

**Annual Procurement Plan  
Department Of Labor and Employment - MIMAROPA  
Updated/Supplemental FY 2020(First Semester)**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity? Yes or No	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PHP)			Remarks (brief description of Program/Project)
					Ads/Post of IB/REI	Submission and Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>Filing Cabinet , 1unit</b> glass door size: 90 cm (w) x 40cm (D) x 185cm (H)	Regional Office-HR	No	Shopping	January	January	January	January	GoP	14,500.00	14,500.00		for DOLE Regional Office HR use.
	<b>Drawer , 1unit</b> steel, 3 drawers	Regional Office-HR	No	Shopping	January	January	January	January	GoP	14,500.00	14,500.00		
	<b>Notebook , Brand New</b> Processor : Intel Core i3-7020U Processor (3M Cache, 2.90 GHz) Memory : 4GB DDR4-2133 SDRAM Storage : 1TB 5400RPM SATA HDD	Regional Office	No	Shopping	January	January	January	January	GoP	32,000.00		32,000.00	for DOLE Regional Office use
	<b>Lease of Venue Training Package Inclusive of:</b> Meals and Accommodation	Regional Office	No	N-Small Value	February	February	February	February	GoP	167,000.00	167,000.00		Back to Basics: Casting into the deeo a self mastery Stress Management and Teambuilding Workshop
	<b>Feb 11 2020 (40pax)</b> Dinner and Accommodation												
	<b>Feb 12-12, 2020 ( 49pax)</b> Complete Meals Accommodation												
	<b>Feb 14, 2020 ( 49pax)</b>												
	<b>Annual Report Magazine , 100copies</b> 46 pages/23sheets (44inside pages) including cover full color print	MIMAROPA	No	shopping	March	March	March	March	GoP	110,000.00	110,000.00		To comply with the requirement of central office under Transparency Seal.
	<b>Lease of Venue ( February 17,2020)</b> AM Snacks, Lunch and PM Snacks, 10pax	Regional Office	No	N.Small Value	February	February	February	February	GoP	13,000.00	13,000.00		First Quarter RCC Meeting
	<b>Lease of Venue/Training Package Inclusive of:</b> Meals and Accommodation	Regional Office	No	N.Small Value	February	February	February	February	GoP	295,000.00	295,000.00		Back to Basics: Casting into the Deep A Self Mastery, Stress Management and Teambuilding Workshop.
	<b>Feb. 20, 2020 (20pax)</b> Dinner and Accommodation												
	<b>Feb. 21-22, 2020 (50pax)</b> Breakfast, AM Snacks,Lunch, PM Snacks, Dinner Accommodation and Venue												
	<b>Feb. 23, 2020 (24pax)</b> Breakfast												
	Honoraria for the resource speaker												
	<b>Lease of venue/Seminar Package</b>	Regional Office	No	N.Small Value	February	February	February	February	GoP	308,400.00	308,400.00		for the conduct of first aid training/SEADO's Training
	<b>Remittance Services</b> - payout - nationwide	MIMAROPA	No	N.Small Value	April	April	April	April	GoP	432,440.00	432,440.00		Remittance Services to expedite the distribution of allowance/ stipend of DOLE MIMAROPA programs beneficiaries.
	<b>Triangular Bandage , 27pcs</b> color:white 30 inches x 70 inches	Regional Office	No	agency to agency	February	February	February	February	GoP	2,700.00	2,700.00		for the conduct of First Aid Training.
	<b>Laminating Film , 50meters , 20rolls</b>	Occidental Mindoro FO	No	shopping	February	February	February	February	GoP	24,000.00	24,000.00		for DOLE Occidental Mindoro Field Office.
	<b>WebHost Subscription ( 1Year)</b> Ultimate Linux Hosting Profesional Email Website Backup	Regional Office	No	N.Small Value	March	March	March	March	GoP	10,000.00	10,000.00		Human Resource Information System Inspection Monitoring

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				Is this an Early Procurement Activity? Yes or No	Ads/Post of IB/REI	Submission and Opening of Bids	Notice of Award		Contract Signing	Total	MOOE	
	<b>February 15, 2020</b> Food and Accommodation , 11pax	Regional Office	N.Small Value	Feb	Feb	Feb	Feb	GoP	-	-	-	DOLE MIMAROPA 1st Quarterly Labor Inspectors Meeting (for Foreign Nationals)
	<b>Publication Fee</b> Alien Emplment Permit Newspaper of General Circulation	Regional Office	N.Small Value	April	April	April	April	GoP	80,000.00	80,000.00	-	Processing of Alien Employment Permit
	- April to July 2020								-	-	-	
	<b>Additional Meals and Accommodation , 6pax</b> <b>Additional Hours (Function Hall)</b>	Regional Office	N.Small Value	Feb	Feb	Feb	Feb	GoP	50,720.00	50,720.00	-	Back to Basics: Casting into the Deep A Self Mastery , Stress Management and Teambuilding Workshop
	<b>PM Snacks and Venue</b>	Regional Office	N.Small Value	Feb	Feb	Feb	Feb	GoP	5,000.00	5,000.00	-	Exit Conference of COA Auditors
	<b>Security Guard</b>	MIMAROPA	N.Small Value					GoP	347,692.00	347,692.00	-	For Security Guard DOLE MIMAROPA
	<b>Covid Response Items</b> High-End Thermal Scanner Facemask (washable) Face Shield Bleaching Solution Isopropyl Alcohol Tissue	Marinduque FO	N.Small Value					GoP	10,112.00	10,112.00	-	For the conduct of Organizational Development & Leadership Training
	<b>Food</b> - 10 pax for 2 days	MIMAROPA	N.Small Value					GoP	14,000.00	14,000.00	-	For the conduct of ISO Second Surveillance Audit
	<b>Subscription of Animation Studio for 2 Months</b>	MIMAROPA	N.Small Value					GoP	2,000.00	2,000.00	-	For DOLE MIMAROPA Infomercial for LEES Advocacy
	<b>Covid Response Items</b> KN95 Face Mask Protective Safety Goggles Surgical Mask, 3-ply	RO/FOs	Agency to Agency					GoP	57,720.00	57,720.00	-	Personal Protective Equipments for personnel (COVID-19)
	Procurement of Cellular Phones	ARD/FO Heads/Division Chiefs	Shopping					GoP	119,992.00	119,992.00	-	Cellular phones for Assistant Regional Director, Field Office Heads and Division Chiefs (For virtual meetings/webinars)
	Accommodation , 1pax	Romblon FO	N.Small Value					GoP	21,000.00	21,000.00	-	14 day quarantine of Mr. Carlo B. Villaflores , Romblon FO Head
	<b>Bundy Clock, Biometrics, 3 units</b> -2,000 fingerprints / 50,000 transactions	Regional Office Palawan FO Romblon FO	Shopping					GoP	33,000.00	33,000.00	-	For Regional Office Use
	<b>Webcam, 720 Full HD</b> Technical Specifications		Shopping						5,000.00	5,000.00	-	