



UNIVERSITY OF THE PHILIPPINES LOS BAÑOS  
College, Laguna, Philippines 4031

*Office of the Vice-Chancellor for Administration*

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26 January 2021

**MEMORANDUM NO. 07**

Series of 2021

**T O: All Vice-Chancellors, Deans, Directors,  
Department Chairs and Unit Heads**

**SUBJECT: Preparation of Purchase Request (PR) 2021 and Revision/  
Amendment of PPMP / APP 2021**

Please be reminded that in accordance with Sec. 7.2 of the Procurement Law, no procurement shall be undertaken unless in accordance with the approved Annual Procurement Plan (APP), including approved changes thereto of the procuring entity. In view of this, the following guidelines in procurement activities of the university shall be strictly observed:

**A. For General Appropriations Act (GAA) Funds:**

1. In compliance with the requirement of the Government Procurement Policy Board (GPPB) Resolution No. 11-2020, all units are required to submit their Project Procurement Management Plan (PPMP) that are not included in the Early Procurement for Non-common supplies & equipment and Infrastructure projects for Fiscal Year 2021. The cut-off period/deadline for the submission of the amended PPMP and consolidation of amended PPMP's to the Amended APP for GAA Funds are as follows:

Cut-off Period	Deadline of submission of PPMP
1 <sup>st</sup> & 2 <sup>nd</sup> Quarter	5 February 2021
3 <sup>rd</sup> Quarter	30 April 2021
4 <sup>th</sup> Quarter	4 June 2021

Email the excel file for mode of procurement at [cbbrosas@up.edu.ph](mailto:cbbrosas@up.edu.ph) and [bacsecretariat.uplb@up.edu.ph](mailto:bacsecretariat.uplb@up.edu.ph). Please refer to **Annexes A** and **B** in the drive below for PPMP and APP format.

2. Using the University Information System (UIS), all UPLB units shall create their Purchase Requests (PRs), based on the approved Annual Procurement Plan (APP) and on the unit's Project Procurement Management Plan (PPMP) for 2021.

3. The deadline/cut-off period for the submission of signed PRs to the Bids and Awards Committee Secretariat (BAC Sec) Office of the PPMP/APP 2021 for public bidding are as follows:

Cut-off Period	Deadline of submission of PRs
1 <sup>st</sup> & 2 <sup>nd</sup> Quarter (not included in the early procurement)	19 February 2021
3 <sup>rd</sup> Quarter	14 May 2021
4 <sup>th</sup> Quarter	30 June 2021

4. For alternative modalities (shopping, SVP, etc.) with approved APP/PPMP, please submit PRs with Requests for Quotations (RFQs) to the BAC Sec as per need basis for Philippine Government Electronic Procurement System (PhilGEPS) and BAC website posting purposes.
5. Consult TWG in crafting specifications for the RFQs before having it signed by approving authorities of your respective units. Please refer to **Annexes C and D** for the TWG assignments and standard specifications.

**B. For Externally Funded Research Projects and Internally Funded Projects:**

1. For newly approved research trust funds and other supplemental funds, PPMPs shall be prepared immediately upon execution of the Memorandum of Agreement (MOA) with the funding agencies. It shall be accompanied by a sub-allotment advice/line-item budget and shall be aligned with the project year.

For newly approved internally funded projects, PPMP shall be prepared immediately after the approval. It shall be accompanied by budget clearance.

Email the excel file for mode of procurement at [gajoyosa@up.edu.ph](mailto:gajoyosa@up.edu.ph) (for externally funded projects), [cbbrosas@up.edu.ph](mailto:cbbrosas@up.edu.ph) (for internally funded projects) and [bacsecretariat.uplb@up.edu.ph](mailto:bacsecretariat.uplb@up.edu.ph). Please refer to **Annexes A and B** in the drive below for PPMP and APP format and **Annex E** for items that need not be included/non-BAC matter in the PPMP.

2. Using the University Information System (UIS), all UPLB units shall create their Purchase Requests (PRs), based on the approved Annual Procurement Plan (APP) and on the unit's Project Procurement Management Plan (PPMP) for the project year duration.

3. Consult TWG in crafting specifications for the RFQs before having it signed by approving authorities of your respective units. Please refer to **Annexes C and D** for the TWG assignments and standard specifications.

**C. Posting requirements applicable to all funds:**

1. Posting of procurement opportunities are required for transactions above Php50,000 at PhilGEPS portal, BAC website ([www.bac.uplb.edu.ph](http://www.bac.uplb.edu.ph)) and at conspicuous places for three (3) calendar days in the case of alternative modalities (shopping, SVP, etc.) and seven (7) calendar days for public bidding. Manual submission of bid offers can be sent or entered into the drop box of the BAC Secretariat on or before the deadline of submission.
2. Deadline for posting requirements may only be extended twice. In case no supplier responded after the second posting, the end-user must conduct mandatory review of the specifications, terms and conditions, scope of work and the ABC.

For facility of use, please refer to the following in the drive

<https://drive.google.com/drive/u/0/folders/1z967vSI22aoCC4XLkHAaiJn6K1GAXHYb>:

ANNEX A – Project Procurement Management Plan

ANNEX B – Annual Procurement Plan

ANNEX C – Standard Technical Specifications

ANNEX D- 2021 TWG Assignments

ANNEX E- Non-BAC matters and need not to be included in the PPMP

For compliance.

  
**ROLANDO T. BELLO**  
Vice Chancellor

**Project Procurement Management Plan (2021)**

**Project Duration:**

**END-USER:** (Unit) (DEPARTMENT)

**CONTACT PERSON:** (NAME) - (CONTACT NUMBER) - (EMAIL)

**PROJECT TITLE:**

**Charge to (FUND CODE) (FUNDING AGENCY)**

*Project, Programs and Activities (PAPs)*

Code	General Description	Unit of Measure	Quantity/Size	Estimated Budget	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES												
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
<b>Construction Equipment</b>																		
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0

<i>Sub-total:</i>																	-
<b>Construction, Hardware, and Plumbing Materials</b>																	
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>																	-
<b>Electrical Supplies</b>																	
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>																	-
<b>Electrical Systems and Lighting Components</b>																	
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>																	-
<b>Electronic Parts and Components</b>																	
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>																	-

<b>Power Generating Sets</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Structured Cabling</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Transmission and Distribution Lines</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Water Service Connection Materials/Fittings</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Well Drilling and Construction Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Internet Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Systems Integration</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Signage and Accessories</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Airconditioning and Airconditioning Systems (aircon units, accessories and supplies)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Water and Waste Water Treatment Supply or Disposal</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Consulting Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														

<b>Architectural Design</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Construction Management Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>Construction Projects</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>General Contractor</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														
<b>General Engineering Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-														

**TOTAL BUDGET** #REF!

Prepared by: Submitted by: Approved by:

NAME  
Position

NAME  
Project Leader

NAME  
Director, (Department)

NAME  
Dean, (College)

Date of PPMP Presentation:

Recommending Approval:

BAC INFRA  
ARTHUR L. FAJARDO  
ROSSANA MARIE C. AMONGO  
LEONIDAS A. CAOLI  
ALADDIN P. DOMINGUITA  
JUSTINE ANNE E. MENDOZA

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NOTE: - Items for Shopping/Small Value Procurement amounting to Php50,000.00 and below shall proceed to processing of PR, RFQ and payment (c/o end-user);  
- Items for Shopping/Small Value Procurement above Php50,000.00 shall be posted in PhilGEPS, UPLB BAC website and in conspicuous places (Please submit 5 RFQs, copy of PR and approved PPMP; Abstract of Quotations shall be evaluated by TWG or BAC);  
- Items for Direct Contracting shall have necessary attachments and be presented to BAC for checking and approval;  
- Items for Public Bidding must have its PR and RFQ submitted to BAC-Secretariat for scheduling of procurement activities;  
- Items for Lease of Venue shall have its Summary Rating Form from the TWG which shall be presented to BAC for recommendation of approval; and  
- Approved Van Rentals are subject to pertinent rules and requirements per OVCA Memo No. 48, s2018. (with LTFRB Franchise) & OC Memo No. 1, S2019.





**Project Procurement Management Plan (2021)**

**Project Duration:**

END-USER/ (Unit) (DEPARTMENT)

PROJECT TITLE:

CONTACT PERSON: (NAME) - (CONTACT NUMBER) - (EMAIL)

Charge to (FUND CODE) (FUNDING AGENCY)

Project, Programs and Activities (PAPs)

Code	General Description	Unit of Measure	Quantity/Size	Estimated Budget	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES													
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec		
<b>Agricultural Chemicals</b>																			
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>						-													
<b>Agricultural Products (ex. seeds, seedlings, plants, etc.)</b>																			
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>						-													
<b>Animal Feeds</b>																			
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>						-													
<b>Dairy Products</b>																			
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>						-													
<b>Fertilizers</b>																			
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>						-													
<b>Food Stuff</b>																			
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
						0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>						-													

<b>Live Animals</b>																		
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i> -																		
<b>Pest Control Products</b>																		
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i> -																		
<b>Pest Control Services</b>																		
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i> -																		
<b>Preserved or Processed Foods</b>																		
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i> -																		
<b>Rice Milling Services</b>																		
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i> -																		
<b>Construction Equipment</b>																		
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0	0

<i>Sub-total:</i>																	-
<b>Construction, Hardware, and Plumbing Materials</b>																	
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>																	-
<b>Electrical Supplies</b>																	
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>																	-
<b>Electrical Systems and Lighting Components</b>																	
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>																	-
<b>Electronic Parts and Components</b>																	
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>																	-
<b>Metal Fabrication</b>																	
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
						0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>																	-

<b>Power Generating Sets</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															
<b>Structured Cabling</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															
<b>Transmission and Distribution Lines</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															
<b>Water Service Connection Materials/Fittings</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															
<b>Well Drilling and Construction Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															
<b>Chemical Detergents</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															
<b>Chemicals and Chemical Products (ex. media, reagents)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															
<b>Diagnostic and Laboratory Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															
<b>Drugs and Medicines</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															
<b>Hospital/Medical/Dental/Radiological/Diagnostic Equipment and Laboratory Instruments</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															
<b>Hospital/Medical Equipment and Dental Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<i>Sub-total:</i>					-															

<b>Laboratory Supplies and Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Medical and Dental Supplies for Hospital Use</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Veterinary Products and Supplies</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Laboratory Furniture</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Gas (ex. LPG, Liquid Nitrogen, etc.)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Audio and Visual Equipment (ex. Projectors, screens, microphones, speakers, etc. and related accessories)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Automation Equipment (computer related)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Communication Equipment, Parts and Accessories (radio, telephone, etc.)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Information Technology (ex. Computer set, laptops, etc.)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Information Technology, Parts, Accessories &amp; Peripherals (ex. Printer, scanner, mouse, keyboard, UPS, toners and inks for printers, etc.)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>IT Broadcasting and Telecommunications</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													

<b>Internet Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Systems Integration</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Janitorial Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Janitorial Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Janitorial Supplies</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Office Equipment (ex. Copiers, duplicating machine, etc.)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Office Equipment Parts and Accessories</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Office Equipment Supplies and Consumables (ex. Toners for copiers and duplicating machine, etc)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Office Supplies and Devices</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Metal Fabrication</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0		
<b>Sub-total:</b>					-														
<b>Arts and Crafts Accessories and Supplies</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0		
<b>Sub-total:</b>					-														

<b>Beverages</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Books, Maps and Other Publications</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Corporate Giveaways, Tokens and Awards</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Educational Materials and Supplies</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Flags</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Games and Toys</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Garments and Textiles</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Grocery Items</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Kitchenware</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Mailing Supplies</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Newspapers</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														

<b>Packaging Supplies and Materials</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Plastic Products</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Prepaid Cards</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Printing Supplies (offset printing)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Signage and Accessories</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Sporting Goods</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Vehicle Parts and Accessories</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Vehicle Repair and Maintenance</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Vehicles</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Fuels/Fuel Additives and Lubricants</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Catering Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														



<b>Hotel and Lodging and Meeting Facilities</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Travel, Food, Lodging and Entertainment Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Appliances</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Computer Furniture</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Fixtures</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Furniture, Parts and Accessories</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Agricultural Machinery and Equipment (tractor, flail, mower, etc. and related accessories)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Engineering and Laboratory Testing Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Food Processing Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Industrial Machinery and Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													
<b>Industrial Pumps and Compressors</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub-total:</b>					-													

<b>Industrial Safety Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Institutional Food Services Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Machine Tools</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Surveying Instruments</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Airconditioning and Airconditioning Systems (aircon units, accessories and supplies)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Environmental Health/Safety Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Fire Fighting, Rescue and Safety Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Geotechnical Instrumentation</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Hydrological Instruments</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Lifting Equipment and accessories</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Meteorological Equipment and Instruments</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													

<b>Microfilm Equipment, Supplies and Accessories</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													
<b>Musical Instrument, Parts and Accessories</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													
<b>Navigation Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													
<b>Photographic Equipment Parts, Supplies and Accessories</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													
<b>Ammunitions and Explosives</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													
<b>Guns and Weapons</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													
<b>Security Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													
<b>Security Surveillance and Detection Equipment</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													
<b>Traffic Control Systems</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													
<b>Airconditioning and Maintenance Services (Repair and Maintenance)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													
<b>CAD Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-													

<b>Cargo Forwarding and Hauling Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Events Management</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>General Repair and Maintenance Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Laundry Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Lease and Rental of Property or Building</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Photography Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Print and Broadcast and Aerial Advertising</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Printing Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Reproduction Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Services (others)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														
<b>Surveying Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Sub-total:</b>					-														

<b>Telecommunications Provider</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Transportation and Communications Services (van/vehicle rental, etc.)</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Video Production Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Water and Waste Water Treatment Supply or Disposal</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Consulting Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Architectural Design</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Construction Management Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>Construction Projects</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>General Contractor</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>General Engineering Services</b>					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
					0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total:</i>					-													
<b>TOTAL BUDGET</b>					-													

Prepared by:

Submitted by:

Approved by:

NAME  
Position

NAME  
Project Leader

NAME  
Director, (Department)

NAME  
Dean, (College)

***Date of PPMP Presentation:***

**Recommending Approval:**

AMADO A. ANGELES

ROGELIO T. ANDRADA II

BABYLYN C. DE LA CRUZ

JORGE S. DAVIDE

JOEL P. RIVADENEIRA

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**NOTE:** - Items for Shopping/Small Value Procurement amounting to PhP50,000.00 and below shall proceed to processing of PR, RFQ and payment (c/o end-user);

- Items for Shopping/Small Value Procurement above PhP50,000.00 shall be posted in PhilGEPS, UPLB BAC website and in conspicuous places (Please submit 5 RFQs, copy of PR and approved PPMP; Abstract of Quotations shall be evaluated by TWG or BAC);
- Items for Direct Contracting shall have necessary attachments and be presented to BAC for checking and approval;
- Items for Public Bidding must have its PR and RFQ submitted to BAC-Secretariat for scheduling of procurement activities;
- Items for Lease of Venue shall have its Summary Rating Form from the TWG which shall be presented to BAC for recommendation of approval; and
- Approved Van Rentals are subject to pertinent rules and requirements per OVCA Memo No. 48, s2018. (with LTFRB Franchise) & OC Memo No. 1, S2019.

**Project Procurement Management Plan (2021)**

**Project Duration:**

**END-USER:** (Unit) (DEPARTMENT)

**CONTACT PERSON:** (NAME) - (CONTACT NUMBER) - (EMAIL)

**PROJECT TITLE:**

**Charge to** (FUND CODE) (FUNDING AGENCY)

*Project, Programs and Activities (PAPs)*

Code	General Description	Unit of Measure	Quantity/Size	Estimated Budget	Mode of Procurement		
						Jan	Feb
<b>Agricultural Chemicals</b>							
						0	0
						0	0
						0	0
<i>Sub-total:</i>				-			
<b>Agricultural Products (ex. seeds, seedlings, plants, etc.)</b>							
						0	0
						0	0
						0	0
<i>Sub-total:</i>				-			
<b>Animal Feeds</b>							
						0	0
						0	0
						0	0
<i>Sub-total:</i>				-			
<b>Dairy Products</b>							
						0	0
						0	0
						0	0
<i>Sub-total:</i>				-			
<b>Fertilizers</b>							
						0	0

						0	0
						0	0

*Sub-total:* -

**Food Stuff**

						0	0
						0	0
						0	0

*Sub-total:* -

**Live Animals**

						0	0
						0	0
						0	0

*Sub-total:* -

**Pest Control Products**

						0	0
						0	0
						0	0

*Sub-total:* -

**Pest Control Services**

						0	0
						0	0
						0	0

*Sub-total:* -

**Preserved or Processed Foods**

						0	0
						0	0
						0	0

*Sub-total:* -

**Rice Milling Services**

						0	0
						0	0
						0	0

*Sub-total:* -



**Construction Equipment**

						0	0
						0	0
						0	0

*Sub-total:* -**Construction, Hardware, and Plumbing Materials**

						0	0
						0	0
						0	0

*Sub-total:* -**Electrical Supplies**

						0	0
						0	0
						0	0

*Sub-total:* -**Electrical Systems and Lighting Components**

						0	0
						0	0
						0	0

*Sub-total:* -**Electronic Parts and Components**

						0	0
						0	0
						0	0

*Sub-total:* -**Metal Fabrication**

						0	0
						0	0
						0	0

*Sub-total:* -**Power Generating Sets**

						0	0
						0	0

						0	0
<b>Sub-total:</b>						-	
<b>Structured Cabling</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Transmission and Distribution Lines</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Water Service Connection Materials/Fittings</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Well Drilling and Construction Services</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Chemical Detergents</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Chemicals and Chemical Products (ex. media, reagents)</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Diagnostic and Laboratory Services</b>							
						0	0
						0	0

						0	0
<b>Sub-total:</b>						-	
<b>Drugs and Medicines</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Hospital/Medical/Dental/Radiological/Diagnostic Equipment and Laboratory Instruments</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Hospital/Medical Equipment and Dental Services</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Laboratory Supplies and Equipment</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Medical and Dental Supplies for Hospital Use</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Veterinary Products and Supplies</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Laboratory Furniture</b>							
						0	0
						0	0

						0	0
<b>Sub-total:</b>						-	
<b>Gas (ex. LPG, Liquid Nitrogen, etc.)</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Audio and Visual Equipment (ex. Projectors, screens, microphones, speakers, etc. and related accessories)</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Automation Equipment (computer related)</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Communication Equipment, Parts and Accessories (radio, telephone, etc.)</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Information Technology (ex. Computer set, laptops, etc.)</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Information Technology, Parts, Accessories &amp; Peripherals (ex. Printer, scanner, mouse, keyboard, UPS, toners and inks for printers, etc.)</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>IT Broadcasting and Telecommunications</b>							
						0	0
						0	0

						0	0
<b>Sub-total:</b>						-	
<b>Internet Services</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Systems Integration</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Janitorial Equipment</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Janitorial Services</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Janitorial Supplies</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Office Equipment (ex. Copiers, duplicating machine, etc.)</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Office Equipment Parts and Accessories</b>							
						0	0
						0	0

						0	0
<b>Sub-total:</b>						-	
<b>Office Equipment Supplies and Consumables (ex. Toners for copiers and duplicating machine, etc)</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Office Supplies and Devices</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Metal Fabrication</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Arts and Crafts Accessories and Supplies</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Beverages</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Books, Maps and Other Publications</b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b>Corporate Giveaways, Tokens and Awards</b>							
						0	0
						0	0

						0	0
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**Sub-total:** -

***Educational Materials and Supplies***

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

**Sub-total:** -

***Flags***

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

**Sub-total:** -

***Games and Toys***

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

**Sub-total:** -

***Garments and Textiles***

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

**Sub-total:** -

***Grocery Items***

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

**Sub-total:** -

***Kitchenware***

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

**Sub-total:** -

***Mailing Supplies***

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

						0	0
--	--	--	--	--	--	---	---

<b>Sub-total:</b>							-	
<b>Newspapers</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Packaging Supplies and Materials</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Plastic Products</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Prepaid Cards</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Printing Supplies (offset printing)</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Signage and Accessories</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Sporting Goods</b>								
							0	0
							0	0
							0	0



<b>Sub-total:</b>							-	
<b>Vehicle Parts and Accessories</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Vehicle Repair and Maintenance</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Vehicles</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Fuels/Fuel Additives and Lubricants</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Catering Services</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Hotel and Lodging and Meeting Facilities</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Travel, Food, Lodging and Entertainment Services</b>								
							0	0
							0	0
							0	0

<b>Sub-total:</b>							-	
<b>Appliances</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Computer Furniture</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Fixtures</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Furniture, Parts and Accessories</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Agricultural Machinery and Equipment (tractor, flail, mower, etc. and related accessories)</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Engineering and Laboratory Testing Equipment</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Food Processing Equipment</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	

**Industrial Machinery and Equipment**

						0	0
						0	0
						0	0

**Sub-total:** -**Industrial Pumps and Compressors**

						0	0
						0	0
						0	0

**Sub-total:** -**Industrial Safety Equipment**

						0	0
						0	0
						0	0

**Sub-total:** -**Institutional Food Services Equipment**

						0	0
						0	0
						0	0

**Sub-total:** -**Machine Tools**

						0	0
						0	0
						0	0

**Sub-total:** -**Surveying Instruments**

						0	0
						0	0
						0	0

**Sub-total:** -**Airconditioning and Airconditioning Systems (aircon units, accessories and supplies)**

						0	0
						0	0
						0	0

**Sub-total:** -**Environmental Health/Safety Equipment**

						0	0
						0	0
						0	0

**Sub-total:** -

***Fire Fighting, Rescue and Safety Equipment***

						0	0
						0	0
						0	0

**Sub-total:** -

***Geotechnical Instrumentation***

						0	0
						0	0
						0	0

**Sub-total:** -

***Hydrological Instruments***

						0	0
						0	0
						0	0

**Sub-total:** -

***Lifting Equipment and accessories***

						0	0
						0	0
						0	0

**Sub-total:** -

***Meteorological Equipment and Instruments***

						0	0
						0	0
						0	0

**Sub-total:** -

***Microfilm Equipment, Supplies and Accessories***

						0	0
						0	0
						0	0

**Sub-total:** -

***Musical Instrument, Parts and Accessories***

						0	0
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						0	0
						0	0

**Sub-total:** -

***Navigation Equipment***

						0	0
						0	0
						0	0

**Sub-total:** -

***Photographic Equipment Parts, Supplies and Accessories***

						0	0
						0	0
						0	0

**Sub-total:** -

***Ammunitions and Explosives***

						0	0
						0	0
						0	0

**Sub-total:** -

***Guns and Weapons***

						0	0
						0	0
						0	0

**Sub-total:** -

***Security Services***

						0	0
						0	0
						0	0

**Sub-total:** -

***Security Surveillance and Detection Equipment***

						0	0
						0	0
						0	0

**Sub-total:** -

***Traffic Control Systems***

						0	0
						0	0

						0	0
<b>Sub-total:</b>						-	
<b><i>Airconditioning and Maintenance Services (Repair and Maintenance)</i></b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b><i>CAD Services</i></b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b><i>Cargo Forwarding and Hauling Services</i></b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b><i>Events Management</i></b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b><i>General Repair and Maintenance Services</i></b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b><i>Laundry Services</i></b>							
						0	0
						0	0
						0	0
<b>Sub-total:</b>						-	
<b><i>Lease and Rental of Property or Building</i></b>							
						0	0
						0	0
						0	0

<b>Sub-total:</b>							-	
<b>Photography Services</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Print and Broadcast and Aerial Advertising</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Printing Services</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Reproduction Services</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Services (others)</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Surveying Services</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	
<b>Telecommunications Provider</b>								
							0	0
							0	0
							0	0
<b>Sub-total:</b>							-	

**Transportation and Communications Services (van/vehicle rental, etc.)**

						0	0
						0	0
						0	0

**Sub-total:** -**Video Production Services**

						0	0
						0	0
						0	0

**Sub-total:** -**Water and Waste Water Treatment Supply or Disposal**

						0	0
						0	0
						0	0

**Sub-total:** -**Consulting Services**

						0	0
						0	0
						0	0

**Sub-total:** -**Architectural Design**

						0	0
						0	0
						0	0

**Sub-total:** -**Construction Management Services**

						0	0
						0	0
						0	0

**Sub-total:** -**Construction Projects**

						0	0
						0	0
						0	0

**Sub-total:** -**General Contractor**



						0	0
						0	0
						0	0

**Sub-total:** -

**General Engineering Services**

						0	0
						0	0
						0	0

**Sub-total:** -

**TOTAL BUDGET** -

**Prepared by:**

**Submitted by:**

**Approve**

**NAME**  
**Position**

**NAME**  
**Project Leader**

***Date of PPMP Presentation:***

**BAC GOODS**

**Recommending Approval:**

**ATTY. ERIC PAUL D. PERALTA**

**MR. ALLAN B. ANOYO**

**DR. EILEEN LORENA M. MAMINO**

**DR. MARLOE B. SUNDO**

**DR. RONEL S. PANGAN**

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- NOTE:**
- Items for Shopping/Small Value Procurement amounting to PhP50,000.00 and below shall proceed to processing of PR, RFQ and payment (c/o end-user);
  - Items for Shopping/Small Value Procurement above PhP50,000.00 shall be posted in PhilGEPS, UPLB BAC website and in conspicuous places (Please refer to the BAC website for details);
  - Items for Direct Contracting shall have necessary attachments and be presented to BAC for checking and approval;
  - Items for Public Bidding must have its PR and RFQ submitted to BAC-Secretariat for scheduling of procurement activities;
  - Items for Lease of Venue shall have its Summary Rating Form from the TWG which shall be presented to BAC for recommendation of approval; and
  - Approved Van Rentals are subject to pertinent rules and requirements per OVCA Memo No. 48, s2018. (with LTFRB Franchise) & OC Memo No. 1, s2018.

**SCHEDULE/MILESTONE OF ACTIVITIES**

<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
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ed by:

**NAME**  
**Director, (Department)**

**NAME**  
**Dean, (College)**

er);  
submit 5 RFQs, copy of PR and approved PPMP; Abstract of Quotations shall be evaluated

S2019.

## NOTES FOR PREPARING PPMP:

- (1) Fill up the necessary information (Project Duration, College&Department, Project Title, Fund Code, Funding Agency)
- (2) Find the classifications needed for items to be included in the PPMP;
- (3) Sheet rows may be added/removed if needed;
- (4) Double-check sub-totals per classification;
- (5) Double-check the schedule/milestones if the quantity is tallied with the breakdown of quantities per month;
- (6) Double-check the Total Budget (remove the "#REF" in the formula if it appears);
- (7) Fill-up the Name and Positions needed below.
- (8) If the PPMP is final, you may send it to the assigned BAC Secretariat together with Line Item Budget (LIB)/Proof of Budget.

**UNIVERSITY OF THE  
Annual Procurement Plan  
PROJECT**

**Project Procurement Management Plan (2020)**

**END-USER/Unit:** (DEPARTMENT)

**PROJECT TITLE**

**CONTACT PERSON:** (NAME) - (CONTACT NUMBER) - (EMAIL)

**Charge to** (FUND CODE) (FUNDING AGENCY)

*Project, Programs and Activities (PAPs)*

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement	Mode of Procurement	Schedule for Each	
					Advertisement/ Posting of IB/REI	Submission/Open ing of Bids
			NO	Competitive Bidding	1ST TO 4TH	
			YES	Competitive Bidding	1ST TO 4TH	
			NO	Competitive Bidding	1ST TO 4TH	
			NO	Competitive Bidding	1ST TO 4TH	

**Date of PPMP Presentation:**

**JAYBEE M. PUNZALAN**

**Chair, BAC Secretariat**

**AMADO A. ANGELES**

**Chair, BAC - RESEARCH**

**MARIE CLAI**

**Chief Acc**



**THE PHILIPPINES - LOS BAÑOS**  
**Plan ( FUND CODE) for year 2021**  
**[ DURATION**

Procurement Activity		Source of Funds	Estimated Budget (PhP)		
Notice of Award	Contract Signing		Total	MOOE	CO
QUARTER 2021			0		
QUARTER 2021			0	BELOW 15K PER UNIT COST SUPPLIES	ABOVE EQUIPMENT
QUARTER 2021			0		
QUARTER 2021			0		

**RE L. RAYMUNDO**

Accounting Office

**ROLANDO T. BELLO**

Vice-Chancellor for  
Administration

**JOSE V. C.**

Cha

<b>Remarks (brief description of Project)</b>

**AMACHO JR.**

**ncellor**

**UNIVERSITY OF THE PHILIPPINES - LOS BAÑOS**  
**Annual Procurement Plan ( FUND CODE) for year 2021**

**Project Procurement Management Plan (2021)**  
**END-USER/Unit: (DEPARTMENT)**  
**PROJECT TITLE**  
**CONTACT PERSON: (NAME) - (CONTACT NUMBER) - (EMAIL)**  
**Charge to (FUND CODE) (FUNDING AGENCY)**

*Project, Programs and Activities (PAPs)*

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity?	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement /Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
			NO	Competitive Bidding	1ST TO 4TH QUARTER 2021					0			
			YES	Competitive Bidding	1ST TO 4TH QUARTER 2021					0			
			NO	Competitive Bidding	1ST TO 4TH QUARTER 2021					0			
			NO	Competitive Bidding	1ST TO 4TH QUARTER 2021					0			
								TOTAL	0				

Date of PPMP Presentation:

JAYBEE M. PUNZALAN  
 Chair, BAC Secretariat

ARTHUR L. FAJARDO  
 Chair, BAC - INFRA

MARIE CLAIRE L. RAYMUNDO  
 Chief Accounting Office

ROLANDO T. BELLO  
 Vice-Chancellor for Administration

JOSE V. CAMACHO JR.  
 Chancellor

**UNIVERSITY OF THE PHILIPPINES - LOS BAÑOS**  
**Annual Procurement Plan ( FUND CODE) for year 2021**

**Project Procurement Management Plan (2021)**

**END-USER/Unit: (DEPARTMENT)**

**PROJECT TITLE**

**CONTACT PERSON: (NAME) - (CONTACT NUMBER) - (EMAIL)**

**Charge to (FUND CODE) (FUNDING AGENCY)**

*Project, Programs and Activities (PAPs)*

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity?	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	CATEGORIES SA PPMP	DEPARTMENT/ UNIT	NO OR YES	Mode of Procurement SA PPMP					CHARGED TO FUNDCODE	0	SUPPLIES BELOW 15K PER UNIT COST	EQUIPMENT ABOVE 15K PER UNIT COST	
<b>TOTAL</b>											LAGYAN NG TOTAL AMOUNT	LAGYAN NG TOTAL AMOUNT	

**Date of PPMP Presentation:**

MS. JAYBEE M. PUNZALAN  
Chair, BAC Secretariat

ATTY. ERIC PAUL D. PERALTA  
Chair, BAC - Goods

MS. MARIE CLAIRE L. RAYMUNDO  
Chief Accounting Office

PROF. ROLANDO T. BELLO  
Vice-Chancellor for Administration

DR. JOSE V. CAMACHO JR.  
Chancellor

## ANNEX C. Accomplishing the Purchase Request/Request for Quotations.

**Table 1. List of item descriptions or specifications of inputs for Crops, Food, Animal Production, Processing Inputs, and related services.**

Classification	Descriptions/Specifications
Agricultural Chemicals/ Fertilizers/ Pest Control Products	<ul style="list-style-type: none"> <li>a. General name of the item e.g. insecticide, molluscicide, herbicide, termiticide, etc.;</li> <li>b. Name of active ingredient and its percent concentration or purity;</li> <li>c. Formulation type (like WP, EC, etc.);</li> <li>d. Formulation base (e.g. oil- or water-based), if applicable;</li> <li>e. Packaging size;</li> <li>f. FPA/FDA registered</li> <li>g. Performance standards and recognized industry standards</li> </ul>
Agricultural Products (Plants, seedlings, seeds)	<ul style="list-style-type: none"> <li>a. Species name;</li> <li>b. Variety/cultivar;</li> <li>c. Description indicative of age of plant and/or size (e.g. no. of leaves, plant height, etc.);</li> <li>d. If potted, planting medium/container used</li> <li>e. If seeds, germination rate and treatment required;</li> <li>f. If seed stocks, cut size or plant size (height) and viability;</li> <li>g. Packaging size</li> </ul>
Animal feeds	<p>Animals feeds</p> <ul style="list-style-type: none"> <li>a. Name of animal feed;</li> <li>b. Formulation type (like mash, pellets, etc.);</li> <li>c. Guaranteed proximate analysis (%): crude protein (CP) content, moisture content, etc.;</li> <li>d. Packaging size;</li> <li>e. Delivery arrangement;</li> <li>f. Expiration date specification</li> </ul>
Feed ingredients	<ul style="list-style-type: none"> <li>a. Name of the feed ingredient</li> <li>b. Guaranteed proximate/chemical analysis, if available;</li> <li>c. Form of product preparation (e.g. cracked as in corn, meal, whole grain, etc.);</li> <li>d. Packaging size;</li> <li>e. Delivery arrangement;</li> <li>f. Expiration date specification</li> <li>g. Performance standards and recognized industry standards</li> </ul>
Food Stuff	<ul style="list-style-type: none"> <li>a. Name of food / food ingredients</li> <li>b. Guaranteed analysis, if applicable;</li> <li>c. Form of preparation;</li> <li>d. Packaging size;</li> <li>e. Expiration date specification</li> <li>f. Relevant characteristics and recognized industry standards</li> </ul>

Live Animals (Livestock, Birds, Live fish, etc..)	<ul style="list-style-type: none"> <li>a. Name of animal or species; breed, or strain;</li> <li>b. Classification name (e.g. day-old-chick, pullet, piglet, grower pig, etc.)</li> <li>c. Age;</li> <li>d. Sex;</li> <li>e. Live weight or body weight;</li> <li>f. Pre-delivery management practice(s) required (e.g. vaccinated);</li> <li>g. Delivery arrangement;</li> </ul>
Agricultural analysis, soil analysis	<ul style="list-style-type: none"> <li>a. Name of type of analysis (plant/animal tissue, soil, feed, and microbial);</li> <li>b. Scope of analytical work;</li> <li>c. Other necessary arrangement(s)</li> </ul>
Agricultural services (ex. land preparation and hand weeding)	<ul style="list-style-type: none"> <li>a. Name of the activity requiring labor or services;</li> <li>b. Scope of work to including area to be covered and expected date or period of completion of the activity.</li> <li>c. Other necessary requirements</li> </ul>

**Table 2. List of item descriptions or specifications of inputs for Hardware, Electrical, Plumbing, and Construction Supplies.**

Classification	Descriptions/Specifications
Civil and architectural works and supplies- carpentry, concrete, asphalt, formworks, construction equipment, metal works, tile works, roofing works, demolition works, painting materials	<ul style="list-style-type: none"> <li><i>a.</i> General description of item (lumber, paint, plywood, etc)</li> <li><i>b.</i> Detailed description (good lumber, Quick Drying Enamel, Marine etc)</li> <li><i>c.</i> Dimensions (length, width, height, thickness, diameter, gauge, etc)</li> <li><i>d.</i> Physical characteristics (color, design, finish, etc)</li> <li><i>e.</i> Packaging (box, can, tin, gallon etc) if necessary</li> <li><i>f.</i> Quantity per pack (mL/pouch, Pcs/box etc)</li> <li><i>g.</i> Available standards required (psi, PNS etc) if necessary</li> <li><i>h.</i> Preferred Brand and/or model if found necessary on the assumption that the infrastructure materials will be procured together with the infrastructure project itself (GPPB NPM 032-2014)</li> </ul>
Electrical works, electrical materials, lighting fixtures, power transformers, power distribution, alternator	<ul style="list-style-type: none"> <li><i>a.</i> General description of item (electrical wire, Compact Fluorescent Lamp, Bulb, Circuit breaker, etc)</li> <li><i>b.</i> Detailed description (THHN, THWN, wattage, amperes, etc)</li> <li><i>c.</i> Dimensions (thickness, gauge, diameter, etc)</li> <li><i>d.</i> Physical characteristics (color, design, finish, fire retardant, etc)</li> <li><i>e.</i> Packaging (box, can, rolls, etc) if necessary</li> <li><i>f.</i> Quantity per pack (m/roll, m/box, Pcs/box etc)</li> <li><i>g.</i> Available standards required (UL listed, PNS, etc) if necessary</li> <li><i>h.</i> Preferred Brand and/or model if found necessary on the assumption that the infrastructure materials will be procured together with the infrastructure project itself (GPPB NPM 032-2014)</li> </ul>
Plumbing and sanitary works - supplies, water and drainage, pipe systems, plumbing, fixtures, sewerage	<ul style="list-style-type: none"> <li><i>a.</i> General description of item (Pipe, Tee adaptor, Elbow, etc);</li> <li><i>b.</i> Detailed description (PVC, uPVC, GI, etc);</li> <li><i>c.</i> Dimensions (length, width, height, thickness, diameter, gauge, etc);</li> <li><i>d.</i> Physical characteristics (color, design, finish, etc) if necessary;</li> <li><i>e.</i> Packaging (can, tin, gallon etc) if necessary;</li> <li><i>f.</i> Quantity per pack (mL/pouch, Pcs/box etc);</li> <li><i>g.</i> Available standards required (psi, PNS etc) if necessary</li> <li><i>h.</i> Preferred Brand and/or model if found necessary on the assumption that the infrastructure materials will be procured together with the infrastructure project itself (GPPB NPM 032-2014)</li> </ul>

**Table 3. List of descriptions or specifications of inputs for Hospital, Medical, Laboratory Supplies and related services.**

<b>Classification</b>	<b>Descriptions/Specifications</b>
Chemicals and Chemical Products, Media and Reagents	<ul style="list-style-type: none"> <li>a. Unit of issue: Bottle, pack, can, carboy</li> <li>b. Reagent grade: AR, TG, USP, food grade, mol. bio. grade</li> <li>c. % purity (in some cases)</li> <li>d. Concentration [e.g. molarity (M)]</li> <li>e. pH (in some cases)</li> <li>f. Weight or volume/ unit of issue</li> <li>g. Physical description: pellets, powder, granules, etc.</li> <li>h. Certificate of product registration if necessary</li> <li>i. Performance requirements and recognized industry standards</li> </ul>
Gases	<ul style="list-style-type: none"> <li>a. Unit of issue: Tank, cylinder</li> <li>b. % purity</li> <li>c. Weight per tank or cylinder</li> <li>d. Indicate if with container or contents only</li> </ul>
Drugs and Medicines	<ul style="list-style-type: none"> <li>a. Unit of issue: Piece, capsule, tablet, pack, bottle, vial, ampule</li> <li>b. Complete generic description of medicine</li> <li>c. Concentration, dosage, Reconstituted or not</li> <li>d. Intramuscular or intravenous or oral</li> <li>e. w/ or w/o verification studies required,</li> <li>f. powder or granules</li> <li>g. Shelf-life (No. of years)</li> <li>h. Amount per unit of issue</li> <li>i. Certificate of product registration if necessary</li> <li>j. Performance requirements and recognized industry standards</li> </ul>
Medical and Laboratory Supplies	<ul style="list-style-type: none"> <li>a. Unit of issue: Unit of issue: Piece, capsule, tablet, pack, bottle, vial, ampule</li> <li>b. Identification of product</li> <li>c. important characteristics or properties</li> <li>d. Required material</li> <li>e. Sterile or not</li> <li>f. Dimensions (Lx W x H or Lx W x thickness), Design, capacity/ volume/ size</li> <li>g. composition and details of contents of a set, concentration, grade, amount per unit of issue</li> <li>h. Performance requirements and recognized industry standards</li> </ul>



<p>First Aid Kits (Recommended description)</p>	<ul style="list-style-type: none"> <li>a. Tackle box (details end-user's choice: plastic box, container, bag or cloth bag) with actual dimension)</li> <li>b. Cotton buds (50 tips per pack or 25 pcs per pack)</li> <li>c. Gauze (sterile, 4x4 inches, 2 pcs per pack)</li> <li>d. Bandage Scissor (blunt, 5.5 inches length, stainless steel material)</li> <li>e. Elastic bandage (2" x 5 yards single, self-closure), Elastic bandage (3" x 5 yards single, self-closure), Elastic bandage (4" x 5 yards single, self-closure), Elastic bandage (6" x 5 yards single, self-closure)</li> <li>f. Micropore tape (1in x 10 yd)</li> <li>g. Ice Bag</li> <li>h. Hot Water Bag (medium or large)</li> <li>i. Basin for povidone iodine solution (stainless, small)</li> <li>j. Adhesive bandage strips, wash proof antiseptic, 1 box x 50's)</li> <li>k. Splint 18" for wrist and elbow, 24" heel to knees)</li> <li>l. Triangular bandage cloth</li> <li>m. Arm sling (Adult)</li> <li>n. Oral Rehydration salts</li> <li>o. Paracetamol (500mg tablet)</li> <li>p. Povidone Iodine (10% solution antiseptic/ disinfectant, 120 ml plastic bottle)</li> <li>q. Alcohol (70% Ethyl alcohol, 500 ml)</li> <li>r. Mupirocin ointment (5g tube)</li> <li>s. Silver sulfadiazine cream (20g tube)</li> <li>t. Forceps</li> <li>u. Normal Saline for irrigating solution (1000ml plastic bottle)</li> <li>v. Hydrogen Peroxide (250 ml, 10 volume in plastic bottle)</li> <li>w. Aromatic Spirit of Ammonia (50 ml glass bottle)</li> <li>x. Measuring glass for intake and output 9250ml calibration)</li> </ul>
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**Table 4. List of item descriptions or specifications of inputs for Information Technology, Parts, Accessories, Supplies and related services.**

Classification		Descriptions/Specifications
Information Technology, Parts and Accessories	Desktop Laptop Server Tablet	<p>a. Processor type (e.g. Core i7, Quad Core, AMD Phenom, Intel® Atom™ Dual Core)</p> <p>b. CPU Speed (e.g. 3.6GHz, 3.3GHz, 3.0GHz)</p> <p>c. Cache Size (e.g. 10MB of Layer 3 cache, 8MB of Layer 3 Cache)</p> <p>d. Memory Size (e.g. 6GB DDR3, 4GB DDR2)</p> <p>e. HDD Size (e.g. 2TB, 1TB, 640GB)</p> <p>f. Display Resolution (e.g. Integrated Intel Graphics Solution; 19.5" 1600 x 900 resolution, LED-backlit LCD; 600 x 1024 pixels, 7.0 inches (~170 ppi pixel density))</p> <p>g. Operating System (e.g. Microsoft Windows 8; OS X; Free DOS; Linux; Android OS, v4.1 (Jelly Bean))</p> <p>h. Warranty (at least 1-3 years on parts and services)</p> <p>i. Performance requirements and recognized industry standards</p>
	Monitor	<p>a. Form factor (e.g. CRT, LCD, LED)</p> <p>b. Screen size (32" Class (31.5" Diagonal) LED Television; 20"; 15.6" Widescreen)</p> <p>c. Display resolution (e.g. 1920 X 1080; 1600 x 900)</p> <p>d. Contrast ratio (100,000,000:1; 10,000,000:1 (dynamic); 700:1; 600:1)</p> <p>e. Signal input (e.g. HDMI; VGA (Analog D-sub) / DVI ; VGA, SVGA, XGA, SXGA, NEC, Apple and VESA)</p> <p>f. Warranty (at least 1-3 years on parts and services)</p> <p>g. Performance requirements and recognized industry standards</p>
	Printer	<p>a. Type (e.g. Inkjet Plain; Inkjet Single Function Ink Tank System Printer; InkJet All-In-Ones)</p> <p>b. Resolution (e.g. Max Resolution ( B&amp;W ) 5760 dpi x 1440 dpi; Max Resolution ( Colour ) 5760 dpi x 1440 dpi)</p> <p>c. Paper handling (e.g. Input Capacity: 120 sheets, A4 Plain paper; Plain Paper approx.150)</p> <p>d. Paper size (e.g. A4, A5, A6, B5 (ISO, JIS))</p> <p>e. Interface (e.g. IEEE 1284 Parallel Interface (Compatibility, Nibble and ECP Mode); Hi-Speed USB (2.0 Compatible); LAN Ethernet 10 / 100; Wireless b / g / n (802.11xx))</p> <p>f. Print Speed</p> <p>g. Memory capacity</p> <p>h. Duty monthly cycle</p> <p>i. Other requirements (scanner, fax, copier, etc.)</p> <p>j. Warranty (at least 1-3 years on parts and services)</p> <p>k. Performance requirements and recognized industry standards</p>

	External Drive or Hard Disk	<ul style="list-style-type: none"> <li>a. Form Factor( e.g. Desktop External HDDs, Portable External HDDs)</li> <li>b. Size (e.g. 3.5-inch, 2.5-inch)</li> <li>c. HDD Size (e.g. 6TB, 4TB, 3TB, 2TB, 1TB, 640GB, 500GB)</li> <li>d. Interface (e.g. USB 2.0 compliant, USB 3.0 (backward compatible with USB 2.0), FireWire 800, Thunderbolt)</li> <li>e. Speed (rpm 5400 or 7200)</li> <li>f. SATA</li> <li>g. Warranty (at least 1-3 years on parts and services)</li> <li>h. Performance requirements and recognized industry standards</li> </ul>
	Network-Attached Storage	<ul style="list-style-type: none"> <li>a. Form Factor (e.g. 2.5" HDD, prevailing HDD capacity, 3.5 inch SATA hard drives)</li> <li>b. HDD Size (e.g. 6TB, 4TB, 3TB, 2TB, 1TB, 640GB, 500GB)</li> <li>c. Expansion Bays Total (Free) (e.g. 4-BAY, 2-BAY, 2 ( 2 ) x internal - 3.5" x 1/3H, RAID 1 (2 drives only) and RAID 5 (3-4 drives))</li> <li>d. Ports (e.g. Gigabit Ethernet ports, USB 3.0 ports, USB 2.0 High speed, Wireless network attached storage)</li> <li>e. Warranty (at least 1-3 years on parts and services)</li> <li>f. Performance requirements and recognized industry standards</li> </ul>
	Access Point	<ul style="list-style-type: none"> <li>a. Radio Frequency (e.g. 2.4 GHz, 2.4 GHz and 5 GHz)</li> <li>b. Deployment Type (e.g. Indoor, Outdoor)</li> <li>c. Antenna Capacity [e.g. 4 dbi, 8 dbi, 12 dbi, 16dbi, 24 dbi)</li> <li>d. Standard Compliance (multiple choices allowed) (e.g. IEEE802.11n, IEEE802.11g, IEEE802.11b, 802.1Q (VLAN), 802.11i (WPA2 security), 802.11e (wireless QoS), IPv4 (RFC 791), IPv6 (RFC 2460), POE enabled]</li> <li>e. Warranty (at least 1-3 years on parts and services)</li> <li>f. Performance requirements and recognized industry standards</li> </ul>
	Switches	<ul style="list-style-type: none"> <li>a. Form Factor (e.g. Network Switch)</li> <li>b. Ports [e.g. 24-Port 10/100/1000, 16-Port 10/100/1000, 8-Port 10/100/1000, 5-Port 10/100/1000, One Fiber Interface, 100Mbps(*)]</li> <li>c. Standard Compliance [e.g. IEEE 802.3 Ethernet, IEEE 802.1p QoS Support (2 or 4 Queues), Supports Layer 2/Layer 3 Classification, Supports Priority in a Q-in-Q Tag, 802.3ab Gigabit Ethernet, USB 2.0/1.1, Port Configuration, Link Aggregation]</li> <li>d. Warranty (at least 1-3 years on parts and services)</li> <li>e. Performance requirements and recognized industry standards</li> </ul>

	Network Adapters	<ul style="list-style-type: none"> <li>a. Type (e.g. Wireless Adapter)</li> <li>b. Interface (e.g. USB 1.1, USB 2.0, USB 3.0, 32-bit PCI, 32-bit Cardbus)</li> <li>c. Standard Compliance (e.g. IEEE 802.11n, IEEE 802.11g, IEEE 802.11b)</li> <li>d. Warranty (at least 1-3 years on parts and services)</li> <li>e. Performance requirements and recognized industry standards</li> </ul>
	USB Flash Drives	<ul style="list-style-type: none"> <li>a. Capacity(e.g. 1GB, 2GB, 4GB, 8GB, 16GB, 32GB, 64GB)</li> <li>b. Interface (e.g.USB1.1, USB2.0 Hi-Speed compatible, USB 3.0)</li> <li>c. Warranty (at least 1-3 years on parts and services)</li> <li>d. Performance requirements and recognized industry standards</li> </ul>
	UTP Cable	<ul style="list-style-type: none"> <li>a. Category (e.g. Cat5, Cat5e, Cat6, Cat6a)</li> <li>b. Quantity (e.g. Cat5, Cat5e, Cat6, Cat6a)</li> <li>c. Warranty (at least 1-3 years on parts and services)</li> <li>d. Performance requirements and recognized industry standards</li> </ul>
Inks and Toners	For Printers and Copiers/ Duplicating Machine	<ul style="list-style-type: none"> <li>a. Type (e.g. Ink Cartridge or Toner Cartridge, original or refill)</li> <li>b. Capacity (e.g. 150 ml or 350 ml)</li> <li>c. Color (e.g. cyan, black, magenta, etc.)</li> <li>d. Ink code or Model No. of cartridge (e.g. T642100)</li> <li>e. Printer/ Duplicating Machine Model (e.g for Epson Stylus Pro 9900)</li> <li>f. Warranty/ expiration</li> </ul>

**Table 5. List of item descriptions or specifications of inputs for Common Supplies and Consumables.**

<b>Classification</b>	<b>Descriptions/Specifications</b>
Office/ Janitorial Supplies	<ul style="list-style-type: none"> <li><i>a.</i> General description of item (paper, pen, trash bag, bleaching solution, detergent etc.)</li> <li><i>b.</i> Detailed description</li> <li><i>c.</i> Dimensions/ Size requirements (length, width, height, thickness, diameter, gauge, substance etc)</li> <li><i>d.</i> Physical characteristics (color, design, finish, etc)</li> <li><i>e.</i> Packaging (box, can, tin, gallon etc) if necessary</li> <li><i>f.</i> Quantity per pack (mL/pouch, Pcs/box etc)</li> <li><i>g.</i> Available standards required (psi, PNS etc) if necessary</li> <li><i>h.</i> Performance requirements and recognized industry standards</li> </ul>
Packaging materials, Packaging Supplies, and Containers	<ul style="list-style-type: none"> <li><i>a.</i> Name of the packaging material e.g. bag, box, string or tie, etc.;</li> <li><i>b.</i> Material made of (e.g. plastic, etc.);</li> <li><i>c.</i> Indicate if disposable, sterile, re-sealable, or autoclavable</li> <li><i>d.</i> Dimensions (Lx W x H or Lx W x thickness), Design, capacity/ volume/ size</li> <li><i>e.</i> Packaging size</li> <li><i>f.</i> Performance requirements and recognized industry standards</li> </ul>

**Table 6. List of item descriptions or specifications of inputs for Transportation Services.**

<b>Classification</b>	<b>Descriptions/Specifications</b>
Vehicle Rental/ Transport Services	<ul style="list-style-type: none"> <li><i>a.</i> Purpose (e.g. hiring of vehicles for meetings and conferences/ workshop/ research team, etc.)</li> <li><i>b.</i> Destination (e.g. Los Baños-NAIA- Los Baños, or Los Baños to Tagaytay)</li> <li><i>c.</i> Date of Travel (e.g. for the month of January, or Dec. 1 to 5, 2015)</li> <li><i>d.</i> No. of days (e.g. one day, 2 to 3 days)</li> <li><i>e.</i> Required vehicle capacity (e.g. maximum of 12 passengers)</li> <li><i>f.</i> Insurance requirement for passengers</li> <li><i>g.</i> Other details (e.g. fetch and ferry, tour)</li> </ul>
Repair and Maintenance of service vehicle	<ul style="list-style-type: none"> <li><i>a.</i> Purpose (e.g. Repair and maintenance of service vehicle or labor including materials for the repair of service vehicle)</li> <li><i>b.</i> Vehicle particulars (Honda Civic SFB 603 and Nissan Sentra SKS 170)</li> <li><i>c.</i> Scope of work</li> </ul>

**Table 7. List of item descriptions or specifications of inputs for Catering Services.**

<b>Classification</b>	<b>Descriptions/Specifications</b>
Snacks	<ul style="list-style-type: none"> <li>a. Purpose (e.g Snacks for meetings)</li> <li>b. Type (e.g. Packed, Buffet, Plated)</li> <li>c. Requirements (e.g. Chicken sandwich and soft drinks/coffee/tea/ bottled water or Baked Macaroni with garlic bread, iced tea)</li> </ul>
Beverages	<ul style="list-style-type: none"> <li>a. Requirements (e.g. Coffee, sugar, creamer, purified water, soft drinks)</li> <li>b. Packaging requirements ( e. g. 12 cans/ case)</li> </ul>
Meals (Lunch/ Breakfast / Dinner)	<ul style="list-style-type: none"> <li>a. Purpose (e.g Catering Services for workshop)</li> <li>b. Type (e.g. Packed, Buffet, Plated)</li> <li>c. Requirements (e.g. Breakfast -Fried Rice, Tocino/Tapa/Longanisa Eggs, Fruit/Juice, Coffee/Tea, Lunch - Viand, vegetable, rice, dessert, hot/cold drinks, Dinner - Soup/ salad, Rice, Fish/ Chicken/ Meat dish, dessert, drinks)</li> <li>d. Indicate if tables and chairs are included</li> <li>e. Other add-ons and requirements</li> </ul>

**ANNEX D**

<b>TWG ASSIGNMENTS FOR 2021</b>		
<b>CLASSIFICATION</b>		<b>TWG</b>
<b>1</b>	<b><i>CROPS, FOOD, AGRICULTURAL SUPPLIES, ANIMAL PRODUCTION, PROCESSING INPUTS, AND RELATED SERVICES</i></b>	
1 a	Agricultural Chemicals	Ms. Pamela E. Lapitan Ms. Victoria Eden S. Walitang Ms. Michelle Ann Bunquin (agricultural chemicals, products)
1 b	Agricultural Products (ex. seeds, seedlings, plants, etc.)	
1 c	Animal Feeds	
1 d	Dairy Products	
1 e	Fertilizers	
1 f	Food Stuff	
1 g	Live Animals	
1 h	Pest Control Products	
1 i	Pest Control Services	
1 j	Preserved or Processed Foods	
1 k	Rice Milling Services	Asst. Prof. Adrian A. Borja Ms. Pamela E. Lapitan
<b>2</b>	<b><i>HARDWARE, ELECTRICAL, PLUMBING, CONSTRUCTION SUPPLIES, MACHINE AND EQUIPMENT, AND RELATED SERVICES</i></b>	
2 a	Construction Equipment	Engr. Donny Rey D. Camus Engr. Ariel U. Glorioso
2 b	Construction, Hardware, and Plumbing Materials and Supplies	Engr. Donny Rey D. Camus Engr. Ariel U. Glorioso Engr. Adrian A. Borja
2 c	Electrical Supplies	Engr. Pamela K. Gordovez Engr. Arnel M. Lacap Engr. Joselito C. Villena
2 d	Electrical Systems and Lighting Components	Engr. Pamela K. Gordovez Engr. Arnel M. Lacap Engr. Joselito C. Villena
2 e	Electronic Parts and Components	Engr. Joselito C. Villena
2 f	Metal Fabrication	Engr. Pamela K. Gordovez Engr. Donny Rey D. Camus
2 g	Power Generating Sets	Engr. Arnel M. Lacap Engr. Francis M. Junsay Engr. Jon Nell L. Bernardo Asst. Prof. Adrian A. Borja Engr. Pamela K. Gordovez
2 h	Structured Cabling	Engr. Arnel M. Lacap Engr. Joselito C. Villena Engr. Pamela K. Gordovez
2 i	Transmission and Distribution Lines	Engr. Arnel M. Lacap Engr. Joselito C. Villena Engr. Pamela K. Gordovez
2 j	Water Service Connection Materials/Fittings	Engr. Adrian A. Borja Engr. Ariel U. Glorioso
2 k	Well Drilling and Construction Services	Engr. Adrian A. Borja Engr. Ariel U. Glorioso

<b>3</b>	<b>HOSPITAL, MEDICAL, LABORATORY, SCIENTIFIC EQUIPMENT, SUPPLIES AND RELATED SERVICES</b>	
3 a	Chemical Detergents	Ms. Michelle Ann Bunquin Mr. Ronaniel A. Almeda Engr. Mark Anthony A. Badua
3 b	Chemicals and Chemical Products (ex. media, reagents.)	Mr. Ronan A. Almeda Mr. Quincy Ybañez Engr. Mark Anthony A. Badua
3 c	Diagnostic and Laboratory Services	<u>-medical/hospital related</u> Dr. Randolph B. Trinidad <u>-other areas</u> Mr. Ronaniel A. Almeda Engr. Mark Anthony A. Badua Ms. Michelle Ann Bunquin
3 d	Drugs and Medicines	Dr. Maria M. Theresa Pineda Ms. Felicidad B. Navarro
3 e	Hospital / Medical/ Dental/ Radiological/ Diagnostic Equipment and Laboratory Instruments	Dr. Randolph B. Trinidad
3 f	Hospital / Medical Equipment and Dental Services	Dr. Randolph B. Trinidad
3 g	Laboratory Supplies and Equipment	<u>-scientific equipment</u> Mr. Quincy E. Ybañez Engr. Ariel U. Glorioso Engr. Mark Anthony A. Badua <u>-supplies, glasswares, etc.</u> Mr. Ronaniel A. Almeda Ms. Michelle Ann Bunquin
3 h	Medical and Dental Supplies for Hospital Use	Dr. Maria M. Theresa Pineda Ms. Felicidad B. Navarro
3 i	Veterinary Products and Supplies	Dr. Ariel M. Bombio Dr. Ma. Suzanneth Epifania G. Lola Dr. Marianne Leila S. Flores,
3 j	Laboratory Furniture	Mr. Ronaniel A. Almeda Engr. Ariel U. Glorioso Engr. Mark Anthony A. Badua
3 k	Gas (ex. LPG, Liquid Nitrogen, etc.)	Mr. Ronaniel A. Almeda Engr. Mark Anthony A. Badua Ms. Michelle Ann Bunkin
<b>4</b>	<b>INFORMATION TECHNOLOGY, PARTS, ACCESSORIES, SUPPLIES AND RELATED SERVICES</b>	
4 a	Audio and Visual Equipment (ex. projectors, screens, microphones, speakers, etc. and related accessories)	Mr. Christopher V. Labe Mr. Emmanuel B. Carandang Mr. Andrew P. Licardo
4 b	Automation Equipment (computer related)	Mr. Jubien A. Coronel Engr. Joselito C. Villena
4 c	Communication Equipment, Parts and Accessories (radio, telephone, etc.)	Engr. Joselito C. Villena Mr. Emmanuel B. Carandang
4 d	Information Technology (ex. computer set, laptops, etc.)	Mr. Jubien A. Coronel
4 e	Information Technology Parts & Accessories & Peripherals (ex. printer, scanners, mouse, keyboard, UPS.)	Mr. Mark Efraim M. Gironella Mr. Jubien A. Coronel
4 f	IT Broadcasting and Telecommunications	Mr. Juan Paolo Aquino Mr. Mario B. Maningas Mr. Mark Efraim M. Gironella



4	g	Internet Services	Mr. Mark Efraim M. Gironella Mr. Mark Morris Dimapilis Engr. Donny Rey D. Camus
4	h	Systems Integration	Mr. Mark Efraim M. Gironella Mr. Jubien A. Coronel Mr. Mark Morris Dimapilis
<b>5</b>	<b><i>JANITORIAL SUPPLIES, EQUIPMENT AND SERVICES</i></b>		
5	a	Janitorial Equipment	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Mr. Crispin R. Lagman
5	b	Janitorial Services	ADHOC COMMITTEE
5	c	Janitorial Supplies	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Mr. Crispin R. Lagman Mr. Andrew P. Licardo
<b>6</b>	<b><i>OFFICE EQUIPMENT, SUPPLIES, AND CONSUMABLES</i></b>		
6	a	Office Equipment (ex. copiers, duplicating machine, etc.)	Mr. Danilo A. Santiago Mr. Andrew P. Licardo Ms. Lea C. Gonzales
6	b	Office Equipment Parts and Accessories	Mr. Danilo A. Santiago Mr. Andrew P. Licardo Ms. Lea C. Gonzales
6	c	Office Equipment Supplies and Consumables (ex. toners for copiers and duplicating machine, etc.)	Mr. Danilo A. Santiago Mr. Andrew P. Licardo Ms. Lea C. Gonzales Mr. Andrew P. Licardo
6	d	Office Supplies and Devices	Mr. Danilo A. Santiago Mr. Andrew P. Licardo Ms. Lea C. Gonzales Mr. Andrew P. Licardo
<b>7</b>	<b><i>OTHER SUPPLIES, ACCESSORIES AND CONSUMABLES</i></b>		
7	a	Arts and Crafts Accessories and Supplies	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Mr. Andrew P. Licardo
7	b	Beverages	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Mr. Andrew P. Licardo Ms. Elizabeth M. Casabuena
7	c	Books, Maps and Other Publications	Ms. Cecilia B. Licari
7	d	Corporate Giveaways, Tokens and Awards	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Mr. Andrew P. Licardo Mr. Juan Paolo A. Aquino
7	e	Educational Materials and Supplies	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Ms. Cecilia B. Licari Mr. Juan Paolo A. Aquino

<b>7 f</b>	<b>Flags</b>	<b>NO NEED FOR TWG</b>
7 g	Games and Toys	Mr. Danilo A. Santiago Mr. Andrew P. Licardo Ms. Elizabeth M. Casabuena
7 h	Garments, and Textiles	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Ms. Elizabeth M. Casabuena
7 i	Grocery Items	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Ms. Elizabeth M. Casabuena
7 j	Kitchenware	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Ms. Elizabeth M. Casabuena
<b>7 k</b>	<b>Mailing Supplies</b>	<b>NO NEED FOR TWG</b>
<b>7 l</b>	<b>Newspapers</b>	<b>NO NEED FOR TWG</b>
7 m	Packaging Supplies and Materials	Ms. Pamela E. Lapitan Ms. Lea C. Gonzales
7 n	Plastic Products	Ms. Pamela E. Lapitan Ms. Lea C. Gonzales
<b>7 o</b>	<b>Prepaid Cards</b>	<b>NO NEED FOR TWG</b>
7 p	Printing Supplies (toners and inks for printers, etc)	Mr. Danilo A. Santiago Mr. Andrew P. Licardo Ms. Lea C. Gonzales Mr. Christopher V. Labe Mr. Mark Efraim M. Gironella
7 q	Purses, handbags and bags	Mr. Danilo A. Santiago Ms. Lea C. Gonzales
7 r	Signage and Accessories	Mr. Ray Angelo E. Nasino Mr. Christopher V. Labe Ms. Lea C. Gonzales
7 s	Sporting Goods	Prof. Virgilio B. Marilag Mr. Brendan John C. Magana
<b>8</b>	<b>VEHICLE, PARTS, ACCESSORIES, SUPPLIES, AND SERVICES</b>	
8 a	Vehicle Parts and Accessories	Engr. Francis M. Junsay Mr. Martheen Francis O. Aquino Mr. Mark Jayson B. Aguinaldo Engr. Jon Nell L. Bernardo
8 b	Vehicle Repair and Maintenance	Engr. Francis M. Junsay Mr. Martheen Francis O. Aquino Mr. Mark Jayson B. Aguinaldo Engr. Jon Nell L. Bernardo
8 c	Vehicles	Engr. Francis M. Junsay Mr. Martheen Francis O. Aquino Mr. Mark Jayson B. Aguinaldo Engr. Jon Nell L. Bernardo
8 d	Fuels/Fuel Additives and Lubricants	Engr. Francis M. Junsay Mr. Martheen Francis O. Aquino Mr. Mark Jayson B. Aguinaldo

<b>9</b>	<b>TRAVEL, ACCOMMODATIONS, AND CATERING SERVICES</b>	
9 a	Catering Services	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Ms. Elizabeth M. Casabuena
9 b	Hotel and Lodging and Meeting Facilities	Mr. Danilo A. Santiago Ms. Lea C. Gonzales Ms. Maria Luz Cereno
9 c	Travel, Food, Lodging and Entertainment Services	Mr. Danilo A. Santiago Ms. Lea C. Gonzales
<b>10</b>	<b>FURNITURE, FIXTURES, APPLIANCES</b>	
10 a	Appliances	Ms. Lea C. Gonzales Mr. Danilo A. Santiago Engr. Joselito C. Villena
10 b	Computer Furniture	Engr. Donny Rey D. Camus Ms. Lea C. Gonzales
10 c	Fixtures	Engr. Donny Rey D. Camus Ms. Lea C. Gonzales
10 d	Furniture, Parts and Accessories	Engr. Donny Rey D. Camus Ms. Lea C. Gonzales
<b>11</b>	<b>AGRICULTURAL MACHINERY, INDUSTRIAL, ENGINEERING AND FOOD PROCESSING EQUIPMENT</b>	
11 a	Agricultural Machinery and Equipment (tractor, flail mower, etc., and related accessories)	Engr. Ariel U. Glorioso Asst. Prof. Adrian A. Borja
11 b	Engineering and Laboratory Testing Equipment	Engr. Donny Rey D. Camus Dr. Ralph Kristoffer B. Gallegos Asst. Prof. Adrian A. Borja
11 c	Food Processing Equipment	Ms. Pamela E. Lapitan
11 d	Industrial Machinery and Equipment	Engr. Ariel U. Glorioso Asst. Prof. Adrian A. Borja
11 e	Industrial pumps and compressors	Engr. Donny Rey D. Camus Asst. Prof. Adrian A. Borja Engr. Ariel U. Glorioso
11 f	Industrial Safety Equipment	Asst. Prof. Adrian A. Borja Engr. Donny Rey D. Camus Engr. Ariel U. Glorioso
11 g	Institutional Food Services equipment	Ms. Pamela E. Lapitan
11 h	Machine Tools	Engr. Donny Rey D. Camus Asst. Prof. Adrian A. Borja
11 i	Surveying Instruments	Engr. Ariel U. Glorioso Asst. Prof. Adrian A. Borja
<b>12</b>	<b>OTHER EQUIPMENT, RELATED PARTS AND ACCESSORIES</b>	
12 a	Airconditioning and Airconditioning Systems (aircon units, accessories and supplies)	Engr. Francis M. Junsay Engr. Jon Nell L. Bernardo
12 b	Environmental Health/Safety Equipment	Engr. Paulo Altoveros Engr. Donny Rey D. Camus Mr. Ricardo T. Silab Dr. Michael Sanchez
12 c	Fire Fighting, Rescue and Safety Equipment	Engr. Paulo Altoveros Engr. Donny Rey D. Camus Mr. Ricardo T. Silab

12	d	Geotechnical Instrumentation	Prof. Adrian A. Borja
12	e	Hydrological Instruments	Engr. Ariel U. Glorioso
12	f	Lifting equipment and accessories	Engr. Donny Rey D. Camus
12	g	Meteorological Equipment and Instruments	Engr. Ariel U. Glorioso
12	h	Microfilm Equipment, Supplies and Accessories	Mr. Christopher V. Labe Mr. Mario B. Maningas
12	i	Musical Instrument, Parts and Accessories	Mr. Danilo A. Santiago Mr. Andrew P. Licardo
12	j	Navigation Equipment	Engr. Ariel U. Glorioso
12	k	Photographic Equipment, Parts, Supplies and Accessories	Mr. Andrew P. Licardo Mr. Christopher V. Labe Mr. Mario B. Maningas
<b>13</b>	<b>SECURITY EQUIPMENT AND SERVICES</b>		
13	a	Ammunitions and Explosives	Mr. Reigel Allan L. Sorra Mr. Ricardo T. Silab Mr. Rizal C. Huelgas Mr. Efren delos Santos
13	b	Guns and Weapons	Mr. Reigel Allan L. Sorra Mr. Ricardo T. Silab Mr. Rizal C. Huelgas Mr. Efren delos Santos
13	c	Security Services	ADHOC COMMITTEE
13	d	Security Surveillance and Detection Equipment	Engr. Joselito C. Villena Mr. Ricardo T. Silab Mr. Rizal C. Huelgas Mr. Mark Morris Dimapilis Mr. Mark Efraim Gironella
13	e	Traffic Control Systems	Dr. Marloe B. Sundo Mr. Ricardo T. Silab Mr. Rizal C. Huelgas Mr. Efren delos Santos
<b>14</b>	<b>SERVICES</b>		
14	a	Airconditioning Maintenance Services (Repair and Maintenance)	Engr. Donny Rey D. Camus Engr. Francis M. Junsay Engr. Jon Nell L. Bernardo
14	b	CAD Services	Engr. Arnel M. Lacap Engr. Pamela K. Gordovez Engr. Paul Michael M. Buduan
14	c	Cargo Forwarding and Hauling Services	Ms. Pamela E. Lapitan
14	d	Events Management	Mr. Danilo A. Santiago Mr. Juan Paolo A. Aquino Mr. Andrew P. Licardo

14 e	General Repair and Maintenance Services	<u>-related to lab and sci equipment</u> Mr. Mark Anthony A. Badua Engr. Joselito C. Villena <u>-related to construction projects</u> Engr. Donny Rey D. Camus Engr. Arnel M. Lacap Engr. Pamela K. Gordovez Engr. Paul Michael M. Buduan Engr. Francis M. Junsay Engr. Jon Nell L. Bernardo <u>-related to agri-machinery</u> Engr. Adrian A. Borja Engr. Ariel U. Glorioso <u>-others</u> Ms. Pamela E. Lapitan
14 f	Laundry Services	Mr. Crispin R. Lagman
14 g	Lease and Rental of Property or Building	Mr. Danilo A. Santiago Mr. Andrew P. Licardo
14 h	Photography Services	Mr. Christopher V. Labe Mr. Mario B. Maningas Mr. Andrew P. Licardo
14 i	Print and Broadcast and Aerial Advertising	Mr. Ray Angelo E. Nasino Mr. Christopher V. Labe Mr. Mario B. Maningas Mr. Andrew P. Licardo
14 j	Printing Services	Mr. Ray Angelo E. Nasino Mr. Andrew P. Licardo
14 k	Reproduction Services	Mr. Ray Angelo E. Nasino
14 l	Services (others)	Ms. Pamela E. Lapitan Mr. Andrew P. Licardo
14 m	Surveying Services	Engr. Ariel U. Glorioso Engr. Adrian A. Borja
14 n	Telecommunications Provider	ADHOC COMMITTEE
14 o	Transportation and Communications Services (van/vehicle rental, etc.)	Mr. Danilo A. Santiago Engr. Francis M. Junsay Mr. Martheen Francis O. Aquino Mr. Mark Jayson B. Aguinaldo
14 p	Video Production Services	Mr. Christopher V. Labe Mr. Juan Paolo A. Aquino Mr. Mario B. Maningas Mr. Andrew P. Licardo
14 q	Water and Waste Water Treatment Supply or Disposal	Engr. Donny Rey D. Camus Dr. Michael Sanchez
<b>15</b>	<b>CONSULTING SERVICES</b>	
15	Consulting Services	ADHOC COMMITTEE

<b>16</b>	<b>INFRA/ CIVIL WORKS/ CONSTRUCTION PROJECTS</b>	
<b>16 a</b>	Architectural Design	ADHOC COMMITTEE
<b>16 b</b>	Construction Management Services	ADHOC COMMITTEE
<b>16 c</b>	Construction Projects	Engr. Arnel M. Lacap Engr. Pamela K. Gordovez Engr. Paul Michael M. Buduan Engr. Francis M. Junsay Engr. Jon Nell L. Bernardo
<b>17</b>	<b>TWG - ADMINISTRATIVE AND FINANCIALS</b>	
	<b>NFCC and computations</b>	Mr. John Reymark C. Garcia Ms. Shirley M. Del Rosario

**Annex E. Non-BAC Matter and not to be included in the PPMP.**

1. Individual personnel under job order or contract of service not engage through sole proprietorship; The engagement does not require that level of expertise as primary consideration for its selection.
2. Enumerators and surveyors
3. Field laborers, boatmen, farmers, field activities in far plung areas not covered by commercial area.
4. Postage expense (PhilPost)
5. Insurance expenses
6. Freight expenses
7. Existing communication expenses (such as PLDT, Globe, Smart, etc.)
8. Plane fare expenses (included in the itinerary of travel)
9. Honorarium
10. Per diem
11. Publication fee