

NATIONAL LABOR RELATIONS COMMISSION RAB 7 CEBU CITY
ANNUAL PROCUREMENT PLAN FOR RS 2017

Code PNP	PROJECT / PROGRAM / PROJECT	PHO End-User	MODE OF PROCUREMENT	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PNP) MOOE	CO	Basic Info. (Brief description of Program of Project)
				Approval of IBR/BI	Sub-Opening of Bids	Notice of Award	Contract Signing					
GOODS AND SERVICES												
1	Provision of Janitorial Services- Damague City		Small Value Procurement					General fund	9,600.00	9,600.00		
2	Provision of Courier Services for 1 year		Direct Contracting					General fund and Execution Fund	832,750.00	832,750.00		
3	Supply and Delivery of Bottled Drinking Water for 1 year		Direct Contracting					General fund	45,600.00	45,600.00		
4	Subscription of Newspaper for NLRC RAB VII for 1 year		Direct Contracting					General fund	2,016.00	2,016.00		
5	Purchase of PPE (Computers, printers, Airconditioning Unit, Steel Cabinet)		Public Bidding					General fund	250,000.00		250,000.00	
6	Purchase of Various Computer Software (NIS Office Software, Anti-Virus)		Public Bidding					General fund	75,000.00		75,000.00	
7	Purchase of Office Supplies		Small Value Procurement					General fund and Execution Fund	450,000.00	450,000.00		
8	Purchase of Accountable Forms		Small Value Procurement					General fund	2,000.00	2,000.00		
9	Local travels for the operations (serving summons, notices, etc), attending seminars, and conducting		Small Value Procurement					General fund and Execution Fund	126,850.00	126,850.00		
10	Purchase of Fuel, Oil and Lubricants		Small Value Procurement					General fund	4,500.00	4,500.00		
11	Taxes, Duties and License Insurance Expense (Building & Vehicle)		Direct Contracting					General fund	5,000.00	5,000.00		
12	Fueling Bonds		Direct Contracting					General fund and Execution Fund	31,780.00	31,780.00		
13	Electricity Services		Direct Contracting					General fund	79,125.00	79,125.00		
14	Water Services		Direct Contracting					General fund	43,870.00	43,870.00		
15	Telephone Landline, Internet Subscription		Direct Contracting					General fund	137,090.00	137,090.00		
16	Leased of LBF Building and of the Tagbilaran Office		Direct Contracting					General fund	175,150.00	175,150.00		
17	NLRC training and seminars		Small Value Procurement					General fund and Execution Fund	107,121.00	107,121.00		
18	Purchase of food supplies for various NLRC activities		Small Value Procurement					General fund	35,000.00	35,000.00		
19	Purchase of other supplies and materials for Construction & electrical		Small Value Procurement					General fund	10,000.00	10,000.00		
20	Mimeographing Services		Small Value Procurement					General fund	27,500.00	27,500.00		
21	Telephone, Mobile (including the provision of cellcards for the NLRC officials and authorized employees for CY 2017)		Small Value Procurement					General fund	30,000.00	30,000.00		
22	Repair and Maintenance of Motor Vehicles		Small Value Procurement					General fund	35,000.00	35,000.00		

Class	PROJECT SUBJECT	PROYECTAL / PROJECT	FABO	Kind or Description	Address of the Unit	Schedule for the Proposed Activity	Number of Activity	Current Budget	Source of Funds	Total	Approved Budget (1997)	CO	Project's Total Allocation of 1997 (all funds)
23	Other Professional Services - JO			Small Value Procurement					General fund	110,840.00	110,840.00		
24	Repair and Maintenance of various NIRC Offices			Small Value Procurement					General fund	10,000.00	10,000.00		
25	Repair and Maintenance of equipment of various NIRC Offices			Small Value Procurement					General fund	25,000.00	25,000.00		
26	Procurement of customized T-Shirt in celebration of the NIRC Week			Small Value Procurement					General fund	23,500.00	23,500.00		
B. ACTIVITIES & TRAINING PLANS													
1	TRAINING SEMINAR (Lodging & Food/Beverages, Supplies & Travel Expenses)			Small Value Procurement		AS SCHEDULED			General fund and Executive Fund	33,000.00	33,000.00		
2	WORKING MEETING (CATERING AND TRAVEL EXPENSES)			Small Value Procurement		AS SCHEDULED			General fund	23,000.00	23,000.00		
3	CONVENTION (Lodging & Food/Traveling fee & Travel Expenses)			Small Value Procurement		AS SCHEDULED			General fund and Executive Fund	45,000.00	45,000.00		
4	LOCAL SEMINARS ACTIVITIES (WORKING MEETING, MEETINGS, ADV. MEETINGS) (Travel Registration fee for Supplies)			Small Value Procurement		AS SCHEDULED			General fund	79,000.00	79,000.00		
C. CONSOLIDATED SERVICES													
										2,564,333.00	2,539,333.00	225,000.00	

Prepared by: *[Signature]*
 Director of Finance
 BAC - Chairman

Reviewed by: *[Signature]*
 Director of Finance
 BAC - Chairman

Approved by: *[Signature]*
 BAC - Chairman

Approved by: *[Signature]*
 BAC - Chairman

Prepared by: *[Signature]*
 Director of Finance
 BAC - Chairman

Reviewed by: *[Signature]*
 Director of Finance
 BAC - Chairman

Approved by: *[Signature]*
 BAC - Chairman

Approved by: *[Signature]*
 BAC - Chairman