

RAB XI

NATIONAL LABOR RELATIONS COMMISSION, RAB XI Annual Procurement Plan for FY 2016

Code (PAP)	Procurement Program/Project	PMO/ 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)
				Adul/Post of IBREI	Sub/Open of Bids	Notice of Award	Contract Signing						
	COURIER SERVICES	All Employees						348,539.24	/				
	INTERNET SERVICES	All Employees						26,000.00	/				
	JANITORIAL SERVICES	All Employees						100,800.00	/				
	PRINTING SERVICES	All Employees	Shopping					39,000.00	/				
	OFFICE SUPPLIES: TONER NPG32 FOR PHOTOCOPIER							239,973.76	/				
	TONER FOR LASERJET PRINTER	PACU All LA's Staff	PROCUREMENT SERVICE										
	INK, 704 (HP)	SHERIFF	PROCUREMENT SERVICE										
	INK, 73N (EPSON)	Supply Officer	PROCUREMENT SERVICE										
	INK, 6641/6642/6643/6644	ADMIN UNIT	Shopping										
	RIBBON, EPSON DOT	PACU/All LA's Staff	Shopping										
	MATRIX PRINTER	LA's STAFFS/ Accounting Unit/ Sheriff											
	PAPER, FAX	PACU	PROCUREMENT SERVICE										
	PAPER, BOND/LEGAL /S20	All LA's Staff Admin/Supply Officer	PROCUREMENT SERVICE										
	PAPER BOND/LEGAL/S16	All LA's Staffs/ GEN ADMIN UNIT	SHOPPING										
	REPAIRS & MAINTENANCE							49,000.00	/				
	Executive Chairs	LABOR ARBITER	SHOPPING										
	Computer Chairs	RANK&FILE											
	Desktop Computers	SHOPPING											
	Laptop Computers	All Employees											
	Aircon Cleaning	All Employees											
	IWATA Evaporated Cooler	All Employees											
	TRAININGS & SEMINAR Gender And Development Seminar (GAD)	All Employees	SHOPPING					60,000.00	/				
	32" LED TELEVISION	All Employees	SHOPPING					18,500.00	/				
	PORTABLE AUDIO SYSTEM	All Employees	SHOPPING					21,000.00	/				
	Colored/Wireless Printer	Labor Arbiters	SHOPPING					45,000.00	/				
	Laserjet Printer	Accounting Unit	SHOPPING					18,000.00	/				
	VISITORS CHAIR	Labor Arbiters/	SHOPPING					60,000.00	/				

SWVEL/COMPUTER CHAIR Executive Chair	(7) EMPLOYEES Labor Arbiters	SHOPPING SHOPPING						21,000.00 7,500.00					
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DEFINITION

1. **PROGRAM (BESF)**- A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
2. **PROJECT (BESF)**- Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
3. **PMO/End User** - Unit as proponent of program or project
4. **Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
5. **Schedule for Each Procurement Activity** - Major procurement activities (advertising/posting; submission and receipt/opening of bids; award of contract; contract signing).
6. **Source of Funds** - Whether Gov, Foreign Assisted or Special Purpose Fund
7. **Estimated Budget** - Agency approved estimate of project/program costs
8. **Remarks** - brief description of program or project

Remarks
 Programs and projects should be alligned with budget documents, and especially those posted at the PhilCaps.

Breakdown into moose and co for tracking purposes; alligned with budget documents

Any remark that will help GPPB track programs and projects