

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	
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	(brief description of the Program/Project)	
IN-HOUSE TRAININGS/SEMINARS														
1	QMS Trainings and other related activities	ISD	No	Negotiated Procurement / Shopping	January to December				GAA	200,000.00	200,000.00			
2	Induction/Orientation Program for New Personnel of NCMB	ADMIN	No	Negotiated Procurement / Shopping	February and August				GAA	55,600.00	55,600.00			
3	Group Learning Sessions	ADMIN	No	Negotiated Procurement / Shopping	February to December				GAA	357,500.00	357,500.00			
4	HRMO Training/Forum	ADMIN	No	Negotiated Procurement / Shopping	February				GAA	816,000.00	816,000.00			
5	Basic Customer Service Skills Training	ADMIN	No	Negotiated Procurement / Shopping	March				GAA	35,000.00	35,000.00			
6	Public Service Ethics and Accountability R.A. 6713	ADMIN	No	Negotiated Procurement / Shopping	May				GAA	716,000.00	716,000.00			
7	Basic Life Support and Standard First Aid Training	ADMIN	No	Negotiated Procurement / Shopping	July				GAA	62,700.00	62,700.00			
8	Seminar on Integrity, Transparency, Accountability in Public Service (ITAPS)	ADMIN	No	Negotiated Procurement / Shopping	August				GAA	45,000.00	45,000.00			
9	Training for Property & Supply Management	ADMIN	No	Negotiated Procurement / Shopping	September				GAA	61,000.00	61,000.00			
10	Training on Government Procurement Reform Act	ADMIN	No	Negotiated Procurement / Shopping	October	June	July	July	GAA	961,000.00	961,000.00			
11	Planning Cum Budgeting Workshop for CY 2026 Budget Proposal	ISD	No	Negotiated Procurement / Shopping	April				GAA	1,044,600.00	1,044,600.00			
12	2025 Mid Year Performance Assessment	RID	No	Negotiated Procurement / Shopping	July				GAA	664,100.00	664,100.00			
13	2024 NCMB's Year End Assessment and 2025 Planning Exercise	RID	No	Negotiated Procurement / Shopping	January				GAA	498,900.00	498,900.00			
14	Labor Information Officers (LIO) Training	RID	No	Negotiated Procurement / Shopping	April				GAA	1,159,950.00	1,159,950.00			
15	Statistical or Data-related Training	RID	No	Negotiated Procurement / Shopping	October				GAA	1,133,550.00	1,133,550.00			
16	eNGAS/eBudget Orientation or Internal Control Standards for the Philippine Public Sector (ICSPPS)	FMD	No	Agency to Agency	N/A				GAA	1,066,000.00	1,066,000.00			
18	SEADO Training for NCMB Personnel	CMD	No	Negotiated Procurement / Shopping	November				GAA	1,191,800.00	1,191,800.00			
19	LDMC XXIX	CMD	No	Negotiated Procurement / Shopping	April				GAA	1,087,300.00	1,087,300.00			



20	Specialized Con-Med Training	CMD	No	Negotiated Procurement / Shopping	November	GAA	519,800.00	519,800.00		
21	Trainers Training for NCMB Program Implementers	VAD & WRED	No	Negotiated Procurement / Shopping	June	GAA	1,215,500.00	1,215,500.00		
22	GAD Trainings and other related activities	GAD	No	Negotiated Procurement / Shopping	May and July	GAA	1,176,400.00	1,176,400.00		
23	National Convention of Human Resource Management Practitioners (CSC)	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	28,800.00	28,800.00		
24	Series of Webinars For HRMOs	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	56,800.00	56,800.00		
23	Training for HRMOs by DOLE-HRDS	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	15,000.00	15,000.00		
24	Training for HRMOs by CSC	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	33,600.00	33,600.00		
25	Leave Administration Course for Effectiveness (CSC-NCR)	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	7,000.00	7,000.00		
24	Public Service Ethics and Accountability Seminar (DOLE)	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	10,000.00	10,000.00		
25	Seminar-Workshop on Records Counter Disaster Preparedness and Business Continuity (RCDPBC) 3 days	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	25,000.00	25,000.00		
26	Participation to DOLE-LIO Seminar	RID	No	Negotiated Procurement / Shopping	N/A	GAA	38,000.00	38,000.00		
25	Participation to DOLE-MYPA & YEPA	ISD/RID	No	Negotiated Procurement / Shopping	N/A	GAA	216,400.00	216,400.00		
26	Participation to Statistics Month	RID	No	Negotiated Procurement / Shopping	N/A	GAA	1,133,550.00	1,133,550.00		
27	Webinar/Learning Session for Freedom of Information Receiving Officers (FROs)	RID	No	Negotiated Procurement / Shopping	N/A	GAA	45,000.00	45,000.00		
26	Participation to External Capacity-Building Activities Organized by DOLE	RID	No	Negotiated Procurement / Shopping	N/A	GAA	69,000.00	69,000.00		
27	Staff Development Programs/ Availment of Trainings, CSC Leadership Management, Sponsored by COA, CSC, CSI Training, Managerial Training, DBM, DOLE, GPPB, PSRTI and Other Agencies	ODED-IS, OD-IS, ODED-TS, OD-TS, RID, ODED-IS, OD-IS, VAD, WRED, FMD, TSD	No	Negotiated Procurement / Shopping	N/A	GAA	404,000.00	404,000.00		
<b>OTHER ACTIVITIES</b>										
28	Flag Raising Ceremony	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	54,000.00	54,000.00		
29	Conduct of Video Presentation	ADMIN	No	Negotiated Procurement / Shopping	January to December	GAA	10,000.00	10,000.00		
30	Team Enhancement Exercises (Lakbay Aral, GODP Activities)	ADMIN	No	Negotiated Procurement / Shopping	April	GAA	810,000.00	810,000.00		
31	Retirement - Salamat-Paalam Program	ADMIN	No	Negotiated Procurement / Shopping	January to December	GAA	130,600.00	130,600.00		
32	NCMB Anniversary Celebration	ADMIN	No	Negotiated Procurement / Shopping	December	GAA	362,500.00	362,500.00		



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33	NCMB Praise	ADMIN	No	Negotiated Procurement / Shopping	January				GAA	191,600.00	191,600.00		
34	Employees General Assembly	ADMIN	No	Negotiated Procurement / Shopping	March, June, September, and December				GAA	144,000.00	144,000.00		
35	Women's Month Celebration	ADMIN	No	Negotiated Procurement / Shopping	February	March	March	March	GAA	132,000.00	132,000.00		
36	Independence Day	ADMIN	No	Negotiated Procurement / Shopping	June				GAA	76,000.00	76,000.00		
37	Labor Day	ADMIN	No	Negotiated Procurement / Shopping	April				GAA	36,000.00	36,000.00		
38	Philippine Civil Service Anniversary	ADMIN	No	Negotiated Procurement / Shopping	September				GAA	102,500.00	102,500.00		
39	Elderly Filipino Celebration	ADMIN	No	Negotiated Procurement / Shopping	October				GAA	70,000.00	70,000.00		
40	Green Our DOLE Program (GODP)	ADMIN	No	Negotiated Procurement / Shopping	April				GAA	15,000.00	15,000.00		
41	Sports and Cultural Activities	ADMIN	No	Negotiated Procurement / Shopping	July				GAA	67,500.00	67,500.00		
42	DOLE Anniversary	ADMIN	No	Negotiated Procurement / Shopping	November & December				GAA	137,900.00	137,900.00		
43	2025 18-day Campaign to end VAW	ADMIN	No	Negotiated Procurement / Shopping	October				GAA	127,000.00	127,000.00		
44	Health and Wellness	ADMIN	No	Negotiated Procurement / Shopping	January to December				GAA	354,650.00	354,650.00		
45	Planning Cum Budgeting Workshop for CY 2026 Budget Proposal	OD-IS	No	Negotiated Procurement / Shopping	May and September				GAA	1,044,600.00	1,044,600.00		
46	Attendance to Budget Hearings (DBM, Congress and Senate)	FMD	No	Negotiated Procurement / Shopping	March, June, August to October				GAA	80,000.00	80,000.00		
47	Policy and Program Development Meetings	RID/VA	No	Negotiated Procurement / Shopping	January to December				GAA	325,995.00	325,995.00		
48	Technical Supervision of Regional Operations (Regional Visits/Participation to RB Initiated Activities)	ODED-TS, ODED-IS, OD-TS, OD-IS, AD, FMD, RID, WRED, VAD, CMD	No	Negotiated Procurement / Shopping	January to December				GAA	176,000.00	176,000.00		
49	Participation/Coordination/Assistance to PHILAMCOP, Inc. and Regional LMC Associations-related activities (i.e., Meetings; Cluster/Regional Seminars/Conferences/Conventions)	WRED	No	Negotiated Procurement / Shopping	January to December				GAA	24,000.00	24,000.00		
50	Participation to Inter-Agency and Technical Working Groups, Congressional Inquiries, etc.	ODED-TS, OD-TS, WRED, CMD	No	Negotiated Procurement / Shopping	January to December				GAA	61,400.00	61,400.00		
51	Coordination/Assistance to Employers and Workers Group/Tripartite Consultative Bodies	WRED	No	Negotiated Procurement / Shopping	January to December				GAA	25,000.00	25,000.00		
52	Program for the Voluntary Arbitrators	VAD	No	Negotiated Procurement / Shopping	January to December				GAA	1,102,500.00	1,102,500.00		
53	Networking and Maintaining Linkages	VAD	No	Negotiated Procurement / Shopping	January to December				GAA	360,000.00	360,000.00		
54	Technical Supervision of Regional Operations	VAD, WRED, CMD	No	Negotiated Procurement / Shopping	January to December				GAA	251,800.00	251,800.00		



55	2025 Search for Outstanding LMC/GM for Industrial Peace and 14th National Convention on LMC	WRED/VAD	No	Negotiated Procurement / Shopping	January to December				GAA	3,150,600.00	3,150,600.00		
56	Regular Directors' Meeting	CMD	No	Negotiated Procurement / Shopping	February, May, August, and November				GAA	224,400.00	224,400.00		
57	SEnA Focal Team Meetings (DOLEWIDE)	CMD	No	Negotiated Procurement / Shopping	June and November				GAA	18,000.00	18,000.00		
58	Facilitation of SEnA NCMB Focal Persons Meetings	CMD	No	Negotiated Procurement / Shopping	June and November				GAA	9,000.00	9,000.00		
59	SEADO Training for DOLE ROs & Attached Agencies	CMD	No	Negotiated Procurement / Shopping	March to December				GAA	120,000.00	120,000.00		
COMMUNICATION EXPENSES													
60	Telephone expenses (landline)	ADMIN	No	Negotiated Procurement / Shopping	N/A				GAA	651,589.33	651,589.33		
61	Mobile Cellular allowances/Cellular Load/ Cards	ADMIN	No	Negotiated Procurement / Shopping	N/A				GAA	479,000.00	479,000.00		
ANNUAL CONTRACTS - GENERAL SERVICES										0.00			
62	Janitorial Services	ADMIN	Yes	Public Bidding	February				GAA	1,100,000.00	1,100,000.00		
67	Security Services	ADMIN	Yes	Public Bidding	December	December	January	January	GAA	2,700,000.00	2,700,000.00		
68	Courier Services	ADMIN	No	Negotiated Procurement / Shopping	December				GAA	400,000.00	400,000.00		
69	Psychometric Services	ADMIN	No	Negotiated Procurement / Shopping	December	December	January	January	GAA	130,000.00	130,000.00		
70	Project-based Employees	FMD	No	Negotiated Procurement / Shopping	December				GAA	2,000,000.00	2,000,000.00		
UTILITIES EXPENSES													
71	Annual Supply and Delivery of Mineral Water	ADMIN	No	Negotiated Procurement / Shopping	September				GAA	70,000.00	70,000.00		
72	Electricity	ADMIN	No	Direct Contracting	January to December				GAA	3,000,000.00	3,000,000.00		
LEASE OF REAL PROPERTY AND EQUIPMENT													
73	Annual Rental of Copier Machine	ADMIN	No	Negotiated Procurement / Shopping	July	August	August	August	GAA	70,000.00	70,000.00		
74	Annual Office Rental/Lease of Office Building	ADMIN	Yes	Negotiated Procurement / Shopping	December	December	January	January	GAA	6,930,000.00	6,930,000.00		
REPAIRS AND MAINTENANCE													
75	Repair and Maintenance of Office Equipment and other Machinery Equipment	ADMIN	No	Negotiated Procurement / Shopping	January to December				GAA	200,000.00	200,000.00		
76	Repair and Maintenance of Building and Other Structure	ADMIN	No	Negotiated Procurement / Shopping	December				GAA	250,000.00	250,000.00		
77	Repair and Maintenance of Furniture and fixture	ADMIN	No	Negotiated Procurement / Shopping	January to December				GAA	100,000.00	100,000.00		
78	Repair and Maintenance of Motor Vehicle and LTO Registration	ADMIN	No	Negotiated Procurement / Direct Contracting	January to December				GAA	933,310.00	933,310.00		
79	Annual Maintenance of Airconditioners	ADMIN	No	Negotiated Procurement / Shopping	January to December				GAA	70,000.00	70,000.00		



GOODS AND OTHER SERVICES									
80	Travelling expenses (TEV-messengerial)	ADMIN	No	Negotiated Procurement / Shopping	January to December	GAA	74,273.66	74,273.66	
81	Fuel, oil and lubricant expenses of motor vehicle	ADMIN	No	Negotiated Procurement / Shopping	January to December	GAA	748,706.34	748,706.34	
82	Fidelity Bond Premiums	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	300,000.00	300,000.00	
83	Insurance expenses for PPE and motor vehicle	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	141,000.00	141,000.00	
84	Laundry charges and dry cleaning of curtains	ADMIN	No	Negotiated Procurement / Shopping	January to December	GAA	20,000.00	20,000.00	
85	Scholarship/DOLE-DESP	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	100,000.00	100,000.00	
86	Provision for drug test for 50 personnel	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	12,500.00	12,500.00	
87	Acquisition of pertinent reading materials on Personnel Administration and Human Resource Management	ADMIN	No	Negotiated Procurement / Shopping	N/A	GAA	3,400.00	3,400.00	
88	Notarization of Contracts and other documents	ADMIN	No	Negotiated Procurement / Shopping	January to December	GAA	4,000.00	4,000.00	
90	Printing of IEC Materials for Information Dissemination	RID	No	Negotiated Procurement / Shopping	December	GAA	437,600.00	437,600.00	
91	Newspaper and Magazine Subscription	RID	No	Negotiated Procurement / Shopping	February and October	GAA	18,000.00	18,000.00	
92	Transportation/Gasoline Expenses	OED, FMD	No	Negotiated Procurement / Shopping	January to December	GAA	214,000.00	214,000.00	
93	Travelling expenses including purchase of plane tickets	OED, ISD, FMD, RID, AD	No	Negotiated Procurement / Shopping	January to December	GAA	314,000.00	314,000.00	
94	Extraordinary Expenses	OED	No	Negotiated Procurement / Shopping	January to December	GAA	150,000.00	150,000.00	
95	Representation/Meetings	OED-TS, TSD, OED-IS, ISD, OED, FMD, RID	No	Negotiated Procurement / Shopping	January to December	GAA	315,000.00	315,000.00	
96	Review and Revision of NCMB Manual of ConMed Procedures	CMD	No	Negotiated Procurement / Shopping	January - December	GAA	90,000.00	90,000.00	
97	Printing of Resolution/Revised Guidelines on VA	VAD	No	Negotiated Procurement / Shopping	June and November	GAA	50,000.00	50,000.00	
98	Purchase of Administrative Register on Rules published at ONAR	VAD	No	Negotiated Procurement / Shopping	June and November	GAA	3,000.00	3,000.00	
SUPPLIES AND MATERIALS									
99	Office Supplies (DBM)	ADMIN, FMD, RID, OED-IS, OED, IS, TS, OED-TS, WRED, VAD, CMD, COA	No	NEGOTIATED-AGENCY TO AGENCY	N/A	GAA	1,069,128.72	1,069,128.72	



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100	Supplies and materials to be procured outside DBM-PS	ADMIN, FMD, RID, ODED-IS, OED, IS, TS, ODED-TS, WRED, VAD, CMD	No	Negotiated Procurement / Shopping	January to December	GAA	487,926.95	487,926.95		
101	Provision of Motor Vehicles for the CO and RCMBs	ADMIN	Yes	Public Bidding	January	GAA	19,600,000.00	0.00	19,600,000.00	
102	Provision of Window Type Airconditioning Units	ADMIN	No	Public Bidding	April	GAA	178,000.00	178,000.00		
103	Provision of Split Inverter and Ceiling Mounted	ADMIN	No	Public Bidding	April	GAA	1,055,000.00	0.00	1,055,000.00	
104	Supplies / Equipment for NCMB Public Service Continuity Plan	ADMIN	No	Negotiated Procurement / Shopping	January to December	GAA	25,170.00	25,170.00		
<b>ISSP - INFORMATION TECHNOLOGY</b>										
105	ICT Training	Central Office and RCMBs	No	Negotiated Procurement / Shopping	January to December	GAA	2,000,000.00	2,000,000.00		
104	ICT Supplies	Central Office and RCMBs	No	Negotiated Procurement / Shopping	January to December	GAA	2,357,000.00	2,357,000.00		
106	Internet Subscription	Central Office and RCMBs	No	Negotiated Procurement / Shopping	January to December	GAA	5,245,000.00	5,245,000.00		
105	ICT Consultancy Services	RID	No	Negotiated Procurement / Shopping	January to December	GAA	5,500,000.00	5,500,000.00		
108	Repairs and Preventive Maintenance for ICT	Central Office and RCMBs	No	Negotiated Procurement / Shopping	January to December	GAA	652,000.00	652,000.00		
110	ICT Software Subscription	Central Office and RCMBs	No	Negotiated Procurement / Shopping	January to December	GAA	4,998,000.00	4,998,000.00		
109	ICT Equipment	Central Office and RCMBs	No	Negotiated Procurement / Shopping	January to December	GAA	19,576,000.00	0.00	19,576,000.00	
<b>GRAND TOTAL</b>							<b>110,767,000.00</b>	<b>70,536,000.00</b>	<b>40,231,000.00</b>	

Prepared By:

*Jayson*  
HAROLD MAY B. TAYAOAN  
Administrative Officer V  
BAC Secretariat

Reviewed By:

*Maria Cristina O. Mangaliman*  
MARIA CRISTINA O. MANGALIMAN  
Deputy Executive Director IV-Internal Services  
BAC Chairperson

Budget Allocation Attested By:

*Maria F. Taggug*  
MARIA F. TAGGUG  
Chief, Fin. & Mgt. Division

Approved By:

*Maria Teresita D. Lacsamana-Cancio*  
MARIA TERESITA D. LACSAMANA-CANCIO  
Executive Director IV  
Head of Procuring Entity