

NATIONAL WAGES AND PRODUCTIVITY COMMISSION ANNUAL PROCUREMENT PLAN FY 2016

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	2016 NATIONAL PRODUCTIVITY CONVENTION (NPC)	PPRD										
	Rental of Venue / Food / Accommodation		Small Value Procurement					GAA	1,315,000.00			Accommodation for 120 pax, Banquet for 25 pax and Department / division meetings
	Office Supplies, equipment, materials and other expenses		Small Value Procurement					GAA	35,000.00			
	Honoraria							GAA	50,000.00			
	REVIEW ON THE CRITERIA AND MECHANICS FOR 2017 PRODUCTIVITY OLYMPICS	PPRD										
	PO TWG Meetings		Small Value Procurement					GAA	66,000.00			To include food and other expenses for 25 pax
	Workshop for RTWPB PO Focal persons re: improved criteria and mechanics		Small Value Procurement					GAA	175,800.00			To include food, accommodation and other expenses
	IMPACT EVALUATION OF PRODUCTIVITY TOOLBOX IN PARTNERSHIP WITH TTSD	PPRD										
	Food and other expenses		Small Value Procurement					GAA	50,000.00			For meetings in collaboration with TTSD
	Conduct of survey and analysis of survey results		Small Value Procurement					GAA	100,000.00			
	DESIGN OF PRODUCTIVITY IMPROVEMENT PROGRAM (PIP) AND GAINSHARING QUESTIONNAIRE AS RIDER TO PSA ESTABLISHMENT SURVEY	PPRD										
	Meetings / Preparation of survey questionnaires		Small Value Procurement					GAA	100,000.00			
	Conduct of survey by PSA		Agency to Agency					GAA	200,000.00			

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	REVIEW OF RA 6971 (PRODUCTIVITY INCENTIVES ACT OF 1990)	PPRD										
	Participation to Senate/Congress Committee meetings		Small Value Procurement					GAA	30,000.00			
	Consultation with Social Partners / stakeholders		Agency to Agency/					GAA	60,000.00			
	MAINTENANCE AND REVIEW OF PRODUCTIVITY DATABASES	PPRD										
	Philippines (national, by regions, and by industry) GVA/employed and THW		Small Value Procurement					GAA	24,000.00			
	PHILIPPINE COMPETITIVENESS INDEX	PPRD										
	>World Competitiveness Index; Global Competitiveness Index/ Other related competitiveness index		Small Value Procurement					GAA	6,000.00			
	NETWORKING	PPRD										
	> BSMED; DOLE-ICP; DOLE-AIC on RSM; NEDA-PDP		Agency to Agency					GAA	466,000.00			
	REVIEW OF THE METHODOLOGY IN ESTIMATING THE FAMILY LIVING WAGE	WPRD										
	Presentation of the result of the study Commissioners/NWPC Directorate; Training on the revised methodology and payment of last tranche of payment to Consultant		Small Value Procurement					GAA	120,000.00			
	EVALUATING THE MINIMUM WAGE FIXING SYSTEM IN THE PHILIPPINES	WPRD										
	Presentation of the result of the study Commissioners/NWPC Directorate and Stakeholders (labor, mgt., gov't)		Small Value Procurement					GAA	100,000.00			

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	IMPACT ASSESSMENT OF ADVISORIES ON PRODUCTIVITY-BASED INCENTIVE SCHEMES	WPRD										
	Area Based consultant / Presentation of result		Small Value Procurement					GAA	325,000.00			
	TTWS	WPRD										
	Consultation with RBs for the development of materials on technical assistance for Tier 2/ Capacity Building on wages and productivity/ Productivity Based pay and performance based pay / Family Living Wage / Assessment of MWF		Small Value Procurement					GAA	240,000.00			
	Publication of Resolution No. 2, s. 2015 (notice of public hearing)		Small Value Procurement					GAA	20,000.00			
	ISO CERTIFICATION OF 13 RTWPBs	TS										
	Training/Consulting Services		Small Value Procurement					GAA	790,000.00			
	Venue of full board accommodation for 30 pax for 30 pax		Small Value Procurement					GAA	700,000.00			For Setting of Foundation and Audit Training
	Materials for the reproduction of ISO Manuals; Other supplies and materials		Small Value Procurement					GAA	60,000.00			
	Printing of QMS Posters and information materials		Small Value Procurement					GAA	20,000.00			
	Meals and other incidental expenses for meetings / activities	PRS/TS	Small Value Procurement					GAA	120,000.00			To include meals for other official meetings
	Training/Consulting Services	TCD										
	Pilot Testing		Small Value Procurement					GAA	385,000.00			For Venue, Food and Accommodation, Transportation and supplies
	Capacity Building		Small Value Procurement					GAA	720,000.00			For Venue, Food and Accommodation, Transportation and supplies

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	Assessment of RB Training Programs		Small Value Procurement					GAA	240,000.00			For Transportation and Accommodation
	E-Learning Training for TTSD Staff Development		Small Value Procurement					GAA	130,000.00			For Food, Venue, Honorarium of Resource Person and Training Fee
	APO-DAP Training on GS		Small Value Procurement					GAA	720,000.00			For Venue, Food, Transportation and supplies
	PLANNING AND INFORMATION	PID										
	Publication and Media Campaign		Small Value Procurement					GAA	440,000.00			For Radio & TV guesting/plugs / Press Releases; Publication of Annual Report, Compendium, News Bulletin, Documentation of PO Winner
	IEC Materials Dev and Distribution		Small Value Procurement					GAA	720,000.00			Printing of Posters/Brochures/Flyers/Tarpaulin; Corporate Kit / Promo Materials; Development of AVP
	CORPLAN / MYPA		Small Value Procurement					GAA	650,000.00			For venue and accommodation
	ITR Maintenance		Small Value Procurement					GAA	540,000.00			
	ICT Consultancy		Public Bidding					GAA	480,000.00			
	ICT Hardware / Software		Public Bidding					GAA	3,096,000.00			For procurement of desktop, laptops, projectors, service and ms office
	Internet Connections		Public Bidding					GAA	864,000.00			
	Website Maintenance		Small Value Procurement					GAA	120,000.00			
	Additional Supplies		Small Value Procurement					GAA	50,000.00			Toners for newly purchased printers

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	Learning Session		Small Value Procurement					LS	250,000.00			
	LEGAL CONCERNS	RALD										
	Printing and binding of NWPC Law Gazette IV		Small Value Procurement									
	COMMISSION MEETINGS	ODED-MSS						GAA	100,000.00			Four (4) meetings per month
	ADMINISTRATIVE CONCERNS	AD						GAA	100,000.00			
	Office and other Supplies		Agency to Agency/Shopping/Small Value Procurement/ Exclusive Distributorship					GAA	2,227,028.04			Supplies for the entire NWPC
	Provision of Security Services		Public Bidding	01 June 2016	21 June 2016	25 June 2016	27 June 2016	GAA	1,500,000.00			With provision to enter into multi-year contracts not exceeding three (3) years per GPPB Resolution No. 24-2007 daed 29 Sept. 2007
	Provision of Janitorial Services		Public Bidding	01 June 2016	21 June 2016	25 June 2016	27 June 2016	GAA	990,000.00			With provision to enter into multi-year contracts not exceeding three (3) years per GPPB Resolution No. 24-2007 daed 29 Sept. 2007
	Repair and Preventive Maintenance of Motor Vehicles and Office Equipments; Building		Exclusive Distributorship/ Small Value Procurement					GAA	1,420,000.00			Including Fuel, Oil and Lubricants for Periodic Maintenance
	Vehicle Insurance		Agency to Agency					GAA	290,000.00			
	Provision of Pest Control Services		Small Value Procurement					GAA	50,000.00			For 2nd and 3rd Floors for One (1) years contract and quarterly maintenance
	Teambuilding Exercise		Small Value Procurement					GAA	230,000.00			

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	Traning / Consultation Expenses		Small Value Procurement					GAA	500,000.00			In house / External Seminar, Scholarship Grant/ Staff Development / Hotel Accommodation
	Senior Citizen Program		Small Value Procurement					GAA	88,000.00			Non monetary benefits / Livelihood / Seminar / Training
	Moral Recovery and Stress Management Program		Small Value Procurement					GAA	120,000.00			Seminars / Film showing / other activities
	NWPC Internal Programs		Small Value Procurement					GAA	310,000.00			NWPC 27th Anniversary, General Assembly and other special projects
	Green Our DOLE Program (GOD-P) and Other Activities		Small Value Procurement					GAA	470,000.00			Seminars / Training / 5S Day / Plants / Labor Day Celebration / DOLE-NWPC Sportsfest / DOLE Anniversary
	2015 Annual Physical Examination and Vaccination		Small Value Procurement					GAA	310,000.00			Seminar on Flu and Influenza / purchase of vaccines and actual vaccination
	Gender and Development		Small Value Procurement					GAA	120,000.00			Seminars / Training / Women's Month / Participation and film Showing
	Cellcards for NWPC Officials and Authorized Employees		Small Value Procurement					GAA	300,000.00			For One (1) year (Quarterly)
	Traveling expenses for Local and Foreign		Small Value Procurement					GAA	457,000.00			Regional Audit / Ocula Inspection of proposed RTWPB-NIR and Foreign Travel
	Subscription of Newspapers and Magazines		Small Value Procurement					GAA	90,000.00			For Directors, COA and Library
	Rentals		Small Value Procurement					GAA	9,540,000.00			For Building and Structures; Motor Vehicles
	Communication Expenses		Small Value Procurement					GAA	54,000.00			Includes Postage and Courier Services; Cable Subscriptions; Transportation and Delivery
	Publication in Newspapers		Small Value Procurement					GAA	50,000.00			For Vacancy/ies
	FINANCIAL AND MANAGEMENT	FMD										
	2015 Financial Reports Preparation Seminar/ Workshop		Small Value Procurement					GAA	300,000.00			For 40 pax to include designated RB Budget and Accounting Officers

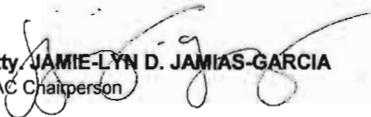
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	2016 Mid-year Financial Assessment with Enhanced e-NGAS training		Small Value Procurement					GAA	450,000.00			For 40 pax
	Procurement of Motor Vehicle		Public Bidding	07 March 2016	27 March 2016	31 March 2016	02 April 2016	GAA	2,600,000.00		2,600,000.00	Purchase of two (2) motor vehicles for NWPC and RTWPB VIII

Prepared by:


MARC ALEXIS M. ARABE
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Recommended by:


Atty. JAMIE-LYN D. JAMIAS-GARCIA
 BAC Chairperson

Approved by:


ALEX V. AVILA
 OIC-Executive Director

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
- 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 GoP, 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 aligned with budget documents, and especially those posted at the PhilGeps.

Breakdown into mooe and co for tracking purposes; aligned with budget documents

Any remark that will help GPPB track programs and projects