

INDICATIVE TABACO CITY WATER DISTRICT (TAWAD) ANNUAL PROCUREMENT PLAN FOR CY 2021

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/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1-06-01-010	Land	OGM	Direct Contracting	N/A	N/A	January 18, 2021	January 20, 2021	Corporate Budget	500,000.00	-	500,000.00	Land for additional pumping station at San Lorenzo
1-06-02-990	Fencing of San Antonio Well 3	EOD	NP-53.9 - Small Value Procurement	September 3, 2021	September 10, 2021	September 14, 2021	September 16, 2021	Corporate Budget	540,000.00	-	540,000.00	Perimeter Fence of San Antonio Well #3
1-06-03-040	Construction of Production Well at San Antonio	EOD	Competitive Bidding	November 19, 2020	December 9, 2020	January 11, 2021	January 13, 2021	Corporate Budget	3,200,000.00	-	3,200,000.00	Drilling of Well at San Antonio, Tabaco City
	Construction of Production Well at San Lorenzo	EOD	Competitive Bidding	June 4, 2021	June 24, 2021	June 30, 2021	July 2, 2021	Corporate Budget	3,200,000.00	-	3,200,000.00	Drilling of Well at San Lorenzo, Tabaco City
	Installation of 160LM 2"Ø HDPE Pipe Lateral Line at Pawa	EOD	NP-53.9 - Small Value Procurement	April 8, 2021	April 15, 2021	April 19, 2021	April 21, 2021	Corporate Budget	154,000.00	-	154,000.00	Installation of 160LM 2"Ø HDPE Pipe Lateral Line at Pawa
	Installation of 120LM 2"Ø HDPE Pipe Lateral Line at P-3 San Carlos	EOD	NP-53.9 - Small Value Procurement	June 4, 2021	June 11, 2021	June 15, 2021	June 17, 2021	Corporate Budget	131,000.00	-	131,000.00	Installation of 120LM 2"Ø HDPE Pipe Lateral Line at P-3 San Carlos
1-06-04-990	Construction of Control Room at P-5 San Antonio	EOD	NP-53.9 - Small Value Procurement	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	264,000.00	-	264,000.00	Construction of Control Room at P-5 San Antonio
	Construction of Control Room at San Lorenzo Well	EOD	NP-53.9 - Small Value Procurement	September 3, 2021	September 10, 2021	September 14, 2021	September 16, 2021	Corporate Budget	264,000.00	-	264,000.00	Construction of Control Room at San Lorenzo
	Improvement of parking area	HRAGS	NP-53.9 - Small Value Procurement	February 19, 2021	February 26, 2021	March 2, 2021	March 4, 2021	Corporate Budget	250,000.00	-	250,000.00	Improvement of TAWAD parking area
1-06-05-020	Air conditioning unit	HRAGS	NP-53.9 - Small Value Procurement	March 5, 2021	March 12, 2021	March 16, 2021	March 18, 2021	Corporate Budget	105,000.00	-	105,000.00	Inverter-type
1-06-05-030	Various IT Equipment	HRAGS	Shopping	July 9, 2021	July 16, 2021	July 20, 2021	July 22, 2021	Corporate Budget	80,000.00	-	80,000.00	Laptop Computer - 2 units
		ACMB	Shopping	July 9, 2021	July 16, 2021	July 20, 2021	July 22, 2021	Corporate Budget	80,000.00	-	80,000.00	Laptop Computer - 2 units
		OGM	Shopping	July 9, 2021	July 16, 2021	July 20, 2021	July 22, 2021	Corporate Budget	30,000.00	-	30,000.00	Laptop computer - 1 unit
		CSD-CAD	Shopping	July 9, 2021	July 16, 2021	July 20, 2021	July 22, 2021	Corporate Budget	40,000.00	-	40,000.00	Laptop computer - 1 unit
		CSD-CAD	Shopping	July 9, 2021	July 16, 2021	July 20, 2021	July 22, 2021	Corporate Budget	32,000.00	-	32,000.00	Computer printer Epson FX-2190
		CSD-CAD	Shopping	June 4, 2021	June 11, 2021	June 15, 2021	June 17, 2021	Corporate Budget	50,000.00	-	50,000.00	Miscellaneous billing/Teller software enhancements
		CSD-CAD	Shopping	February 5, 2021	February 12, 2021	February 16, 2021	February 18, 2021	Corporate Budget	50,000.00	-	50,000.00	Kiosk for Customer Account Inquiry
		CSD-CSD	Shopping	July 9, 2021	July 16, 2021	July 20, 2021	July 22, 2021	Corporate Budget	40,000.00	-	40,000.00	1 unit Desktop Computer
		CSD-CSD	Shopping	July 9, 2021	July 16, 2021	July 20, 2021	July 22, 2021	Corporate Budget	50,000.00	-	50,000.00	2 units System CPU
		CSD-CSD	Shopping	July 9, 2021	July 16, 2021	July 20, 2021	July 22, 2021	Corporate Budget	40,000.00	-	40,000.00	1 unit Laptop Computer
EOD	Shopping	July 9, 2021	July 16, 2021	July 20, 2021	July 22, 2021	Corporate Budget	40,000.00	-	40,000.00	1 unit laptop computer		
1-06-05-990	Additional tools and equipment for DDRMC/Emergency Response Program	OGM	NP-53.9 - Small Value Procurement	February 19, 2021	February 26, 2021	March 2, 2021	March 4, 2021	Corporate Budget	200,000.00	-	200,000.00	Additional tools and equipment for DDRMC/Emergency Response Program
	Miscellaneous Machinery and Equipment	HRAGS	NP-53.9 - Small Value Procurement	June 18, 2021	June 25, 2021	June 29, 2021	July 1, 2021	Corporate Budget	50,000.00	-	50,000.00	Miscellaneous Machinery and Equipment
	Submersible Pumps and Motors	EOD	NP-53.9 - Small Value Procurement	February 7, 2021	February 14, 2021	February 18, 2021	February 20, 2021	Corporate Budget	837,500.00	-	837,500.00	Submersible Pumps and Motors
			NP-53.9 - Small Value Procurement	August 7, 2021	August 14, 2021	August 18, 2021	August 20, 2021	Corporate Budget	837,500.00	-	837,500.00	
	Generator Set	EOD	Competitive Bidding	March 6, 2021	March 26, 2021	April 1, 2021	April 3, 2021	Corporate Budget	1,000,000.00	-	1,000,000.00	Generator Set - 120KVA
	Generator Set	EOD	Competitive Bidding	July 3, 2021	July 23, 2021	July 29, 2021	July 31, 2021	Corporate Budget	1,000,000.00	-	1,000,000.00	Generator Set - 120KVA
	Flow Meters	EOD	NP-53.9 - Small Value	July 3, 2021	July 10, 2021	July 14, 2021	July 16, 2021	Corporate Budget	472,000.00	-	472,000.00	Flow Meters
	Portable ultrasonic flowmeter 300mm to 75mm	EOD	NP-53.9 - Small Value Procurement	January 8, 2021	January 15, 2021	January 19, 2021	January 21, 2021	Corporate Budget	75,000.00	-	75,000.00	Portable ultrasonic flowmeter 300mm to 75mm
	Various Fittings	EOD	Shopping	March 6, 2021	March 13, 2021	March 17, 2021	March 19, 2021	Corporate Budget	699,900.00	-	699,900.00	Gate valves, STCs, Air release valves, fittings and pipes
Concrete Cutter	CSD-CSD	NP-53.9 - Small Value	April 8, 2021	April 15, 2021	April 19, 2021	April 21, 2021	Corporate Budget	150,000.00	-	150,000.00	Concrete cutter	

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1-06-06-010	Side Car of Motor Vehicle	CSD-CSD	NP-53.9 - Small Value Procurement	February 5, 2021	February 12, 2021	February 16, 2021	February 18, 2021	Corporate Budget	30,000.00	-	30,000.00	Side Car of Motor Vehicle
5-01-04-990	Tokens for Loyalty Awardees	HRAGS	NP-53.9 - Small Value Procurement	October 8, 2021	October 15, 2021	October 19, 2021	October 21, 2021	Corporate Budget	290,000.00	290,000.00	-	Plaque and souvenir items for loyalty awardees
	"On-the-spot" Incentives, and unique monetary and non-monetary rewards for employees	HRAGS	NP-53.9 - Small Value Procurement	October 9, 2020	October 13, 2020	October 17, 2020	October 19, 2020	Corporate Budget	100,000.00	100,000.00	-	"On-the-spot" Incentives, and unique monetary and non-monetary rewards for employees
5-02-02-010	Conduct of In-house Trainings	HRAGS	NP-53.9 - Small Value Procurement	per L&D Program	per L&D Program	per L&D Program	per L&D Program	Corporate Budget	76,210.00	76,210.00	-	Materials and supplies, and token of speakers for the conduct of in-house trainings per approved Training Plan
5-02-03-010	Office Supplies (Common-Use)	All	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	Corporate Budget	587,983.87	587,983.87	-	c/o APP-CSE: Common-use office supplies for one year consumption
5-02-03-020	Accountable Forms	ACMB	NP-53.5 Agency-to-Agency	N/A	N/A	January 4, 2021	January 6, 2021	Corporate Budget	9,900.00	9,900.00	-	LBP checkbook for 1 year
		ACMB	NP-53.5 Agency-to-Agency	November 20, 2020	November 27, 2020	January 11, 2021	January 13, 2021	Corporate Budget	21,000.00	21,000.00	-	70 stubs Official Receipts for cashiering
		CSD-CSD	NP-53.5 Agency-to-Agency	November 20, 2020	November 27, 2020	January 11, 2021	January 13, 2021	Corporate Budget	271,600.00	271,600.00	-	28 boxes of Official Water bill receipts for tellering (6,000 pcs per box)
5-02-03-130	Chlorine Granules	EOD	Competitive Bidding	November 19, 2020	December 9, 2020	January 11, 2021	January 13, 2021	Corporate Budget	1,100,000.00	1,100,000.00	-	220drums (45kg per drum), 70% available chlorine
	LaMotte DPD No. 1 tablets	EOD	Direct Contracting	N/A	N/A	February 5, 2021	February 7, 2021	Corporate Budget	40,000.00	40,000.00	-	Lamotte DPD tablets
5-02-03-080	Medical, Dental & Laboratory Supplies	HRAGS	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	31,500.00	31,500.00	-	Medical and health supplies for prevention and control of COVID19
5-02-03-090	Gasoline, Oil, Lubricants & Other Fuel	HRAGS	Shopping	November 20, 2020	November 27, 2020	January 11, 2021	January 13, 2021	Corporate Budget	1,215,000.00	1,215,000.00	-	Provision of gasoline, oil and lubricants for motor vehicles, machineries and other equipment
5-02-03-210	Semi-expendable IT Equipment	ACMB	Shopping	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	16,000.00	16,000.00	-	Computer printer and UPS
		CSD-CSD	Shopping	March 5, 2021	March 12, 2021	March 16, 2021	March 18, 2021	Corporate Budget	10,000.00	10,000.00	-	1 unit Epson LX310 printer
		CSD-CSD	Shopping	March 5, 2021	March 12, 2021	March 16, 2021	March 18, 2021	Corporate Budget	8,000.00	8,000.00	-	1 unit Epson L360 printer
		CSD-CAD	Shopping	January 8, 2021	January 15, 2021	January 19, 2021	January 21, 2021	Corporate Budget	8,000.00	8,000.00	-	Computer printer - L3110
		CSD-CAD	Shopping	April 8, 2021	April 15, 2021	April 19, 2021	April 21, 2021	Corporate Budget	30,000.00	30,000.00	-	System CPU - 2 units
		CSD-CAD	Shopping	June 4, 2021	June 11, 2021	June 15, 2021	June 17, 2021	Corporate Budget	30,000.00	30,000.00	-	Meter Reading Android Phone - 3 units
		CSD-CAD	Shopping	June 4, 2021	June 11, 2021	June 15, 2021	June 17, 2021	Corporate Budget	30,000.00	30,000.00	-	Android Thermal Printer - 3 units
		CSD-CAD	Shopping	October 8, 2021	October 15, 2021	October 19, 2021	October 21, 2021	Corporate Budget	6,000.00	6,000.00	-	UPS 650VA with AVR - 3 units
Semi-expendable Office Equipment	HRAGS	NP-53.9 - Small Value Procurement	March 5, 2021	March 12, 2021	March 16, 2021	March 18, 2021	Corporate Budget	2,012.77	2,012.77	-	c/o APP-CSE: 2 units electric fan	
	ACMB	NP-53.9 - Small Value Procurement	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	5,000.00	5,000.00	-	c/o APP-CSE: External hard drive	
	ACMB	NP-53.9 - Small Value Procurement	March 5, 2021	March 12, 2021	March 16, 2021	March 18, 2021	Corporate Budget	1,107.03	1,107.03	-	c/o APP-CSE: Electric fan	
	ACMB	NP-53.9 - Small Value Procurement	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	4,400.00	4,400.00	-	c/o APP-CSE: Electric fan	
	OGM	NP-53.9 - Small Value Procurement	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	5,000.00	5,000.00	-	c/o APP-CSE: External hard drive	
	CSD-CAD	NP-53.9 - Small Value Procurement	January 15, 2021	January 22, 2021	January 26, 2021	January 28, 2021	Corporate Budget	8,000.00	8,000.00	-	1 unit External hard drive - 4TB (server back-up)	
	CSD-CAD	NP-53.9 - Small Value Procurement	March 5, 2021	March 12, 2021	March 16, 2021	March 18, 2021	Corporate Budget	6,000.00	6,000.00	-	2 units External hard drive - 2TB (server back-up)	
	CSD-CAD	NP-53.9 - Small Value Procurement	March 5, 2021	March 12, 2021	March 16, 2021	March 18, 2021	Corporate Budget	6,000.00	6,000.00	-	2 units Electric calculator	
	CSD-CSD	NP-53.9 - Small Value Procurement	March 5, 2021	March 12, 2021	March 16, 2021	March 18, 2021	Corporate Budget	1,200.00	1,200.00	-	1 unit Electric stand fan	
	HRAGS	NP-53.9 - Small Value Procurement	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	5,500.00	5,500.00	-	c/o APP-CSE: Floor polisher - heavy duty (purchase from other suppliers)	
HRAGS	NP-53.9 - Small Value Procurement	April 6, 2021	April 13, 2021	April 17, 2021	April 19, 2021	Corporate Budget	10,000.00	10,000.00	-	Miscellaneous tools for mechanical repairs		

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5-02-03-220	Semi-expendable Furniture and Fixtures	HRACS	Shopping	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	12,000.00	12,000.00	-	Swivel Chair and visitor chairs: 2 and 4 units
		HRACS	Shopping	January 22, 2021	January 29, 2021	February 2, 2021	February 4, 2021	Corporate Budget	10,000.00	10,000.00	-	Steel Cabinet - 1 unit
		CSD-CAD	Shopping	January 8, 2021	January 15, 2021	January 19, 2021	January 21, 2021	Corporate Budget	6,000.00	6,000.00	-	Swivel Chair - 2 units
		CSD-CSD	Shopping	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	10,000.00	10,000.00	-	Steel cabinet - 1 unit
		CSD-CSD	Shopping	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	6,000.00	6,000.00	-	Swivel Chair - 2 units
		CSD-CSD	Shopping	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	9,000.00	9,000.00	-	Customer Chair - 3 units
		CSD-CSD	Shopping	August 6, 2021	August 13, 2021	August 17, 2021	August 19, 2021	Corporate Budget	10,000.00	10,000.00	-	Gang Chair - 1 unit
5-02-03-990	Water Meters ½"	EOD	Competitive Bidding	November 19, 2020	December 9, 2020	January 11, 2021	January 13, 2021	Corporate Budget	1,500,000.00	1,500,000.00	-	1500 pcs water meters for meter maintenance program
		CSD-CSD	Competitive Bidding	November 19, 2020	December 9, 2020	January 11, 2021	January 13, 2021	Corporate Budget	1,600,000.00	1,600,000.00	-	2000 pcs water meters for new connections, and reconections
	Supplies for Occupational Safety and Health of Personnel, and Various Tools	EOD	NP-53.9 - Small Value Procurement	January 15, 2021	January 19, 2021	January 23, 2021	January 25, 2021	Corporate Budget	20,000.00	20,000.00	-	Transparent chemical solution tank - 6 units
		EOD	NP-53.9 - Small Value Procurement	May 7, 2021	May 14, 2021	May 18, 2021	May 20, 2021	Corporate Budget	90,000.00	90,000.00	-	Supplies for Occupational Safety and Health of Personnel, and Various Tools
		CSD-CAD	NP-53.9 - Small Value Procurement	January 15, 2021	January 22, 2021	January 26, 2021	January 28, 2021	Corporate Budget	35,200.00	35,200.00	-	Working pants, working shirts and gadget bags for meter readers
	Other Supplies	CSD-CSD	NP-53.9 - Small Value Procurement	January 15, 2021	January 22, 2021	January 26, 2021	January 28, 2021	Corporate Budget	48,600.00	48,600.00	-	Working pants, working shirts, working shoes, safety vests, hard hat, rain coat, rain boots, crew bar, shovel, pipe wrench, hand gloves for water meter maintenance men
		All	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	Corporate Budget	120,000.00	120,000.00	-	c/o APP-CSE: Common-use cleaning materials, electrical materials and misc. supplies for one year consumption
5-02-04-010	Water Expenses	HRACS	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	132,000.00	132,000.00	-	Water consumption for 1 year
5-02-04-020	Electricity Expenses	HRACS and EOD	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	13,184,766.86	13,184,766.86	-	Electricity consumption for 1 year
5-02-05-010	Postage and Deliveries	HRACS and CSD	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	21,920.00	21,920.00	-	Postage and courier services for 1 year
5-02-05-020	Telephone Expenses	HRACS	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	80,400.00	80,400.00	-	Telephone (landline and mobile) expenses for 1 year
5-02-05-030	Internet Service Expenses	HRACS	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	72,000.00	72,000.00	-	Internet subscription for 1 year: Php72,000.00
5-02-05-040	Cable, Satellite, Telegraph & Radio Expense	HRACS	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	4,120.00	4,120.00	-	Cable subscription for 1 year
5-02-11-010	Legal Services	HRACS	NP-53.7 Highly Technical Consultants	N/A	N/A	Monthly	Monthly	Corporate Budget	164,000.00	164,000.00	-	Retainership agreement for 1 year, notarial fees, and other legal fees
5-02-11-020	Auditing Services	HRACS	NP-53.5 Agency-to-Agency	N/A	N/A	per COA audit schedule	per COA audit schedule	Corporate Budget	120,000.00	120,000.00	-	COA Auditing services
		HRACS	Direct Contracting	N/A	N/A	Aug. 2021	Aug. 2021	Corporate Budget	68,320.00	68,320.00	-	ISO 9001:2015 Re-Certification Audit
5-02-11-030	Security Services	HRACS	Competitive Bidding	November 19, 2020	December 9, 2020	January 11, 2021	January 13, 2021	Corporate Budget	3,909,905.40	3,909,905.40	-	Security services for 1 year
5-02-13-030	Various Materials & Fittings for installation of new connections and reconections, and for various repairs	CSD-CSD	Competitive Bidding	November 19, 2020	December 9, 2020	January 11, 2021	January 13, 2021	Corporate Budget	3,419,528.31	3,419,528.31	-	Various Materials & Fittings for installation of new connections and reconections, and for various repairs
	Materials for restoration works	EOD	Shopping	January 15, 2021	January 22, 2021	January 26, 2021	January 28, 2021	Corporate Budget	1,400,000.00	1,400,000.00	-	Materials for restoration works
	Meter seals and teflon tapes	EOD	Shopping	November 19, 2020	November 26, 2020	January 11, 2021	January 13, 2021	Corporate Budget	34,000.00	-	34,000.00	For meter replacements
	Fire Hose	EOD	NP-53.9 - Small Value	September 3, 2021	September 10, 2021	September 14, 2021	September 16, 2021	Corporate Budget	50,000.00	50,000.00	-	10 rolls
Control Valve - wafer type	EOD	NP-53.9 - Small Value	January 15, 2021	January 22, 2021	January 26, 2021	January 28, 2021	Corporate Budget	100,000.00	100,000.00	-	Control Valve - wafer type: 6 pcs 8"; 4 pcs 6"	

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5-02-13-040	Maintenance of Office Building and Other Structures	HRAGS	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	80,000.00	80,000.00	-	Maintenance of Office Building and Other Structures
5-02-13-050	Repairs and preventive maintenance of various Machineries and Equipment	HRAGS and EOD	NP-53.9 - Small Value Procurement	As scheduled	As scheduled	As scheduled	As scheduled	Corporate Budget	427,988.00	427,988.00	-	Repairs and preventive maintenance of air conditioning units, office equipment, IT equipment, communication equipment, generator sets, concrete cutters and other machineries
	Fire Extinguisher Refill, 10lbs	HRAGS	NP-53.9 - Small Value Procurement	February 5, 2021	February 12, 2021	February 16, 2021	February 18, 2021	Corporate Budget	17,160.00	17,160.00	-	c/o APP-CSE: 15 units
5-02-13-060	Preventive maintenance and repair of vehicles	HRAGS	Shopping	Semi-annual	Semi-annual	Semi-annual	Semi-annual	Corporate Budget	84,000.00	84,000.00	-	Preventive maintenance and repair of vehicles
	Replacement of tires and batteries of vehicles	HRAGS	Shopping	As scheduled	As scheduled	As scheduled	As scheduled	Corporate Budget	160,080.00	160,080.00	-	Replacement of tires and batteries of vehicles
5-02-13-070	Repair and maintenance of furniture and fixtures	HRAGS	Shopping	Monthly	Monthly	Monthly	Monthly	Corporate Budget	10,000.00	10,000.00	-	Repair and maintenance of furniture and fixtures
5-02-13-210	Repair and maintenance of semi-expendable machinery and equipment	HRAGS	Shopping	Monthly	Monthly	Monthly	Monthly	Corporate Budget	15,000.00	15,000.00	-	Repair and maintenance of semi-expendable machinery and equipment
5-02-13-220	Repair and maintenance of semi-expendable furniture and fixtures	HRAGS	Shopping	Monthly	Monthly	Monthly	Monthly	Corporate Budget	15,000.00	15,000.00	-	Repair and maintenance of semi-expendable furniture and fixtures
5-02-99-010	Media Advertisements - radio broadcast and information drive	OGM	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	24,000.00	24,000.00	-	Radio announcements
	Annual website domain and hosting fee plus website announcements	OGM	Direct Contracting	N/A	N/A	Annual	Annual	Corporate Budget	13,000.00	13,000.00	-	Annual website domain and hosting fee plus website announcements
	Gift Giving/ Community Outreach Program	OGM	NP-53.9 - Small Value Procurement	October 9, 2020	October 13, 2020	October 17, 2020	October 19, 2020	Corporate Budget	125,000.00	125,000.00	-	Provision of gift giving/ community outreach programs
	Other promotional and marketing activities	OGM	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	45,000.00	45,000.00	-	Marketing services
5-02-99-020	Printing, Binding and Reproduction	HRAGS and CSD	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	27,000.00	27,000.00	-	Printing of tarpaulin and other documents, and binding of books of accounts
5-02-99-060	Daily Subscription of Newspaper	HRAGS	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	10,950.00	10,950.00	-	Daily Subscription of Newspaper
	Subscription of Aquarius Magazine	HRAGS	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	Corporate Budget	8,000.00	8,000.00	-	Subscription of Aquarius Magazine
5-02-99-990	BIWADA uniform and sports paraphernalia	OGM	NP-53.9 - Small Value Procurement	February 7, 2020	February 11, 2020	February 15, 2020	February 17, 2020	Corporate Budget	50,000.00	50,000.00	-	Uniform and sports paraphernalia in participation to BIWADA Sportsfest 2020
	Materials for Christmas Decoration	HRAGS	NP-53.9 - Small Value Procurement	October 9, 2020	October 13, 2020	October 17, 2020	October 19, 2020	Corporate Budget	20,000.00	20,000.00	-	Materials for Christmas Decoration
	Year-end conference (meals)	HRAGS	NP-53.10 Lease of Real	N/A	October 9, 2020	October 13, 2020	October 15, 2020	Corporate Budget	78,000.00	78,000.00	-	Meals during year-end conference
	Year-end conference (souvenir and miscellaneous items)	HRAGS	NP-53.9 - Small Value Procurement	October 23, 2020	October 27, 2020	October 31, 2020	November 2, 2020	Corporate Budget	320,000.00	320,000.00	-	Souvenir and miscellaneous items for give-aways to valued customers
	Other MOOE	HRAGS	NP-53.9 - Small Value Procurement	Monthly	Monthly	Monthly	Monthly	Corporate Budget	175,000.00	175,000.00	-	GAD-related activities and misc expenses
	Bacteriology Test	EOD	NP-53.9 - Small Value Procurement	November 22, 2019	November 26, 2019	January 6, 2020	January 8, 2020	Corporate Budget	300,000.00	300,000.00	-	Bacteriology Test of TAWAD water samples (300 samples for 1 year)
	Physical and Chemical Analysis	EOD	NP-53.9 - Small Value Procurement	April 17, 2020	April 24, 2020	April 26, 2020	May 3, 2020	Corporate Budget	75,000.00	75,000.00	-	Physical and Chemical Analysis of TAWAD water samples

Prepared:

Verified:

Recommended for Approval:

Approved:

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