

2020 National Labor Relations Commission ANNUAL PROCUREMENT PLAN

Code (RAP)	Procurement Program/Project	Project Management Office/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (Php) MOOE	CO	Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing					
I. Public Bidding												
Goods and Services												
	Procurement of Janitorial Services	NLRC	Public Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	4,083,000.00	4,083,000.00		Based on NEP (Central Office, Commission Proper and NCR) AWARDED
	Procurement of Security Services	NLRC	Public Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	9,294,000.00	9,294,000.00		Based on NEP (Central Office, Commission Proper and NCR) AWARDED
	Construction of NLRC Main and RAB NCR Building	NLRC	Public Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	227,400,000.00	227,400,000.00		budget to be transferred to DPWH thru MOA (FY 2019 release allotment) Multi-Year Project
	Procurement of Desktop Computers	NLRC	Public Bidding	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GAA	2,100,000.00	2,100,000.00		Based on NEP (FAILED)
	Procurement of NLRC Cloud Services, Web Hosting with Back-up Server and Maintenance	NLRC	Public Bidding	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GAA	2,400,000.00	2,400,000.00		Based on NEP (AWARDED)
	Financial Information Management System	NLRC	Public Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	7,145,000.00	7,145,000.00		Procurement for NLRC Financial Management System
	Procurement of Courier Services	RAB IV	Public Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	1,500,000.00	1,500,000.00		Based on NEP
	Procurement of Courier Services	NLRC	Public Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	13,187,000.00	13,187,000.00		Based on NEP (Central Office, Commission Proper and NCR) (FAILED)
Total (17.1)									267,109,000.00	37,609,000.00	229,500,000.00	
II. Alternative Methods of Procurement												
a. Agency-to-Agency with Procurement Service												
	APPCSE 2020 RABS	RABS	Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	GAA	2,483,780.00	2,483,780.00		
	APP CSE 2020	NLRC	Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	GAA	2,174,533.58	2,174,533.58		Total Budget for DBM PS (to be purchased through shopping (b) in case on non-availability of stocks). Include accountable forms to be procured thru APO
Sub-Total (17.11.a)									4,658,313.58	4,658,313.58		
b. Agency-to-Agency with Other Agencies												
Goods and Services												
	Insurance and Registration (Plant, Property & Equipment and Motor Vehicles)	NLRC	Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	400,000.00	400,000.00		with GSIS/BIR; Based on NEP

Insurance and Registration (Plant, Property & Equipment and Motor Vehicles)	RABS	Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	GAA	208,829.88	208,829.88	with GSIS/BIR; Based on NEP
Taxes/Duties and Licenses	RABS	Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	GAA	266,000.00	266,000.00	with GSIS/BIR; Based on NEP
Accountable Forms	RABS	Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	GAA	77,100.00	77,100.00	APD/NPO; Based on NEP
Sub-Total (17.II.b)							1,589,929.88	1,589,929.88	

c. Direct Contracting/ Direct Contracting under WETI Guidelines

Goods and Services									
Lease of Office Space for NLRC Central Office	NLRC	Direct Contracting	Monthly	Monthly	Monthly	GAA	34,456,000.00	34,456,000.00	Includes approved additional fund for the transfer of NLRC Central Office (Main Office & Comm Proper) Based on NEP
Lease of Office Space for NCR RAB	NLRC	Direct Contracting	Monthly	Monthly	Monthly	GAA	10,387,000.00	10,387,000.00	
Lease of Office Space PPSTA 3	NLRC	Direct Contracting	Monthly	Monthly	Monthly	GAA	2,880,000.00	2,880,000.00	Warehouse for NLRC Documents
Lease of Office Space for RABS	RABS	Direct Contracting	Monthly	Monthly	Monthly	GAA	19,607,900.00	19,607,900.00	Based on NEP/procurement shall be conducted by respective RABS
Various Toner for Copiers and Duplicator	NLRC	Direct Contracting	Monthly	Monthly	Monthly	GAA	256,579.00	256,579.00	for refill of existing printers
Various Toners for Copiers and Duplicator	RABS	Direct Contracting	Monthly	Monthly	Monthly	GAA	314,110.00	314,110.00	Based on NEP/procurement shall be conducted by respective RABS
Repair and Preventive Maintenance of NLRC Motor Vehicles	NLRC	Direct Contracting	Monthly	Monthly	Monthly	GAA	1,000,000.00	1,000,000.00	Based on NEP
Repair and Preventive Maintenance of Motor Vehicles (Various RABS)	RABS	Direct Contracting	Monthly	Monthly	Monthly	GAA	433,800.00	433,800.00	Based on NEP/procurement shall be conducted by respective RABS
Telephone Expenses	NLRC	Direct Contracting	Monthly	Monthly	Monthly	GAA	2,779,000.00	2,779,000.00	Based on NEP
Telephone/Mobile and Internet Expenses	RABS	Direct Contracting	Monthly	Monthly	Monthly	GAA	1,629,700.00	1,629,700.00	Based on NEP/procurement shall be conducted by respective RABS
Water Expenses	NLRC	Direct Contracting under WETI Guidelines	Monthly	Monthly	Monthly	GAA	4,540,000.00	4,540,000.00	Based on NEP
Water Expenses	RABS	Direct Contracting under WETI Guidelines	Monthly	Monthly	Monthly	GAA	436,500.00	436,500.00	Based on NEP/procurement shall be conducted by respective RABS
Electricity Expenses	RABS	Direct Contracting under WETI Guidelines	Monthly	Monthly	Monthly	GAA	6,515,000.00	6,515,000.00	Based on NEP/procurement shall be conducted by respective RABS
Electricity Expenses	NLRC	Direct Contracting under WETI Guidelines	Monthly	Monthly	Monthly	GAA	13,976,000.00	13,976,000.00	Based on NEP
Sub-Total (17.II.c)							99,211,589.00	99,211,589.00	0

d. Shopping

Goods and Services

Goods and Services									
Office Supplies	NLRC	Shopping (b)	Quarterly	Quarterly	Quarterly	GAA	428,547.50	428,547.50	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

Office Supplies	RABS	Shopping (b)	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	1,798,000.00	1,798,000.00	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 procurement of NON CSE
Electrical Supplies	RABS	Shopping (b)	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	135,780.00	135,780.00	- 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 procurement of NON CSE
Janitorial Supplies	RABS	Shopping (b)	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	26,575.00	26,575.00	- 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 procurement of NON CSE
Computer Supplies	RABS	Shopping (b)	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	68,730.00	68,730.00	- 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
e. Small Value Procurement										2,457,632.50	2,457,632.50	0
Goods and Services												
Procurement of Courier Services	RABS	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	4,618,000.00	4,618,000.00	Based on NEP/procurement shall be conducted by respective RABS
Procurement of Security Services	RAB II	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	350,000.00	350,000.00	Based on NEP/procurement shall be conducted by respective RABS
Procurement of Janitorial Services	RAB VII/XXI/8th	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	487,098.13	487,098.13	Based on NEP/procurement shall be conducted by respective RABS
Supply, Installation and Commissioning of Direct Internet Services	NLRC	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	633,938.52	633,938.52	Based on NEP
Supply, Installation and Commissioning of Direct Internet Services	NRC RAB	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	648,999.96	648,999.96	Based on NEP
Supply, Installation and Commissioning of Direct Internet Services	RABS	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	130,000.00	130,000.00	Based on NEP/procurement shall be conducted by respective RABS
Newspaper Subscription	NLRC	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	223,000.00	223,000.00	Based on NEP
Newspaper Subscription (RABS)	RABS	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	65,228.00	65,228.00	Based on NEP/procurement shall be conducted by respective RABS
Supply and Delivery of Bottled Drinking Water	NLRC	Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	GAA	200,000.00	200,000.00	Based on NEP
Printing and Publication Expenses	RABS	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	50,800.00	50,800.00	Based on NEP/procurement shall be conducted by respective RABS
Publication Expenses	NLRC	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	192,000.00	192,000.00	Based on NEP
Printing Expenses	NLRC	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	220,000.00	220,000.00	Based on NEP
Medical Supplies	NLRC	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	10,000.00	10,000.00	Based on NEP

Medical Supplies	RABS	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	12,500.00	12,500.00		Based on NEP/procurement shall be conducted by respective RABS
BP Apparatus and First Aid Kits	RAB VI	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	5,400.00	5,400.00		Based on NEP
Furniture and Fixtures for Various Offices	RAB VII	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	30,000.00	30,000.00		Based on NEP
Repairs and Maintenance of Various Offices	RABS	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	220,000.00	220,000.00		Based on NEP/procurement shall be conducted by respective RABS
Repair and Maintenance of IT and Office Equipment	NLRC/RABS	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	320,000.00	320,000.00		Based on NEP
Repair and Maintenance of Furniture and Fixtures	RAB I	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	12,000.00	12,000.00		Based on NEP
Use of Photocopiers (payment of consumables)	NLRC	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	528,000.00	528,000.00		Based on NEP
Purchase of Printer with Scanner and Copier	RAB V	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	8,500.00	8,500.00		Based on NEP
LED Lights	NLRC	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	10,800.00	10,800.00		Based on NEP
LED Lights	RAB II	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	10,000.00	10,000.00		Based on NEP
Emergency Lights	RAB VI	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	15,000.00	15,000.00		Based on NEP
Purchase of Fire Extinguisher	RAB II	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	25,000.00	25,000.00		Based on NEP
Procurement of Fire Fighting Equipment	7th Division	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	162,000.00	162,000.00		Based on NEP
Purchase of Cash Vault	RAB XII	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	30,000.00	30,000.00		Execution Fund
Purchase of Scanners	NLRC	Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GAA	105,000.00	105,000.00		Based on NEP
Purchase of Law Books	NLRC	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	253,000.00	253,000.00		Based on NEP
Various Plastic Bags and Sacks	NLRC	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	13,500.00	13,500.00		Based on NEP
Various Plastic Bags and Sacks	RABS	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	13,500.00	13,500.00		Based on NEP/procurement shall be conducted by respective RABS
Furniture and Fixtures for Various Offices (Repairs)	NLRC	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	80,000.00	80,000.00		Based on NEP
Purchase of Gasoline, Oil and Lubriants	NLRC	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	735,000.00	735,000.00		Based on NEP
Purchase of Gasoline, Oil and Lubriants	RABS	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	111,000.00	111,000.00		Based on NEP/procurement shall be conducted by respective RABS
Purchase of Gasoline for Electric Generator	RAB II	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	10,000.00	10,000.00		Based on NEP
Use of Photocopiers (payment of consumables)	RABS	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	85,000.00	85,000.00		Based on NEP/procurement shall be conducted by respective RABS
Storage Unit Rental	7th Division	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	50,000.00	50,000.00		Based on NEP
2020 Trainings	RABS	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	184,000.00	184,000.00		Based on NEP/procurement shall be conducted by respective RABS
2020 Activities and Training Plan	NLRC	Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	GAA	3,450,000.00	3,450,000.00		Based on NEP
Sub-Total (17.II.e)									14,308,264.61	14,173,264.61	135,000.00	

III. Various Modes of Procurement depending on Nature, Conditions and Amount
Goods and Services


Various Ink Cartridge and Toners for RABS	RABS	Small Value Procurement/Agency	CY 2020	CY 2020	CY 2020	CY 2020	CY 2020	GAA	441,000.00	441,000.00		Based on NEP/procurement shall be conducted by respective RABS
Various Ink Cartridge and Toners	NLRC	Small Value Procurement/Agency	CY 2020	CY 2020	CY 2020	CY 2020	CY 2020	GAA	1,500,000.00	1,500,000.00		Based on NEP

Total (17.III)									1,941,000.00	1,941,000.00	0	
Grand Total (2019 Projects)									391,275,729.57	161,640,729.57	229,635,000.00	

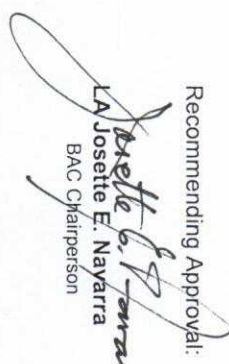
Prepared By:


Atty. Rachel Ann Katrina P. Abad-Fabe
Head, BAC Secretariat

Certified True and Correct:


Elvira F. Cruz
Director II, Management
& Administrative Department

Recommending Approval:


LA Josette E. Navarra
BAC Chairperson

Approved By:


Gerardo C. Nograles
NIR/C Chairman