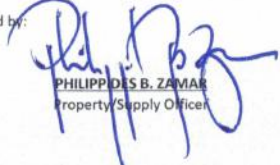



TESDA REGIONAL OFFICE 3 Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A. SUPPLIES and MATERIALS													
5020301000	A. Common Office Supplies	R.O. III	No	Shopping	January to December				GOP	659,852.00	659,852.00		Common office supply
5020309000	b. Petroleum, oil, lubricants	R.O. III	No	Shopping	January to December				GOP	480,000.00	480,000.00		Supply of Petroleum, oil and lubricants
5020301000	c. Other item not available at PS but regularly purchased from other sources	R.O. III	No	Shopping	January to December				Income	519,880.00	519,880.00		Office Supplies and Materials
5021306001	d. Motor Vehicles	R.O. III	No	Shopping	January to December				GOP	100,000.00	100,000.00		Procurement of supplies and materials of service vehicles
5020302000	e. Accountable Forms	R.O. III	No	NP-53.5 Agency to Agency	January to December				GOP	75,000.00	75,000.00		Procurement of accountable forms
5020301000	f. Reproduction	R.O. III	No	Direct Contacting	January to December				GOP	50,000.00	50,000.00		Procurement of reproduction supplies
B. EQUIPMENT													
5020231003	a. IT Equipment	R.O. III	No	NP-53.9 Small Value Procurement	January to December				GOP	600,000.00	600,000.00		Procurement of IT Equipment
5020321002	b. Office Equipment	R.O. III	No	NP-53.9 Small Value Procurement	January to December				GOP	300,000.00	300,000.00		Procurement of Office Equipment
C. UTILITIES													
5020401000	a. Drinking water	R.O. III	No	Direct Contacting	January to December				GOP	12,000.00	12,000.00		Supply of Water for Staff use
5020402000	b. Electricity Services	R.O. III	No	Direct Contacting	January to December				GOP	1,188,000.00	1,188,000.00		Electricity consumption
	c. Water Services	R.O. III	No	Direct Contacting	January to December				GOP	26,400.00	26,400.00		Water consumption
D. REPAIR & MAINTENANCE													
5020304001	a. Building	R.O. III	No	NP-53.9 Small Value Procurement	January to December				GOP	1,000,000.00	1,000,000.00		Repair and Maintenance of Office and Alicia Hall Bldg.
5021306001	b. Motor Vehicles	R.O. III	No	Direct Contacting	January to December				GOP	150,000.00	150,000.00		Repair and maintenance of Official service vehicles
5021305002	c. Office Equipment	R.O. III	No	NP-53.9 Small Value Procurement	January to December				GOP	50,000.00	50,000.00		Repair and maintenance of Office Equipment and Furnitures
5021305012	d. IT Equipment	R.O. III	No	NP-53.9 Small Value Procurement	January to December				GOP	50,000.00	50,000.00		Repair and Maintenance of IT Equipments
E. COMMUNICATION EXPENSES													
5020502001	a. Mobile	R.O. III	No	Direct Contacting	January to December				GOP	300,000.00	300,000.00		Provision of cellular phones to TESDA
5020503000	b. Internet subscription	R.O. III	No	Direct Contacting	January to December				GOP	107,520.00	107,520.00		Internet subscription for Regional Office use
5020501000	c. Courier Service	R.O. III	No	Direct Contacting	January to December				GOP	30,000.00	30,000.00		Courier service for Regional Office use
F. ADVERTISING													
5029999001	a. Website maintenance	R.O. III	No	Direct Contacting	January to December				GOP	126,000.00	126,000.00		Website maintenance
5029902000	b. Printing and Publication	R.O. III	No	Direct Contacting	January to December				GOP	150,000.00	150,000.00		Printing and publication requirements (advocacy), annual reports, newsletter, compliance to memos and circulars
G. TAXES and INSURANCES													
	a. Registration and insurance of Vehicles	R.O. III	No	NP-53.5 Agency to Agency	January to December				GOP	15,000.00	15,000.00		Registration and insurance of official service vehicles
F. SERVICES													
	a. Security Services	R.O. III	No	Direct Contacting	January to December				GOP	728,756.52	728,756.52		Security Services
	b. Catering Services	R.O. III	No	Direct Contacting	January to December				GOP	120,000.00	120,000.00		Catering Services (Meetings, Seminar/Workshops)

Prepared by: 
PHILIP D. B. ZAMORA
 Property Supply Officer

Certified/Correct/Funds Available

ELLA NESS D. DE LARA
 Accountant IV

Approved by: 728,756.52

MGEN JESUS A. FAJARDO AFP (Ret), MMOAS
 Regional Director