

NATIONAL TAX RESEARCH CENTER INDICATIVE FY 2021 Annual Procurement Plan - NON CSE

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/Activity/Project)
				Advertising/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A. Property, Plant and Equipment												
100010001	Laptop & Desktop Computers/ Software	Technical/AFB	NP-53.5 Agency-to-Agency Shopping/Small Value Proc.	n/a	n/a	May, 2021	May, 2021	GOP	2,520,000.00	n/a	2,520,000.00	
	Printers	Technical/AFB	Shopping/Small Value Proc.		WITHIN THE FY 2021			GOP	225,000.00	n/a	225,000.00	
B. Supplies and Materials												
100010001	Office Supplies/IT Supplies, Accessories & Peripherals	Technical/AFB	NP-53.5 Agency-to-Agency Shopping/Small Value Proc.		QUARTERLY/AS THE NEED ARISES			GOP	832,000.00	832,000.00	n/a	
100010001	Reproduction/Janitorial Supplies	General Services	NP-53.5 Agency-to-Agency Shopping/Direct Contracting		QUARTERLY			GOP	45,000.00	45,000.00	n/a	
100010001	Medical and Dental Supplies	Medical and Dental Clinic	Shopping		AS THE NEED ARISES			GOP	25,000.00	25,000.00	n/a	
100010001	Gasoline, Oil and Lubricants	NTRC Motor Vehicles	Shopping		AS THE NEED ARISES			GOP	200,000.00	200,000.00	n/a	
100010001	Other Supplies	Technical/AFB	NP-53.5 Agency-to-Agency Shopping/Small Value Proc.		AS THE NEED ARISES			GOP	50,000.00	50,000.00	n/a	
100010001	Accountable Forms	Technical/AFB	NP-53.5 Agency-to-Agency		AS THE NEED ARISES			GOP	1,000.00	1,000.00	n/a	
C. Repairs and Maintenance												
100010001	Motor Vehicle	NTRC Motor Vehicles	Shopping/Direct Contracting		AS THE NEED ARISES			GOP	145,000.00	145,000.00	n/a	
100010001	Office Equipment/Furfix	Technical/AFB	Shopping/Direct Contracting		AS THE NEED ARISES			GOP	24,000.00	24,000.00	n/a	
D. Professional Services												
100010001	Other Professional Services	Technical/AFB	Shopping/Direct Contracting		WITHIN THE FY 2021			GOP	150,000.00	150,000.00	n/a	
E. Printing and Binding												
100010001	Publications/Bookslet/Flyers	Technical/AFB	Shopping/Small Value Proc.		WITHIN THE FY 2021			GOP	100,000.00	100,000.00	n/a	

F.	Subscription Expenses																			
100010001	Periodicals/ Magazines/Official Gazette/Adobe Creative License	Library Unit	Direct Contracting/ Shopping/Small Value Proc.	DAILY/WEEKLY/MONTHLY/ANNUALLY																
G.	Utility Expenses																			
100010001	Water Expenses/ Electricity Expenses	Technical/AFB	Direct Contracting/ Small Value Proc.	WITHIN THE FY 2021																Inclusive of Drinking Water
H.	Communication Expenses																			
100010001	Postage & Courier Services/ Telephone Expenses/ Internet Expenses	Technical/AFB	Shopping/Direct Contracting	WITHIN THE FY 2021																
I.	Rent/Lease Expenses																			
100010001	Rent- Equipment/ Rent- Office Space/Parking	Technical/AFB	NP-53.5 Agency-to-Agency Direct Contracting	WITHIN THE FY 2021																
J.	General Services																			
100010001	Security Services	Technical/AFB	Small Value Proc.	September, 2020	n/a	December, 2020														
K.	Taxes, Insurance Premium and Other Fees																			
100010001	Taxes, Duties & Licenses/ Fidelity Bond Premiums/ Insurance Expenses	Technical/AFB	Direct Contracting	WITHIN THE FY 2021																
L.	Other Maintenance and Operating Expenses																			
100010001	Representation Expenses/ Membership Dues and Contribution to Organization	Technical/AFB	Direct Contracting/Shopping/Small Value Proc.	WITHIN THE FY 2021																
SUB-TOTAL																16,369,000.00	2,745,000.00			
GRAND TOTAL																19,114,000.00				

PREPARED BY:

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