

National Wages and Productivity Commission Indicative 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	FINANCIAL MANAGEMENT: CY 2020 Financial Reports Preparation using e-NGAS and e-Budgeting System Workshop	FMD	YES	NP-53.10 Lease of Real Property and Venue	Jan-20	N/A	Jan-20	Jan-20	GoP	600,000.00	600,000.00		Conduct of closing of books
2	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
3	Publication of annual report	PID	YES	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
4	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
5	Brochures/Flyers	PID	YES	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
6	Corporate giveaway for productivity Olympics	PID	YES	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
7	Corporate giveaway for other events	PID	YES	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
8	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
9	PROGRAM PLANNING AND MONITORING: CO Corplan MYPA	PID	YES	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
10	CO-RB Corplan/MYPA	PID	YES	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
11	INFORMATION TECHNOLOGY AND INNOVATION: ITR Maintenance	PID	YES	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
12	ISSP	PID	YES	Competitive Bidding	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)
13	Internet Connection	PID	YES	Competitive Bidding	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

14	PRODUCTIVITY RESEARCH AND POLICY FORMULATION: Briefing workshop of regional PO focal person	PPRD	YES	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
15	Regional PO selection and awarding of winners	PPRD	NO	NP-53.9 - Small Value Procurement		Apr-21	N/A	Apr-21	Apr-21	GoP	1,040,000.00	1,040,000.00	For the conduct of 2021 Productivity Olympics regional selection, screening of nominees and awarding of winners
16	PO briefing to NSC members	PPRD	YES	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
17	PO briefing to NJP members	PPRD	YES	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
18	PO briefing to TWG members	PPRD	YES	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
19	Pre-screening and preevaluation of PO national nominees	PPRD	YES	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
20	Selection of PO national finalists by NSC	PPRD	YES	NP-53.10 Lease of Real Property and Venue	N/A		N/A	Aug-21	Aug-21	GoP	78,000.00	78,000.00	Lease of venue and meals during the PO screening and evaluation conducted by the NSC members
21	Honoraria for NSC members	PPRD	NO	NP-53.7 Highly Technical Consultants	N/A		N/A	Aug-21	Aug-21	GoP	108,000.00	108,000.00	Honoraria for the NSC members composed of government, employers, employees and productivity
22	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	Honoraria for the NSC members composed of government, employers, employees and productivity
23	Selection of PO national winners by NJP	PPRD	YES	NP-53.8 Defense Cooperation Agreement	N/A		N/A	Sep-21	Sep-21	GoP	408,000.00	408,000.00	Lease of venue and meals during the PO screening and evaluation conducted by the NJP members
24	Honoraria for NJP Members	PPRD	NO	NP-53.7 Highly Technical Consultants	N/A		N/A	Sep-21	Sep-21	GoP	1,900.00	60,000.00	Honoraria for the NJP members composed of government, employers, employees and productivity
25	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
26	Trophies for finalists	PPRD	YES	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
27	Trophies for winners	PPRD	YES	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
28	Trophies for best RBs	PPRD	YES	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
29	Rentals on LED Wall, lights and sounds, transportation, photobooth, video editing	PPRD	YES	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
30	Awarding of PO winners	PPRD	YES	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

31	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
32	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
33	Cash award for PO winners	PPRD	NO	NP-53.12 Community Participation	N/A	N/A	Oct-21	Oct-21	GoP	900,000.00	900,000.00	Meals for the participant during the meeting
34	Cash award for PO finalist	PPRD	NO	NP-53.12 Community Participation	N/A	N/A	Oct-21	Oct-21	GoP	210,000.00	210,000.00	Meals for the participant during the meeting
35	Cash award for Best RBs	PPRD	NO	NP-53.12 Community Participation	N/A	N/A	Oct-21	Oct-21	GoP	30,000.00	30,000.00	Meals for the participant during the meeting
36	IEC/Corporate giveaways for PO	PPRD	YES	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
37	Honoraria and token (entertainers and speakers)	PPRD	NO	NP-53.7 Highly Technical Consultants	N/A	N/A	Oct-21	Oct-21	GoP	84,000.00	84,000.00	To be given to the speaker and entertainers during the PO awardng ceremony
38	Study on Productivity Policies	PPRD	NO	NP-53.9 - Small Value Procurement	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
39	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
40	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
41	WAGE RESEARCH AND POLICY FORMULATION: Research Study on Wage Fixing	WPRD	NO	NP-53.9 - Small Value Procurement	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.)
42	Research Study on Productivity Based Scheme	WPRD	NO	NP-53.9 - Small Value Procurement	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.)
43	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
44	LEGAL MANAGEMENT: Legal materials	RALD	YES	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
45	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

46	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
47	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
48	TRAINING DEVELOPMENT: Business Continuity Plan and Webinars on Digital Tools and Techniques	TTSD	YES	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
49	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
50	Team Building Exercises	AD	YES	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
51	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
52	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
53	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
54	Annual Physical Examination	AD	YES	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
55	Influenza Vaccine	AD	YES	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
56	Drug Testing	AD	YES	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
57	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 implementation of the GAD related programs
58	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
59	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
60	NWPC Anniversary Celebration	AD	YES	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
61	Year end General Assembly	AD	YES	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
62	DOLE Activities (NWPC Cost-Shared): Labor Day	AD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	May-21	May-21	GoP	100,000.00	100,000.00	Lease of venue, meals and other expenses
63	Independence Day	AD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jun-21	Jun-21	GoP	25,000.00	25,000.00	Lease of venue, meals and other expenses
64	DOLE Sportsfest	AD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Sep-21	Sep-21	GoP	50,000.00	50,000.00	Lease of venue, meals and other expenses

65	DOLE Anniversary	AD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Sep-21	Sep-21	GoP	120,000.00	120,000.00		Lease of venue, meals and other expenses
66	QUALITY MANGEMENT SYSTEM: Spot Audit to Regional Boards	QMS	YES	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
67	2nd Surveillance Audit	QMS	YES	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
68	Internal Quality Audit Training	QMS	YES	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
69	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
70	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
71	Corrective Action Planning Workshop	QMS	YES	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
72	GENERAL SERVICES: Janitorial Services	AD	YES	Competitive Bidding	Jun-21	Jun-21	Jun-21	Jun-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
73	Security Services	AD	YES	Competitive Bidding	Jun-21	Jun-21	Jun-21	Jun-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
74	Supply and Delivery of Purified Drinking Water	AD	YES	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
75	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	1,100,000.00	1,100,000.00		Office space rental
76	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
77	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
78	INSURANCE: Vehicle Insurance	AD	YES	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
79	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
80	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
81	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

82	SUBSCRIPTION: Newspaper and magazine subscription	AD	YES	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
83	Mobile Loads/Plan Subscription	AD	YES	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
84	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
85	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
86	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
87	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 replacement and maintenance of building fixtures and furniture
88	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
89	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										32,384,640.00	32,384,640.00		

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


LOURDES M. SECILLANO
 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 *js*