



Republic of the Philippines  
Department of Labor and Employment  
**NATIONAL LABOR RELATIONS COMMISSION**  
Quezon City

**BIDS AND AWARDS COMMITTEE**  
(A.O. No. 09-01 Series of 2019)

**BAC Resolution No. 2019-01-01**

**APPROVAL OF THE 2019 NLRC ANNUAL PROCUREMENT PLAN**

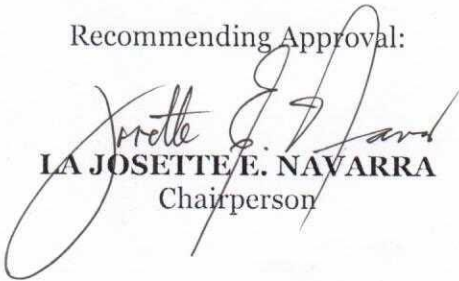
**WHEREAS**, Section 7.2 of the 2016 Revised Implementing Rules and Regulation of RA 9184 states that no procurement shall be undertaken unless it is in accordance with the approved Annual Procurement Plan, including approved changes thereto;

**WHEREAS**, during the 1<sup>st</sup> NLRC BAC Meeting, the BAC Secretariat together with the representatives from the Management and Administrative Department presented the Annual Procurement Plan for 2019. (*Annex "A"*)

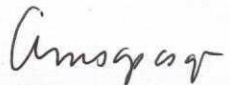
**WHEREAS**, on the said date the Committee and after due deliberation, the Committee **RESOLVES** as it hereby **RESOLVED** to **RECOMMEND** to the Head of the Procuring Entity **TO APPROVE** the herein attached 2019 Annual Procurement Plan.

**RESOLVED**, this 28<sup>th</sup> January 2019 at the National Labor Relations Commission Banawe, Quezon City.

Recommending Approval:

  
**LA JOSETTE E. NAVARRA**  
Chairperson

Regular Members:

  
**LA ANN M. MORALES-SAPASAP**  
Member

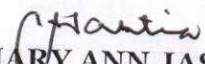
  
**LA RAISA P. DISOMANGCOP**  
Member

  
**LA EDWIN B. CARABACAN**  
Member


  
**ATTY. EDUARDO G. CEREZO**  
Member

Provisional Members:

  
**DIR. ELVIRA CRUZ**  
End-User

  
**MS. MARY ANN JASTIA**  
End -User

Approved by:

  
**GERARDO C. NOGRALES**  
Chairman, NLRC

**2019 ANNUAL PROCUREMENT PLAN**

Code (PAP)	Procurement Program/Project	Project Management Office/ End User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (P/PI) MOOE	CO	Remarks (brief description of Program/Project)
				Advs/Post of IB/RFI	Sub/Opn of Bids	Notice of Award	Contract Signing					
<b>I. Public Bidding</b>												
<b>Goods and Services</b>												
	Procurement of Janitorial Services	NLRC	Public Bidding	1st Quarter	1st Quarter	1st Quarter	GAA	3,882,000.00	3,882,000.00		Based on NEP	
	Procurement of Security Services	NLRC	Public Bidding	1st Quarter	1st Quarter	1st Quarter	GAA	8,794,000.00	8,794,000.00		Based on NEP	
	Supply, Installation, Commissioning and Testing of a 60 Mbps Direct Internet Services	NLRC	Public Bidding	4th Quarter	4th Quarter	4th Quarter	GAA	1,800,000.00	1,800,000.00		Based on NEP (Central Office, Commission Proper and NCR)	
	Construction of NLRC Main and RAB NCR Building	NLRC	Public Bidding	1st Quarter	1st Quarter	1st Quarter	GAA	227,264,000.00	227,264,000.00		budget to be transferred to DP/WH thru MOA Multi-Year Project total amount = P1,193,134,000.00 2019 - 227,264,000.00 2020 - 482,935,000.00 2021 - 482,935,000.00	
	Upgrading of Telecommunication Infrastructure and Digitization of NLRC	NLRC	Public Bidding	1st Quarter	1st Quarter	1st Quarter	GAA	5,800,000.00	5,800,000.00		Based on NEP	
	Procurement of NLRC Cloud Services, Web Hosting with Back-up Server and Maintenance	NLRC	Public Bidding	3rd Quarter	3rd Quarter	3rd Quarter	GAA	2,400,000.00	2,400,000.00		Based on NEP (recurring)/1 year contract	
	Procurement of Courier Services	NLRC	Public Bidding	1st Quarter	1st Quarter	1st Quarter	GAA	4,000,000.00	4,000,000.00		Based on NEP (for Private Courier only due to existing Personal Deliver Services and Post Office)	
							<b>Total (17.J)</b>	<b>245,748,000.00</b>	<b>18,476,000.00</b>	<b>227,264,000.00</b>		
<b>II. Alternative Methods of Procurement</b>												
<b>a. Agency-to-Agency with Procurement Service</b>												
	APP CSE 2019	NLRC	Agency-to-Agency	Quarterly	Quarterly	Quarterly	GAA	1,793,691.19	1,793,691.19		Total Budget for DBM PS (to be purchased through shopping (b) in case on non-availability of stocks)	
							<b>Sub-Total (17.II.a)</b>	<b>1,793,691.19</b>	<b>1,793,691.19</b>			
<b>b. Agency-to-Agency with Other Agencies</b>												
	Insurance and Registration (Plant, Property & Equipment and Motor Vehicles)	NLRC	Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	GAA	1,000,000.00	1,000,000.00		with GSI/S/BI/R. Based on NEP	
	Printing of Accountable Forms and other forms	NLRC	Agency-to-Agency	CY 2019	CY 2019	CY 2019	GAA	429,000.00	429,000.00		with AP/ON/PO. Based on NEP	
	Taxes/Duties and Licenses	NLRC	Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	GAA	608,000.00	608,000.00		with GSI/S/BI/R. Based on NEP	
							<b>Sub-Total (17.II.b)</b>	<b>2,037,000.00</b>	<b>2,037,000.00</b>			
<b>c. Direct Contracting/ Direct Contracting under WETI Guidelines</b>												
	Lease of Office Space for NLRC and NCR RAB	NLRC	Direct Contracting	Monthly	Monthly	Monthly	GAA	43,838,000.00	43,838,000.00		Includes approved additional fund for the transfer of NLRC Central Office (Main Office & Comm Proper)	
	Various Toners for Copiers and Duplicator	NLRC	Direct Contracting	Monthly	Monthly	Monthly	GAA	342,848.00	342,848.00		for refill of existing printers	
	Repair and Preventive Maintenance of NLRC Motor Vehicles	NLRC	Direct Contracting	Monthly	Monthly	Monthly	GAA	1,000,000.00	1,000,000.00			

Water Expenses	NLRC	Direct Contracting under WETI Guidelines	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	4,183,000.00	4,183,000.00		
Electricity Expenses	NLRC	Direct Contracting under WETI Guidelines	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	12,667,000.00	12,667,000.00		
Electrical rewiring of NLRC Regional Arbitration Branch No. VIII (Allocated Budget to be transferred to DPWH Regional Office No. 8)	NLRC	Direct Contracting under WETI Guidelines	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	474,000.00	474,000.00		
Rental/Lease of Land (Allocated Budget to be transferred to NHA)	NLRC	Direct Contracting under WETI Guidelines	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	2,794,000.00	2,794,000.00		
<b>Sub-Total (17.II.c)</b>									<b>65,288,848.00</b>	<b>65,288,848.00</b>		

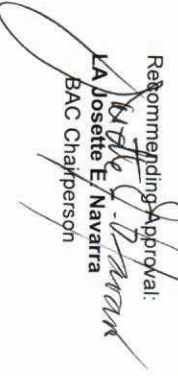
<b>d. Shopping</b>												
<b>Goods and Services</b>												
Office Supplies	NLRC	Shopping (b)	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA				
Electrical Supplies	NLRC	Shopping (b)	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	100,211.02	100,211.02		
									949,000.00	949,000.00		
<b>Sub-Total (17.II.d)</b>									<b>1,049,211.02</b>	<b>1,049,211.02</b>		

<b>e. Small Value Procurement</b>												
<b>Goods and Services</b>												
Newspaper Subscription	NLRC	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	91,000.00	91,000.00		
Supply and Delivery of Bottled Drinking Water	NLRC	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	140,000.00	140,000.00		
Human Resource Information Software Development	Administrative Dept.	Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GAA	500,000.00	500,000.00		Total Budget of P800,000.00 P300,000.00 - MOOE Training and P500,000.00 - ICT Software, System Development and Consultancy Services
Publication Expenses	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	120,000.00	120,000.00		Based on NEP
Printing Expenses	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	30,000.00	30,000.00		Based on NEP
Supplies and Materials for the Construction of Tables and Chairs	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	80,000.00	80,000.00		Based on NEP
Medical Supplies	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	63,000.00	63,000.00		Based on NEP
Repairs, Repainting, Maintenance of Various NLRC	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	59,000.00	59,000.00		Based on NEP
Use of Photocopiers (payment of consumables)	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	540,000.00	540,000.00		
LED Lights	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	96,000.00	96,000.00		
Purchase of Law Books	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	230,000.00	230,000.00		
Various Plastic Bags and Sacks	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	43,500.00	43,500.00		
Furnitures and Fixtures for Various Offices	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	CY 2019	GAA	333,000.00	333,000.00		

2019 Activities and Training Plan	NLRC	Small Value Procurement	CY 2019	CY 2019	CY 2019	CY 2019	GAA							
Sub-Total (17.11.a)								4,665,000.00			4,665,000.00			
Goods and Services								6,990,500.00			6,990,500.00			
Total (17.11)								1,263,000.00			1,263,000.00			
Grand Total (2019 Projects)								324,162,250.21			96,898,250.21			227,264,000.00
Various Ink Cartridge and Toners		Small Value Procurement/Agency-to-Agency	CY 2018	CY 2018	CY 2018	CY 2018	GAA							
							1,263,000.00				1,263,000.00			

Prepared By:   
**Atty. Rachel Katrina Ann P. Abad**  
 Head, BAC Secretariat

Certified True and Correct:   
**Elvira F. Cruz**  
 Director II, Management & Administrative Department

Recommending Approval:   
**LA Joseette E. Navarra**  
 BAC Chairperson

Approved By:   
**Gerardo C. Nograles**  
 NLRC Chairman