

Republic of the Philippines
Department of Labor and Employment
NATIONAL LABOR RELATIONS COMMISSION
Regional Arbitration Branch No. XIII
Butuan City

PROCUREMENT MONITORING REPORT
As of July-December 2019

Various Supplies and Common Equipment

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Actual Procurement Activity											Source of Funds	ABC (PNP)			Contract Cost (Php)			List of Invited Observers	Date of Receipt of Invitation							Remarks (Explaining changes from the APP)						
				Pre-Proc Conference	Ads/Post of I&EB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion		Acceptance/Turnover	Total	MOOE	CO	Total	MOOE		CO	Pre-Proc Conf	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual		Notice of Award	Contract Signing	Delivery/Accept			
COMPLETED PROCUREMENT ACTIVITIES																																				
P.O	Office Supplies	Adm/Adu	Shopping	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/10/2019	7/10/2019	Gen Fund	6,000.00	6,000.00		6,000.00				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/10/2019	
P.O	Office Supplies	Adm/Adu	Procurement Service	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/12/2019	7/12/2019	Gen Fund	2,836.89	2,836.89		2,836.89				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/12/2019	
P.O	Office Supplies	Adm/Adu	Shopping	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/16/2019	7/16/2019	Gen Fund	22,935.00	22,935.00		22,935.00				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/16/2019	
P.O	Office Supplies	Adm/Adu	Shopping	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/12/2019	7/12/2019	Gen Fund	4,800.00	4,800.00		4,800.00				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/12/2019	
P.O	Printing	Adm/Adu	Shopping	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	8/5/2019	8/5/2019	Gen Fund	3,750.00	3,750.00		3,750.00				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	8/5/2019	
P.O	Office Dry Clean Repair	Adm/Adu	Shopping	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	8/13/2019	8/13/2019	Gen Fund	2,000.00	2,000.00		2,000.00				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	8/13/2019	
P.O	Office Supplies	Adm/Adu	Shopping	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	10/30/2019	10/30/2019	Gen Fund	12,337.72	12,337.72		12,337.72				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	10/30/2019	
P.O	Office Supplies	Adm/Adu	Shopping	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/2/2019	12/2/2019	Gen Fund	19,613.00	19,613.00		19,613.00				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/2/2019	
P.O	Office Supplies	Adm/Adu	Direct Contracting	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/11/2019	12/11/2019	Gen Fund	3,438.00	3,438.00		3,438.00				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/11/2019	
P.O	Office Supplies	Adm/Adu	Shopping	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/16/2019	12/16/2019	Gen Fund	16,000.00	16,000.00		16,000.00				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/16/2019	
P.O	Sanitary	Adm/Adu	Shopping	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/12/2019	12/12/2019	Gen Fund	23,690.00	23,690.00		23,690.00				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/12/2019	
Total Allocated Budget of Procurement Activities																																				
Total Contract Price of Procurement Activities Conducted																																				
Total Savings (Total Allocated Budget - Total Contract Price)																																				
ONGOING PROCUREMENT ACTIVITIES																																				
Total Allocated Budget of On-going Procurement Activities																																				

Prepared by:

[Signature]
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Supply Officer I

Recommended for Approval by:

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Approved:

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Head of the Procuring Entity