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 January-June 2019**

**Various Supplies and Common Equipment**

| Code (PAP) | Procurement Program/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 from 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 | |
| **COMPLETED PROCUREMENT ACTIVITIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| P.O | Office Supplies | Adm/Adju | Procurement Service | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 3/20/2019 | 3/20/2019 | Gen. Fund | 4,231.77 | 4,231.77 | | 4,231.77 | | | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 3/20/2019 | |
| P.O | Office Supplies | Adm/Adju | Procurement Service | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 3/14/2019 | 3/14/2019 | Gen. Fund | 13,839.93 | 13,839.93 | | 13,839.93 | | | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 3/14/2019 | |
| P.O | Office Supplies | Adm/Adju | Shopping | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 4/15/2019 | 4/15/2019 | Gen. Fund | 2,481.10 | 2,481.10 | | 2,481.10 | | | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 4/15/2019 | |
| P.O | Printing | Adm/Adju | Shopping | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 4/17/2019 | 4/17/2019 | 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 | 4/17/2019 | |
| P.O | 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 | 4/16/2019 | 4/16/2019 | Gen. Fund | 2,235.00 | 2,235.00 | | 2,235.00 | | | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 4/16/2019 | |
| P.O | Office Supplies | Adm/Adju | Procurement Service | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 6/17/2019 | 6/17/2019 | Trust 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 | 6/17/2019 | |
| P.O | Office Supplies | Adm/Adju | Shopping | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 6/21/2019 | 6/21/2019 | Gen. Fund | 562.79 | 562.79 | | 562.79 | | | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 6/21/2019 | |
| | | | | | | | | | | | | | | 6/24/2019 | 6/24/2019 | Trust Fund | 4,927.00 | 4,927.00 | | 4,927.00 | | | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 6/24/2019 | |
| | | | | | | | | | | | | | | | | **Total Alloted Budget of Procurement Activites** | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | **Total Contract Price of Procurement Activities Conducted** | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | **Total Savings (Total Alloted Budget - Total Contract Price)** | | | | | | | | | | | | | | | | | |
| **ON-GOING PROCUREMENT ACTIVITIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Office Supplies<br>Training | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | **Total Alloted Budget of On-going Procurement Activites** | | | | | | | | | | | | | | | | | |

Prepared by:

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Supply Officer I

Recommended for Approval by:

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Labor Arbitration Associate
BAC Chairperson

Approved:

**EXEQUIEL M. DAYOT III**
Executive Labor Arbiter
Head of the Procuring Entity