

National Wages and Productivity Commission Annual Procurement Plan for FY 2021 for 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 IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1	PUBLICATIONS AND SOCIAL MEDIA DEVELOPMENT Media Campaign	PID	NO	NP-53.9 - Small Value Procurement	Jan-Dec 21	N/A	May 21 & Oct 21	May 21 & Oct 21	GoP	20,000.00	20,000.00		Conduct of press releases
2	Publication of annual report	PID	NO	NP-53.9 - Small Value Procurement	May 21 & Oct 21	N/A	Mar-21	Mar-21	GoP	80,000.00	80,000.00		Printing of annual report
3	Postage and Courier Services	PID	NO	NP-53.9 - Small Value Procurement	Mar-21	N/A	Apr-21	Apr-21	GoP	20,000.00	20,000.00		Fee for postage and courier of publications
4	Brochures/Flyers	PID	NO	NP-53.9 - Small Value Procurement	Apr-21	N/A	Sep-21	Sep-21	GoP	30,000.00	30,000.00		Development of corporate IEC materials such as brochures, flyers and the like
5	Corporate giveaway for productivity Olympics	PID	NO	NP-53.9 - Small Value Procurement	Sep-21	N/A	Sep-21	Sep-21	GoP	200,000.00	200,000.00		Development and purchase of corporate give away during the conduct of Productivity Olympics
6	Corporate giveaway for other events	PID	NO	NP-53.9 - Small Value Procurement	Sep-21	N/A	June 21 & Nov 21	June 21 & Nov 21	GoP	300,000.00	300,000.00		Development and purchase of corporate give away for other events/activities conducted
7	Audio Video Presentation	PID	NO	NP-53.9 - Small Value Procurement	June 21 & Nov 21	N/A	Jul-21	Jul-21	GoP	50,000.00	50,000.00		Development and editing of corporate and other AVPs for the purpose of promoting incomes, wages and productivity
8	PROGRAM PLANNING AND MONITORING: CO Corplan MYPA	PID	NO	NP-53.10 Lease of Real Property and Venue	Jul-21	N/A	July 21 & Dec 21	July 21 & Dec 21	GoP	300,000.00	300,000.00		Venue, meals and accommodation during the conduct of CO Corplanning and MYPA
9	CO-RB Corplan/MYPA	PID	NO	NP-53.10 Lease of Real Property and Venue	Dec-21	N/A	Dec-21	Dec-21	GoP	800,000.00	800,000.00		Venue, meals and accommodation during the conduct of CO-RB Corplanning and MYPA
10	INFORMATION TECHNOLOGY AND INNOVATION: ITR Maintenance	PID	NO	NP-53.9 - Small Value Procurement	Jan 21 to Dec 21	N/A	Jan 21 to Dec 21	Jan 21 to Dec 21	GoP	4,440,000.00	4,440,000.00		Acquisition, repair and maintenance of information technology equipments

11	ISSP: laptop with office suite, projector, mirrorless camera, interactive display panel, and digital signage	PID	YES	Competitive Bidding and Small Value Procurement	Mar, Apr & July 21	N/A	Mar, Apr & July 21	Mar, Apr & July 21	GoP		5,369,000.00	5,369,000.00		For CO, software application system and subscriptions (can be competitive bidding when necessary) Competitive bidding
12	Internet Connection	PID	NO	Small Value Procurement	Jan 21 to Dec 21	N/A	Jan 21 to Dec 21	Jan 21 to Dec 21	GoP		1,800,000.00	1,800,000.00		Maintenance of reliable internet connection
13	PRODUCTIVITY RESEARCH AND POLICY FORMULATION: Briefing workshop of regional PO focal person	PPRD	NO	NP-53.10 Lease of Real Property and Venue	Jan-20	N/A	Jan-20	Jan-20	GoP		120,000.00	120,000.00		Lease of venue, accommodation and meals for participants during the conduct of the workshop
14	PO briefing to NSC members	PPRD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-21	Apr-21	GoP		48,000.00	48,000.00		Lease of venue and meals for participants during the conduct of the briefing
15	PO briefing to NJP members	PPRD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-21	Apr-21	GoP		30,000.00	30,000.00		Lease of venue and meals for participants during the conduct of the briefing
16	PO briefing to TWG members	PPRD	NO	NP-53.9 - Small Value Procurement	May-21	N/A	May-21	May-21	GoP		12,000.00	12,000.00		Meals for the participant during the conduct of the TWG briefing
17	Pre-screening and preevaluation of PO national nominees	PPRD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-21	Jul-21	GoP		180,000.00	180,000.00		Lease of venue, meals and accommodation during the PO pre screening conducted by the TWG members
18	Briefing for DOLE Senior Officers on PO Mechanics	PPRD	NO	NP-53.9 - Small Value Procurement	Aug-21	N/A	Sep-21	Sep-21	GoP		3,800.00	3,800.00		Meals for meeting
19	Communication and miscellaneous	PPRD	NO	NP-53.9 - Small Value Procurement	Sep-21	N/A	Sep-21	Sep-21	GoP		3,600.00	1,900.00		For communication and other expenses that may be incurred during the conduct of the selection of national winners
20	Trophies for finalists	PPRD	NO	NP-53.9 - Small Value Procurement	Sep-21	N/A	Sep-21	Sep-21	GoP		40,000.00	40,000.00		Awards to be given to finalists
21	Trophies for winners	PPRD	NO	NP-53.9 - Small Value Procurement	Sep-21	N/A	Sep-21	Sep-21	GoP		57,000.00	57,000.00		Awards to be given to winners
22	Trophies for best RBs	PPRD	NO	NP-53.9 - Small Value Procurement	Sep-21	N/A	Sep-21	Sep-21	GoP		3,000.00	3,000.00		Awards to be given to best RBs
23	Rentals on LED Wall, lights and sounds, transportation, photobooth, video editing	PPRD	NO	NP-53.9 - Small Value Procurement	Oct-21	N/A	Oct-21	Oct-21	GoP		302,000.00	302,000.00		For the conduct of 2021 Productivity Olympics awarding ceremony
24	Awarding of PO winners	PPRD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Oct-21	Oct-21	GoP		2,202,920.00	2,202,920.00		Lease of venue, meals and accommodation during the awarding ceremony

25	Stage decorations, table centerpiece and tarpaulins	PPRD	NO	NP-53.9 - Small Value Procurement	Oct-21	N/A	Oct-21	Oct-21	GoP	12,000.00	12,000.00		Aesthetics during the awarding ceremony
26	Post-evaluation meeting	PPRD	NO	NP-53.9 - Small Value Procurement	Oct-21	N/A	Oct-21	Oct-21	GoP	6,300.00	6,300.00		Meals for the participant during the meeting
27	IEC/Corporate giveaways for PO	PPRD	NO	NP-53.9 - Small Value Procurement	Sep-21	N/A	Sep-21	Sep-21	GoP	60,000.00	60,000.00		Meals for the participant during the meeting
28	Study on Productivity Policies	PPRD	NO	NP-53.7 Highly technical Consultants	Mar-21	N/A	Mar-21	Mar-21	GoP	232,560.00	232,560.00		Conduct of research on productivity policy formulation, monitoring and evaluation of programs
29	Maintenance/review of productivity	PPRD	NO	NP-53.9 - Small Value Procurement	Jan 21-Dec 21	N/A	Jan 21-Dec 21	Jan 21-Dec 21	GoP	1,440.00	1,440.00		Purchase of materials needed for the maintenance of productivity database
30	DOLE IAC on RSM	PPRD	NO	NP-53.9 - Small Value Procurement	Jun-21	N/A	Jun-21	Jun-21	GoP	5,000.00	5,000.00		Meals during meeting
31	WAGE RESEARCH AND POLICY FORMULATION: Research Study on Wage Fixing	WPRD	NO	NP-53.7 Highly technical Consultants	Sep-21	N/A	Sep-21	Sep-21	GoP	300,000.00	300,000.00		Research Title: DO you Hear my Voice? A case Study on the Participation of Women in the Wage Fixing Process of Selected Boards (Research may still change subject to Commission's directives. Also mode of procurement maybe a combination of Small Value Procurement, Lease of Real Property and Venue or highly technical consultants, in case.)
32	Research Study on Productivity Based Scheme	WPRD	NO	NP-53.7 Highly technical Consultants	Jun-21	N/A	Jun-21	Jun-21	GoP	250,000.00	250,000.00		Fixed and Performance Based Compensation Scheme: One Good Step to Road Safety? (Research may still change subject to Commission's directives. Also mode of procurement maybe a combination of Small Value Procurement, Lease of Real Property and Venue or highly technical consultants, in case.)
33	Meetings	WPRD	NO	NP-53.9 - Small Value Procurement	Jan-Dec 21	N/A	Jan-Dec 21	Jan-Dec 201	GoP	50,000.00	50,000.00		Purchase of meals during meetings

34	LEGAL MANAGEMENT: Legal materials	RALD	NO	NP-53.9 - Small Value Procurement	Nov-21	N/A	Nov-21	Nov-21	GoP	35,000.00	35,000.00		Purchase of legal books/documents/materials for reference guidance
35	Commission Meeting	RALD	NO	NP-53.9 - Small Value Procurement	Jan 21-Dec 21	N/A	Jan 21-Dec 21	Jan 21-Dec 21	GoP	360,000.00	360,000.00		Lease of venue/meals for participant during the conduct of commission meeting
36	Other RALD related meetings	RALD	NO	NP-53.9 - Small Value Procurement	Jan 21-Dec 21	N/A	Jan 21-Dec 21	Jan 21-Dec 21	GoP	36,000.00	36,000.00		Case meetings with other government agencies and stakeholders
37	Commission Resolution and Guidelines	RALD	NO	NP-53.9 - Small Value Procurement	Jan 21-Dec 21	N/A	Jan 21-Dec 21	Jan 21-Dec 21	GoP	50,000.00	5,000.00		Publication of issued resolution and guidelines, as necessary
38	TRAINING DEVELOPMENT: Business Continuity Plan and Webinars on Digital Tools and Techniques	TTSD	NO	NP-53.9 - Small Value Procurement	Jan 21-Dec 21	N/A	Jan 21-Dec 21	Jan 21-Dec 21	GoP	96,720.00	96,720.00		Implementation of BCP, monitoring, evaluation and documentation of results and conduct of webinars on digital tools and techniques to micor, small and medium enterprises
39	HUMAN RESOURCE MANAGEMENT: Program for Stress Management	AD	NO	NP-53.9 - Small Value Procurement	Jan 21-Dec 21	N/A	Jan 21-Dec 21	Jan 21-Dec 21	GoP	6,000.00	6,000.00		Development and implementation of programs for employee welfare
40	Team Building Exercises	AD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	0	GoP	300,000.00	300,000.00		Conduct of team building for employee welfare and camaraderie development
41	Programs for Senior Citizens and PWD	AD	NO	NP-53.9 - Small Value Procurement	Jan 21-Dec 21	N/A	Jan 21-Dec 21	Jan 21-Dec 21	GoP	80,000.00	80,000.00		Development and implementation of programs for the welfare of senior citizens and PWD employees
42	Consumables for ID printer	AD	NO	NP-53.9 - Small Value Procurement	Jan 21-Dec 21	N/A	Jan 21-Dec 21	Jan 21-Dec 21	GoP	10,000.00	10,000.00		Printing of employee IDs and other official tags
43	Capacity Building and scholarly for Employees	AD	NO	NP-53.9 - Small Value Procurement	Jan 21-Dec 21	N/A	Jan 21-Dec 21	Jan 21-Dec 21	GoP	300,000.00	300,000.00		Conduct of inhouse training and payment for external training providers
44	Annual Physical Examination	AD	NO	NP-53.9 - Small Value Procurement	Aug-21	N/A	Aug-21	Aug-21	GoP	275,000.00	275,000.00		Conduct of APE for employees
45	Influenza Vaccine	AD	NO	NP-53.9 - Small Value Procurement	Mar-21	N/A	Mar-21	Mar-21	GoP	220,000.00	220,000.00		Immunization program for employees
46	Drug Testing	AD	NO	NP-53.9 - Small Value Procurement	Mar-21	N/A	Mar-21	Mar-21	GoP	30,000.00	30,000.00		Random drug testing to employees

47	GAD Related Programs and Projects	AD	NO	NP-53.9 - Small Value Procurement	Jan 21-Dec 21	N/A	Jan 21-Dec 21	Jan 21-Dec 21	GoP	175,000.00	175,000.00		Meals and other expensis during the implemenattion of the GAD related programs
48	Review of Performance of Delivery Unit	AD	NO	NP-53.9 - Small Value Procurement	Mar-21	N/A	Mar-21	Mar-21	GoP	15,000.00	15,000.00		Meals during meetings
49	NWPC INTERNAL PROGRAMS: Tree Planting Monitoring	AD	NO	NP-53.9 - Small Value Procurement	Apr-21	N/A	Apr-21	Apr-21	GoP	35,000.00	35,000.00		Meals, tools and other expenses for the conduct of tree planting
50	NWPC Anniversary Celebration	AD	NO	NP-53.9 - Small Value Procurement	Jun-21	N/A	Jun-21	Jun-21	GoP	110,000.00	110,000.00		Meals for officials and employees during the conduct of anniversary celebration
51	Year end General Assembly	AD	NO	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Dec-21	GoP	300,000.00	300,000.00		Meals for officials and employees during the conduct of year end assembly'
52	DOLE Activities (NWPC Cost-Shared): Labor Day	AD	NO	NP-53.9 - Small Value Procurement	May-21	N/A	May-21	May-21	GoP	100,000.00	100,000.00		Lease of venue, meals and other expenses
53	Independence Day	AD	NO	NP-53.9 - Small Value Procurement	Jun-21	N/A	Jun-21	Jun-21	GoP	25,000.00	25,000.00		Lease of venue, meals and other expenses
54	DOLE Sportsfest	AD	NO	NP-53.9 - Small Value Procurement	April-Dec. 2021	N/A	Sep-21	Sep-21	GoP	50,000.00	50,000.00		Lease of venue, meals and other expenses
55	DOLE Anniversary	AD	NO	NP-53.9 - Small Value Procurement	Dec-21	N/A	Sep-21	Sep-21	GoP	120,000.00	120,000.00		Lease of venue, meals and other expenses
56	QUALITY MANGEMENT SYSTEM: Spot Audit to Regional Boards	QMS	NO	NP-53.9 - Small Value Procurement	Mar-21	N/A	Mar-21	Mar-21	GoP	55,000.00	55,000.00		Provision for meals, travel and accommodation of employees during the special audit to regional boards
57	2nd Surveillance Audit	QMS	NO	NP-53.9 - Small Value Procurement	Mar-21	N/A	Mar-21	Mar-21	GoP	220,000.00	220,000.00		Provision for meals, travel and accommodation of employees during the conduct of surveillance audit
58	Internal Quality Audit Training	QMS	NO	NP-53.9 - Small Value Procurement	Jun-21	N/A	Jun-21	Jun-21	GoP	200,000.00	200,000.00		Provision for meals, and payment for external QMS trainors
59	Internal Quality audit	MS	NO	NP-53.9 - Small Value Procurement	Aug-21	N/A	Aug-21	Aug-21	GoP	200,000.00	200,000.00		Provision for meals, travel and accommodation of employees during the conduct of internal quality audit on all boards
60	QMS Meeting/Management Review	QMS	NO	NP-53.9 - Small Value Procurement	Mar., June, Sept. and Dec.	N/A	Mar., June,	Mar., June, Sept. and	GoP	25,000.00	25,000.00		Meals for during mangement review meeting

61	Corrective Action Planning Workshop	QMS	NO	NP-53.10 Lease of Real Property and Venue	Apr-21	N/A	Apr-21	Apr-21	GoP	200,000.00	200,000.00		Meals, venue and accomodation during the conduct of corrective action planning
62	GENERAL SERVICES: Janitorial Services	AD	YES	Competitive Bidding	Nov-20	Nov-20	Jan-21	Feb-21	GoP	1,320,000.00	1,320,000.00		Engaging the services of service agency to maintain sanitation, cleanliness and other janitorial works for NWPC premises fro a period of one (1) year
63	Security Services	AD	YES	Competitive Bidding	Nov-20	Nov-20	Jan-21	Feb-21	GoP	1,870,000.00	1,870,000.00		Engaging the services of security agency to NWPC premises for a period of one (1) year
64	Supply and Delivery of Purified Drinking Water	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	60,000.00	60,000.00		Engaing the service of contractor to provide purified drinking water to NWPC, officials and employees for a period of one (1) year
65	RENTALS: Building and Structure	AD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan to Dec 21	Jan to Dec 21	GoP	11,000,000.00	11,000,000.00		Office space rental
66	UTILITIES: Water Supply	AD	NO	Direct Contracting	N/A	N/A	Jan to Dec 21	Jan to Dec 21	GoP	396,000.00	396,000.00		Provision for water in the workplace
67	Electricity	AD	NO	Direct Contracting	N/A	N/A	Jan to Dec 21	Jan to Dec 21	GoP	2,090,000.00	2,090,000.00		Provision for electricity in the workplace
68	INSURANCE: Vehicle Insurance	AD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan to Dec 21	Jan to Dec 21	GoP	50,000.00	50,000.00		Provision for insurance for motor vehicle
69	COMMUNICATION: Postal Courier Service	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	15,000.00	15,000.00		Provision for courier services, international or domestic
70	Transportation and delivery	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	25,000.00	25,000.00		Provision for transportation and delivery
71	Printing and publication	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	50,000.00	50,000.00		Provision for printing and publication of documents/materials
72	SUBSCRIPTION: Newspaper and magazine subscipton	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	110,000.00	110,000.00		Provision for one (1) year supply of magazines and newspaper
73	Mobile Loads/Plan Subscription	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	200,000.00	200,000.00		Provision for mobile loads, communication plans for officers

74	Cable subscription	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	40,000.00	40,000.00		Provision for cable for radio/television for officers
75	SUPPLIES AND MATERIALS: FEV maintenance/Repair	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	30,000.00	30,000.00		Provision for maintenance/repair of facilities, equipment and vehicles
76	Oil, fuel and lubricants	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	450,000.00	450,000.00		Provision for oils, fuels and lubricants of official vehicles
77	Consumables and replacement of parts for building fixtures and furnitures	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	50,000.00	50,000.00		Provision for repalcesment and maintenance of building fixtures and furniture
78	Medical equipment, drugs, medicines	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	50,000.00	50,000.00		Provision for first aid, medicines and other medical equipment
79	Furniture and fixtures	AD	NO	NP-53.9 - Small Value Procurement	Jan to Dec 21	N/A	Jan to Dec 21	Jan to Dec 21	GoP	50,000.00	50,000.00		Provision for cabinets, tables and chairs for employees
TOTAL										38,766,640.00	38,766,640.00		

Prepared by BAC Secretariat:

I certify that I have reviewed this Indicative FY 2021 Annual Procurement Plan for Non-Common Use Supplies and Equipment (APP-Non CSCE) and its consolidated in accordance with the submitted PPMs based on FY 2021 National Expenditure Program


NELSON C. LARIOS
 Head, BAC Secretariat

Reviewed by Budget Division

I certify that I have reviewed this Indicative FY 2021 Annual Procurement Plan for Non-Common Use Supplies and Equipment (APP-Non CSCE) and it is in accordance with the submitted PPMs based on FY 2021 National Expenditure Program


EDITHA M. SAUS
 Chief, FMD

Recommending Approval


ATTY. ALVIN B. CURADA
 BAC Chairperson

Approved:


MARIA CRISELDA R. SY
 Executive Director IV