



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



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 2025 in the following amounts:

| Description ¹ | Total Amount (in PhP) |
|--|--------------------------|
| a. Total Amount in Indicative APP based on NEP | Php 339,137,000.00 |
| b. Less: Exceptions ² | 271,327,400.00 |
| c. Total Amount of Eligible Procurement Projects [c=(a-b)] | Php 67,809,600.00 |
| d. Amount of Successful ³ EPA projects | Php 56,256,678.62 |
| e. Percentage of Successful EPA [e=(d/c)*100] | 82.96% |

This Certification is being made in compliance with the Guidelines on the Grant of the Performance-Based Bonus for the Fiscal Year 2024, 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 **(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 30th of January, 2025 in Quezon City, Metro Manila, Philippines.

HON. GRACE E. MANQUIZ-TAN
 Chairperson

SUBSCRIBED AND SWORN to before me this JAN 31 2025, in QUEZON CITY, Philippines, with affiant exhibiting me his/her NLRC ID-0113 issued on _____ at _____.

NOTARY PUBLIC

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 Book No. 18
 Series of 2025

ATTY. JONALENE A. PAGALA-CALARA
 Notary Public for and in Quezon City
 Adm. Matter NP-006 (2024-2025)
 Commission Expires on December 31, 2025
 338 Mayon Ave., Lourdes, Quezon City
 Roll of Attorneys No. 69473; May 31, 2017; Quezon City
 IBP Lifetime No. 017236; May 12, 2017; Quezon City
 PTR No. 6990065; January 03, 2025; Quezon City
 MCLE Compliance No. VIII-0002982
 Valid until April 14, 2028

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"