

DEPARTMENT OF LABOR AND EMPLOYMENT REGIONAL OFFICE NO. VIII Annual Procurement Plan for FY 2020

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/Pos- ting of IB/REI	Submission/O- pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
320100100004000	Conduct of WODP Training	BFO	No	NP-53.9 - Small Value Procurement	N/A	October	October	October	GoP	30,000.00	30,000.00	-	one meal and two snacks for 50 pax @600.00/pax
310100100002000	Conduct of PESO Meeting cum YEPA	BFO	No	NP-53.9 - Small Value Procurement	N/A	December	December	December	GoP	13,000.00	13,000.00	-	one meal and two snacks for 20 pax
310100100002000	Conduct of 2020 Quarterly PESO Managers Meeting	ESFO	No	NP-53.9 - Small Value Procurement	N/A	March June September December	March June September December	March June September December	GoP	48,000.00	48,000.00	-	one meal and two snacks at 400.00/pax for 30 pax/quarter
320100100004000	Conduct of WODP Training (Organized Sector)	ESFO	No	NP-53.9 - Small Value Procurement	N/A	October	October	October	GoP	30,000.00	30,000.00	-	one meal and two snacks for 50 pax @600.00/pax
310100100002000	PESO Quarterly Meeting	NLFO	No	NP-53.9 - Small Value Procurement	N/A	February May August Novemebr	February May August Novemebr	February May August Novemebr	GoP	48,000.00	48,000.00	-	30 pax @ 400.00/pax/quarter
320100100004000	Conduct of WODP Training	NLFO	No	NP-53.9 - Small Value Procurement	N/A	June	June	June	GoP	30,000.00	30,000.00	-	50 pax @ 600.00/pax
310100100003000	Pre-registration for 2020 Labor Day Job Fair	NLFO	No	NP-53.9 - Small Value Procurement	N/A	April	April	April	GoP	16,000.00	16,000.00	-	40 pax @ 400.00/pax
310100100002000	Quarterly PESO Meeting	NSFO	No	NP-53.9 - Small Value Procurement	N/A	January April August October	January April August October	January April August October	GoP	48,000.00	48,000.00	-	one meal and two snacks for 30 pax at 400.00/pax/quarter
320100100004000	Conduct of WODP Training (Organized Sector)	NSFO	No	NP-53.9 - Small Value Procurement	N/A	October	October	October	GoP	30,000.00	30,000.00	-	one meal and two snacks for 50 pax at 600.00/pax
310100100002000	Conduct of Quarterly PESO Meeting	SFO	No	NP-53.9 - Small Value Procurement	N/A	March June September December	March June September December	March June September December	GoP	54,400.00	54,400.00	-	one meal and two snacks for 34 pax at 400.00/pax/quarter
320100100004000	Conduct of FWP/WODP-Organized Sector	SFO	No	NP-53.9 - Small Value Procurement	N/A	May	May	May	GoP	30,000.00	30,000.00	-	one meal and two snacks for 50 pax at 600.00/pax
310100100002000	Conduct of PESO Meetings	SLFO	No	NP-53.9 - Small Value Procurement	N/A	February December	February December	February December	GoP	24,000.00	24,000.00	-	one meal and two snacks for 30 pax at 400.00/pax
320100100004000	Conduct of WODP Training (Organized Sector)	SLFO	No	NP-53.9 - Small Value Procurement	N/A	October	October	October	GoP	30,000.00	30,000.00	-	one meal and two snacks for 50 pax at 600.00/pax
320100100004000	Conduct of WODP Training (Organized Sector)	WLFO	No	NP-53.9 - Small Value Procurement	N/A	October	October	October	GoP	30,000.00	30,000.00	-	one meal and two snacks for 50 pax at 600.00/pax
310100100002000	Conduct of PESO Meetings	WLFO	No	NP-53.9 - Small Value Procurement	N/A	November	November	November	GoP	12,000.00	12,000.00	-	one meal and two snacks for 30 pax at 400.00/pax
310100100003000	Labor Day/TNK Independence Day Polo Shirts	IMSD	No	Shopping	March	April	April	April	GoP	100,000.00	100,000.00	-	120 pcs polo shirts; customized with embroidered logo
330100100003000	TSSD: Video Documentation for Best DOLE LIVELIHOOD Project (Individual & Group Category)	TSSD	No	NP-53.9 - Small Value Procurement	February	February	February	February	GoP	100,000.00	100,000.00	-	2 documentaries @50,000.00/documentary
310100100002000 310100100003000 320100100005000 320100100006000 330100100003000	Conduct of Regular Meetings inclusive of meals, tables and chairs rentals at the DOLE RO VIII Training Center	TSSD/IMSD	No	NP-53.9 - Small Value Procurement	January	January	January	January	GoP	534,000.00	534,000.00	-	meals for the conduct of regular meetings such as Labor Inspectors Monthly Meetings, BEDs Preparation, Planning Workshop, RTIPC Quarterly Meetings, Quarterly Management Reviews, IQA Quarterly Meetings, Mancom Meetings, DOLE RCC Meetings and Senior Officials Meetings
320100100005000	Conduct of Employers' Forum /Orientation on BWC & BLR Latest Issuances and OSH Bill	TSSD	No	NP-53.10 Lease of Real Property and Venue	N/A	March	March	March	GoP	50,000.00	50,000.00	-	inclusive of one meal and two snacks for 100 pax @500.00/pax

320100100005000	Orientation Workshop / Refresher Course on New Labor Laws & Issuances for Labor Inspectors, Social Partners and FO Heads	TSSD	No	NP-53.10 Lease of Real Property and Venue	N/A	February July	February July	February July	GoP	50,000.00	50,000.00	-	inclusive of one meal and two snacks for 50 pax @500.00/pax
310100100003000	Pre-labor Day Meeting	TSSD	No	NP-53.9 - Small Value Procurement	N/A	April	April	April	GoP	20,000.00	20,000.00	-	one meal and two snacks for 50 pax at 400.00/pax
310100100003000	Pre-Kalayaan Job Fair Meeting	TSSD	No	NP-53.9 - Small Value Procurement	N/A	May	May	May	GoP	12,000.00	12,000.00	-	one meal and two snacks for 30 pax at 400.00/pax
330100100003000	Exit Conference with DOLE Resident Auditors	IMSD	No	NP-53.9 - Small Value Procurement	N/A	February	February	February	GoP	1,800.00	1,800.00	-	one meal and two snacks for 18 pax @400.00/pax
10000010001000	Employee On-Boarding	IMSD	No	NP-53.9 - Small Value Procurement	N/A	as need arises	as need arises	as need arises	GoP	20,000.00	20,000.00	-	as need arises
330100100004000	Women's Month Celebration	IMSD	No	NP-53.9 - Small Value Procurement	March	March	March	March	GoP	64,000.00	64,000.00	-	one meal and two snacks for 80 pax @800.00/pax
320100100005000	Earthquake and Fire Drill	IMSD	No	NP-53.9 - Small Value Procurement	N/A	February	February	February	GoP	2,500.00	2,500.00	-	
320100100005000	Emergency and Preparedness Seminar	IMSD	No	NP-53.9 - Small Value Procurement	N/A	July	July	July	GoP	32,000.00	32,000.00	-	
320100100006000	Hearing Officers' Training	IMSD	No	NP-53.10 Lease of Real Property and Venue	N/A	September	September	September	GoP	48,000.00	48,000.00	-	40 pax @ 400.00/pax x 3 days
10000010001000	Conduct of Work-life Balance Workshop	IMSD	No	NP-53.10 Lease of Real Property and Venue	N/A	December	December	December	GoP	104,000.00	104,000.00	-	one meal and two snacks for 80 pax
10000010001000	Green Productivity Orientation/Tree Planting	IMSD	No	NP-53.9 - Small Value Procurement	N/A	August	August	August	GoP	8,000.00	8,000.00	-	breakfast for 80 pax
10000010001000	PRIME-HRM	IMSD	No	NP-53.9 - Small Value Procurement	N/A	June	June	June	GoP	14,000.00	14,000.00	-	35 pax
10000010001000	PRAISE	IMSD	No	NP-53.10 Lease of Real Property and Venue	N/A	December	December	December	GoP	68,000.00	68,000.00	-	one meal and two snacks for 80 pax
10000010001000	CNAM	IMSD	No	NP-53.10 Lease of Real Property and Venue	N/A	September	September	September	GoP	24,000.00	24,000.00	-	60 pax
10000010001000	Employee Re-orientation on CSC Policies and Other Internal Office Policies	IMSD	No	NP-53.10 Lease of Real Property and Venue	N/A	January	January	January	GoP	32,000.00	32,000.00	-	80 pax
10000010001000	PDC's Learning and Development	IMSD	No	NP-53.9 - Small Value Procurement	N/A	February	February	February	GoP	3,500.00	3,500.00	-	10 pax
10000010001000	QMS Enhancement Trainings and Consultancy	IMSD	No	NP-53.9 - Small Value Procurement	N/A	March	March	March	GoP	50,000.00	50,000.00	-	20 pax
310100100003000	2020 Labor Day Press Conference	ORD	No	NP-53.9 - Small Value Procurement	N/A	April	April	April	GoP	3,500.00	3,500.00	-	snacks for 35 pax @ 100.00/pax
310100100003000	2020 Kalayaan Press Conference	ORD	No	NP-53.9 - Small Value Procurement	N/A	May	May	May	GoP	3,500.00	3,500.00	-	snacks for 35 pax @ 100.00/pax
310100100003000	DOLE Anniversary Press Conference	ORD	No	NP-53.9 - Small Value Procurement	N/A	December	December	December	GoP	3,500.00	3,500.00	-	snacks for 35 pax @ 100.00/pax
310100100003000	Press Briefings	ORD	No	NP-53.9 - Small Value Procurement	N/A	May October	May October	May October	GoP	21,000.00	21,000.00	-	35 pax to be conducted on May and October
310100100003000	Publication of 2019 Annual Report	ORD	No	NP-53.9 - Small Value Procurement	N/A	March	March	March	GoP	50,000.00	50,000.00	-	80 copies
330100100003000	MYPA Meeting	ORD	No	NP-53.10 Lease of Real Property and Venue	N/A	June	June	June	GoP	40,000.00	40,000.00	-	one meal and two snacks for 50 pax @ 400.00/pax x 2 days
330100100003000	YEPA Meeting	ORD	No	NP-53.10 Lease of Real Property and Venue	N/A	December	December	December	GoP	40,000.00	40,000.00	-	one meal and two snacks for 50 pax @ 400.00/pax x 2 days
	RENT/LEASE:												
10000010001000	Lease of Office Spaces	ALL Field Offices except NLFO	Yes	NP-53.10 Lease of Real Property and Venue	N/A	November	January	January	GoP	1,500,000.00	1,500,000.00	-	
	REPAIR AND MAINTENANCE:												
10000010001000	Repair and Maintenance of Office Equipment [Airconditioning Units]	Regional Office and FOs	No	NP-53.9 - Small Value Procurement	December	December	January	January	GoP	10,000.00	10,000.00	-	Quarterly Maintenance
10000010001000	Repair and Maintenance of Motor Vehicles	Regional Office and FOs	No	NP-53.9 - Small Value Procurement	as need arises	as need arises	as need arises	as need arises	GoP	130,000.00	130,000.00	-	
	OTHER SUBSCRIPTION:												
10000010001000	1-year Newspaper Subscription	Regional Office	No	Shopping	December	December	January	January	GoP	22,000.00	22,000.00	-	
	PRINTING:												

Indicative FY 2020 APP-non CSE Based on 2020 NEP

10000010001000 310100100002000 310100100003000 320100100005000 320100100006000	Printing and Publication Expenses	Regional Office and FOs	No	NP-53.9 - Small Value Procurement	December	December	January	January	GoP	245,000.00	245,000.00	-	
UTILITIES:													
10000010001000	Utilities - Water	Regional Office and FOs	Yes	Direct Contracting	N/A	November	January	January	GoP	100,000.00	100,000.00	-	
10000010001000	Utilities - Electricity	Regional Office and FOs	Yes	Direct Contracting	N/A	November	January	January	GoP	1,300,000.00	1,300,000.00	-	
SUPPLIES:													
10000010001000	1-year Gasoline/Fuel and LPG	Regional Office and FOs	No	Shopping	December	December	January	January	GoP	500,000.00	500,000.00	-	
10000010001000 310100100002000 310100100003000 320100100004000 320100100005000	Procurement of Common-use Supplies	IMSD	No	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	541,079.86	541,079.86	-	
320100100004000 320100100006000 330100100003000 330100100004000	Procurement of Supplies not available at PS-DBM	IMSD	No	Shopping	February April July October	February April July October	February April July October	February April July October	GoP	325,920.00	325,920.00	-	
10000010001000 310100100002000 320100100005000 320100100006000 330100100003000	1-year Supply and delivery of bottled water	Regional Office and FOs	No	Shopping	December	December	January	January	GoP	100,000.00	100,000.00	-	
COMMUNICATION:													
10000010001000 320100100005000	1-year Philpost and LBC postage/deliveries	Regional Office and FOs	No	Shopping	December	December	January	January	GoP	265,000.00	265,000.00	-	
10000010001000	1-year Cable Services	Regional Office	No	Shopping	December	December	January	January	GoP	5,000.00	5,000.00	-	
320100100006000	1-year Telephone, Mobile (existing lines)	Regional Office and FOs	Yes	Direct Contracting	N/A	November	January	January	GoP	215,000.00	215,000.00	-	
10000010001000 310100100002000 310100100003000 320100100004000 320100100006000 330100100003000 330100100004000	1-year Telephone, Landline (existing lines)	Regional Office and FOs	Yes	Direct Contracting	N/A	November	January	January	GoP	221,000.00	221,000.00	-	
10000010001000 310100100002000 310100100003000 320100100004000 320100100006000 330100100003000 330100100004000	1-year Internet Subscription (existing lines)	Regional Office and FOs	Yes	Direct Contracting	N/A	November	January	January	GoP	412,000.00	412,000.00	-	
GENERAL SERVICES:													
10000010001000	Provision for Janitorial Services for 2020	Regional Office and FOs	Yes	Competitive Bidding	October	October	January	January	GoP	800,000.00	800,000.00	-	
10000010001000	Provision for Security Services for 2020	Regional Office and FOs	Yes	Competitive Bidding	October	October	January	January	GoP	320,000.00	320,000.00	-	
OTHERS:													
10000010001000	Contingency Procurement	Regional Office and FOs	No	Shopping	as need arises	as need arises	as need arises	as need arises	GoP	180,000.00	180,000.00	-	
TRANSPORTATION OUTLAY:													
10000010001000	Service Vehicle	Regional Office and FOs	Yes	Competitive Bidding	November	November	January	January	GoP	1,300,000.00	-	1,300,000.00	
Total MOOE													9,164,699.86

Indicative FY 2020 APP-non CSE Based on 2020 NEP

Consolidated by:

FLORDELIS D. GENIZA
AO V - Supply



Noted by:

GLENDIA A. RAVELO
AO V - Budget Officer



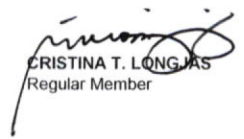
Approved Disapproved

H: 7 9/27
YAHYA A. CENTI
Regional Director



Recommending Approval by the Bids and Awards Committee:

CRISTINA T. LONGJAS
Regular Member



EDEN L. GAYA Y. COLONG
Regular Member



SALVACION A. YEPEZ
Regular Member



GEMMA D. DE LA CRUZ
Regular Member



BERNARDITA M. NAVARRA
Chairman

