sec.50)	as the need arises	N/A	as the need arises	as the need arises	FY 2025 Budget Proposal	318,000.00	318,000.00	-	
5020402000	Electricity Expenses	DOJ-PPA Region 6	NO	Direct Contracting (Sec.50)	January - December 2024				FY 2025 Budget Proposal	371,000.00	371,000.00	-	
	V. Repairs and Maintenance												
5021305002	Office Equipments	DOJ-PPA Region 6	NO	Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	FY 2025 Budget Proposal	50,000.00	50,000.00	-	
5021306001	Office Vehicle	DOJ-PPA Region 6	NO	Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	FY 2025 Budget Proposal	15,000.00	15,000.00	-	
5021305003	Office ICT Equipment	DOJ-PPA Region 6	NO	Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	FY 2025 Budget Proposal	20,000.00	20,000.00	-	
5021307000	Furniture and Fixtures	DOJ-PPA Region 6	NO	Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	FY 2025 Budget Proposal	13,000.00	13,000.00	-	
5021307000	VI. Taxes, Duties and Fees												
5021503000	Fidelity Bond Premium	DOJ-PPA Region 6	NO	Small Value Procurement	Annual				FY 2025 Budget Proposal	10,000.00	10,000.00	-	
5021502000	Registration & Insurance of Motor Vehicle	DOJ-PPA Region 6	NO	Direct Contracting (Sec.50)	Annual				FY 2025 Budget Proposal	12,000.00	12,000.00	-	
5029903000	Representation Expenses	DOJ-PPA Region 6	NO	Small Value Procurement	January to December 2025				FY 2025 Budget Proposal	100,000.00	100,000.00	-	
5021003000	Extraordinary & Miscellaneous	DOJ-PPA Region 6	NO	Small Value Procurement	January to December 2025				FY 2025 Budget Proposal	117,000.00	117,000.00	-	
5021110200	Auditing Services	DOJ-PPA Region 6	NO	Small Value Procurement	January to December 2024 (as scheduled)				FY 2025 Budget Proposal	5,000.00	5,000.00	-	
	VII. General Services												
5021202000	Janitorial & Messengerial Services	DOJ-PPA Region 6	NO	Shopping	January to December 2025				FY 2025 Budget Proposal	120,000.00	120,000.00	-	
5021299000	Other General Services-VPA	DOJ-PPA Region 6	NO	Small Value Procurement	January to December 2025				FY 2025 Budget Proposal	645,000.00	645,000.00	-	
	VIII. Other Maintenance and Operating Expenses												
5029902000	Printing and Publication of Manuals	DOJ-PPA Region 6	NO	Small Value Procurement	January to December 2025				FY 2025 Budget Proposal	113,000.00	113,000.00	-	
5029901000	Rents-Buildings & Structures	DOJ-PPA Region 6	NO	Small Value Procurement	January to December 2025				FY 2025 Budget Proposal	148,000.00	148,000.00	-	

5029905005	Rents-Living Quarters	DOJ-PPA Region 6	NO	Small Value Procurement	January to December 2025				FY 2025 Budget Proposal	100,000.00	100,000.00	-	
5021103002	Consultancy Services	DOJ-PPA Region 6	NO	Small Value Procurement	as the need arises				FY 2025 Budget Proposal	100,000.00	100,000.00	-	
502010100	Travelling Expenses	DOJ-PPA Region 6	NO	Small Value Procurement	January to December 2025				FY 2025 Budget Proposal	2,386,000.00	2,386,000.00	-	
5029999099	Installation of Work Station in the Regional Office	DOJ-PPA Region 6	NO	Small Value Procurement	Mar-25	Apr-25	Apr-25	May-25	FY 2025 Budget Proposal	560,000.00	560,000.00	-	Remarks
5029999099	Procurement of Tshirts for office activities	DOJ-PPA Region 6	NO	Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	FY 2025 Budget Proposal	200,000.00	200,000.00	-	
	IX. Training Expenses										-		
5020201000	Lease of Venue with meals and accommodation for the Mid-Year Evaluation	DOJ-PPA Region 6	NO	Small Value Procurement	May-25	Jun-25	Jun-25	Jun-25	FY 2025 Budget Proposal	200,000.00	200,000.00	-	
5020201000	Lease of Venue with meals and accommodation for the Regional Management Conferences	DOJ-PPA Region 6	NO	Small Value Procurement	1st quarter, 2nd quarter, 3rd quarter & 4th quarter				FY 2025 Budget Proposal	200,000.00	200,000.00	-	
5020201000	Lease of Venue with meals and accommodation for the National Correctional Consciousness Week Celebration (NCCW)	DOJ-PPA Region 6	NO	Small Value Procurement	Sep-25	Oct-25	Oct-25	Oct-25	FY 2025 Budget Proposal	35,000.00	35,000.00	-	
5020201000	Lease of Venue with meals and accommodation for the Regional Sports and Wellness activity	DOJ-PPA Region 6	NO	Small Value Procurement	3rd Quarter				FY 2025 Budget Proposal	48,000.00	48,000.00	-	
5020201000	Lease of Venue with meals and accommodation for the National Crime Prevention Week	DOJ-PPA Region 6	NO	Small Value Procurement	3rd quarter				FY 2025 Budget Proposal	35,000.00	35,000.00	-	
5020201000	Lease of Venue with meals and accommodation for the Year-End Evaluation	DOJ-PPA Region 6	NO	Small Value Procurement	Oct-25	Nov-25	Nov-25	Dec-25	FY 2025 Budget Proposal	200,000.00	200,000.00	-	
										8,343,000.00	8,343,000.00	-	


Prepared by:

  
**MA. CRISTINA G. JOVEN**  
 Administrative Aide VI/Acting Property Officer

Funds Availability:

  
**NELIA L. GARILVA**  
 SPPO/Acting Accountant I

Approved:

  
**GRACE V. TOMARO**  
 Regional Officer-In-Charge