NATIONAL LABOR RELATIONS COMMISSION - EIGHTH DIVISION Procurement Monitoring Report as of Jan.to June 30, 2019

Code (UACS/ PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Actual Procurement Activitity												Source of Funds
				Pre-Proc Confere-ce	Ads/Post of IB	Pre-bid Conf	Eligibi lity check	Sub/Open of Bids	Bid Evalu-ation	Post Qual	Notice of Awards	Contract Signing	Notice to Pro-ceed	Deliv-ery/ Com Pleti-on	Inspection & Accept-ance	
COMPLETED PROCUREMENT ACTIVITIES																
1	Tarpaulin and banner fo															
	Women's Month Cel.	8TH DIV.	Small value procurement												3/14/2019	Regular Agency Fund
2	Office Supplies	8TH DIV.	Small value procurement												3/1/2019	Regular Agency Fund
3	Office Supplies	8TH DIV.	Small value procurement												3/9/2019	Regular Agency Fund
4	T-Shirt for Disaster,orient-															
	ation/seminarGADactivity	8TH DIV.	Small value procurement												4/25/2019	Regular Agency Fund
5	Office Supplies	8TH DIV.	Small value procurement												5/1/2019	Regular Agency Fund
6	Office Supplies	8TH DIV.	Small value procurement												5/25/2019	Regular Agency Fund
7	Office Supplies	8TH DIV.	Small value procurement												6/13/2019	Regular Agency Fund

Prepared by:

Allan M. Resoor
Supply Officer-Designate

Approved by:

BANTO-ROD M. TALON
Presiding Commissioner

2020 AMENDED ANNUAL PROCUREMENT PLAN (NLRC-8TH DIV.)

Code (PAP)	Procurement Program/Project	Project Management Office/ End-User	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	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
I. Public Bidding												
Goods and Services												
	Procurement of Janitorial Services	NLRC-8TH DIV.	Direct contracting	4th Quarter FY 2019	4th Quarter FY 2019	4th Quarter FY 2019	4th Quarter FY 2019	GAA	148,500.00	148,500.00		PROVISION OF 1 Janitorial attendant
	Procurement of Security Services	NLRC-8TH DIV.	Public Bidding	4th Quarter FY 2019	4th Quarter FY 2019	4th Quarter FY 2019	4th Quarter FY 2019	GAA	-	-		Provision of 2 Security officer
	Supply, Installation, Commissioning and Testing of a 60 Mbps Direct Internet Services	NLRC-8TH DIV.	Direct contracting	4th Quarter FY 2019	4th Quarter FY 2019	4th Quarter FY 2019	4th Quarter FY 2019	GAA	110,000.00	110,000.00		Based on NEP/1 year contract
	Procurement of Courier Services	NLRC-8TH DIV.	Direct contracting	4th Quarter FY 2019	4th Quarter FY 2019	4th Quarter FY 2019	4th Quarter FY 2019	GAA	570,000.00	570,000.00		Based on NEP (for Private Courier only due to existing Personal Deliver Services and Post Office)
								Total (17.I)	**828,500.00**	**828,500.00**	-	
II. Alternative Methods of Procurement												
a. Agency-to-Agency with Procurement Service												
	APP CSE 2020	NLRC-8TH DIV.	Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	GAA	**795,047.81**	**795,047.81**		Total Budget for DBM PS (to be purchased from through Shopping (b) in case on non-availability of stocks)/Based on NEP
								Sub-Total (17.II.a)	**795,047.81**	**795,047.81**	-	
b. Agency-to-Agency with Other Agencies												
Goods and Services												
	Insurance and Registration (Plant, Property & Equipment and Motor Vehicles)	NLRC-8TH DIV.	Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	15,000.00	15,000.00		with GSIS/BIR; Based on NEP
	Printing of Accountable Forms and other forms	NLRC-8TH DIV.	Agency-to-Agency	CY 2019	CY 2019	CY 2019	CY 2019	GAA				
	Taxes/Duties and Licenses	NLRC-8TH DIV.	Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA				
								Sub-Total (17.II.b)	**15,000.00**	**15,000.00**	-	
c. Direct Contracting/ Direct Contracting under WETI Guidelines												
Goods and Services												
	Lease of Office Space for NLRC-8TH DIVISION	NLRC-8TH DIV.	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GAA	2,016,000.00	2,016,000.00		includes additional fund/request for the transfer of NLRC-8TH DIV.
	Various Toners for Copiers and Duplicator	NLRC-8TH DIV.	Direct Contracting	CY 2020	CY 2020	CY 2020	CY 2020	GAA	130,000.00	130,000.00		Based on/1 YEAR CONTRACT
	Repair and Preventive Maintenance of NLRC Motor Vehicles	NLRC-8TH DIV.	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GAA	50,000.00	50,000.00		Based on NEP

	Water Expenses	NLRC-8TH DIV.	Direct Contracting under WETI Guidelines	Monthly	Monthly	Monthly	Monthly	GAA	27,500.00	27,500.00		Based on NEP
	Electricity Expenses	NLRC-8TH DIV.	Direct Contracting under WETI Guidelines	Monthly	Monthly	Monthly	Monthly	GAA	650,000.00	650,000.00		Based on NEP
								Sub-Total (17.II.c)	**2,873,500.00**	**2,873,500.00**	**-**	
	d. Shopping											
	Goods and Services											
	Office Supplies	NLRC-8TH DIV.	Shopping (b)	CY 2020	CY 2020	CY 2020	CY 2020	GAA	45,000.00	45,000.00		procurement of NON CSE - Based on NEP -Amount includes all budget for all kinds/types of Office Supplies -Also those supplies that might be charged to Petty Cash Fund
	Electrical Supplies	NLRC-8TH DIV.	Shopping (b)	CY 2020	CY 2020	CY 2020	CY 2020	GAA				
								Sub-Total (17.II.d)	**45,000.00**	**45,000.00**	**-**	
	e. Small Value Procurement											
	Goods and Services											
	Procurement of NLRC ICT Software/Web Development Requirements	NLRC-8TH DIV.	Public Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA				
	Human Resource Information Software Development	Administrative Dept.	Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GAA				
	Newspaper Subscription	NLRC-8TH DIV.	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	GAA				
	Supply and Delivery of Bottled Drinking Water	NLRC-8TH DIV.	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	GAA				
	Publication Expenses	NLRC-8TH DIV.	Small Value Procurement	CY 2020	CY 2020	CY 2020	CY 2020	GAA				
	Printing Expenses	NLRC-8TH DIV.	Small Value Procurement	CY 2020	CY 2020	CY 2020	CY 2020	GAA				
	Supplies and Materials for the Construction of Tables and Chairs	NLRC-8TH DIV.	Small Value Procurement	CY 2020	CY 2020	CY 2020	CY 2020	GAA				
	Medical Supplies	NLRC-8TH DIV.	Small Value Procurement	CY 2020	CY 2020	CY 2020	CY 2020	GAA				
	Repairs, Repainting, Maintenace of Various NLRC-8TH DIV.	NLRC-8TH DIV.	Small Value Procurement	CY 2020	CY 2020	CY 2020	CY 2020	GAA	40,000.00	40,000.00		Based on NEP
	LED Lights	NLRC-8TH DIV.	Small Value Procurement	CY 2020	CY 2020	CY 2020	CY 2020	GAA				
	Furnitures and Fixtures for Various Offices	NLRC-8TH DIV.	Small Value Procurement	CY 2020	CY 2020	CY 2020	CY 2020	GAA			100,000.00	Additional Budget for Capital Outlay: to defray expenses for activities under Labor Arbitration Program
	Use of Photocopiers (payment of consumables)	NLRC-8TH DIV.	Small Value Procurement	CY 2020	CY 2020	CY 2020	CY 2020	GAA				
	Purchase of Law Books	NLRC-8TH DIV.	Small Value Procurement	CY 2020	CY 2020	CY 2020	CY 2020	GAA				
								Sub-Total (17.II.e)	**40,000.00**	**40,000.00**		

III. Various Modes of Procurement depending on Nature, Conditions and Amount												
Goods and Services												
	Various Ink Cartriage and Toners	NLRC-8TH DIV.	Small Value Procurement/Agency-to-Agency	CY 2020	CY 2020	CY 2020	CY 2020	GAA	180,000.00	180,000.00		to be purchased as the need arises
								Total (17.III)	180,000.00	180,000.00		
								Grand Total (2020 Projects)	4,777,047.81	4,777,047.81	100,000.00	

Prepared by:

ALLAN M. RESCOR
Bailiff I/Acting Supply Officer

Certified True and Correct:

CORAZON P. HERNANDEZ
Administrative Officer IV/ Acting Bugdet Accountant

Reccomeding Approval

MARIA LIORA O. ALONSO-WILLIAMS
Executive Clerk of Court II/ BAC Chairman

Approved by:

BARIO-ROD M. TALON
Presiding Commissioner