

13 (FOR LEGAL SITE)
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NATIONAL LABOR RELATIONS COMMISSION
REGIONAL ARBITRATION BRANCH XII
Annual Procurement Plan for FY 2017

Code (PAP)	Procurement Program/Project	PMO/End-user	Mode of Procurement	Pre-Proc	Adsp/Post of	Pre-Bid Conf	Eligibility	Schedule for Each Procurement Activity	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Accepted/ Turnover	Source of Funds	Estima
				Conference	IAEB	Check	of Bids	Bid Evaluation								
1	Toner for Copier (NEOR154)	All Employees	Direct Contracting													
2	Office Supplies	All Employees	Procurement Service													
3	Repair and replacement of Vehicle and IT Equipment	General Administrative	Shopping													
4	HP Toner/CSA	EIA	Shopping													
5	Polo shirt (Uniform for Labor Day Celebration)	All Employees	Shopping													
6	Polo shirt (Uniform for Womens day)	All Employees	Shopping													
7	Computer Set	Administrative dept	Shopping													
8	Office Supplies	All Employees	Shopping													
9	Catering services(During the NLRC Anniversary)	All Employees	Shopping													
10	Catering services(During the NLRC RAB XIII YEPA)	All Employees	Shopping													
11	Catering services(healing of DOLE RCC Meeting)	RCC Members	Shopping													
12	Catering Services (Family Day)	All Employees	Shopping													
13	Catering services (DOLE Anniversary Catch)	All Employees	Shopping													
14	QAQ Program and Activities (Trainings and Seminars)	All Employees	Shopping													
15	Staff Development Program/Seminar/Training	All Employees	Shopping													
16	Air Conditioning Machine (Maintenance)	All Employees	Shopping													

Prepared by: 

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Approved: 

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