

**NATIONAL TAX RESEARCH CENTER Annual Procurement Plan for CY 2021 - 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)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>A. Property, Plant and Equipment</b>												
100010001	Laptop & Desktop Computers/ Software	Technical/AFB	NP-53.5 Agency-to-Agency Shopping/Small Value Proc.		WITHIN THE FY 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>B. Supplies and Materials</b>												
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	
<b>C. Repairs and Maintenance</b>												
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/Furfitx	Technical/AFB	Shopping/Direct Contracting		AS THE NEED ARISES			GOP	24,000.00	24,000.00	n/a	
<b>D. Professional Services</b>												
100010001	Other Professional Services	Technical/AFB	Shopping/Direct Contracting		WITHIN THE FY 2021			GOP	150,000.00	150,000.00	n/a	
<b>E. Printing and Binding</b>												
100010001	Publications/Booklets/ Flyers	Technical/AFB	Shopping/Small Value Proc.		WITHIN THE FY 2021			GOP	100,000.00	100,000.00	n/a	

<b>F.</b>	<b>Subscription Expenses</b>													
100010001	Periodicals/ Magazines/Official Gazette/Adobe Creative License	Library Unit	Direct Contracting/ Shopping/Small Value Proc.	DAILY/WEEKLY/MONTHLY/ANNUALLY	GOP	110,000.00	110,000.00	n/a						
<b>G.</b>	<b>Utility Expenses</b>													
100010001	Water Expenses/ Electricity Expenses	Technical/AFB	Direct Contracting/ Small Value Proc.	WITHIN THE FY 2021	GOP	2,800,000.00	2,800,000.00	n/a					Inclusive of Drinking Water	
<b>H.</b>	<b>Communication Expenses</b>													
100010001	Postage & Courier Services/ Telephone Expenses/ Internet Expenses	Technical/AFB	Shopping/Direct Contracting	WITHIN THE FY 2021	GOP	1,159,000.00	1,159,000.00	n/a						
<b>I.</b>	<b>Rent/Lease Expenses</b>													
100010001	Rent- Equipment/ Rent- Office Space/Parking	Technical/AFB	NP-53.5 Agency-to-Agency Direct Contracting	WITHIN THE FY 2021	GOP	9,720,000.00	9,720,000.00	n/a						
<b>J.</b>	<b>General Services</b>													
100010001	Security Services	Technical/AFB	Small Value Proc.	WITHIN THE FY 2021	GOP	706,000.00	706,000.00	n/a						
<b>K.</b>	<b>Taxes, Insurance Premium and Other Fees</b>													
100010001	Taxes, Duties & Licenses/ Fidelity Bond Premiums/ Insurance Expenses	Technical/AFB	Direct Contracting	WITHIN THE FY 2021	GOP	194,000.00	194,000.00	n/a						
<b>L.</b>	<b>Other Maintenance and Operating Expenses</b>													
100010001	Representation Expenses/ Membership Dues and Contribution to Organization	Technical/AFB	Direct Contracting/Shopping/Small Value Proc.	WITHIN THE FY 2021	GOP	108,000.00	108,000.00	n/a						
<b>SUB-TOTAL .....</b>											16,369,000.00	2,745,000.00		
<b>GRAND TOTAL .....</b>											<b>19,114,000.00</b>			

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