



CERTIFICATION OF UNDERTAKING OF EARLY PROCUREMENT ACTIVITIES

I hereby certify that the **National Labor Relations Commission (Central Office and all Regional Arbitration Branches, including the 7th and 8th Divisions)** has **successfully undertaken** Early Procurement Activities (EPA) for eligible Procurement Projects based on the agency's Indicative Annual Procurement Plan consistent with the National Expenditure Plan (NEP) for Fiscal Year **2026** in the following amounts:

Description ¹	Total Amount (in PhP)
a. Total Amount in Indicative APP based on NEP	118,019,747.00
b. Less: Exceptions ²	29,584,235.00
c. Total Amount of Eligible Procurement Projects [c=(a-b)]	88,435,512.00
d. Amount of Successful ³ EPA projects	54,885,512.00
e. Percentage of Successful EPA [e=(d/c)*100]	62.06%

This Certification is being made in compliance with the Guidelines on the Grant of the Performance-Based Bonus for the Fiscal Year **2025**, of the Administrative Order No. 25 Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems.

The undersigned attests to the accuracy of all information contained herein based on available records and information that can be verified with the **National Labor Relations Commission (Central Office and all Regional Arbitration Branches, including the 7th and 8th Divisions)** and the Philippine Government Electronic Procurement System.

IN WITNESS HEREOF, I have hereunto affixed my signature on 26th day of January, 2025, in Quezon City, Metro Manila, Philippines.

HON. GRACE E. MANQUIZ-TAN
Chairperson

29 JAN 2026 **QUEZON CITY**

SUBSCRIBED AND SWORN to before me this _____, _____, Philippines, with affiant exhibiting me her _____ issued on _____ at _____.

NOTARY PUBLIC

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Series of 2026

ATTY. RIZAL JOSE F. VALMORES
NOTARY PUBLIC IN QUEZON CITY
Commission No. Adm. Matter No. 003(2025-2026)
IBP O.R. No. 562041 / 12-01-2025 PTR No. 8304528
Roll No. 28435 / TIN: 305-4-16-843
MCLE No. VIII-0008500 valid until April 14, 2028
Add: #473 Boni Serrano Road, Barangay San Roque,
Murphy, Quezon City

¹ Amount and values refer to the Approved Budget for the Contract

² See Item 4.3 of the Guidelines in the Conduct of Early Procurement Activities as a Requirement for the Grant of the Performance-Based Bonus

³ Section 3.1 of GPPB Circular 06-2019 provides that the "EPA shall refer to the conduct of procurement activities, from posting of the procurement opportunity, if required, until recommendation of the Bids and Awards Committee (BAC) to the HoPE as to the award of the contract xxx"