



POSTING CERTIFICATION

This is to certify that the **NATIONAL TAX RESEARCH CENTER** has posted its **Supplemental Annual Procurement Plan Non-CSE FY 2024 (Changes within the 2nd Semester)** on its agency website and can be accessible through this link: ***ntrc.gov.ph/transparency***.

This certification is being issued in compliance with Government Procurement Policy Board (GPPB) Circular No. 02-2020, this ***24th day of January 2025***.


BRANDON JORIS V. HOLGADO

Chairperson, Bids and Awards Committee Secretariat

NATIONAL TAX RESEARCH CENTER
Supplemental Annual Procurement Plan Non-CSE FY 2024
As of December 2024

Code (PAP)	Procurement Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
EARLY PROCUREMENT ACTIVITIES													
1	Cloud Service Subscription	MISD	Yes	Competitive Bidding	November 2023	December 2023	January 2024	January 2024	GoP	2,800,000.00	2,800,000.00	-	To renew the NTRC cloud service subscription which hosts the Fiscal Incentives Registration and Monitoring System of the FIRB and other external systems of the agency.
2	Private Automatic Branch Exchange (PABX) IP Telephony and with IP Phones and Other Related Services	MISD	Yes	Competitive Bidding	November 2023	December 2023	January 2024	January 2024	GoP	6,000,000.00	-	6,000,000.00	Procurement of a Telephony System to build a cost-effective, convenient, reliable, and scalable communications system for clients, stakeholders and other relevant interested parties of the NTRC.
CAPITAL OUTLAY													
3	Data Center Safety and Upgrade	MISD	No	Competitive Bidding	January 2024	January 2024	February 2024	February 2024	GoP	1,700,000.00	-	1,700,000.00	Not an early procurement activity already because of failure of first bidding.
4	Development of the Fiscal Incentives Registration and Monitoring System	FIRB	No	NP-53.1 Two Failed Biddings	May 2024	June 2024	July 2024	July 2024	GoP	10,000,000.00	-	10,000,000.00	Failure of first bidding, second bidding, and first negotiated procurement - two-failed biddings. Changed in PMO/end-user from MISD to FIRB.
SUPPLIES AND MATERIALS													
5	Medical, Dental and Laboratory Supplies	NTRC	No	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	25,000.00	25,000.00	-	Procurement of medical, dental, and laboratory supplies that are not available in PS, as well as those not included in the PS catalogue.
6	Accountable Forms	NTRC	No	NP-53.5 - Agency-to-Agency	As the need arises	N/A	As the need arises	As the need arises	GoP	2,000.00	2,000.00	-	Procurement of accountable forms that are not available in PS, as well as those not included in the PS catalogue.
GENERAL SERVICES													
7	Provision of Janitorial Services in the NTRC FY 2024	NTRC	No	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	January 2024	GoP	60,000.00	60,000.00	-	Appendix 37 of 2016 R-IRR of RA 9184 - Renewal of Contract of Regular and Recurring Services
8	Provision of Janitorial Services in the NTRC for the period February 1, 2024 to December 31, 2024	NTRC	No	NP-53.5 - Agency-to-Agency	N/A	N/A	January 2024	January 2024	GoP	650,000.00	650,000.00	-	Increased ABC and changed modality of procurement from SVP to A-to-A
9	Provision of Security Services in the NTRC FY 2024	NTRC	No	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	January 2024	GoP	70,000.00	70,000.00	-	Appendix 37 of 2016 R-IRR of RA 9184 - Renewal of Contract of Regular and Recurring Services
10	Provision of Security Services in NTRC for CY 2024 for the period February 1, 2024 to December 31, 2024	NTRC	No	Competitive Bidding	January 2024	N/A	January 2024	January 2024	GoP	1,060,000.00	1,060,000.00	-	Increased ABC and changed modality of procurement from SVP to Competitive Bidding
11	Provision of One (1) Professional Driver Service in the NTRC for the period March 1, 2024 to December 31, 2024	NTRC	No	NP-53.5 - Agency-to-Agency	N/A	N/A	March 2024	March 2024	GoP	230,000.00	230,000.00	-	Provision of One (1) Professional Driver Service
SUBSCRIPTION EXPENSES													
12	Office Productivity Software	NTRC	No	NP-53.5 - Agency-to-Agency	N/A	N/A	June 2024	June 2024	GoP	1,350,000.00	1,350,000.00	-	Changed modality of procurement from SVP to A-to-A
13	E-SCRA Online Subscription (Supreme Court Reports Annotated)	LMD	No	Direct Contracting	N/A	N/A	1st Quarter	1st Quarter	GoP	8,000.00	8,000.00	-	Procurement of E-SCRA for the Legal Management Division. E-SCRA is an online library in which Supreme Court Decisions are stored from 1901 to present
14	Subscription of Newspapers	GSD	No	Direct Contracting	N/A	N/A	January 2024	January 2024	GoP	45,000.00	45,000.00	-	Subscription to selected newspapers.
15	CD Asia Online Subscription	NTRC	No	Direct Contracting	N/A	N/A	March 2024	March 2024	GoP	500,000.00	500,000.00	-	Changed in procurement schedule from January 2024 to March 2024 and PMO/end-user from LRCD to NTRC.
16	Anti-Virus Software with Endpoint Security for Business	NTRC	No	NP-53.5 - Agency-to-Agency	N/A	N/A	June 2024	June 2024	GoP	190,000.00	190,000.00	-	Changed modality of procurement from SVP to A-to-A

17	Renewal of the NTRC On-Premise Firewall Unified Threat Protection License	MISD	No	NP-53.9 - Small Value Procurement	November 2024	November 2024	November 2024	November 2024	GoP	350,000.00	350,000.00	-	Increased ABC.
18	Cognito Forms Enterprise Subscription	MISD	No	NP 53.14 - Direct retail purchase of (i) petroleum fuel, oil and lubricant (POL) products; (ii) airline tickets; and (iii) online subscriptions	N/A	N/A	Quarterly	Quarterly	GoP	75,000.00	75,000.00	-	To renew the form builder application utilized in the FIRMS for a period of one year
19	Virtual meeting software License Subscription	LRCD	No	NP-53.9 - Small Value Procurement	April 2024	N/A	April 2024	April 2024	GoP	100,000.00	100,000.00	-	Increased ABC and changed in procurement schedule
20	Procurement of One (1) License of Adobe Creative Cloud for Team All Applications (Renewal)	LRCD	No	NP-53.9 - Small Value Procurement	May 2024	June 2024	June 2024	June 2024	GoP	100,000.00	100,000.00	-	
21	Renewal of One (1) License of Adobe Creative Cloud for Team All Applications	PCU	No	NP-53.9 - Small Value Procurement	August 2024	August 2024	August 2024	August 2024	GoP	100,000.00	100,000.00	-	
22	Business Intelligence Subscription Software	FIRB	No	NP-53.5 Agency-to-Agency	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	40,000.00	40,000.00	-	Changed in procurement schedule, changed modality of procurement from SVP to Agency-to-Agency, and PMO/end-user from MISD to FIRB.
23	Up to Five (5) Users Subscription to Statista valid for Seventeen (17) Months	NTRC	No	NP-53.6 - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	1,210,000.00	1,210,000.00	-	
24	Renewal of the Subscription of NTRC Cloud Service FY 2025	MISD	No	Competitive Bidding	October 2024	November 2024	December 2024	January 2025	GoP	3,000,000.00	3,000,000.00	-	
RENTAL EXPENSES													
25	Building and Structures	NTRC	No	NP-53.5 Agency-to-Agency	N/A	N/A	Within FY 2024	Within FY 2024	GoP	9,720,000.00	9,720,000.00	-	Provision for rental of office space, parking lot, lease of venue and office equipment.
REPAIRS AND MAINTENANCE EXPENSES													
26	Procurement of Pest Control Services	GSD	No	NP-53.9 - Small Value Procurement	August 2024	August 2024	August 2024	August 2024	GoP	25,000.00	25,000.00	-	
27	Repairs and Maintenance of Motor Vehicles	GSD	No	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	921,000.00	921,000.00	-	Provision of comprehensive range of automotive maintenance service for the motor vehicles of NTRC.
COMMUNICATION EXPENSE													
28	Postage and Courier Services	NTRC	No	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	7,000.00	7,000.00	-	Provision of mailing services and other courier services
29	Internet Access Subscription 1 (IAS 1)	NTRC	No	Renewal - Water, Electricity, Telecommunications, and Internet Service Providers (WETI)	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	1,200,000.00	1,200,000.00	-	To procure and upgrade the current NTRC internet bandwidth from 80mbps to 120mbps due to increase of personnel with the expansion of the FIRB.
30	Procurement of One (1) Lot Redundancy Direct Leased Line Internet and Firewall Appliance for High Availability	NTRC	No	NP-53.9 - Small Value Procurement	July 2024	August 2024	August 2024	September 2024	GoP	1,460,000.00	1,460,000.00	-	Increased ABC, changed in procurement schedule, and changed modality of procurement from SVP to Competitive Bidding
31	Web Services Wildcard Secure Socket Layer Certificate (SSL)	MISD	No	NP-53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	80,000.00	80,000.00	-	Changed in procurement schedule from 2nd Quarter to 3rd Quarter.
32	Telephone Services	NTRC	No	Renewal - Water, Electricity, Telecommunications, and Internet Service Providers (WETI)	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	213,000.00	213,000.00	-	Renewal of existing telecommunication service.
33	Mobile	NTRC	No	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	273,000.00	273,000.00	-	Allocation for the purchase of prepaid load or communication allowance.
UTILITY EXPENSE													
34	Water Expenses	NTRC	No	NP-53.5 Agency-to-Agency	N/A	N/A	Within FY 2024	Within FY 2024	GoP	1,549,000.00	1,549,000.00	-	Monthly water consumption - Maynilad.
35	Electricity Expenses	NTRC	No	NP-53.5 Agency-to-Agency	N/A	N/A	Within FY 2024	Within FY 2024	GoP	2,651,000.00	2,651,000.00	-	Monthly electric consumption - Meralco.
OTHER MAINTENANCE AND OPERATING EXPENSES													
36	Fidelity Bond Premiums, and Insurance Expenses	FD	No	NP-53.5 Agency-to-Agency	N/A	N/A	Within FY 2024	Within FY 2024	GoP	300,000.00	300,000.00	-	To fund the fidelity bond premiums of the NTRC accountable officers.
37	Professional Services	Various Division/ Offices	No	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	1,868,000.00	1,868,000.00	-	Provision for other Professional Services such as engagement of certifying body for the NTRC QMS ISO 9001:2015 Standard Certification and annual medical examination.

38	Supply and Delivery of NTRC National Women's Month Celebration Advocacy Tote Bags with Print	PCU	No	NP-53.9 - Small Value Procurement	February 2024	N/A	February 2024	February 2024	GoP	60,000.00	60,000.00	-	
39	Supply and Delivery of NTRC National Women's Month Celebration Advocacy Polo Shirt and T-Shirt with Print	PCU	No	NP-53.9 - Small Value Procurement	February 2024	N/A	February 2024	February 2024	GoP	97,200.00	97,200.00	-	
40	Procurement of Petroleum, Oil, and Lubricant Products	GSD	No	NP 53.14 - Direct retail purchase of (i) petroleum fuel, oil and lubricant (POL) products; (ii) airline tickets; and (iii) online subscriptions	N/A	N/A	As the need arises	As the need arises	GoP	500,000.00	500,000.00	-	Procurement of Petroleum, Oil, and Lubricant Products for NTRC Motor Vehicles.
41	Supply and Delivery of NTRC Business Cards	NTRC	No	NP-53.9 - Small Value Procurement	August 2024	August 2024	September 2024	September 2024	GoP	120,000.00	120,000.00	-	
42	Supply and Delivery of Foldable Round Fan for Gender Statistics Training Workshop for the Finance Sector	PCU	No	NP-53.9 - Small Value Procurement	August 2024	August 2024	August 2024	August 2024	GoP	8,000.00	8,000.00	-	
43	Supply and Delivery of Various ICT Equipment	Various Division/ Offices	No	NP-53.9 - Small Value Procurement	September 2024	September 2024	September 2024	September 2024	GoP	204,400.00	204,400.00	-	
44	Supply and Delivery of 18-Day Campaign to End Violence Against Women Advocacy Shirt	NTRC	No	NP-53.9 - Small Value Procurement	October 2024	November 2024	November 2024	November 2024	GoP	50,400.00	50,400.00	-	
45	Supply and Delivery of Various Equipment for the NTRC	NTRC	No	NP-53.9 - Small Value Procurement	November 2024	November 2024	November 2024	November 2024	GoP	45,000.00	45,000.00	-	
46	Supply and Delivery of NTRC Corporate Jackets	NTRC	No	NP-53.9 - Small Value Procurement	November 2024	December 2024	December 2024	December 2024	GoP	225,000.00	225,000.00	-	
47	Supply and Delivery of Two (2) Units Floor Blower/Dryer	NTRC	No	NP-53.9 - Small Value Procurement	November 2024	December 2024	December 2024	December 2024	GoP	10,000.00	10,000.00	-	
48	Procurement of Catering Services for the 2024 NTRC Employees' Thanksgiving	NTRC	No	NP-53.9 - Small Value Procurement	December 2024	December 2024	December 2024	December 2024	GoP	57,500.00	57,500.00	-	
49	Travel Expenses (Local)	Various Division/ Offices	No	NP 53.14 - Direct retail purchase of (i) petroleum fuel, oil and lubricant (POL) products; (ii) airline tickets; and (iii) online subscriptions	N/A	N/A	As the need arises	As the need arises	GoP	2,000,000.00	2,000,000.00	-	Provision of traveling expenses for compliance monitoring of Investment Promotions Agencies (IPAs) and Registered Business Enterprises (RBEs) as indicated under CREATE Act.
50	Training Expenses	Various Division/ Offices	No	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	1,000,000.00	1,000,000.00	-	Provision of training expenses to fund the training series of IPAs and RBEs, and capacity building of personnel.
51	Advertising, Printing, and Publication	Various Division/ Offices	No	NP-53.6 - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	As the need arises	N/A	As the need arises	As the need arises	GoP	187,000.00	187,000.00	-	To fund the costs of printing and publication of tax journals, guides, brochures, newsletters, and other tax and incentives information materials.
OTHER CAPITAL OUTLAY													
52	Supply, Delivery, Configuration, Testing and Deployment of Data Center ICT Equipment, Operating Systems, Software and Structured Cabling	MISD	No	Competitive Bidding	June 2024	July 2024	July 2024	July 2024	GoP	6,500,000.00	-	6,500,000.00	Changed in procurement schedule.
53	Active Directory, DNS Services and related components	MISD	No	NP-53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	1,000,000.00	-	1,000,000.00	Procurement of an active directory that simplifies the monitoring of all end-users of ICT workstations and assets of the agency. The active directory will also help MISD to deploy updates, manage rights, and have centralized control over all computers and user configurations throughout the organization.
54	Windows Server License	MISD	No	NP-53.5 - Agency-to-Agency	N/A	N/A	June 2024	June 2024	GoP	210,000.00	-	210,000.00	Changed modality of procurement from SVP to A-to-A.

55	Biometrics Scanner	HRMDD	No	NP-53.9 - Small Value Procurement	N/A	N/A	February 2024	February 2024	GoP	350,000.00	-	350,000.00		
56	Computer Software										-			
57	SQL Server License	MISD	No	NP-53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	845,000.00	-	845,000.00	Changed in procurement schedule from 2nd Quarter to 3rd Quarter.	
58	Web Based IT Help Desk Software	MISD	No	NP-53.9 - Small Value Procurement	3rd Quarter	N/A	3rd Quarter	3rd Quarter	GoP	1,000,000.00	-	1,000,000.00	Changed in procurement schedule from 2nd Quarter to 3rd Quarter.	
										SUB- TOTAL		36,796,500.00	27,605,000.00	
										GRAND TOTAL			64,401,500.00	

Prepared by:

BRANDON JORDIS V. HOLGADO
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