



SILANG WATER DISTRICT

M.H. del Pilar cor. E. Montoya Sts., Silang, Cavite
Tel. Nos. (046) 414-0240 / 865-2456/ 511-0359

INDICATIVE ANNUAL PROCUREMENT PLAN FY 2019

ACCOUNTING DIVISION

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Office Supplies											
	Battery	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	525.00			
	Bond Paper	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	27,720.00			
	Folder	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	5,275.00			
	Brown Envelope	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,000.00			
	Paper Fastener	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200.00			
	Ballpen	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	250.00			
	Sign Pen	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,500.00			
	Fine Tech Dong-A refill	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	375.00			
	Pencil	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	125.00			
	Columnar Books	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,005.00			
	Continuous Form	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,430.00			
	Eraser	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	240.00			
	Paper Clip	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	400.00			
	Post It	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	800.00			
	Record Book	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	600.00			
	Rubberband	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	300.00			
	Ruler	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	50.00			
	Sissors	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	225.00			
	Stamp Pad Ink	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	150.00			
	Staple Wire # 35	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	240.00			
	Scotch Tape	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	520.00			
	Cartridge	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60,690.00			
	Mouse	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,380.00			
	Heavy Duty Extension	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	3,000.00			
	Provision for Delinquent Taxes and Franchise Taxes	Accounting	N.A.	N.A.	N.A.	N.A.	N.A.	SWD	6,000,000.00			
	Representation and Entertainment	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	150,000.00			
	Other Maintenance and Maintenance Exp.	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	50,000.00			
	Auditing Services	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	450,000.00			
	Travelling Expense	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	300,000.00			
	Repair and Maintenance	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	10,000.00			
	Capital Expenditures:							SWD				
	Computer hardware/software and Program	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60,000.00			
	Equipment, furniture and fixture	Accounting	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	25,000.00			
	TOTAL (ACCOUNTING DIVISION)								7,155,000.00			

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	

ADMINISTRATIVE SERVICES DIVISION

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Office Supplies											
	UV Detector	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	5,000.00			
	Typewriter Ribbon	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,000.00			
	Typewriter Eraser	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,000.00			
	Calculator	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,000.00			
	Calculator Ribbon	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	500.00			
	Calculator Tape	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	500.00			
	Computer Printer Ink	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	25,000.00			
	Ballpen	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,000.00			
	Pencil	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	500.00			
	Bond Paper	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	35,000.00			
	Correction Tape	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	900.00			
	Fax Paper	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,500.00			
	Sign Pen	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,600.00			
	Paper Clip	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200.00			
	Paper Fastener	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200.00			
	Alcohol	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	500.00			
	Folder - Long (3 Folds)	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	7,000.00			
	Folder - Long	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,500.00			
	Folder - Short	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,000.00			
	Envelope	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	350.00			
	Battery - Small	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	350.00			
	Record Book	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	400.00			
	Post It Note	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,000.00			
	Staple Wire # 35	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	500.00			
	Mimeo Pad	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	7,000.00			
	Stamp Pad Ink	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	500.00			
	Payroll Envelope	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,000.00			
	Scotch Tape	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,000.00			
	Accountable Forms	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	80,000.00			
	Drugs & Medicines Expenses	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	20,000.00			
	Postage & Deliveries	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	10,000.00			
	Advertising Expenses (BAC)	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30,000.00			
	Printing, Binding & Reproduction Expenses											
	Materials & Supplies/ Services Requisition Form	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	6,000.00			
	Reimbursement Expense Receipt	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	5,000.00			
	Petty Cash Voucher	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	7,000.00			
	Purchase Order	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	10,000.00			
	Request for Transportation Allowance	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	4,000.00			
	Request for Meal Allowance	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	4,000.00			
	BAC Documents	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	16,000.00			
	Other Forms	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	8,000.00			
	Representation Expenses	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200,000.00			
	Legal Services	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	300,000.00			
	Repairs & Maintenance - Office Equipment	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	96,000.00			
	Fidelity Bond	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60,000.00			
	Other Maintenance and Operating Expenses	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	50,000.00			
	Computer upgrade/parts & accessories	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	110,000.00			
	Bill Counter	ASD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	20,000.00			
	TOTAL (ADMINISTRATIVE SERVICES DIVISION)								1,136,000.00			

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	

BUDGET & CASH MANAGEMENT DIVISION

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Office Supplies											
	Ballpen	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	300.00			
	Battery - Small	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	200.00			
	Bond Paper	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	4,000.00			
	Columnar Notebook	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	300.00			
	Columnar Pad	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	300.00			
	Computer Printer Ribbon	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	8,000.00			
	Correction Tape	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	200.00			
	Folder - Long	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	Folder - Short	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	Paper Clip	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	100.00			
	Paper Fastener	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	200.00			
	Post It Note	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	100.00			
	Scotch Tape	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	200.00			
	Staple Wire # 35	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	100.00			
	Maintenance of Computer Parts (CPU/Memory/Mother Board/Power Supply/Monitor/Printer etc)	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	15,000.00			
	Miscellaneous Expenses	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	10,000.00			
	Computer parts/accessories (contingency)	BUD	Shopping	N/A	N/A	N/A	N/A	SWD	50,000.00			
	TOTAL (BUDGET & CASH MANAGEMENT DIVISION)								90,000.00			

CUSTOMER ACCOUNTS DIVISION

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Office Supplies	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	605,500.00			
	Accountable [Forms (OR's, Water Bills)	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	400,000.00			
	Cable, Satellite, Telegraph & Radio Expenses	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	7,500.00			
	Advertising Expenses	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	650,000.00			
	Printing, Binding & Reproduction	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	135,000.00			
	Repair and Maintenance of Office Equipment	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	216,000.00			
	Repair and Maintenance of Furniture & Fixtures	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	59,500.00			
	Repair and Maintenance of IT Equipment and Software	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	290,000.00			
	Miscellaneous Expenses	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	100,000.00			
	Computer Upgrade / Parts / Accessories	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	100,000.00			
	4 - Computer Package	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	200,000.00			
	6 - Printer	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	145,000.00			
	1 - UPS	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	40,000.00			
	1 - Wide Area Network Connection	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	1,000,000.00			
	1 - Server	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	350,000.00			
	1 - Cabinet (Built in Locker / Fabricated)	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	40,000.00			
	15 - Rover (Meter Reading Device)	CAD	Bidding	04/01-07/2019	19-Apr-19	03-May-19	13-May-19	SWD	1,500,000.00			
	3 - Money Counter	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	60,000.00			
	1 - Paper Shredder (heavy duty)	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	40,000.00			
	System Enhancement/ Redesigning of Reports (required by COA)	CAD	Shopping	N/A	N/A	N/A	N/A	SWD	200,000.00			
	TOTAL (CUSTOMER ACCOUNTS DIVISION)								6,138,500.00			

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	

CUSTOMER SERVICES DIVISION

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Office Supplies 755	Customer Service	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	155,500.00			
	Battery Pack/Charger/Maint. Of Radio (775)	Customer Service	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	7,500.00			
	Printing, Binding & Reproduction - 781	Customer Service	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	90,000.00			
	Miscellaneous Expenses - 884	Customer Service	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	50,000.00			
	Repair of Printers & Computers - 823	Customer Service	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	55,000.00			
	Repair of Calculators & Maintenance of Test Bench/Office Equipment - 821	Customer Service	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	55,500.00			
	Maintenance of Technical / Office Equipment (shackle lock/aluminum seal, bolt seal , Acrelic paint) - 836	Customer Service	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200,000.00			
	Repairs and Maintenance - Furniture and Fixtures (822)	Customer Service	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	58,500.00			
	Computer Package (2)	Customer Service	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	100,000.00			
	Mini van	Customer Service						SWD	600,000.00			
	Motorcycle	Customer Service	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	80,000.00			
	TOTAL (CUSTOMER SERVICES DIVISION)								1,452,000.00			

GENERAL SERVICES DIVISION

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Travelling Expenses											
	RFID Load	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	220,000.00			
	Per Diem/Actual Meal/Meal Allow	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	264,000.00			
	E-Tap Toll Fee	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	3,000.00			
	Parking Fee	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	12,000.00			
	Transpo Exp within Silang	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	24,000.00			
	Office Supplies Expenses											
	BATTERY small AA, Energizer	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,140.00			
	BATTERY small AAA, Energizer	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	900.00			
	BONDPAPER Long , Paper One sub 20	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	19,500.00			
	BONDPAPER Short, Paper One sub 20	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	21,450.00			
	BONDPAPER White Wove Long (mimeo)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	5,180.00			
	BONDPAPER White Wove Short (mimeo)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	4,375.00			
	BONDPAPER WITH LETTERHEAD, short	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	400.00			
	BOARD PAPER	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	220.00			
	CALCULATOR Tape 2 x 1/4"	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	120.00			
	CARBON PAPER black, black/blue, (long)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,100.00			
	CARTRIDGE, CANON 810 - Black - Grace/Marie/Nomer	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	17,120.00			

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	CARTRIDGE, CANON 811 - Colored - Grace/Marie/Nomer	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	16,860.00			
	CARTRIDGE, CANON E610 PG 88 - Black - Grace	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	14,000.00			
	CARTRIDGE, CANON E610 CL 98 - Colored - Grace	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	14,700.00			
	CARTRIDGE EPSON T6641 Black - Vic/Sub-Server	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,960.00			
	CARTRIDGE EPSON T6642 Cyan - Vic/Sub-Server	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,960.00			
	CARTRIDGE EPSON T6643 Magenta - Vic/Sub-Server	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,960.00			
	CARTRIDGE EPSON T6644 Yellow - Vic/Sub-Server	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,960.00			
	CARTRIDGE, EPSON FX 2175 - Server	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	10,860.00			
	CARTRIDGE HP 704 (Black) - Ariel	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	8,400.00			
	CARTRIDGE HP 704 (Tri-color) - Ariel	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	4,200.00			
	CARTRIDGE HP 678 (Black) - Chona/Robin/Melvin	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	9,460.00			
	CARTRIDGE HP 678 (Colored) - Chona/Robin/Melvin	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	7,095.00			
	CONTINUOUS FORM, carbonless 9-1/2 x 11 (3 ply)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	8,500.00			
	CUTTER , Paper Cutter with casing	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	170.00			
	CUTTER , Paper Cutter Blade(10's)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	200.00			
	CORK BOARD 30" x 24"	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,200.00			
	CORK BOARD Pins (Pushpins) x 50's	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	500.00			
	DISKETTE - CD RW with casing Imation (per box)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	105.00			
	DISKETTE - DVD RW with casing (per box)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	105.00			
	ENVELOPE brown, (long)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	46.50			
	ENVELOPE brown, (short)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	30.00			
	ENVELOPE, letter with SWD logo	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,400.00			
	ERASER, Ordinary, Stadler	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	125.00			
	ERASER, Tape Roller	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	420.00			
	ERASER, Blackboard	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	90.00			
	FOLDER white, (short)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	300.00			
	FOLDER white, (long)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	106.00			
	FOLDER three fold, (Press Board) Long - Green (US)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	9,900.00			
	FOLDER, Clearbook/ Ring Folder (Black/long)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	560.00			
	INVENTORY MATERIALS	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD				
	Barcode Sticker - 2" x 1" - Strong	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	16,000.00			
	Barcode Ribbon - 2" x 1"	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,750.00			
	Plastic - 3" x 4" per 1000 pcs/pack	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	2,000.00			

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	<i>Plastic - 4" x 5" per 1000 pcs/pack</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	3,000.00			
	<i>Heater Sealer - per pc</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	750.00			
	<i>Cling Wrap</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	6,000.00			
	<i>Magazine Rack Gray</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,350.00			
	<i>Magazine Box - Double Blue</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	330.00			
	<i>MEGABOX for records 85 liters White</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	24,000.00			
	<i>PADDING GLUE</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	360.00			
	<i>PAPER, Fax Paper, Thermal, 210mm x 30 m, 1/2" core, in roll 55.0gsm</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,000.00			
	<i>PAPER CLIP, Vinyl Coated, Small</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	140.00			
	<i>PAPER CLIP, Vinyl Coated, Big</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	150.00			
	<i>PAPER CLIP Bulldog</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	119.00			
	<i>PAPER FASTENER Plastic</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	440.00			
	<i>PAPER FASTENER Plastic, with long stem</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,050.00			
	<i>PEN BALLPEN - black/blue</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	2,700.00			
	<i>PEN HI-LITER Faber Castell/ Stabilo</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	280.00			
	<i>PEN PENTEL PEN - Pilot, black/blue/red</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	427.50			
	<i>PEN- SIGN PEN, Black, Energel, .05, blue casing</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	3,600.00			
	<i>PEN - SIGN PEN, PERMANENT MARKER FOR CD/DVD</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,650.00			
	<i>PEN, WHITE BOARD MARKER</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	500.00			
	<i>PEN , Artline - Silver</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	800.00			
	<i>PENCIL - Mongol</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	180.00			
	<i>PENCIL SHARPENER, manual, mountable type, with clamp, single cutter head, one-hole guide, 9-10mm in diameter</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	400.00			
	<i>POST IT PAD, 3 x 3 (3M), stick on, 76mm x 76 mm</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	900.00			
	<i>POST IT PAD, (3M) 12mm x 48mm</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	3,000.00			
	<i>PUNCHER - #75 Big</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	375.00			
	<i>RECORD BOOK Vecco - by 300's, color black and red</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	27,000.00			
	<i>RUBBER BAND - Small 50 g</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	51.00			
	<i>RULER - Orion 18"</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	144.00			
	<i>SCISSOR, Stainless, Heavy Duty, HBW</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	325.00			
	<i>STAMP PAD - Ink (Color Violet)</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	104.00			
	<i>STAMP PAD - Pad</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	175.00			
	<i>STAPLE WIRE- big No. 35</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	350.00			

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	STAPLE WIRE REMOVER, stainless, plier type	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	180.00			
	STAPLER No. 35 - Max	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	300.00			
	STAPLER WITH STAPLE WIRE REMOVER #35	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,160.00			
	STICKER PAPER	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	4,000.00			
	TAPE - Duct Tape	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	400.00			
	TAPE - Masking Tape 1/2"	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	150.00			
	TAPE - Masking Tape 1"	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	560.00			
	TAPE - Packaging Tape - clear 3" x 50	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	810.00			
	TAPE - Scotch Tape 1/2"	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	65.00			
	TAPE - Scotch Tape 1"	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	273.00			
	TAPE - Scotch Tape 1", Double Adhesive	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	400.00			
	TAPE DISPENSER	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	320.00			
	WHITE BOARD	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,200.00			
	YELLOW PAD	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	104.00			
	Food Supplies Expenses											
	Kitchen Supplies - Coffee/Sugar/Creamer etc	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200,000.00			
	Gasoline, Oil and Lubricants											
	Vehicles/Grasscutter - Gasoline	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,700,000.00			
	Vehicles/Motorcycles - Oil, Brake Fluid, Lubricants	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	150,000.00			
	Motorcycles - Gasoline	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	150,000.00			
	Other Supplies Expenses (Cleaning Materials)											
	Bathroom Deodorizer - Sampaguita Scent- 50 g	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	8,000.00			
	Alcohol, 70% solution, isopropyl	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	4,800.00			
	Dishwashing Paste, 420 g	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	5,600.00			
	Bathroom Cleaner - 500 ml	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	5,000.00			
	Bathroom Tissue - by 12's	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	2,400.00			
	Broomstick	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	375.00			
	Fly Paper	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	450.00			
	Multi-Insect Killer - Lemon Scent - 500 ml	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	15,000.00			
	Car Tissue	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	4,800.00			
	Cloth Gloves - per pack	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	2,850.00			
	Doormat cloth	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	2,500.00			
	Dustpan (plastic)	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	975.00			

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	<i>Dipper with Handle</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	375.00			
	<i>Floor Brush with long handle</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	2,800.00			
	<i>Air Freshener - Fresh Lemon - 320 ml</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	26,000.00			
	<i>Garbage Bag - Black - (XL) -</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	16,000.00			
	<i>Diswashing Liquid- 250 ml</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	14,875.00			
	<i>Kanebo - Super Absorbent -Original Brand</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	15,000.00			
	<i>Liquid Hand Soap - 500 ml</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	4,750.00			
	<i>Liquid Floorwax - 500 ml</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	6,250.00			
	<i>Mop Floor</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	10,500.00			
	<i>Mop Head</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	8,400.00			
	<i>Glass Cleaner - 500 ml</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	4,750.00			
	<i>Advanced Cyanoacrylate Adhesive Formula</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	600.00			
	<i>Metal Polish - 150 ml</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	900.00			
	<i>Muriatic Acid - 500 ml</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	2,100.00			
	<i>Paint Brush 3"</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	800.00			
	<i>Power detergent - 40 g</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	6,000.00			
	<i>Furniture Polish - Lemon - 330 ml</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	33,000.00			
	<i>Rubber Gloves</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,800.00			
	<i>Rags (Round) per pack</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	7,000.00			
	<i>Sando Bag - Large, biodegradable</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	5,200.00			
	<i>Sando Bag - Medium, biodegradable</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	5,400.00			
	<i>Scotch Brite</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,200.00			
	<i>Scotch Brite with foam</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	4,000.00			
	<i>Soft Broom</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	4,500.00			
	<i>Table Napkin - Soft</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	3,750.00			
	<i>Toilet Brush</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	900.00			
	<i>Trash Can Medium</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	1,500.00			
	<i>Water Pail - Big</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	2,000.00			
	<i>WD 40 - Big</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	2,400.00			
	<i>Thin Bleach - 1000 ml</i>	Gen Services	Negotiated - Agency to Agency (Sec. 53.5)	N.A.	N.A.	N.A.	N.A.	SWD	4,500.00			

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	Water Expenses											
	SWD Main Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	18,000.00			
	SWD Annex Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	18,000.00			
	SWD Pasong Langka Unit Office:	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	12,000.00			
	SWD Tartaria Unit Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	10,000.00			
	SWD Bulihan Unit Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	12,000.00			
	SWD Warehouse Office:	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	12,000.00			
	SWD Headquarter	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	18,000.00			
	Electricity Expenses											
	SWD Main Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	420,000.00			
	SWD Annex Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	720,000.00			
	SWD Pasong Langka Unit Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60,000.00			
	SWD Tartaria Unit Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60,000.00			
	SWD Bulihan Unit Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	120,000.00			
	SWD Warehouse Office:	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60,000.00			
	SWD Headquarter	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	560,000.00			
	Telephone Expenses (Landline and Cellular Phone)											
	Globe Line	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	12,000.00			
	Digital Line	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	12,000.00			
	PLDT Land Lines	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	204,000.00			
	Cellular Phones - Globe Post Paid Plan - GM	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	12,000.00			
	Smart/Sun/Globe Post Paid Plan - DM'S/DMC'S/Others	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	216,000.00			
	Internet Expenses											
	PLDT - DSL - SWD Annex Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	85,000.00			
	PLDT - DSL - SWD Main Office/SWD Pasong Langka	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	85,000.00			
	Cable, Satellite, Telegraph and Radio											
	Maintenance of PABX Lines and Radio Units	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	20,000.00			
	UHF Portable/Base Radio/ parts and accessories	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	37,000.00			
	Radio Station Licenses	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	93,000.00			
	Printing, Binding and Reproduction	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	110,000.00			
	Rent Expenses											
	Photocopying Machine	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	144,000.00			
	Security Services	Gen Services	Bidding	Oct 1-7, 2019	23-Oct-19	04-Nov-19	18-Nov-19	SWD	6,064,700.00			
	Repair and Maintenance - Building											
	Preventive Maintenance - Building Signage, Wooden Doors, Cabinets, Sink Area, CR Parts and Accessories, Electrical Outlets/Switches/Junction Box, Landscape, PABX/Lines/Cable/Parts, Telephone Lines/Cables/Parts	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	280,000.00			
	Preventive Maintenance - Building Termites/Pest Treatment	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	100,000.00			
	Preventive Maintenance - Solar Panels	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30,000.00			
	Minor Renovation - Kitchen Sink/Cabinet (Annex)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	100,000.00			

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Minor Renovation - Gate Annex	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30,000.00			
	Installation of Fire Exit - Annex and Bulihan	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30,000.00			
	Repainting of Tables - 3rd Floor Annex	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	20,000.00			
	Other Emergency Repairs	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	45,000.00			
	Building Materials (Bulb, Fluorescent, Ballast, Starter, 'Door Knob, Padlock, Deadbolt Lock)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	65,000.00			
	Repair and Maintenance - Office Equipment											
	Maintenance of Aircon Units	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	134,400.00			
	Other Office Equipments Repair including sound system, speakers, TV, microphone, lapel microphone, cable @ the training room and speakers outside the building)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	117,408.00			
	Calibration of Measuring Equipment	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	48,192.00			
	Steel Filing Cabinet - 4 drawers (2 units)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	20,000.00			
	Filing Cabinet - storage type (3 units)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	42,000.00			
	Repair and Maintenance - Furnitures and Fixtures											
	Repair and Maintenance (upholstery of sofa/office chairs, table drawer guide and lock, replacement of roller chair, guest room beds, kitchen and guest room cabinets, repainting of tables etc)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30,000.00			
	Jr. Executive/Executive Tables and Chairs	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	62,000.00			
	Repair and Maintenance - IT Equipment and Software	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	100,000.00			
	Maintenance of Firefighting Equipment and Accessories											
	Fire Extinguishers - Buildings	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	15,600.00			
	Fire Extinguishers - Vehicles	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	5,400.00			
	Fire Alarm System Package - Warehouse	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	350,000.00			
	Repair and Maintenance - Motor Vehicle	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.		1,700,000.00			
	Miscellaneous Expenses											
	Kitchen Materials/Utensils/Equipments (vacuum cleaners, kitchen cabinet, water dispenser, rice cooker, coffee maker, microwave oven, dining wares, kitchen wares, electric stove and others)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	98,000.00			
	Building Equipments - heavy duty cut-off machine, buffing machine and others)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	48,000.00			
	Laundry Fee/Dry Cleaning	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	25,000.00			
	Vehicle Accessories/Tools	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30,000.00			
	Garden Tools	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	5,000.00			
	Key Duplication	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	5,000.00			
	Building Decors, Pillows, Pillow Cases, Guest Room accessories etc	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	45,000.00			
	Christmas Decors/Plant Decors	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	40,000.00			
	Building Matting	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	40,000.00			
	Raincoat/Rainboots/Umbrella/Cover-all/Safety Shoes	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	40,000.00			
	Taxes, Duties and Licenses - Real Property Tax	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	40,000.00			
	Insurance Premium											

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Building Insurances	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	289,000.00			
	Vehicles/Motorcycles Insurances/Emission Test/Registration	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	271,000.00			
	CAPEX											
	Wall Mounted Aircon for SWD Main and SWD Annex (replacement of 3 old units including installation)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	255,000.00			
	Rehabilitation of CCTV Camera at the SWD Main Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60,000.00			
	Building Signage for SWD Annex Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200,000.00			
	Concreting of Front Area of the Building - SWD PLUO	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	100,000.00			
	Venetian Blinds - Calibration Office	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	50,000.00			
	Lot Titling/Survey/Transfer	Gen Services	Shopping-Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	1,000,000.00			
	Lot Acquisition	Gen Services	Shopping-Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	1,000,000.00			
	Computer Parts/Accessories/Upgrades	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	100,000.00			
	Service Vehicle for SWD Bullhan and SWD PLUO (replacement of old units)	Gen Services	Shopping-Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	2,500,000.00			
	Rehabilitation of Communication Equipment/Antenna Tower/Satellite Tower)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200,000.00			
	Inventory Program (additional budget)	Gen Services	Shopping-Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	500,000.00			
	Furnitures and Fixtures for the New SWD Headquarter	Gen Services	Shopping-Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	5,000,000.00			
	Visior/Mission/Goal for Building - Acrylic Type (all offices)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	500,000.00			
	PLDT Network Design/Radio Communication System	Gen Services	Shopping-Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	1,402,000.00			
	PURCHASE OF MERCHANDISE INVENTORY:											
	GI PIPES AND FITTING	Gen Services	Bidding	January 8-14, 2019	30-Jan-19	05-Feb-19	19-Feb-19	SWD	1,752,270.00			
	CI FITTINGS	Gen Services	Bidding	January 8-14, 2019	30-Jan-19	05-Feb-19	19-Feb-19	SWD	1,461,925.00			
	BRASS/BRONZE FITTINGS	Gen Services	Bidding	January 8-14, 2019	30-Jan-19	05-Feb-19	19-Feb-19	SWD	3,634,860.00			
	WATER METER/FLOW METER	Gen Services	Bidding	January 8-14, 2019	30-Jan-19	05-Feb-19	19-Feb-19	SWD	3,107,190.00			
	PVC PIPES/PE TUBING	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	994,875.00			
	MISCELLANEOUS MATERIALS	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	544,154.00			
	CALCIUM HYPOCHLORITE (CHLORINE)	Gen Services	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	787,500.00			
	TOTAL (GENERAL SERVICES DIVISION)								41,918,474.00			

HUMAN RESOURCE DIVISION

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Office Supplies											
	201 File Folder	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	4,687.50			
	Short Bond Paper	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,250.00			
	Long Bond Paper	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,625.00			
	Letterhead - Short	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,250.00			
	Letterhead - Long	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,800.00			
	Folder - Ordinary - Long	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	240.00			
	Folder - Ordinary Short	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	202.50			
	Folder - Expandable	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,687.50			
	Balpen - Black	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,100.00			

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Sign Pen - Black	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,500.00			
	Pencil	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	75.00			
	Pentel Pen - Black	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	787.50			
	Whit Board Marker - Black	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	450.00			
	Whiteboard Eraser	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	22.50			
	Paperclip - Big	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	187.50			
	Paperclip - Small	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	75.00			
	Paper Fastener	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,125.00			
	Paper Fastener - Superior	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	336.00			
	Correction Tape & Refill	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	787.50			
	Staple Wire	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	375.00			
	Ruler	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	22.50			
	Glue Pen	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	202.50			
	Padding Glue	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	105.00			
	Rubber Band - De Colores	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	112.50			
	Rubber Band - Flat	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	150.00			
	Paper Cutter	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	202.50			
	Paper Cutter - Spare Blade	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	46.50			
	Scissors	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	360.00			
	Corkboard Pins / Push Pins	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	75.00			
	Index Card Box - Big	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	225.00			
	HP Toner CB435A Laserjet P1006	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	13,500.00			
	HP Toner CE285A Laserjet P1102	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	27,000.00			
	HP Toner Q2612A Laserjet 1020	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	10,200.00			
	Epson Ink Tank T6641 Black	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,700.00			
	Epson Ink Tank T6642 Cyan	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,350.00			
	Epson Ink Tank T6643 Magenta	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,350.00			
	Epson Ink Tank T6644 Yellow	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,350.00			
	HP Ink 678 - Black	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	4,740.00			
	HP Ink 678 - Color	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,962.50			
	HP Ink 704 Black	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,575.00			
	HP Ink 704 Tricolor	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,575.00			
	Staple Wire - Heavy Duty Stapler	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	247.50			
	Stamp Pad Ink	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30.00			
	Stamp Pad / Personalized Stamp	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	570.00			
	Highlighter - Assorted Colors	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	675.00			
	Alcohol	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,170.00			
	Post-It™ Pad	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	420.00			
	Rubber Stamps	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,200.00			
	Dater Stamps	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	450.00			
	Alkaline Battery Size AA for camera / microphone	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	375.00			
	Battery Size AA for computer mouse, etc.	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	187.50			
	Battery Size AAA	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	202.50			
	Battery Size D	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	112.50			
	Plastic Cover	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	135.00			
	Scotch Tape	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	180.00			
	Masking Tape	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	45.00			
	Double-Adhesive Tape	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	135.00			
	Inked-Ribbon Cartridge for Bundy Clock	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	6,000.00			
	Daily Time Card	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	900.00			
	Logbook / Record Book	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	405.00			
	White Envelope w/ SWD logo	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,125.00			
	Brown Envelope - Long	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	825.00			
	Brown Envelope - Short	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	675.00			
	Colored Envelope - Extended	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	540.00			
	Yellow Pad (including supplies for training)	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	360.00			
	Brown Envelope - Extended (including training material)	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,800.00			
	6mm Rings for Ringbinding	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	390.00			
	8mm Rings for Ringbinding	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	435.00			

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	10mm Rings for Ringbinding	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	480.00			
	12mm Rings for Ringbinding	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	487.50			
	14mm Rings for Ringbinding	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	562.50			
	Plastic Cover for Ringbinding - Acetate	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	750.00			
	Board Paper	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	3,712.50			
	Sony CD-RW	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	750.00			
	Photo Album	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,500.00			
	Photo Printing	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,500.00			
	CD for back-up of files/soft copy of remittance)	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	750.00			
	USB for E-files management	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,800.00			
	DVD Recordable	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	900.00			
	ID Lamination	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	450.00			
	Ribbon for SWD Anniversary	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	225.00			
	Carbon Paper	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	300.00			
	Coin Envelope for ID Picture	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	75.00			
	Risograph for HR Forms	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	13,500.00			
	Philippine Flag	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	3,000.00			
	Mega Box	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,800.00			
	Hardbinding of Office Memo, Office Order	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,250.00			
	HR Books - CSC Manuals	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,200.00			
	Extension Cord	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	900.00			
	Sando Bag - Large for J.O. Uniforms	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	150.00			
	Membership Dues & Contributions to Organizations	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	52,000.00			
	Printing & Publication Expenses	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30,000.00			
	Representation Expenses	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	282,000.00			
	Repair & Maintenance of Machinery and Equipment	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30,000.00			
	ISO 9001:2015 Certification / Surveillance - 3rd Year	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	300,000.00			
	HR Software - Enhancements	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200,000.00			
	Computer, Computer Maintenance / Accessories / Upgrade	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	150,000.00			
	Biometrics / Bundy Clock, Repair / Upgrade of Biometrics / Bundy Clock	HRD	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	50,000.00			
	TOTAL (HUMAN RESOURCE DIVISION)								1,244,000.00			

OFFICE OF THE GENERAL MANAGER

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	OFFICE SUPPLIES:											
	Double Adhesive Tape	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	Rubber Bond	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	200.00			
	Biscuits	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	1,000.00			
	3-in-1 coffee / tea/Brewed coffee	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	10,000.00			
	Balpen	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	200.00			
	Pencil	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	200.00			
	Bond Paper	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	4,000.00			
	Printer Ink	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	25,000.00			
	Stabilo Pen	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	400.00			
	Correction Tape	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	Fax Ink	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	2,000.00			
	Sign Pen	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	1,500.00			
	Paper Clip	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	Paper Fastener	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	Folder - Long	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	1,500.00			
	Folder - Short	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	1,500.00			
	Folder - Long Expanded	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	2,000.00			
	Brown Envelope Long	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<i>Brown Envelope Short</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	<i>Battery - Double AA</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	<i>Record Book</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	<i>Post It Note</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	<i>Staple Wire #35</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	300.00			
	<i>Stamp Pad Ink</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	200.00			
	<i>Scotch Tape 1"</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	<i>Binder - Long</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	2,000.00			
	<i>Bathroom Tissue</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	1,500.00			
	<i>Frames for SWD Certificates</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	<i>Alcohol</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	<i>Magazine Box - Double</i>	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500.00			
	Computer Upgrade/parts/accessories	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	20,000.00			
	Photocopier machine (heavy duty)	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	60,000.00			
	Membership Dues and Contributions to Organizations	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	100,000.00			
	Representation Expenses	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	300,000.00			
	Repairs and Maintenance - Office Equipment	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	500,000.00			
	Repairs and Maintenance - IT Equipment and Software	OGM	Shopping	N/A	N/A	N/A	N/A	SWD	40,000.00			
	TOTAL (OFFICE OF THE GENERAL MANAGER)								1,080,000.00			

PLANNING & DESIGN DIVISION

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Travelling Expenses	Engineering	Direct Contracting	N.A.	N.A.	N.A.	N.A.	SWD	200,000.00			
	Office Supplies											
	<i>Battery size AA</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	180.00			
	<i>Battery size AAA</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200.00			
	<i>Bond paper, long</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,170.00			
	<i>Bond paper, short</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,485.00			
	<i>Bond paper, A3</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	400.00			
	<i>Brown envelope, long</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	22.00			
	<i>Brown envelope, short</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	15.00			
	<i>Correction Tape</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	105.00			
	<i>Eraser</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	33.00			
	<i>Fastener</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60.00			
	<i>Folder, long</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	192.50			
	<i>Folder short</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	78.00			
	<i>Highlighter, Stabilo</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	130.00			
	<i>HP Ink CN056AA 932XL (black)</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	8,725.00			
	<i>HP Ink CN056AA 933XL (cyan)</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,640.00			
	<i>HP Ink CN056AA 933XL (magenta)</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,640.00			
	<i>HP Ink CN056AA 933XL (yellow)</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	2,640.00			
	<i>Epson L210 ink (4 colors)</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	6,200.00			
	<i>Logbook</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	960.00			
	<i>Masking tape 1"</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	112.00			
	<i>Paper clip, vinyl</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	35.00			
	<i>Ruler</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	46.00			
	<i>Pencil</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	17.50			
	<i>Pentel pen, chisel and fine point</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	87.00			
	<i>Ballpen (black)</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	450.00			
	<i>Post-it 3m</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	225.00			
	<i>Puncher</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	110.00			
	<i>Scotch tape 1"</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	36.00			
	<i>Sign pen</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	936.00			

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<i>Staple wire</i>	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	70.00			
	Maintenance of IT Equipment and software	Engineering	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	200,000.00			
	Miscellaneous Expense	Engineering	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	10,000.00			
	Rehabilitation of Old Mainlines	Engineering	Shopping and Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	3,000,000.00			
	Extension of Mainlines 3"Ø to Purok 2, 3 & 4, Malaking Tatiao	Engineering	Shopping and Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	745,000.00			
	Extension of Mainlines 3"Ø to Purok 4 (Going to Kaong), Malaking Tatiao	Engineering	Shopping and Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	647,000.00			
	Installation of 6"Ø Mainline from Adlas to Philtrust Bank in Biga I	Engineering	Bidding	2/1-7/19	20-Feb-19	01-Mar-18	11-Mar-19	SWD	4,508,000.00			
	Installation of 6"Ø Mainline along Aguinaldo Highway, Lalaan II	Engineering	Bidding	7/1-7/19	22-Jul-19	05-Aug-19	15-Aug-19	SWD	2,576,000.00			
	Improvement of Turned over RWSA / Subdivisions, etc.	Engineering	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	1,500,000.00			
	Contingencies for Unforeseen Projects (e.g. water related project request of LGU, relocation of pipelines request of DPWH)	Engineering	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	2,000,000.00			
	Source Development for Camella Alta	Engineering	Bidding	03/01-07/19	19-Mar-19	01-Apr-19	11-Apr-19	SWD	4,680,000.00			
	Construction of Camella Alta Pumping Station	Engineering	Bidding	6/3-9/19	24-Jun-19	01-Jul-19	11-Jul-19	SWD	6,720,000.00			
	Advance Meter Data Collection and Management System	Engineering	Direct Contracting	N.A.	N.A.	N.A.	N.A.	SWD	3,500,000.00			
	TOTAL (PLANNING & DESIGN DIVISION)								30,316,000.00			

PRODUCTION DIVISION

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Ten (10) Chlorinators	Production	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	360,000.00			
	Spare Pumps and Motors	Production	Shopping					SWD	2,500,000.00			
	Computer Repair or Upgrade	Production	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	50,000.00			
	Ten (10) Portable Radios	Production	Direct Contracting	N.A.	N.A.	N.A.	N.A.	SWD	200,000.00			
	Submersible Cables	Production	Direct Contracting	N.A.	N.A.	N.A.	N.A.	SWD	600,000.00			
	Major Repair of Gensets	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	1,000,000.00			
	Service Motorcycles 3 units	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	300,000.00			
	Office Supplies	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	90,000.00			
	Chemical and Filtering Supplies Expenses	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	1,200,000.00			
	Fuel, Oil and Lubricants	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	5,000,000.00			
	Electricity	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	81,151,000.00			
	Maintenance of IT Equipment and Software	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	20,000.00			
	Maintenance of Pumping Equipment	Production	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	3,000,000.00			
	Maintenance of Power Production Equipment	Production	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,000,000.00			
	Maintenance of Fire Fighting Equipment	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	195,000.00			
	Maintenance of Water Treatment Equipment	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	600,000.00			
	Maintenance of Other Machineries and Equipment	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	70,000.00			
	Maintenance of Motor Vehicles	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	780,000.00			
	Maintenance of Pumping Structures (wells, reservoirs)	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	2,500,000.00			
	Miscellaneous Expenses (helmets, tools,etc)	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	300,000.00			
	Water Treatment and Annual Water Charges	Production	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	1,000,000.00			
	TOTAL (PRODUCTION DIVISION)								101,916,000.00			

WATER SYSTEMS MAINTENANCE

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Office Supplies											
	<i>Black Ballpen</i>	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,000.00			
	<i>Bond Paper, Short</i>	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,440.00			

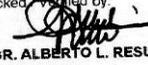
Code (PAP)	Procurement Program / Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Bond Paper, Long	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,760.00			
	Bond Paper (Mimeo), Short	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	750.00			
	Bond Paper (Mimeo), Long	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	360.00			
	Brown Envelop, Long	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	37.50			
	Brown Envelop, Short	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	22.50			
	Carbon Paper	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	600.00			
	Columnar Book	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	330.00			
	Corkboard pin	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30.00			
	Correction Tape 5 mm x 10mm	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	250.00			
	Double Adhesive Tape	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	40.00			
	Epson Ink T6641 Black	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,600.00			
	Epson Ink T6642 Cyan	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,600.00			
	Epson Ink T6643 Magenta	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,600.00			
	Epson Ink T6644 Yellow	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,600.00			
	Eraser	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	45.00			
	Folder white, Long	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	250.00			
	Folder white, Short	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	175.00			
	Folder, 3 folds White	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	700.00			
	Highlighter	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	140.00			
	Record Book	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	6,750.00			
	Paper Clip, Big vinyl coated	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	20.00			
	Paper Clip, Small vinyl coated	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	16.00			
	Paper Clip, (jumbo)	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60.00			
	Paper Fastener (Plastic)	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	50.00			
	Pencil, Mongol	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	50.00			
	Pentel Pen	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60.00			
	Post-it 3m	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	225.00			
	Scissors Heavy Duty 8"	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	160.00			
	Scotch Tape 1"	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60.00			
	Sign Pen EnerGel (Black)	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	123.00			
	Stamp Pad	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	80.00			
	Stamp Pad Ink	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30.00			
	Staple Wire No. 35-5m	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	160.00			
	Stapler Heavy Duty	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	500.00			
	Staple Remover Plier type	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	100.00			
	Whiteboard marker	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	200.00			
	Yellow Pad	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	60.00			
	Other Expenses	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	1,966.00			
	Various Office Supplies for WMRCs	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	10,000.00			
		WSM										
	Cable, satellite, telegraph and radio	WSM	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	70,000.00			
	Printing, binding and reproduction	WSM	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	10,000.00			
	Repair and Maintenance of IT Equipment and software	WSM	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	20,000.00			
	Maintenance of technical equipment	WSM	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	4,500,000.00			
	Repair and Maintenance of Other Machineries and Equipment	WSM	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	450,000.00			
	Repair and Maintenance of Artesian Well, Reservoirs, PS and Conduits (mainline)	WSM	Shopping or Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	3,500,000.00			
	Miscellaneous Expenses (WSM)	WSM	Shopping or Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	327,500.00			
	Computer upgrade / parts / accessories	WSM	Negotiated	N.A.	N.A.	N.A.	N.A.	SWD	25,000.00			
	Hydrotest Pump	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	150,000.00			
	Mini LED Tower Light (3 units)	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	500,000.00			
	Office tables / Chairs	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	40,000.00			
	Orbital Pipe Cutting Machine	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	100,000.00			
	Pipe threader Machine Bench Type	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	350,000.00			
	portable radio	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	100,000.00			

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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Set of Road Safety Equipment (Blinkers, Solar LED Traffic signal, etc.	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	150,000.00			
	Tripod	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	30,000.00			
	Computer Package/upgrade / parts / accessories	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	100,000.00			
	Industrial Exhaust Fan	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	20,000.00			
	Water Meter for calibration (1000pcs)	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	850,000.00			
	Water Pump 2HP	WSM	Shopping	N.A.	N.A.	N.A.	N.A.	SWD	20,000.00			
	TOTAL (WATER SYSTEMS MAINTENANCE)								11,347,500.00			

GRAND TOTAL 203,793,474.00

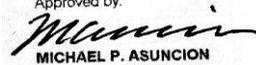
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 General Manager

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MICHAEL P. ASUNCION
 Chairperson, SWD-BOD

DEFINITION

1. **PROGRAM (BESF)** - A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
2. **PROJECT (BESF)** - Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
3. **PMO/End User** - Unit as proponent of program or project
4. **Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
5. **Schedule for Each Procurement Activity** - Major procurement activities (advertising/posting; submission and receipt/Opening of bids; award of contract; contract signing).
6. **Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund, SWD (SWD Corporate Budget 2017)
7. **Estimated Budget** - Agency approved estimate of project/program costs
8. **Remarks** - brief description of program or project

Remarks
 Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.

Breakdown into mooe and co for tracking purposes; aligned with budget documents
 Any remark that will help GPPB track programs and projects