

National Food Authority  
Region Office VIII  
Annual Procurement Plan  
FY 2019

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	
	<b>1. WATER EXPENSES</b>								<b>208,841.00</b>			
	Water Expenses								152,413.00			
	Mineral Water for NFA Employees								56,428.00			
	<b>2. ELECTRICITY EXPENSES</b>								<b>1,333,497.00</b>			
	<b>3. MOBILE EXPENSES</b>								<b>169,600.00</b>			
	Call & Text Cards								30,000.00			
	Globe landline								76,000.00			
	Globe Plan								63,600.00			
	<b>4. COMMUNICATION EXPENSES</b>								<b>212,794.00</b>			
	Postage and Courier Services								30,954.00			
	Telephone/Landline Expenses								166,430.00			
	Cable, Satellite, Telegraph & Radio								15,410.00			
	<b>5. INTERNET SUBSCRIPTION EXPENSES</b>								<b>90,000.00</b>			
	Internet Connection								90,000.00			
	<b>POSTAGE EXPENSES</b>								<b>2,000.00</b>			
	Documentary Stamp								2,000.00			
	<b>COURIER SERVICES</b>								<b>44,000.00</b>			
	Delivery Receipt								44,000.00			
	<b>6. REPRESENTATION EXPENSES</b>								<b>3,088,570.00</b>			
	Office of the PM								612,360.00			
	Finance Division								86,000.00			
	AGSS								590,140.00			
	Marketing Operations								609,920.00			
	Registration and Licensing								576,000.00			
	Investigation and Enforcement								68,000.00			
	Quality Assurance								406,000.00			
	NFA COA								140,150.00			
	<b>RENT EXPENSES</b>								<b>672,000.00</b>			
	Warehouse Rental								600,000.00			

Satellite Office Rental										72,000.00			
<b>PUBLICATION EXPENSES</b>										<b>36,400.00</b>			
Printing and Publication wxp.										16,400.00			
Advertisement and Promotion										20,000.00			
<b>7. REPAIR AND MAINTENANCE</b>										<b>2,045,898.00</b>			
Office Equipment										99,652.00			
Furniture & Fixtures										62,794.00			
IT Equipment and Software										9,176.00			
Machineries										35,328.00			
Communication Equipment										3,448.00			
Technical and Scientific Equipment										2,300.00			
Lighting Facilities										36,000.00			
Aircon Maintenance Service and Repair/ Replacement of Parts										138,000.00			
Generator Set Maintenance Service										20,000.00			
Refill- Fire Extinguisher										34,200.00			
Repair and Maintenance of Office Equipment										100,000.00			
Spare Parts/ Labor for service vehicle (Mitsubishi Adventure)			Small Value Procurement							650,000.00			
Maintenance of Electrical System			-do-							100,000.00			
Maintenance of Water System			-do-							100,000.00			
Maintenance of Computers			-do-							30,000.00			
Spareparts/ Labor for Government Vehicles										400,000.00			
Maintenance of Satake Ricemill/Dryer			-do-							50,000.00			

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Maintenance of Maruyama Grain Dryer		Small Value Procurement						50,000.00			
	Maintenance of Biomass Furnace		-do-						50,000.00			
	Maintenance of Warehouse		-do-						75,000.00			
	<b>8. FUELS, OILS AND LUBRICANTS</b>								<b>1,604,014.00</b>			
	Motor Vehicles								225,870.00			

Lubricants and Oil for government service vehicle	Small Value Procurement								852,144.00			
Diesel/Gasoline for Generator Set	-do-								35,000.00			
Diesel, lubricants & Oil for Ricemill	-do-								446,000.00			
Engine Oil									30,000.00			
Gasoline									5,000.00			
Lubricants for Dryers	-do-								10,000.00			
<b>9. TAXES, DUTIES &amp; LISCENSES</b>									<b>1,603,635.15</b>			
Withholding Rax on Interest on Income									7,020.00			
Registration Fees									15,600.00			
LTO Vehicle Registration	Agency to Agency								56,958.12			
GSIS Vehicle Insurance	-do-								84,900.45			
GSIS Building Insurance	-do-								247,776.58			
Stock Insurance	-do-								551,900.00			
GSIS Property Insurance									140,000.00			
Insurance-PPE									197,200.00			
Insurance-Employee GHIP									63,230.00			
Fidelity Bond Premium	-do-								147,050.00			
GTLI									80,000.00			
GAIP									12,000.00			
<b>10. SUBSCRIPTION EXPENSES</b>									<b>44,310.00</b>			
Newspaper Subscription	Small Value Procurement								39,990.00			
Cable Subscription	-do-								4,320.00			
<b>PRINTING PUBLICATION</b>									<b>16,000.00</b>			
Tarpaulin Printing									16,000.00			
<b>11. MAJOR EVENTS AND CONVENTIONS EXPENSES</b>									<b>213,200.00</b>			
Team Building									30,200.00			
Sports & Cultural									76,500.00			
Anniversary Allowance/Expenses									106,500.00			
<b>12. GENERAL ASSEMBLY MEETING</b>									<b>56,600.00</b>			
<b>13. PRINTING/RISOGRAPH OF OFFICE FORMS</b>									<b>95,150.00</b>			
Stock Card									2,000.00			
Card Equipment Ledger									450.00			

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Employee Leave Card								2,100.00			
	Retailer's Passbook								19,500.00			
	Farmer's Passbook								19,800.00			
	Master's Passbook								3,600.00			
	Index Card, (yellow) for RL								4,500.00			
	Risograph of Common-Use Office Forms								18,750.00			
	Tarpaulin Printing								24,000.00			
	<b>14. SUPPLIES AND EXPENSES</b>								<b>3,317,503.71</b>			
	<b>SUPPLIES AND EQUIPMENT - AVAILABLE AT DBM PS</b>		Agency to Agency						<b>2,442,700.40</b>			
	<b>SUPPLIES AND EQUIPMENT - AVAILABLE OUTSIDE DBM PS</b>								<b>1,101,109.00</b>			
	<b>OTHER SUPPLIES AND OFFICE EQUIPMENT EXPENSES</b>								<b>1,423,850.00</b>			
	Building/Construction Supplies and Materials								98,000.00			
	Consumables-Xerox Machine Copiers								112,000.00			
	Accountable Forms								80,000.00			
	Checkbooklet								13,500.00			
	Car Tires								264,000.00			
	Tamaraw FX								24,000.00			
	Hino Truck SET 150								30,000.00			
	Car Batteries								78,000.00			
	Drugs and Medicine Expenses								151,000.00			
	Floormat for Mitsubishi Adventure								10,000.00			
	Framing of Organizational Chart								4,500.00			
	30 pcs. Pot for plants								1,050.00			
	8 unit Tire 185R14 MRF								45,000.00			
	16 unit Tire 185/80R14								120,000.00			
	Accountable Forms								196,400.00			
	200 pads - Official Receipt								59,600.00			

200 pads - Authority to Issue										50,800.00			
200 pads - Warehouse Stock Issue										66,800.00			
150 pads-Warehouse Stock Receipt										15,000.00			
12 pads - Customer Blank Check										4,200.00			
<b>OTHER SUPPLIES</b>										<b>3,021,750.00</b>			
Bag Closer Thread										18,750.00			
Curtains										10,000.00			
Dish Cabinet										2,000.00			
Flower Pot										1,000.00			
Gas Stove										1,000.00			
Stocks Pile Cover (Laminated Plastic 15mx21m)										864,000.00			
Metrological Equipment										1,000,000.00			
Agricultural Supplies										96,000.00			
Agricultural Chemicals for Spraying										600,000.00			
Knapsack Motorized sprayer										28,000.00			
Hand Pump Sprayer										42,000.00			
Drugs and Medicine Supplies										159,000.00			
Plastic Matting										200,000.00			
<b>Kitchen Utensils for Staffhouse</b>										<b>170,940.00</b>			
36 doz. Spoon and forks										1,000.00			
36 doz. Forks										7,200.00			
3 pc. Pitcher										600.00			
Cup and Saucer										500.00			
Teaspoon										500.00			
Serving Spoon										1,200.00			
Table Cloth										500.00			
Tarpaulin										25,000.00			
Sacoline										50,000.00			
36 pc. Glasses										1,540.00			

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	36 pc. Plates								18,000.00			
	6 doz. Platters								3,000.00			

6 pcs. Serving trays										1,200.00			
36 doz. Soup bowls										18,000.00			
24 pcs. Cups and saucers										16,800.00			
2 set Food warmer										4,000.00			
4 set Casserole w/cover (big)										8,000.00			
4 set Casserole w/cover (small)										6,000.00			
4 pc. Cooking pan (big)										4,000.00			
4 pc. Wooden laddle										400.00			
2 set Knife										3,000.00			
2 pc. Chopping dish										500.00			
<b>Tools</b>										<b>13,400.00</b>			
1 set Combination Wrench										2,500.00			
1 pc. Electric Drill										5,000.00			
1 set Drill Bit (metal)										1,000.00			
1 set Drill Bit (wood)										1,000.00			
1 pc. Welding Electrode Holder										800.00			
1 pc. Welding Mask										300.00			
1 pc. Combination Pliers										500.00			
1 pc. Vice Grip										500.00			
2 pc. Claw Hammer										300.00			
1 pc. Cross Cut Saw										500.00			
1 pc. Rip Saw										500.00			
1 pc. Steel Tape (big)										500.00			
<b>TRANSPORTATION &amp; DELIVERY</b>										<b>7,807,169.00</b>			
Trucking										7,807,169.00			
<b>REWARDS &amp; OTHER CLAIM</b>										<b>60,000.00</b>			
Retirement Award										60,000.00			
<b>PROFESSIONAL SERVICES</b>										<b>7,813,232.00</b>			
General Services										2,896,232.00			
Other Professional Services										12,000.00			
Security Services										4,740,000.00			
Janitorial Services										165,000.00			
<b>GENERAL SERVICES</b>										<b>545,000.00</b>			
Pest Control/Termite Control Services										80,000.00			
Tola Job Order Services										340,000.00			
Enumerators										120,000.00			
Siphoning of Septic Tank										5,000.00			

<b>OTHER MAINTENANCE &amp; OPERATION</b>										<b>4,916,803.00</b>		
Test Milling										50,000.00		
Mechanical Drying										10,000.00		
Handling										4,850,000.00		
Empty Sack										6,803.00		
<b>OFFICE EQUIPMENT</b>										<b>15,829,490.00</b>		
Generator, 100 kva including electrical components and installation										4,800,000.00		
Emergency Lamps										20,000.00		
Airconditioning, 1HP		Small Value Procurement								20,000.00		
Airconditioning, window type, 2HP		-do-								138,000.00		
1 unit Check Writer		-do-								7,500.00		
Photocopier, 3 in 1, heavy duty										49,980.00		
Steel Filing Cabinets, Lateral, 4 drawers										80,160.00		
Steel Filing Cabinets, Vertical, 4 drawers										80,160.00		
Fax machine										20,000.00		
Internet Booster										60,000.00		
Biometric machine										19,000.00		
Office Equipments of NFA E. Samar										400,000.00		
IT Equipments of E. Samar										300,000.00		
1 unit Complete Sound System		-do-								70,000.00		

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	1 unit Developer DV 110		Small Value Procurement						1,370.00			
	2 unit Electric Polisher Head 13" dia		-do-						35,000.00			
	1 unit Gas Draw Sampling Pump		-do-						10,000.00			
	1 unit Imaging Unit with DR 114		-do-						20,600.00			
	2 unit Industrial Exhaust Fan (big)		-do-						15,000.00			
	1 unit Metal Steel ladder, big		-do-						25,000.00			

1 unit Portable Bag Closer Machine		-do-							35,000.00			
1 unit Portable Sound System with Microphone and other accessories		-do-							25,000.00			
1 unit Portable Welding Machine		-do-							15,000.00			
1 unit Sprayer - 10 liter capacity (motorized)-ordinary		-do-							25,000.00			
1 unit Sprayer - 10 liter capacity (motorized)-ULV		-do-							75,000.00			
2 unit Tent, big		-do-							25,000.00			
1 unit Transfer Roller		-do-							1,425.00			
1 unit Typewriter, big		-do-							35,000.00			
45 unit Vertical Blinds		-do-							3,700.00			
2 unit Water Dispenser		-do-							7,500.00			
1 unit Genset 50kva diesel silent type mode (supply, delivery, Installation & testing/ commissioning, including electric components									2,000,000.00			
1 unit Gneset kva (supply, delivery, Installation & Testing, commissioning, including electric components									50,000.00			
6 units Water Dispenser									30,000.00			
Satake Lab. Whitening Machine									4,320,095.00			
Satake Rice Huller									1,000,000.00			
Wooden Pallets made of Hard Wood									1,500,000.00			
Pesticides/Chemicals									90,000.00			
Laminated Sack									125,000.00			
Sakolina									40,000.00			
Platform Scaler									165,000.00			
Bag Closer									90,000.00			
<b>WAREHOUSE EQUIPMENT</b>									<b>1,843,000.00</b>			
10 units Mechanical Platform Scale-1,000 kgs cap.									750,000.00			
2 units Digital Platform Scale-1,000 kgs Cap									300,000.00			
1 unit Sprayer (Hand Pump)									7,000.00			
1 unit Gas Mask Canister									16,000.00			
3 units Fumigation Sheets									70,000.00			



	Pile Cover									300,000.00			
	Plastic Matting									400,000.00			
	<b>COMPUTER EQUIPMENT and ACCESSORIES</b>									<b>140,000.00</b>			
	set Personal Computer		Requested to Central Office							90,000.00			
	3 units Printer, dot matrix		-do-							50,000.00			
	<b>15. FURNITURE &amp; FIXTURES</b>									<b>1,756,030.00</b>			
	Junior Executive Chair		Small Value Procurement							23,500.00			
	Aircnditioning Unit, 2 HP									100,000.00			
	Airconditioner, split/inverter, 2 HP									110,000.00			
	Office Table									75,000.00			
	Office Chair									32,000.00			
	Conference Table / Chairs									60,000.00			
	Gong Chair (2 sets-4 chairs)									30,000.00			
	Computer Set									350,000.00			
	EPSON Printer									90,000.00			
	Jr. Executive Swivel Chair									10,000.00			
	Executive Table, Hard Wood									25,000.00			
	Washing machine w/ dryer, 7 kg cap									20,000.00			
	Port. Genset									100,000.00			
	Portable Wooden Divider									12,000.00			
	Clerical Swivel Chair									41,355.00			
	Venetian Blinds, Nylon, Cream									40,000.00			
	Stand Fans									8,475.00			
	Office Table									75,000.00			
	Lateral Filing Cabinet									49,000.00			
	3 unit Office table (3 drawers)		-do-							9,000.00			

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	Steel Sliding Cabinet, 4 drawers, lateral type		Small Value Procurement						58,000.00			

3 unit Steel filing cabinet, 4 drawers, vertical type	-do-								9,000.00			
3 unit Supervisor's table	-do-								15,000.00			
5 units computer chairs									7,500.00			
Visitors Chairs									25,000.00			
5 units computer station/Table									24,000.00			
12 units Folding Chairs									6,000.00			
2 units Folding Table									5,000.00			
10 units Typing Table									20,000.00			
10 units Office Table (Clerical)									70,000.00			
5 units single Bed w/ Foam									50,000.00			
1 unit Sound System Cabinet									10,000.00			
1 unit Podium									5,000.00			
2 units Speaker Stand									3,000.00			
10 units Steel Filing Cabinets-4 drawers									100,000.00			
4 units Steel Storage Cabinet									80,000.00			
1 unit Pesticide Cabinet									10,000.00			
2 units Steel Filing Cabinet									16,000.00			
1Junior Executive Chair									1,200.00			
1 unit Junior Executive Table									4,500.00			
<b>16. MOTOR VEHICLE</b>									<b>10,000,000.00</b>			
1 unit Truck	Biding								3,500,000.00			
1unit Service Vehicle	-do-								1,500,000.00			
2 units Service Vehicle									3,000,000.00			
1 unit 6-wheeler Truck									2,000,000.00			
<b>17. TRAVEL</b>									<b>400,000.00</b>			
Travel-Domestic									400,000.00			
<b>18. TRAININGS AND SEMINARS</b>									<b>208,050.00</b>			
Internal Training									63,450.00			
External Training									144,600.00			
<b>19. REPAIR &amp; MAINTENANCE OF FACILITIES</b>									<b>7,708,000.00</b>			
Complete Delivery of Biomass Furnace (1)Retrofitted to Existing Mechanical Dryer in NFA Grains Center, Alangalang									475,000.00			
Repair & Maintenance of Aircons and other Facilities in the Regional Office & Staffhouse									800,000.00			

	Construction of Metrology Facility Storage								200,000.00			
	Rewiring of RO Electrical System								500,000.00			
	Repair of Drier & Ricemill Shed		Bidding						1,500,000.00			
	Extension of Warehouse Canopy		Small Value Procurement						450,000.00			
	Repainting of Warehouse		-do-						250,000.00			
	Repair of GuardHouse		-do-						150,000.00			
	Provision of Storage room for COA, Accounting, Admin and Cashier at the Annex/ Extension Building		-do-						250,000.00			
	Improvement and Extension at right side of the office building and elevation of flooring and transfer of lanes/ stairs with hand drail for person w/ disabilities		-do-						250,000.00			
	Generator Set Maintenance Service								6,000.00			
	Refill Fire Extinguisher								12,000.00			
	Repair and Maintenance of Office Equipment								10,000.00			
	Spare Parts/labor for government vehicles								100,000.00			
	Rehabilitation of warehouse and Canopy electrical system using mercury bulbs/ lamps (500 watts) and wirings		-do-						100,000.00			

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	Installation of window grill at NFA staffhouse		Small Value Procurement						50,000.00			
	Improvement of two (2) comfort rooms @ NFA Staffhouse		-do-						80,000.00			
	Improvement of Conference room		-do-						50,000.00			
	Improvement of COA room		-do-						50,000.00			

Provision of a Multi-Purpose room (w/ shelves) at the Post-harvest facilities area		-do-							50,000.00			
Repair/renovation of Satake Rice Mill elevated loading platform		-do-							25,000.00			
Improvement of the Rice mill buiding: masonry finishing, provision of entrance door and jalousie windows		-do-							150,000.00			
Concreting of pavement at Front Gate of NFA FLGC Whse., St. Bernard									40,000.00			
Provision of Parameter Lights at NFA Baybay									375,000.00			
Provision of Perimeter Lights at NFA St. Bernard									200,000.00			
Repair of Roofing at Maasin Annex Building									100,000.00			
Repair and Repainting of Annex Building at NFA Maasin									115,000.00			
Screening of NFA Maasin GID Whse									150,000.00			
Repair of Guard house at NFA Baybay									25,000.00			
Provision of Secondary Screen Doors at NFA FLGC Whse. St. Bernard (3x2.6 mtr And 6x2.6 mtr)									80,000.00			
Provision of Additional Louver at right side of NFA Maasin GID Whse									100,000.00			
Repair/Extetnsion of front Canopy at NFA Baybay GID Whse									475,000.00			
Repainting of FLGC Whse. St. Bernard (inside)									150,000.00			
Repair/Extension of front Canopy at NFA FLGCWhse., St. Bernard									225,000.00			
Storage Facility for Biomass Furnace at NFA FLGC Whse St. Bernard									50,000.00			
Repair and Repainting of Annex Building at NFA Maasin									115,000.00			
<b>20. INFRASTRUCTURE PROJECT</b>									<b>304,495,000.00</b>			

Concreting of Road Network lin Borongan E. Samar									3,200,000.00			
Construction of Water System									100,000.00			
Repair of Comfort Rooms of PO									500,000.00			
Construction of WS II Office									1,500,000.00			
Repainting of Exterior of PO									150,000.00			
Concreting of Road Network lin Oras E. Samar									2,500,000.00			
Heightening of Perimeter Fence									1,500,000.00			
Rewiring of GID Oras									50,000.00			
Repair of Entrance Gate									100,000.00			
Repair of 4 units canopy									300,000.00			
Heightening of Perimeter Fence in Guiuan E. Samar									1,500,000.00			
Concreting of Driveway Approach									60,000.00			
Repair of Water System									20,000.00			
Repair of Entrance Gate									100,000.00			
Construction of new farmer's shed with comfort rooms for stakeholders		-do-							250,000.00			
Construction of one (1) unit comfort room for Warehouse office		-do-							50,000.00			
Repair of Perimeter Fence two (2) sides at NFA Baybay (Extension of Height)									1,900,000.00			
Provision of concrete pavement at NFA Baybay (65 mtrs)									1,350,000.00			
Extension of Solar Drier pavement at NFA FLGC St. Bernard (566 sq.mtr)									850,000.00			
Provision of Drainage Canal & Solar Drier Pavement at NFA JICA Hilonqos (65 sq mtr)									1,000,000.00			
Rehabilitation of Warehouse Office w/ Employee's Quarter at NFA FLGC St. Bernard (including CRs)									800,000.00			
Repair/Improvement of Louver and Repainting of Maasin GID Warehouse									650,000.00			

Repair/Improvement of Louver and Repainting (outside) at Baybay warehouse									500,000.00			
Flooring Elevation at GI Warehouse									825,000.00			
Repair/Rehabilitation of Canteen w/ storage Facility									1,200,000.00			
Repair/Rehabilitation of Motorpool									3,000,000.00			
Increase Elevation of Security Perimeter Fence, NFA Compound, Plao, Leyte									20,000.00			
Replacement of window blinds of NFA RO/PO building									500,000.00			
Repair & Maintenance of Buildings & related Infrastructures									400,000.00			
Purchase of New Fire Extinguishers Regionwide									500,000.00			
Purchase of brand new Aircon units 2hp to RO and staffhouse, Palo, Leyte									350,000.00			
Rehabilitation of NFA RO Auditorium									250,000,000.00			
Construction of 100,000 Cavan Capacity Warehouse at Pawing, Palo, Leyte									24,000,000.00			
Heightening of Perimeter Fence (GID Catbalogan Whse)									600,000.00			
Heightening of Perimeter Fence (GID Calbayog Whse)									150,000.00			
Replacement of Dilapidated accordion doors to steel folding steel doors at GID Catb Whse									300,000.00			
Replacement of Dilapidated accordion doors to steel folding steel doors at GID Calb. Whse									225,000.00			
Repair/Proposed 2nd floor of staffhouse (NFA Prov'l Office)									1,300,000.00			
Repainting of GID Catb Whse- Interior & Roofing (Half Portion)									150,000.00			
Repainting of GID Calbayog Warehouse (interior)									50,000.00			
Repair & Replacement of Downspout & Gutter (GID Catb)									50,000.00			
Fabrication of Cabinet for P.O									95,000.00			

	<i>Electrical Re-wiring/re-install of raceway lay-out (GID Calb)</i>				400,000.00			
	<i>Electrical Re-wiring/ re install of raceway lay out (GID Calb)</i>				350,000.00			
	<i>Repair/Replacement of Window Louvers to concrete hollow blocks decorative louvers (GID Calb Whse)</i>				50,000.00			
	<i>Proposed Stockroom (GID Calbayog Whse)</i>				50,000.00			
	<i>Extension Shade House Maruyama Dryer (GID Catb Whse)</i>				300,000.00			
	<i>Rehabilitation of Drainage Systems &amp; Canals (GID Catb. Whse)</i>				200,000.00			
	<i>Repair of Warehouse Office (GID Catb. Whse)</i>				200,000.00			
	<i>Extension Canopy at Main Door of Warehouse (GID Catb Warehouse)</i>				300,000.00			
					<b>TOTAL :</b>	<b>386,549,536.26</b>		

Prepared by:

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