

DEPARTMENT OF LABOR AND EMPLOYMENT - REGIONAL OFFICE III Annual Procurement Plan for FY 2021

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/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
DOLE-RO3 001	Repair and Maintenance of Service Utility Vehicles	RO3	NO	NP-53.9 - Small Value Procurement	As need arises	As need arises	As need arises	As need arises	GoP	91,000.00	91,000.00		Based on FY 2021 GAA
DOLE-RO3 002	Repair and Maintenance of Machinery and Equipments	RO3	NO	NP-53.9 - Small Value Procurement	N/A	December	January	January	GoP	20,000.00	20,000.00		Based on FY 2021 GAA
DOLE-RO3 003	Repair and Maintenance of Building and Other Structures	RO3	NO	NP-53.9 - Small Value Procurement	N/A	As need arises	As need arises	As need arises	GoP	25,000.00	25,000.00		Based on FY 2021 GAA
DOLE-RO3 004	Printing of DOLE Forms	RO3	NO	NP-53.9 - Small Value Procurement	Jan. to Dec.	N/A	Jan. to Dec.	Jan. to Dec.	GoP	1,525,000.00	1,525,000.00		Based on FY 2021 GAA
DOLE-RO3 005	Procurement of Janitorial Services	RO3	YES	Direct Contracting	November	November	November	January	GoP	525,000.00	525,000.00		Based on FY 2021 GAA
DOLE-RO3 006	Procurement of Security Services	RO3	YES	NP-53.9 - Small Value Procurement	November	November	November	January	GoP	650,000.00	650,000.00		Based on FY 2021 GAA
DOLE-RO3 007	Procurement of Outsourcing Services	IMSD/TSSD	NO	NP-53.9 - Small Value Procurement	January	N/A	January	January	GoP	3,694,000.00	3,694,000.00		Based on FY 2021 GAA
DOLE-RO3 008	Procurement of Service - Provider of Courier Service	RO3	NO	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	130,000.00	130,000.00		Based on FY 2021 GAA
DOLE-RO3 009	Procurement of Service - Notice of Filing AEP Publication	RO3	YES	Competitive Bidding	November	November	November	January	GoP	1,525,000.00	1,525,000.00		Based on FY 2021 GAA
DOLE-RO3 010	Rental of Office Equipment	RO3	NO	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	105,000.00	105,000.00		Based on FY 2021 GAA
DOLE-RO3 011	Water Consumption for the year 2021	RO3	NO	Direct Contracting	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	534,000.00	534,000.00		Based on FY 2021 GAA
DOLE-RO3 012	Electric Consumption for the year 2021	RO3	NO	Direct Contracting	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	995,000.00	995,000.00		Based on FY 2021 GAA
DOLE-RO3 013	Fuel, Oil and Lubricants FY 2021	RO/FOs	NO	Shopping	December	December	January	January	GoP	747,000.00	747,000.00		Based on FY 2021 GAA
DOLE-RO3 014	Rental (BWSC)	RO3	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	1,008,000.00	1,008,000.00		Based on FY 2021 GAA
DOLE-RO3 015	Rental (Others)	FOs	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	1,797,000.00	1,797,000.00		Based on FY 2021 GAA
DOLE-RO3 016	Common-use Office Supplies and Equipment FY 2021	RO3	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	1,815,000.00	1,815,000.00		
DOLE-RO3 017	Common-use Office Supplies and Equipment FY 2021 (Not Available in PS)	RO3	NO	Shopping	January	N/A	January	January	GoP	1,130,000.00	1,130,000.00		
DOLE-RO3 018	Mentoring and Coaching	Personnel	NO	NP-53.9 - Small Value Procurement	1st Semester	N/A	1st Semester	1st Semester	GoP	50,000.00	50,000.00		
DOLE-RO3 019	CSC Training for HRMOs	Personnel	NO	NP-53.9 - Small Value Procurement	1st Semester	N/A	1st Semester	1st Semester	GoP	25,000.00	25,000.00		
DOLE-RO3 020	Mandatory Continuing Legal Education (MCLE)	Personnel	NO	NP-53.9 - Small Value Procurement	1st Semester	N/A	1st Semester	1st Semester	GoP	30,000.00	30,000.00		
DOLE-RO3 021	Continuing Learning Session on a) DOLE Programs - Welfare and Employment b) LR/LS c) LLCS d) SENA e) Other Jurisprudence Updates f) Other DOLE Programs	Personnel	NO	NP-53.9 - Small Value Procurement	Jan. to Dec.	N/A	Jan. to Dec.	Jan. to Dec.	GoP	1,000,000.00	1,000,000.00		
DOLE-RO3 022	LLCO Capacity Building Program (Level1-A)	Personnel	NO	NP-53.9 - Small Value Procurement	Jan. to Dec.	N/A	Jan. to Dec.	Jan. to Dec.	GoP	200,000.00	200,000.00		
DOLE-RO3 023	Capacity Building on Gender and Development	Personnel	NO	NP-53.9 - Small Value Procurement	2nd Semester	N/A	2nd Semester	2nd Semester	GoP	46,000.00	46,000.00		
DOLE-RO3 024	Leave Administration Seminar	Personnel	NO	NP-53.9 - Small Value Procurement	1st Semester	N/A	1st Semester	1st Semester	GoP	12,000.00	12,000.00		
DOLE-RO3 025	Quality Management Seminar (QMS/ISO)	Personnel	NO	NP-53.9 - Small Value Procurement	2nd Semester	N/A	2nd Semester	2nd Semester	GoP	300,000.00	300,000.00		
DOLE-RO3 026	On-Boarding for New DOLE Entrants	Personnel	NO	NP-53.9 - Small Value Procurement	Jan. to Dec.	N/A	Jan. to Dec.	Jan. to Dec.	GoP	24,000.00	24,000.00		
DOLE-RO3 027	Administrative/Financial Matters Orientation - Updates	Personnel	NO	NP-53.9 - Small Value Procurement	1st Semester	N/A	1st Semester	1st Semester	GoP	50,000.00	50,000.00		
DOLE-RO3 028	Stress Management Seminar cum Women's Month Activity	Personnel	NO	NP-53.9 - Small Value Procurement	1st Semester	N/A	1st Semester	1st Semester	GoP	73,000.00	73,000.00		
DOLE-RO3 029	Code of Conduct for DOLE Employees	Personnel	NO	NP-53.9 - Small Value Procurement	2nd Semester	N/A	2nd Semester	2nd Semester	GoP	50,000.00	50,000.00		
DOLE-RO3 030	Team Enhancement Exercises	Personnel	NO	NP-53.9 - Small Value Procurement	2nd Semester	N/A	2nd Semester	2nd Semester	GoP	500,000.00	500,000.00		
DOLE-RO3 031	Regional YEPA	ORD	NO	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	130,000.00	130,000.00		
DOLE-RO3 032	Regional MYPA	ORD	NO	NP-53.9 - Small Value Procurement	July	N/A	July	July	GoP	169,000.00	169,000.00		
DOLE-RO3 033	PRAISE Awards and Recognition	IMSD	NO	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	325,000.00	325,000.00		
DOLE-RO3 034	Tree Planting (Green Our DOLE Program)	IMSD	NO	NP-53.9 - Small Value Procurement	Mar. and Feb.	N/A	Mar. and Feb.	Mar. and Feb.	GoP	130,000.00	130,000.00		
DOLE-RO3 035	Outreach Program	IMSD	NO	NP-53.9 - Small Value Procurement	June	N/A	June	June	GoP	40,000.00	40,000.00		
DOLE-RO3 036	COA Exit Conference	ORD	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	15,000.00	15,000.00		
DOLE-RO3 037	QMS Management Review (Processes enrolled in ISO 9001:2015)	IMSD	NO	NP-53.9 - Small Value Procurement	Jan/Apr/Jul/Oct	N/A	Jan/Apr/Jul/Oct	Jan/Apr/Jul/Oct	GoP	40,000.00	40,000.00		
DOLE-RO3 038	ISO 9001:2015 Surveillance Audit	IMSD	NO	NP-53.9 - Small Value Procurement	October	N/A	October	October	GoP	120,000.00	120,000.00		
DOLE-RO3 039	AMCC	RO3	NO	NP-53.9 - Small Value Procurement	2nd Semester	N/A	2nd Semester	2nd Semester	GoP	91,000.00	91,000.00		
DOLE-RO3 040	General Assembly of Labor Inspectors	TSSD I	NO	NP-53.9 - Small Value Procurement	Jan/Apr/Jul/Oct	N/A	Jan/Apr/Jul/Oct	Jan/Apr/Jul/Oct	GoP	120,000.00	120,000.00		
DOLE-RO3 041	Conduct of RTIPC Meetings	TSSD I	NO	NP-53.9 - Small Value Procurement	Jan/Apr/Jul/Oct	N/A	Jan/Apr/Jul/Oct	Jan/Apr/Jul/Oct	GoP	105,000.00	105,000.00		
DOLE-RO3 042	Conduct of PAR 3 Meetings	TSSD I	NO	NP-53.9 - Small Value Procurement	Jan/Apr/Jul/Oct	N/A	Jan/Apr/Jul/Oct	Jan/Apr/Jul/Oct	GoP	34,000.00	34,000.00		
DOLE-RO3 043	General Assembly of Family Welfare Federation in Region III	TSSD I	NO	NP-53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	30,000.00	30,000.00		
DOLE-RO3 044	ITC for Education, Construction, Hotels/Restaurants/Resorts and Hospitals	TSSD I	NO	NP-53.9 - Small Value Procurement	Jan/Apr/Jul/Oct	N/A	Jan/Apr/Jul/Oct	Jan/Apr/Jul/Oct	GoP	105,000.00	105,000.00		
DOLE-RO3 045	Conduct of Worker's Organization and Development program Training	TSSD I	NO	NP-53.9 - Small Value Procurement	April-September	N/A	April-September	April-September	GoP	438,000.00	438,000.00		
DOLE-RO3 046	Other Subscription	RO/FOs	NO	Shopping	November	N/A	January	January	GoP	67,000.00	67,000.00		Newspaper, Zoom etc.
DOLE-RO3 047	Postal Stamps	Records	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	130,000.00	130,000.00		For orders, subpoenas etc.
DOLE-RO3 048	LTO Registration	IMSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As need arises	As need arises	GoP	70,000.00	70,000.00		Based on FY 2021 GAA
DOLE-RO3 049	GSIS Registration	IMSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As need arises	As need arises	GoP	70,000.00	70,000.00		Based on FY 2021 GAA
DOLE-RO3 050	Cash Bonds - Accountable Officers	IMSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As need arises	As need arises	GoP	50,000.00	50,000.00		Based on FY 2021 GAA
DOLE-RO3 051	Cable Services - 1 year	RO	NO	Direct Contracting	N/A	December	January	January	GoP	25,000.00	25,000.00		Based on FY 2021 GAA
DOLE-RO3 052	Mobile	RO/FOs	NO	Direct Contracting	N/A	November	January	January	GoP	392,000.00	392,000.00		Based on FY 2021 GAA
DOLE-RO3 053	Landline	RO/FOs	NO	Direct Contracting	N/A	November	January	January	GoP	440,000.00	440,000.00		Based on FY 2021 GAA

DOLE-RO3 054	Internet Subscription - 1 year	RO/FOs	NO	Direct Contracting	N/A	November	January	January	GoP	1,609,000.00	1,609,000.00	Based on FY 2021 GAA
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TOTAL Php 23,421,000.00


Consolidated by:


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CECILIA D. MALIT
 Budget Officer III

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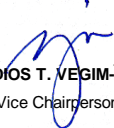
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