

**NATIONAL LABOR RELATIONS COMMISSION  
Annual Procurement Plan for FY 2021 (NON-CSE)**

Code (PAP)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of TB/RET	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Procurement of Janitorial Services	NLRC	YES	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	4,083,000.00	4,083,000.00	-	Based on NEP (Central Office, Commission Proper, NCR and RAB-IV)
	Procurement of Security Services	NLRC	YES	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	9,294,000.00	9,294,000.00	-	Based on NEP (Central Office, Commission Proper, NCR and RABs) Contract include Sec. Guards deployed at 7th, 8th Divisions and RABs
	Supply, Installation, Commissioning and Testing of 60 Mbps Direct Internet Services each for NCR and Central Office; 30 Mbps internet Services for the Virtual Hearings/Conferences	NLRC	YES	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	1,800,000.00	1,800,000.00	-	Based on NEP (Central Office, Commission Proper and NCR)
	Procurement of NLRC Cloud Services, Web Hosting with Back-up Server and Maintenance	NLRC	YES	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	2,400,000.00	2,400,000.00	-	Based on NEP
	Procurement of Courier Services for Central Office and RAB NCR	NLRC	YES	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	10,000,000.00	10,000,000.00	-	Based on NEP (Central Office, Commission Proper and NCR)
	APPCSE 2021 RABs	RABs	NO	NP-53.5 Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	GoP	4,586,000.00	4,586,000.00	-	Based on NEP
	APP CSE 2021	NLRC	NO	NP-53.5 Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	GoP	2,174,533.58	2,174,533.58	-	Total Budget for DBM PS (to be purchased through shopping (b) In case of non-availability of stocks). Include accountable forms to be procured thru APO
	Insurance and Registration (Plant, Property & Equipment and Motor Vehicles)	NLRC	NO	NP-53.5 Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	400,000.00	400,000.00	-	with GSIS/BIR; Based on NEP
	Taxes/Duties and Licenses	NLRC	NO	NP-53.5 Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	638,000.00	638,000.00	-	with GSIS/BIR; Based on NEP
	Taxes/Duties and Licenses	RABs	NO	NP-53.5 Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	1,333,000.00	1,333,000.00	-	with GSIS/BTR; Based on NEP/allocations to NLRC 7th and 8th Divisions and RABs
	Insurance and Registration (Plant, Property & Equipment and Motor Vehicles)	RAB I	NO	NP-53.5 Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	30,000.00	30,000.00	-	with GSIS/BIR; Based on NEP
	Accountable Forms	RABs	NO	NP-53.5 Agency-to-Agency	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	484,000.00	484,000.00	-	APO/NPO; Based on NEP/procurement shall be conducted by respective RABs (CAR, RAB 1, RAB2 and RAB 13)
	Lease of Office Space for NLRC Central Office	NLRC	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	32,500,000.00	32,500,000.00	-	includes approved additional fund for the transfer of NLRC Central Office (Main Office & Comm Proper)
	Lease of Office Space for NCR RAB	NLRC	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	10,500,000.00	10,500,000.00	-	Based on NEP
	Lease of Office Space PPSTA 3	NLRC	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	3,085,000.00	3,085,000.00	-	Warehouse for NLRC Documents
	Lease of Office Space PPSTA 5 as Holding Area of NCR Stakeholders and Virtual Hearing Facility	NLRC	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	4,407,000.00	4,407,000.00	-	Virtual Facility of NCR RAB
	Lease of Office Space for RABs	RABs	YES	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	19,642,000.00	19,642,000.00	-	Based on NEP/procurement shall be conducted by respective RABs
	Various Toners for Copiers and Duplicator	NLRC	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	300,000.00	300,000.00	-	for refill of existing printers
	Various Toners for Copiers and Duplicator	RABs	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	320,000.00	320,000.00	-	Based on NEP/procurement shall be conducted by respective RABs
	Repair and Preventive Maintenance of NLRC Motor Vehicles	NLRC	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	950,000.00	950,000.00	-	Based on NEP
	Repair and Preventive Maintenance of Motor Vehicles (Various RABs)	RABs	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	510,000.00	510,000.00	-	Based on NEP/procurement shall be conducted by respective RABs
	Telephone Expenses	NLRC	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	4,103,000.00	4,103,000.00	-	Based on NEP
	Telephone/Mobile Expenses	NLRC	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	845,000.00	845,000.00	-	Based on NEP
	Internet Subscriptions	RABs	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	1,407,000.00	1,407,000.00	-	Based on NEP/procurement shall be conducted by respective RABs
	Water Expenses	NLRC	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	4,540,000.00	4,540,000.00	-	Based on NEP
	Water Expenses	RABs	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	1,500,000.00	1,500,000.00	-	Based on NEP/procurement shall be conducted by respective RABs
	Electricity Expenses	RABs	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	7,466,000.00	7,466,000.00	-	Based on NEP/procurement shall be conducted by respective RABs
	Electricity Expenses	NLRC	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	14,000,000.00	14,000,000.00	-	Based on NEP
	Office Supplies	NLRC	NO	Shopping	Quarterly	N/A	Quarterly	Quarterly	GoP	1,600,000.00	1,600,000.00	-	-Procurement of NON-CSE - Based on NEP -Amount includes all budget for all kinds/types of Office Supplies



Procurement of Janitorial Services	RABs	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	398,194.00	398,194.00	-	Based on NEP/procurement shall be conducted by respective RABs (8th Division, RAB VII, RAB10 and RAB11)
Procurement of Back-up Internet Services	NLRC	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GoP	200,000.00	200,000.00	-	Mode of Procurement was amended as per BAC Resolution 20-12-06
Newspaper Subscription	NLRC	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	100,000.00	100,000.00	-	Based on NEP
Newspaper Subscription (RABs)	RABs	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	25,000.00	25,000.00	-	Based on NEP/procurement shall be conducted by respective RABs (CAR, RAB1 and RAB13)
Supply and Delivery of Bottled Drinking Water	NLRC	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	200,000.00	200,000.00	-	Based on NEP
Supply and Delivery of Bottled Drinking Water	RABs	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	100,000.00	100,000.00	-	Based on NEP/procurement shall be conducted by respective RABs (CAR, RAB12 and RAB13)
Publication Expenses	NLRC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	192,000.00	192,000.00	-	Based on NEP
Printing Expenses	NLRC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	220,000.00	220,000.00	-	Based on NEP
Medical Supplies	NLRC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	10,000.00	10,000.00	-	Based on NEP
Repair and Maintenance of IT and Office Equipment	NLRC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	250,000.00	250,000.00	-	Based on NEP
Repair and Maintenance of IT and Office Equipment	RABs	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	100,000.00	100,000.00	-	Based on NEP/procurement shall be conducted by respective RABs
Use of Photocopiers (payment of consumables)	NLRC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	528,000.00	528,000.00	-	Based on NEP
Purchase of Law Books	NLRC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	250,000.00	250,000.00	-	Based on NEP
Various Plastic Bags and Sacks	NLRC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	50,000.00	50,000.00	-	Based on NEP
Purchase of Gasoline, Oil and Lubriants	NLRC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	735,000.00	735,000.00	-	Based on NEP
Purchase of Gasoline, Oil and Lubriants	RABs	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	342,000.00	342,000.00	-	Based on NEP/procurement shall be conducted by respective RABs ( CAR, RAB1, RAB5, RAB10, RAB12 and RAB13)
2021 Trainings	RABs	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	184,000.00	184,000.00	-	Based on NEP/procurement shall be conducted by respective RABs
2021 Activities and Training Plan	NLRC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	3,450,000.00	3,450,000.00	-	Based on NEP
Various Ink Carriage and Toners for RABs	RABs	YES	NP-53.9 - Small Value Procurement	CY2021	N/A	CY2021	CY2021	GoP	441,000.00	441,000.00	-	Based on NEP/procurement shall be conducted by respective RABs
Various Ink Carriage and Toners	NLRC	YES	NP-53.9 - Small Value Procurement	CY2021	N/A	CY2021	CY2021	GoP	1,500,000.00	1,500,000.00	-	Based on NEP

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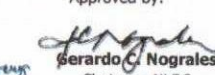
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