Republic of the Philippines
Department of Labor and Employment
NATIONAL LABOR RELATIONS COMMISSION
Regional Arbitration Branch No. XIII
Butuan City

PROCUREMENT MONITORING REPORT
As of JULY-DECEMBER 2025

Various Supplies and Common Equipment

Procurement Project	PMO/ End-User	Mode of Procurement	Actual Procurement Activity												Source of Funds	ABC (PhP)			Contract Cost (PhP)			List of Invited Observers	Date of Receipt of Invitation									Remarks (Explaining changes the APP)
			Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover		Total	MOOE	CO	Total	MOOE	CO		Pre-Proc Conf	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Delivery/ Accept	
ED PROCUREMENT ACTIVITIES																																
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	9/9/2025	Gen. Fund	5,580.00	5,580.00		5,580.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	9/9/2025	Gen. Fund	14,850.00	14,850.00		14,850.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	9/9/2025	Gen. Fund	6,725.00	6,725.00		6,725.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	9/22/2025	Gen. Fund	42,342.00	42,342.00		42,342.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	
Office Supplies	Adm/Adju	NP_SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	9/22/2025	Gen. Fund	7,999.00	7,999.00		7,999.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	
Office Supplies	Adm/Adju	NP_SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	9/22/2025	Gen. Fund	3,438.00	3,438.00		3,438.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/4/2025	3/18/2025	Gen. Fund	18,600.00	18,600.00		18,600.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/4/20258	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/20/2025	11/20/2025	Gen. Fund	22,930.00	22,930.00		22,930.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/20/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/20/2025	6/9/2025	Gen. Fund	18,000.00	18,000.00		18,000.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/28/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/25/2025	11/25/2025	Gen. Fund	23,400.00	23,400.00		23,400.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/25/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	11/20/2025	6/17/2025	Gen. Fund	2,990.00	2,990.00		2,990.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N/A	11/20/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/12/2025	12/12/2025	Gen. Fund	22,500.00	22,500.00		22,500.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N/A	12/12/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/12/2025	6/19/2025	Gen. Fund	31,400.00	31,400.00		31,400.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N/A	12/12/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/18/2025	12/18/2025	Gen. Fund	6,000.00	6,000.00		6,000.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N/A	12/18/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/19/2025	12/19/2025	Gen. Fund	46,400.00	46,400.00		46,400.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N/A	12/19/2025	
Office Supplies	Adm/Adju	Direct-Contracting	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/19/2025	12/19/2025	Gen. Fund	6,876.00	6,876.00		6,876.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N/A	12/19/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/19/2025	12/19/2025	Gen. Fund	3,999.00	3,999.00		3,999.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N/A	12/19/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/19/2025	12/19/2025	Gen. Fund	6,597.00	6,597.00		6,597.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N/A	12/19/2025	
															Total Alloted Budget of Procurement Activities		290,626.00														
															Total Contract Price of Procurement Activities Conducted					290,626.00											
															Total Savings (Total Alloted Budget - Total Contract Price)			0														
PROCUREMENT ACTIVITIES																																
																	0															
																	0															
																	0															
																	0															
															Total Alloted Budget of On-going Procurement Activites		0														

Prepared by:

GRETA B. BUSTAMANTE
BAC SECRETARIAT

Recommended for Approval by:

ROBERT L. AYING
Labor Arbitration Associate
BAC Chairperson

Approved:

ROTELA NATIVIDAD A. ORTIZ
Executive Labor Arbiter
Head of the Procuring Entity

Republic of the Philippines
Department of Labor and Employment
NATIONAL LABOR RELATIONS COMMISSION
Regional Arbitration Branch No. XIII
Butuan City

PROCUREMENT MONITORING REPORT
As of JULY-DECEMBER 2025

Various Supplies and Common Equipment

Procurement Project	PMO/ End-User	Mode of Procurement	Actual Procurement Activity												Source of Funds	ABC (PhP)			Contract Cost (PhP)			List of Invited Observers	Date of Receipt of Invitation									Remarks (Explaining changes the APP)
			Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover		Total	MOOE	CO	Total	MOOE	CO		Pre-Proc Conf	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Delivery/ Accept	
ED PROCUREMENT ACTIVITIES																																
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	9/9/2025	Gen. Fund	5,580.00	5,580.00		5,580.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	9/9/2025	Gen. Fund	14,850.00	14,850.00		14,850.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	9/9/2025	Gen. Fund	6,725.00	6,725.00		6,725.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/9/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	9/22/2025	Gen. Fund	42,342.00	42,342.00		42,342.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	
Office Supplies	Adm/Adju	NP_SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	9/22/2025	Gen. Fund	7,999.00	7,999.00		7,999.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	
Office Supplies	Adm/Adju	NP_SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	9/22/2025	Gen. Fund	3,438.00	3,438.00		3,438.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/4/2025	3/18/2025	Gen. Fund	18,600.00	18,600.00		18,600.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/4/20258	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/20/2025	11/20/2025	Gen. Fund	22,930.00	22,930.00		22,930.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/20/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/20/2025	6/9/2025	Gen. Fund	18,000.00	18,000.00		18,000.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/28/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/25/2025	11/25/2025	Gen. Fund	23,400.00	23,400.00		23,400.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/25/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	11/20/2025	6/17/2025	Gen. Fund	2,990.00	2,990.00		2,990.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	11/20/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/12/2025	12/12/2025	Gen. Fund	22,500.00	22,500.00		22,500.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	12/12/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/12/2025	6/19/2025	Gen. Fund	31,400.00	31,400.00		31,400.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	12/12/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/18/2025	12/18/2025	Gen. Fund	6,000.00	6,000.00		6,000.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	12/18/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/19/2025	12/19/2025	Gen. Fund	46,400.00	46,400.00		46,400.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	12/19/2025	
Office Supplies	Adm/Adju	Direct-Contracting	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/19/2025	12/19/2025	Gen. Fund	6,876.00	6,876.00		6,876.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	12/19/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/19/2025	12/19/2025	Gen. Fund	3,999.00	3,999.00		3,999.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	12/19/2025	
Office Supplies	Adm/Adju	NP-SVP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	N?A	N?A	12/19/2025	12/19/2025	Gen. Fund	6,597.00	6,597.00		6,597.00			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N?A	12/19/2025	
															Total Alloted Budget of Procurement Activities		290,626.00														
															Total Contract Price of Procurement Activities Conducted					290,626.00											
															Total Savings (Total Alloted Budget - Total Contract Price)			0														
PROCUREMENT ACTIVITIES																																
																	0															
																	0															
																	0															
																	0															
															Total Alloted Budget of On-going Procurement Activities		0														

Prepared by:

GRETA B. BUSTAMANTE
BAC SECRETARIAT

Recommended for Approval by:

ROBERT M. AYING
Labor Arbitration Associate
BAC Chairperson

Approved:

ROTELA FATIMA A. ORTIZ
Executive Labor Arbiter
Head of the Procuring Entity