

**DEPARTMENT OF LABOR AND EMPLOYMENT - REGIONAL OFFICE III Annual Procurement Plan for FY 2022**

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	91000	91000		Based on FY 2022 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	20000	20000		Based on FY 2022 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	25000	25000		Based on FY 2022 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	1815000	1815000		Based on FY 2022 GAA
DOLE-RO3 005	Procurement of Janitorial Services	RO3	NO	Direct Contracting	November	November	November	January	GoP	525000	525000		Based on FY 2022 GAA
DOLE-RO3 006	Procurement of Security Services	RO3	NO	Direct Contracting	November	November	November	January	GoP	650000	650000		Based on FY 2022 GAA
DOLE-RO3 007	Procurement of Outsourcing Services	IMSD/TSSD	NO	Direct Contracting	January	N/A	January	January	GoP	205000	205000		Based on FY 2022 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	130000	130000		Based on FY 2022 GAA
DOLE-RO3 009	Procurement of Service - Notice of Filing AEP Publication	RO3	YES	Competitive Bidding	November	November	November	January	GoP	3050000	3050000		Based on FY 2022 GAA
DOLE-RO3 010	Rental of Office Equipment	RO3	NO	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	105000	105000		Based on FY 2022 GAA
DOLE-RO3 011	Water Consumption for the year 2022	RO3	NO	Direct Contracting	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	534000	534000		Based on FY 2022 GAA
DOLE-RO3 012	Electric Consumption for the year 2022	RO3	NO	Direct Contracting	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	995000	995000		Based on FY 2022 GAA
DOLE-RO3 013	Fuel, Oil and Lubricants FY 2022	RO/FOs	NO	Shopping	December	December	January	January	GoP	747000	747000		Based on FY 2022 GAA
DOLE-RO3 014	Rental of Office Building	RO3	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	2700000	2700000		Based on FY 2022 GAA
DOLE-RO3 015	Common-use Office Supplies and Equipment FY 2022	RO3	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	1815000	1815000		
DOLE-RO3 016	Common-use Office Supplies and Equipment FY 2022 (Net Available in PS)	RO3	NO	Shopping	January	N/A	January	January	GoP	1130000	1130000		
DOLE-RO3 017	Mentoring and Coaching	Personnel	NO	NP-53.9 - Small Value Procurement	1st Semester	N/A	1st Semester	1st Semester	GoP	25000	25000		
DOLE-RO3 018	Management Training for Senior Officials	Personnel	NO	NP-53.9 - Small Value Procurement	2nd Semester	N/A	2nd Semester	2nd Semester	GoP	50000	50000		
DOLE-RO3 019	Training for Accountants/HRMOs/Budget Officers/LIOs/Supply Officers/C	Personnel	NO	NP-53.9 - Small Value Procurement	Jan. to Dec.	N/A	Jan. to Dec.	Jan. to Dec.	GoP	20000	20000		
DOLE-RO3 020	CSC Training for HRMOs	Personnel	NO	NP-53.9 - Small Value Procurement	1st Semester	N/A	1st Semester	1st Semester	GoP	25000	25000		
DOLE-RO3 021	Mandatory Continuing Legal Education (MCLE)	Personnel	NO	NP-53.9 - Small Value Procurement	1st Semester	N/A	1st Semester	1st Semester	GoP	30000	30000		
DOLE-RO3 022	Continuing Learning Session on a) DOLE Programs - Welfare and Employment b) LRLIS 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	1200000	1200000		
DOLE-RO3 023	Labor Inspectors 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	154,000	154,000		
DOLE-RO3 024	Basic Training on the Use of Virtual Modalities (I.e Zoom etc.)	Personnel	NO	NP-53.9 - Small Value Procurement	January	N/A	January	January	GoP	15,000	15,000		
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	300000	300000		
DOLE-RO3 026	On-Boarding for New DOLE Entrants	Personnel	NO	NP-53.9 - Small Value Procurement	As needed	N/A	As needed	As needed	GoP	10000	10000		
DOLE-RO3 027	Health and Safety Awareness amidst Covid-19	Personnel	NO	NP-53.9 - Small Value Procurement	April	N/A	April	April	GoP	100000	100000		
DOLE-RO3 028	Stress Management Seminar amidst the Pandemic (Women's Month Acti	Personnel	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	100,000	100000		
DOLE-RO3 029	Code of Conduct for DOLE Employees	Personnel	NO	NP-53.9 - Small Value Procurement	February	N/A	February	February	GoP	25000	25000		
DOLE-RO3 030	Personality Development	Personnel	NO	NP-53.9 - Small Value Procurement	2nd Semester	N/A	2nd Semester	2nd Semester	GoP	25000	25000		
DOLE-RO3 031	Team Enhancement Exercises	Personnel	NO	NP-53.9 - Small Value Procurement	2nd Semester	N/A	2nd Semester	2nd Semester	GoP	500000	500000		
DOLE-RO3 032	Regional YEPA	ORD	NO	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	130000	130000		
DOLE-RO3 033	Regional MYPA	ORD	NO	NP-53.9 - Small Value Procurement	July	N/A	July	July	GoP	169000	169000		
DOLE-RO3 034	PRAISE Awards and Recognition	IMSD	NO	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	325000	325000		
DOLE-RO3 035	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	130000	130000		
DOLE-RO3 036	Outreach Program	IMSD	NO	NP-53.9 - Small Value Procurement	June	N/A	June	June	GoP	40000	40000		
DOLE-RO3 037	COA Exit Conference	ORD	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	15000	15000		
DOLE-RO3 038	QMS Management Review (Processes enrolled in ISO 9001:2015)	IMSD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	20000	20000		
DOLE-RO3 039	ISO 9001 Surveillance Audit	IMSD	NO	NP-53.9 - Small Value Procurement	October	N/A	October	October	GoP	255000	255000		
DOLE-RO3 040	AMCC	RO3	NO	NP-53.9 - Small Value Procurement	2nd Semester	N/A	2nd Semester	2nd Semester	GoP	91000	91000		
DOLE-RO3 041	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	120000	120000		
DOLE-RO3 042	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	105000	105000		
DOLE-RO3 043	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	34000	34000		
DOLE-RO3 044	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	30000	30000		
DOLE-RO3 045	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	105000	105000		
DOLE-RO3 046	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	438000	438000		
DOLE-RO3 047	Other Subscription	RO/FOs	NO	Shopping	November	N/A	January	January	GoP	67000	67000		Newspaper, Zoom etc.
DOLE-RO3 048	Postal Stamps	Records	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan. to Dec.	Jan. to Dec.	GoP	130000	130000		For orders, subpoenas etc.
DOLE-RO3 049	LTO Registration	IMSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As need arises	As need arises	GoP	70000	70000		Based on FY 2022 GAA
DOLE-RO3 050	GSIS Registration	IMSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As need arises	As need arises	GoP	70000	70000		Based on FY 2022 GAA
DOLE-RO3 051	Cash Bonds - Accountable Officers	IMSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As need arises	As need arises	GoP	50000	50000		Based on FY 2022 GAA

DOLE-RO3 052	Cable Services - 1 year	RO	NO	Direct Contracting	N/A	December	January	January	GoP	25000	25000		Based on FY 2022 GAA
DOLE-RO3 053	Mobile	RO/FOs	NO	Direct Contracting	N/A	November	January	January	GoP	392000	392000		Based on FY 2022 GAA
DOLE-RO3 054	Landline	RO/FOs	NO	Direct Contracting	N/A	November	January	January	GoP	440000	440000		Based on FY 2022 GAA
DOLE-RO3 055	Internet Subscription - 1 year	RO/FOs	NO	Direct Contracting	N/A	November	January	January	GoP	1609000	1609000		Based on FY 2022 GAA

TOTAL

Php 21976000

Consolidated by:

  
**GIL V. DELA CRUZ / RENATO S. PAOHECO**  
 Senior LEO      Supply Officer III

Noted by:

  
**CECILIA D. MALIT**  
 Budget Officer III

Approved:

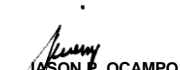
  
**GERALDINE M. PANLILIO, CESO IV**  
 Head of Procuring Entity

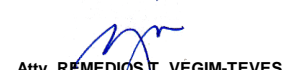
Recommending Approval by the Bids and Awards Committee:

  
**ALBERT B. MANLAPAZ**  
 BAC Member

  
**MARIA RIMA C. HERNANDEZ**  
 BAC Member

  
**ETHEL G. GALVAN**  
 BAC Member

  
**JASON P. OCAMPO**  
 BAC Member

  
**Atty. REMEDIOS T. VEGIM-TEVES**  
 BAC Vice Chairperson

  
**ALEJANDRO V. INZA CRUZ**  
 BAC Chairperson