

ANNEX B
NATIONAL LABOR RELATIONS COMMISSION
Regional Arbitration Branch No. XII

Annual Procurement Plan for FY 2016

Code (PAP)	Procurement Program/Project	PMO/	End-User	Made of Procurement	Pre-Proc Conference	Ad/Post of IAEB	Pre-Bid Conf	Eligibility Check	Sub/Open of Bids	Schedule for Each Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover	Source of Funds	Estimated Total	Budget (P/P)	CO	Remarks (Description of Program/Project)	Remarks (Description of the APP)	
	COURIER SERVICES INTERNET SERVICES JANITORIAL SERVICES SECURITY SERVICES																						
1	Resigning Services of various forms for Technical Dept.		All employees	Shopping														6,000.00	X				
2	Hauling services with labor (from Colaba to City to Koronadal City)		RAB XII, Koronadal City	Shopping														30,000.00	X				
3	Office Supplies		Procurement Service	Shopping														18,000.00	X				
4	Office Supplies		All employees	Shopping														25,000.00	X				
5	Clerical Table for Employees		All employees	Shopping														225,000.00	X				
6	Swivel/Computer chairs		All employees	Shopping														112,500.00	X				
7	Aircon units (window-type/Spill type)		All employees	Shopping														30,000.00	X				
8	Services/Job Orders/installation of the following: repairing of tables, chairs and cabinets of 3 offices		All employees	Shopping														60,000.00	X				
9	Reformatting and upgrade of computers		All employees	Shopping														12,000.00	X				
10	Verian blinds for 3 offices		All employees	Shopping														45,000.00	X				
11	Magc tint for Revo SFU 540 windshield and black tint for four doors with installation		RAB XII, Koronadal City	Shopping														5,000.00	X				
12	Change oil, engine oil and oil filter replacement for service vehicle Toyota Revo SFU-540		RAB XII, Koronadal City	Shopping														4,000.00	X				
13	Cleaning and freon recharging of aircon for 3 offices		All employees	Shopping														8,000.00	X				
14	Fabrication of individual cabinet for employees of SRAB XII, GSC and SRAB XII, Col. City		All employees	Shopping														100,000.00	X				
15	Creation of NLRC on-line portal/website		RAB XII, Koronadal City	Shopping														30,000.00	X				
16	Gang chairs for visitors 5-seater		All employees	Shopping														168,000.00	X				
17	Battery for Revo SFU 540		RAB XII, Koronadal City	Shopping														6,000.00	X				
18	Tires for Revo SFU-540		RAB XII, Koronadal City	Shopping														10,800.00	X				
19	Window wiper for REVO SFU-540		RAB XII, Koronadal City	Shopping														400.00	X				
20	Maintenance/cleaning of three units window-type aircon		All employees	Shopping														15,000.00	X				
21	Office Space for SRAB XII, General Santos City		RAB XII, Koronadal City	Shopping														30,000.00	X				
22	Office Supplies		Procurement Service	Small Value														15,000.00	X				
23	Office Supplies		All employees	Shopping														25,000.00	X				

