

Signature



**MANAPLA WATER DISTRICT**  
**B. Gallo St., Manapla, Negros Occidental**  
**Tel. No.: (034) 491-0013**

**ANNUAL PROCUREMENT PLAN FOR 2019**

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement				Source of Funds	Estimated Budget (Php)			Remarks  (brief description of Program/Project)
				Posting of RFQ	Sub/Op en of RFQ	Notice of Award	Contract Signing/ PO Issuances		Total	MOOE	CO	
<b>1 04</b>	<b>OTHER SUPPLIES INVENTORY</b>											
<b>04</b>	Water Meters 1/2" (Brass)	Maintenance Division	Shopping	1st and 3rd Quarter				Corporate Budget	110,500.00	110,500.00		For new service connections
<b>990</b>	P.E. Tubing 1/2 SDR II ISO black x 300	Maintenance Division	Shopping	Quarterly				Corporate Budget	141,375.00	141,375.00		For new service connections
	Brass Adaptor 1/2"	Maintenance Division	Shopping	Quarterly				Corporate Budget	22,755.00	22,755.00		For new service connections
	Brass Ball Valve 1/2" with lockwing	Maintenance Division	Shopping	Quarterly				Corporate Budget	35,150.00	35,150.00		For new service connections
	G.I. St. Elbow 1/2" x 90°	Maintenance Division	Shopping	Quarterly				Corporate Budget	3,900.00	3,900.00		For new service connections
	G.I. Bushing 3/4" x 1/2"	Maintenance Division	Shopping	Quarterly				Corporate Budget	1,300.00	1,300.00		For new service connections
	G.I. Coupling 1/2"	Maintenance Division	Shopping	Quarterly				Corporate Budget	2,340.00	2,340.00		For new service connections
	G.I. Elbow 1/2" x 90°	Maintenance Division	Shopping	Quarterly				Corporate Budget	4,440.00	4,440.00		For new service connections
	G.I. Elbow Reducer 3/4" x 1/2"	Maintenance Division	Shopping	Quarterly				Corporate Budget	2,080.00	2,080.00		For new service connections
	G.I. Nipple 1/2" x 6"	Maintenance Division	Shopping	Quarterly				Corporate Budget	5,720.00	5,720.00		For new service connections
	G.I. Nipple 1/2" x 2"	Maintenance Division	Shopping	Quarterly				Corporate Budget	1,300.00	1,300.00		For new service connections
	G.I. Pipe 1/2"	Maintenance Division	Shopping	Quarterly				Corporate Budget	12,240.00	12,240.00		For new service connections
	Plastic Adaptor 1/2"	Maintenance Division	Shopping	Quarterly				Corporate Budget	30,560.00	30,560.00		For new service connections
	Plastic Female Bend 1/2 x 90°	Maintenance Division	Shopping	Quarterly				Corporate Budget	7,200.00	7,200.00		For new service connections

1 04 04 990	PE Tech Elbow Equal Bend 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	3,600.00	3,600.00	For new service connections
	Plastic Tee Adaptor 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	18,200.00	18,200.00	For new service connections
	Plastic Saddle clamp 2" x 3/4"	Maintenance Division	Shopping	Quarterly	Corporate Budget	16,680.00	16,680.00	For new service connections
	Plastic Saddle Clamp 3" x 3/4"	Maintenance Division	Shopping	Quarterly	Corporate Budget	10,200.00	10,200.00	For new service connections
	Teflon Tape 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	6,630.00	6,630.00	For new service connections
	Plastic Faucet 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	8,450.00	8,450.00	For new service connections
	G.I. Tee 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,440.00	1,440.00	For new service connections
	Electrical Clip 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	260.00	260.00	For new service connections
	(Tools and Equipment)							
	Spade (Tempered)	Maintenance/Production Division	Shopping	1st and 2nd Quarter	Corporate Budget	1,200.00	1,200.00	Excavation tool
	Spade (Spoon Type)	Maintenance Division	Shopping	1st Quarter	Corporate Budget	1,200.00	1,200.00	Excavation tool
	Drill Bit 5/8"	Maintenance Division	Shopping	1st Quarter	Corporate Budget	500.00	500.00	Tool steel used to drill
	Drill Bit 1/2"	Maintenance Division	Shopping	1st Quarter	Corporate Budget	500.00	500.00	Tool steel used to drill
	Electrical Plier(Flat)	Maintenance Division	Shopping	1st Quarter	Corporate Budget	600.00	600.00	Hand tool used to hold, bend or compress objects during installations
	Cutter Plier 6mm	Maintenance Division	Shopping	1st Quarter	Corporate Budget	600.00	600.00	Hand tool used to cut during installations
	Long Nose Plier	Maintenance Division	Shopping	1st Quarter	Corporate Budget	600.00	600.00	Hand tool used to hold, bend or snip wire
	Monkey Wrench	Maintenance Division	Shopping	1st Quarter	Corporate Budget	600.00	600.00	Tool used to loosen or tighten bolts and nuts.
	Measuring Tape Line, 30m	Maintenance Division	Shopping	1st Quarter	Corporate Budget	2,500.00	2,500.00	Measuring tool used for staking
	Pipe Threader 1" x 1/2"	Maintenance Division	Shopping	1st Quarter	Corporate Budget	5,000.00	5,000.00	For the threading of pipes
	Welding Rod	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,200.00	1,200.00	For use in welding
	Welding Machine Handle	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,000.00	1,000.00	For welding machine

1 04 04 990	Hammer	Production Division	Shopping	1st Quarter	Corporate Budget	250.00	250.00	Fo smashing metal and wood.	
	Chlorine Test Kit	Production Division	Shopping	2nd Quarter	Corporate Budget	10,000.00	10,000.00	For residual monitoring	
	Hacksaw Blade	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,440.00	1,440.00	For Hacksaw used in cutting pipes	
	Hoe	Maintenance Division	Shopping	1st Quarter	Corporate Budget	300.00	300.00	Hand tool used for digging narrow furrows and removing weeds.	
	Cane Knife	Maintenance Division	Shopping	1st Quarter	Corporate Budget	300.00	300.00	Hand tool used for cutting	
	Machete Knife	Maintenance Division	Shopping	1st Quarter	Corporate Budget	300.00	300.00	Hand tool used for cutting	
	<b>Total Other Supplies Inventory</b>						<b>474,410.00</b>	<b>474,410.00</b>	
1 04 04 020	<b>ACCOUNTABLE FORMS, PLATES AND STICKERS INVENTORY</b>								
	Official Receipts	Commercial	Agency-to-Agency	2nd Quarter	Corporate Budget	75,000.00	75,000.00	Proof of payments	
	Check Book	Commercial	Small Value Procurement	3rd Quarter	Corporate Budget	3,500.00	3,500.00	For payment of obligations of the MWD	
	<b>Total Accountable Forms, Plates and Stickers Inventory</b>						<b>78,500.00</b>	<b>78,500.00</b>	
1 06 03 110	<b>PLANT- UPIS</b>								
	Mechanical Valve 6"	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Corporate Budget	100,000.00	100,000.00	For installation of additional valves in existing mainlines and for emergency repairs.	
	Mechanical Valve 8"	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Corporate Budget	60,000.00	60,000.00	For installation of additional valves in existing mainlines.	
	Filtration System	Production Division	Shopping	2nd Quarter	Corporate Budget	350,000.00	350,000.00	For water treatment at the Chambery pumping station	
	Proposed Double Tapping of Pipelines at Purok 2, Brgy. Chambery	Production Division	Small Value Procurement	1st Quarter	Corporate Budget	50,000.00	50,000.00	For provision of water supply to consumers in the area	
	<b>Total Plant- UPIS</b>						<b>560,000.00</b>	<b>560,000.00</b>	
1 06 04 990	<b>OTHER STRUCTURES</b>								
	Perimeter Fencing	Production Division	Small Value Procurement	2nd Quarter	Corporate Budget	50,000.00	50,000.00	For Mabini Pumping Station	
	<b>Total Other Structures</b>						<b>50,000.00</b>	<b>50,000.00</b>	
1 06 05 010	<b>MACHINERY</b>								
	Chlorinator Pump (for Liquid)	Production Division	Shopping	1st and 3rd Quarter	Corporate Budget	72,000.00	72,000.00	For chemical dosing as disinfectant	



	Compactor	Production Division	Shopping	1st Quarter	Corporate Budget	27,000.00		27,000.00	For soil compaction during restoration.
	Panel Board Assembly	Production Division	Shopping	2nd Quarter	Corporate Budget	250,000.00		250,000.00	For Mabini pumping station
	<b>Total Machinery</b>					<b>349,000.00</b>		<b>349,000.00</b>	
<b>1 06 05 020</b>	<b>OFFICE EQUIPMENT</b>								
	Aircon Window Type	Office of the GM	Shopping	1st Quarter	Corporate Budget	30,000.00		30,000.00	For replacement of old and defective unit at MWD office
	<b>Total Office Equipment</b>					<b>30,000.00</b>	-	<b>30,000.00</b>	
<b>1 06 05 030</b>	<b>INFORMATION AND COMMUNICATION TECH EQUIPMENT</b>								
	Printer, Epson FX2175	Commercial Division	Shopping	1st Quarter	Corporate Budget	25,000.00		25,000.00	For replacement of printer used in billing and collection
	<b>Total Information and Communication Tech Equipment</b>					<b>25,000.00</b>	-	<b>25,000.00</b>	
	<b>COMMON-USE SUPPLIES AND AND EQUIPMENT</b>	All Divisions	Shopping	Quarterly	Corporate Budget	<b>162,416.89</b>	<b>162,416.89</b>		For the day-to-day operations
<b>1 08 01 020</b>	<b>COMPUTER SOFTWARE</b>								
	System Development and Integration	Commercial Division	Shopping	1st Quarter	Corporate Budget	200,000.00		200,000.00	For billing and collection
	<b>Total Computer Software</b>					<b>200,000.00</b>		<b>200,000.00</b>	
<b>5 02 03 090</b>	<b>FUEL, OIL AND LUBRICANTS EXPENSES</b>								
	Gasoline - Suzuki Multicab	Maintenance Division	Shopping	Monthly	Corporate Budget	21,600.00	21,600.00		For Suzuki Multicab
	- Concrete Cutter	Maintenance Division	Shopping	Quarterly	Budget	2,880.00	2,880.00		For concrete cutter
	Gasoline - Water Pump Motor	Maintenance Division	Shopping	Quarterly	Corporate Budget	2,880.00	2,880.00		For water pump
	- Motorcycle	Maintenance Division	Shopping	Monthly	Budget	43,200.00	43,200.00		For motorcycle units
	Diesel -Toyota Revo	Maintenance Division	Shopping	Monthly	Corporate Budget	48,000.00	48,000.00		For Toyota Revo
	-Generator Set	Production Division	Shopping	Monthly	Budget	48,000.00	48,000.00		For the use of Generator Set
	Motor Oil	Production Division	Shopping	Quarterly	Corporate Budget	4,000.00	4,000.00		For motorcycle units and genset
	Radiator Coolant	Maintenance/Production Division	Shopping	Quarterly	Corporate Budget	7,200.00	7,200.00		For motorcycle units and genset
	Change Oil - Revo	Maintenance Division	Small Value	2nd and 4th Quarter	Budget	9,000.00	9,000.00		For Revo vehicle
	- Suzuki Multicab	Maintenance Division	Procurement	2nd and 4th Quarter	Corporate Budget	9,000.00	9,000.00		For generator set
	- Motorcycle	Maintenance Division	Small Value	Every 2 months	Budget	3,200.00	3,200.00		For generator set
	- Jackhammer, Cutter & Water Pump	Maintenance/Production Division	Procurement	2nd and 3rd Quarter	Corporate Budget	7,200.00	7,200.00		For equipments change oil

	- Generator Set	Production Division	Small Value Procurement	2nd and 4th Quarter	Corporate Budget	6,000.00	6,000.00		For generator set
	Hydraulic Oil	Maintenance Division	Small Value Procurement	2nd Quarter	Corporate Budget	4,500.00	4,500.00		For jackhammer
	<b>Total Fuel, Oil and Lubricants Expenses</b>					<b>216,660.00</b>	<b>216,660.00</b>		
<b>5 02 03 990</b>	<b>OTHER SUPPLIES AND MATERIALS EXPENSES</b>								
	Water Meters 1/2" (Brass)	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	153,000.00	153,000.00		For change meters and re-opening of old accounts
	P.E. Tubing 1/2 SDR II ISO black x 300m	Maintenance Division	Shopping	Quarterly	Corporate Budget	135,720.00	135,720.00		For repairs and clustering of water meters
	Brass Adaptor 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,476.00	1,476.00		For repairs and clustering of water meters
	Brass Ball Valve with lockwing 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	2,136.00	2,136.00		For repairs and clustering of water meters
	G.I. St. Elbow 1/2" x 90°	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,242.00	1,242.00		For repairs and clustering of water meters
	G.I. Bushing 3/4" x 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,044.00	1,044.00		For repairs and clustering of water meters
	G.I. Coupling 1/2"	Maintenance Division	Shopping	1st Quarter	Corporate Budget	450.00	450.00		For repairs purposes
	G.I. Elbow 1/2" x 90°	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,200.00	1,200.00		For repairs and clustering of water meters
	G.I. Pipe 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	19,800.00	19,800.00		For repairs and clustering of water meters
	Plastic Adaptor 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	57,600.00	57,600.00		For repairs and clustering of water meters
	Plastic Saddle Clamp 2" x 1"	Maintenance Division	Shopping	Quarterly	Corporate Budget	10,800.00	10,800.00		For repairs and clustering of water meters
	Plastic Saddle Clamp 3" x 1"	Maintenance Division	Shopping	Quarterly	Corporate Budget	17,820.00	17,820.00		For repairs and clustering of water meters
	Teflon 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	20,400.00	20,400.00		For repairs and clustering of water meters
	Plastic Coupler 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	13,200.00	13,200.00		For repairs and clustering of water meters
	Plastic coupler 3/4	Maintenance Division	Shopping	Quarterly	Corporate Budget	3,840.00	3,840.00		For repairs of leakages
	G.I. Plug 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	960.00	960.00		For repairs of leakages and disconnection
	G.I. Cap Plug 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	960.00	960.00		For repairs of leakages and disconnection
	Plastic Male Tee 1" x 1"	Maintenance Division	Shopping	Quarterly	Corporate Budget	10,800.00	10,800.00		For clustering of water meters
	Plastic Saddle Clamp 2" x 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	17,400.00	17,400.00		For repairs of leakages

5 02 03 990	Plastic Bushing 3/4" x 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	2,400.00	2,400.00	For clustering of water meters
	Plastic Female Adaptor 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,920.00	1,920.00	For repairs and clustering of water meters
	Male Bend 1/2" x 1/2" x 90	Maintenance Division	Shopping	Quarterly	Corporate Budget	7,200.00	7,200.00	For repairs and clustering of water meters
	Female Male Bend 1/2" x 1/2" x 90	Maintenance Division	Shopping	Quarterly	Corporate Budget	3,600.00	3,600.00	For repairs and clustering of water meters
	Reducing Nipple 3/4" x 1/2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,800.00	1,800.00	For repairs and clustering of water meters
	Mechanical Tee 2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	28,500.00	28,500.00	For emergency repairs and maintenance purposes
	Mechanical Coupling 2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	36,000.00	36,000.00	For emergency repairs and maintenance purposes
	Mechanical Gate Valve 2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	57,000.00	57,000.00	For emergency repairs and maintenance purposes
	Mechanical Elbow 2" x 90	Maintenance Division	Shopping	Quarterly	Corporate Budget	48,000.00	48,000.00	For emergency repairs and maintenance purposes
	Brass Gate Valve 2"	Maintenance Division	Shopping	Quarterly	Corporate Budget	36,000.00	36,000.00	For emergency repairs and maintenance purposes
	G.I. Pipe 2" Sch 40	Maintenance Division	Shopping	Quarterly	Corporate Budget	27,600.00	27,600.00	For emergency repairs and maintenance purposes
	G.I. St. Elbow 2 x 90	Maintenance Division	Shopping	Quarterly	Corporate Budget	2,220.00	2,220.00	For emergency repairs and maintenance purposes
	G.I. Elbow 2" x 90	Maintenance Division	Shopping	Quarterly	Corporate Budget	886.80	886.80	For emergency repairs and maintenance purposes
	Rubber Tape	Production Division	Shopping	1st Quarter	Corporate Budget	1,000.00	1,000.00	For Mabiní pumping station
	Brass Gate Valve 1"	Production Division	Shopping	Quarterly	Corporate Budget	26,400.00	26,400.00	For blow-offs
	Chlorine (Liquid)	Production Division	Small Value Procurement	1st Quarter	Corporate Budget	374,400.00	374,400.00	For chlorination
	DPD Chlorine Reagent	Production Division	Small Value Procurement	Quarterly	Corporate Budget	53,200.00	53,200.00	For residual monitoring
	Empty Drum	Production Division	Shopping	1st Quarter	Corporate Budget	7,500.00	7,500.00	For stocks of chlorine
	Padlocks	Maintenance Division	Shopping	Quarterly	Corporate Budget	4,000.00	4,000.00	For office, reservoir and pumping stations
	Flanges	Production Division	Shopping	1st Quarter	Corporate Budget	700.00	700.00	For Mabiní pumping station
	<b>Total Other Supplies and Materials Expenses</b>						<b>1,190,174.80</b>	<b>1,190,174.80</b>



5 02 13 060	Wiper Assembly	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	5,600.00	5,600.00	For replacement and maintenance of parts of Revo and Multicab
	Brake Shoe /Brake Pad	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	8,520.00	8,520.00	For replacement and maintenance of parts of Revo, Multicab & Motorcycle
	Alternator	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	6,000.00	6,000.00	For replacement and maintenance of parts of Revo and Multicab
	Tie Rod End	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	6,000.00	6,000.00	For replacement and maintenance of parts of Revo and Multicab
	Rock End	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	6,000.00	6,000.00	For replacement and maintenance of parts of Revo and Multicab
	Shock Absorber	Maintenance Division	Shopping	Quarterly	Corporate Budget	13,200.00	13,200.00	For replacement and maintenance of parts of Revo and Multicab
	Center Post	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	4,000.00	4,000.00	For replacement and maintenance of parts of Revo and Multicab
	Center Post Bearing	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	2,000.00	2,000.00	For replacement and maintenance of parts of Revo and Multicab
	Ball Joint	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	3,000.00	3,000.00	For replacement and maintenance of parts of Revo and Multicab
	Cross Joint	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	2,100.00	2,100.00	For replacement and maintenance of parts of Revo and Multicab
	Brake Fluid 3 L	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Corporate Budget	900.00	900.00	For maintenance of Revo and Multicab
	Motor Starter	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	6,000.00	6,000.00	For REVO and multicab
	Coolant 4 L	Maintenance Division	Shopping	Quarterly	Corporate Budget	2,400.00	2,400.00	For maintenance of Revo and Multicab
	Tire	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Corporate Budget	4,500.00	4,500.00	For motorcycle units
	Interior	Maintenance Division	Shopping	Quarterly	Corporate Budget	2,600.00	2,600.00	For motorcycle units and multicab
	Chain	Maintenance Division	Shopping	1st and 2nd Quarter	Corporate Budget	600.00	600.00	For motorcycle units
	Spracket	Maintenance Division	Shopping	1st and 2nd Quarter	Corporate Budget	600.00	600.00	For motorcycle units
	Pinion Drive	Maintenance Division	Shopping	1st and 2nd Quarter	Corporate Budget	600.00	600.00	For motorcycle units
	Battery 12 volts	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Corporate Budget	1,800.00	1,800.00	For motorcycle units
	Battery 12 Volts 11 Plates	Maintenance Division	Shopping	1st and 2nd Quarter	Corporate Budget	6,000.00	6,000.00	For Suzuki Multicab
Bearing	Maintenance Division	Shopping	Quarterly	Corporate Budget	6,400.00	6,400.00	For REVO, Multicab & motorcycle units	
Spark Plug	Maintenance Division	Shopping	Quarterly	Corporate Budget	2,050.00	2,050.00	For Multicab, motorcycle units, concrete cutter and water pump	
Shock Absorber	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Corporate Budget	6,000.00	6,000.00	For motorcycle units	

5 02 13 050	<b>REPAIR &amp; MAINTENANCE - MACHINERY AND EQUIPMENT</b>								
	Provision for Electro-Mechanical Equipment	Production Division	Shopping	Quarterly	Corporate Budget	75,000.00	75,000.00		For repair and maintenance of electromechanical equipments
	Battery 12 Volts 11 Plates	Maintenance Division	Shopping	1st Quarter	Corporate Budget	6,000.00	6,000.00		For Generator Set
	Diamond Blade	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	16,000.00	16,000.00		For concrete cutter
	Cutting Stone	Maintenance Division	Shopping	1st Quarter	Corporate Budget	9,000.00	9,000.00		For concrete cutter
	Cart Wheel 4"	Maintenance Division	Shopping	1st Quarter	Corporate Budget	2,400.00	2,400.00		For concrete cutter
	Vacuum Cleaner	Maintenance Division	Shopping	1st Quarter	Corporate Budget	7,000.00	7,000.00		For use in cleaning of vehicles and office
	Pressure Washer	Maintenance Division	Shopping	1st Quarter	Corporate Budget	7,000.00	7,000.00		For washing of vehicles.
	LED Monitor, 18.5"	Administrative Division	Shopping	2nd Quarter	Corporate Budget	4,140.00	4,140.00		For replacement of old and defective monitor
	UPS, 625KVA	Commercial Division	Shopping	2nd Quarter	Corporate Budget	3,200.00	3,200.00		For replacement of old and defective unit
	External Hard Drive 2 Terabyte	Commercial Division	Shopping	1st Quarter	Corporate Budget	10,000.00	10,000.00		For billing and collection files back-up.
Steel Filing Cabinet	Admin/Accounting Division	Shopping	1st Quarter	Corporate Budget	18,000.00	18,000.00		For files storage.	
5 02 13 060	<b>Total R&amp;M- Machinery and Equipment</b>					<b>157,740.00</b>	<b>157,740.00</b>		
<b>REPAIR &amp; MAINTENANCE - TRANSPORTATION EQUIPMENT</b>									
Arrow (Rim)	Maintenance Division	Shopping	Quarterly	Corporate Budget	11,200.00	11,200.00		For replacement and maintenance of parts of Revo and Multicab	
Rim Cover	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	6,000.00	6,000.00		For replacement and maintenance of parts of Revo	
Hub Nut/Hub Bolt	Maintenance Division	Shopping	Quarterly	Corporate Budget	1,120.00	1,120.00		For replacement and maintenance of parts of Revo and Multicab	
Fan Belt	Maintenance Division	Shopping	1st , 2nd and 4th Quarter	Corporate Budget	1,800.00	1,800.00		For replacement and maintenance of parts of Revo and Multicab	
Fan Blade	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	900.00	900.00		For replacement and maintenance of parts of Revo and Multicab	
Radiator Tank	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	8,000.00	8,000.00		For replacement and maintenance of parts of Revo and Multicab	
Radiator Hose	Maintenance Division	Shopping	1st and 3rd Quarter	Corporate Budget	1,600.00	1,600.00		For replacement and maintenance of parts of Revo and Multicab	
Air Cleaner	Maintenance Division	Shopping	1st and 2nd Quarter	Corporate Budget	1,500.00	1,500.00		For replacement and maintenance of parts of Revo and Multicab	



5 02 13 060	Headlight	Maintenance Division	Shopping	1st and 2nd Quarter	Budget Corporate Budget	11,200.00	11,200.00	For Toyota REVO, Suzuki Multicab and motorcycle units.	
	Signal Light	Maintenance Division	Shopping	1st and 2nd Quarter	Corporate	7,200.00	7,200.00	For Toyota REVO, Suzuki Multicab and motorcycle units.	
	Backing/Stop Light	Maintenance Division	Shopping	1st and 2nd Quarter	Corporate	1,600.00	1,600.00	For Toyota REVO and Suzuki Multicab	
	Set Cover	Maintenance Division	Shopping	1st and 3rd Quarter	Budget Corporate Budget	6,000.00	6,000.00	For Toyota REVO	
	Tires	Maintenance Division	Shopping	Quarterly	Budget Corporate Budget	40,000.00	40,000.00	For Toyota Revo and Suzuki Multicab tires replacement	
	Injection Pump	Maintenance Division	Shopping	2nd Quarter	Budget Corporate Budget	5,000.00	5,000.00	For Toyota Revo	
	Electric Pump	Maintenance Division	Shopping	2nd Quarter	Budget Corporate Budget	2,000.00	2,000.00	For Multicab	
	Aircon Cleaning	Maintenance Division	Shopping	1st Quarter	Budget Corporate Budget	5,000.00	5,000.00	Toyota Revo aircon	
	<b>Total R&amp;M - Transportation Equipment</b>						<b>194,990.00</b>	<b>194,990.00</b>	
5 02 13 030	<b>REPAIR &amp; MAINTENANCE - INFRASTRUCTURE ASSETS</b>								
	Mechanical Valve 2"	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	114,000.00	114,000.00	For installation of additional valves in existing mainlines and repairs.	
	Mechanical Valve 3"	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	80,000.00	80,000.00	For installation of additional valves in existing mainlines and repairs	
	Mechanical Valve 4"	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	60,000.00	60,000.00	For installation of additional valves in existing mainlines	
	Mechanical Coupling 2"	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	18,000.00	18,000.00	For emergency repairs and maintenance purposes	
	Mechanical Coupling 4"	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	12,000.00	12,000.00	For emergency repairs and maintenance purposes	
	Mechanical Coupling 6"	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	21,600.00	21,600.00	For emergency repairs and maintenance purposes	
	Mechanical Coupling 8"	Maintenance Division	Shopping	1st and 4th Quarter	Budget Corporate Budget	20,000.00	20,000.00	For emergency repairs and maintenance purposes	
	Mechanical Elbow 2" x 90	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	15,000.00	15,000.00	For emergency repairs and maintenance purposes	
	Mechanical Elbow 3" x 90	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	24,000.00	24,000.00	For emergency repairs and maintenance purposes	
	Mechanical Elbow 4" x 90	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	36,000.00	36,000.00	For emergency repairs and maintenance purposes	
	Mechanical Elbow 6" x 90	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	54,000.00	54,000.00	For emergency repairs and maintenance purposes	
	Mechanical Elbow 8" x 90	Maintenance Division	Shopping	1st, 2nd and 4th Quarter	Budget Corporate Budget	39,000.00	39,000.00	For emergency repairs and maintenance purposes	

	G.I. Pipe 6" Sch 40	Maintenance Division	Shopping	1st Quarter	Corporate Budget	57,660.00	57,660.00		For emergency repairs and maintenance purposes
	Cement	Maintenance Division	Small Value Procurement	Quarterly	Corporate Budget	30,600.00	30,600.00		For restoration of road breakage
	Sand	Maintenance Division	Small Value Procurement	Quarterly	Corporate Budget	7,800.00	7,800.00		For restoration of road breakage
	Crack Stone	Maintenance Division	Small Value Procurement	Quarterly	Corporate Budget	14,400.00	14,400.00		For restoration of road breakage
	<b>Total R&amp;M-Infrastructure Assets</b>					<b>604,060.00</b>	<b>604,060.00</b>		
<b>5 02 99 010</b>	<b>ADVERTISING, PROMOTIONAL AND MARKETING EXPENSES</b>								
	Raffle Draw Prizes	Commercial Division	Small Value Procurement	Quarterly	Corporate Budget	132,000.00	132,000.00		For on-time payments promo
	Raffle Tickets	Commercial Division	Shopping	Quarterly	Corporate Budget	4,800.00	4,800.00		For on-time payments promo
	<b>Total Advertising, Promotional and Mktg. Expenses</b>					<b>136,800.00</b>	<b>136,800.00</b>		
<b>5 02 99 070</b>	<b>SUBSCRIPTION EXPENSES</b>								
	Newspaper	Administrative Division	Small Value Procurement	Daily	Corporate Budget	7,920.00	7,920.00		For news updates
	Health & Home	Administrative Division	Small Value Procurement	January	Corporate Budget	1,000.00	1,000.00		For health and home booklet subscription
	<b>Total Subscription Expenses</b>					<b>8,920.00</b>	<b>8,920.00</b>		

Prepared by:

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**JEZEEL M. CONSULTA**  
 BAC Chairman

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*Arlene Mae B. Balatayo*  
**ARLENE MAE B. BALATAYO**  
 Corporate Account Analyst - Designate

Recommending Approval:

*Jane Beth B. Besueña*  
**JANE BETH B. BESUEÑA**  
 General Manager D

Approved by:

**VINCENT D. JALANDRA**  
 Chairman, Board of Directors