

**PHILIPPINE RETIREMENT AUTHORITY Annual Procurement Plan for FY 2025**

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	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	
AP-DAD-2025	Service Provider for Facebook Management and Content Creation with Boosting	APD	NO	Competitive Bidding	1st QTR 2025	1st QTR 2025	2nd QTR 2025	2nd QTR 2025		1500000	1,500,000.00		digital/interactive media ads
AP-DAD-2025	Service Provider for Website Content Development Management and Search Engine Optimization	APD	NO	Competitive Bidding	1st QTR 2025	1st QTR 2025	2nd QTR 2025	2nd QTR 2025		900000	900,000.00		digital/interactive media ads
AP-TVA-2025	Audio Visual Presentation	APD	NO	Competitive Bidding	Feb-25	Feb-25	Mar-25	Mar-25		1500000	1,500,000.00		digital/interactive media ads
AP-PPM-2025	PRA Coffee table	APD	NO	Competitive Bidding	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025		2500000	2,500,000.00		1000 pcs
AP-PPM-2025	PRA Tumbler	APD	NO	Competitive Bidding	1st QTR 2025	1st QTR 2025	2nd QTR 2025	2nd QTR 2025		1000000	1,000,000.00		1000pcs
FD-AAS-2025	Accounting System	FMD	NO	Competitive Bidding	1st QTR 2025	1st QTR 2025	1st QTR 2025	1st QTR 2025		4520000		4,520,000.00	automization of system
FD-MPF-25	Courier Services	FMD	YES	Competitive Bidding	1st QTR 2025	1st QTR 2025	1st QTR 2025	1st QTR 2025		5235600	5,235,600.00		consolidated budget of all divisions
PD-PSA-25	Tokens for the Oathtaking	PD	NO	Competitive Bidding	1st QTR 2025	1st QTR 2025	1st QTR 2025	1st QTR 2025		1848000	1,848,000.00		3080pcs @php600
	<b>HIRING OF CONSULTANT</b>												
AD-ROP-2025	Consultant for PRA Reorganization Plan	ASD	NO	Competitive Bidding	Feb-25	Feb-25	Mar-25	Mar-25	Corporate Budget	4809040	4,809,040.00		steps 3-7
AD-GEN-2025	Other Professional Services (Manpower Agency)	ASD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	37397015.3	37,397,015.30		multi-year project (3 years)
CP-RSC-25	Consultancy Service for the PRA Sustainable Retirement Development Plan and Roadmap	CP	NO	Competitive Bidding	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	9000000	9,000,000.00		
CR-CMP-25	Consultancy Service for Marketing Plan	CRPD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1500000	1,500,000.00		for marketing research & development
	<b>CAPITAL OUTLAY</b>												
AD-GAS-2025	Purchase of Motor Vehicle	ASD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	9400000		9,400,000.00	5 units 15 seater van + sedan
AD-GAS-2025	Improvement of 29th Fir and the additional office space	ASD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	4000000		4,000,000.00	1 lot renovation/leasehold improvement (additional space and 29th fir)
AD-WWA-25	Laminated Workstations	ASD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1250000		1,250,000.00	50 units
IT-EQP-25	Airconditioning System for Main Server	ICTD	NO	Competitive Bidding	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	2000000		2,000,000.00	leasehold improvement
IT-EQP-25	File Server	ICTD	NO	Competitive Bidding	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	6000000		6,000,000.00	2 units new server
IT-EQP-25	HD TV Interactive	ICTD	NO	Competitive Bidding	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	2490000		2,490,000.00	7 units 65inches & 1 unit 86inches
IT-EQP-25	Laptop	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	17072000		17,072,000.00	152 units
IT-EQP-25	Desktop	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	6017000		6,017,000.00	50 units
IT-EQP-25	Tablet	ICTD	NO	Competitive Bidding	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	1800000		1,800,000.00	20units
	<b>INTERNET EXPENSES</b>												
IT-NET-25	Internet Connection	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	4320000	4,320,000.00		for head office and satellite offices
IT-NET-25	Internet Connection, Secondary	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1920000	1,920,000.00		500mbps - head office
	<b>SOFTWARE /LICENSES /SUBSCRIPTION</b>												
IT-SOL-25	Managed Cloud Services	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	3000000	3,000,000.00		subscription and licenses
IT-SOL-25	Anti-Virus	ICTD	NO	Competitive Bidding	4th Qtr	4th Qtr	4th Qtr	4th Qtr	Corporate Budget	1500000	1,500,000.00		244 licenses
IT-SOL-25	Application Security Software	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	3000000	3,000,000.00		software
IT-SOL-25	Archiving Solutions Software	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	2000000	2,000,000.00		software
IT-SOL-25	Data Loss Prevention Software	ICTD	NO	Competitive Bidding	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	3000000	3,000,000.00		software





IT-SOL-25	Email Blasting Software	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1200000	1,200,000.00		software
IT-SOL-25	Network Monitoring Tools	ICTD	NO	Competitive Bidding	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	1500000	1,500,000.00		licenses
IT-SOL-25	Preventive Multi-Layered DDoS Protection with Appliance	ICTD	NO	Competitive Bidding	4th Qtr	4th Qtr	4th Qtr	4th Qtr	Corporate Budget	3000000	3,000,000.00		
IT-SOL-25	Security Validation Solution	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	3000000	3,000,000.00		
IT-SOL-25	Private Area Network	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1000000	1,000,000.00		
IT-SOL-25	SPSS Statistics and Forecasting	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1400000	1,400,000.00		license, subscription and support
IT-SOL-25	Firewall	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1000000	1,000,000.00		new
IT-WEB-25	Web Hosting	ICTD	NO	Competitive Bidding	4th Qtr	4th Qtr	4th Qtr	4th Qtr	Corporate Budget	1800000	1,800,000.00		
IT-SOL-25	Firewall License with Appliance	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	2500000	2,500,000.00		
IT-INF-25	Preventive Maintenance of Servers	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1600000		1,600,000.00	for 3 Fujitsu Servers
	<b>LEASEHOLD IMPROVEMENT</b>												
IT-INF-25	Structured Cabling	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	3500000		3,500,000.00	29th Fir
IT-INF-25	Structured Cabling	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	4500000		4,500,000.00	new office space
IT-NET-25	Structured Cabling for DICT GovNet Infra	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	2800000		2,800,000.00	
	<b>IT SYSTEM</b>												
IT-INF-25	Disaster Recovery System	ICTD	NO	Competitive Bidding	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	2000000		2,000,000.00	one year
IT-INF-25	Fixed Assets Management System	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1000000		1,000,000.00	one year
IT-INF-25	Improvement of PABX System	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	2000000		2,000,000.00	one year
IT-INF-25	Records Management System	ICTD	NO	Competitive Bidding	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1000000		1,000,000.00	one year
	<b>AD PLACEMENT (Local and International)</b>												
AP-PMA-2025	Print - Magazines, Newspapers (Local and International)	APD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive T	various dates	various dates	various dates	various dates	Corporate Budget	22200000	22,200,000.00		11 ad placement
AP-TVA-2025	Television & Radio	APD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive T	various dates	various dates	various dates	various dates	Corporate Budget	6000000	6,000,000.00		2 ad placement
AP-OOH-2025	Out-of-Home Ads	APD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive T	various dates	various dates	various dates	various dates	Corporate Budget	38500000	38,500,000.00		18 ad placement
AP-DAD-2025	Digital Advertising	APD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive T	various dates	various dates	various dates	various dates	Corporate Budget	12850000	12,850,000.00		11 ad placement
FD-MPF-25	Publication of Delinquent Accounts	FMD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive T	various dates	various dates	various dates	various dates	Corporate Budget	240000	240,000.00		4 publications
AD-RSP-25	Ads in an online job portal	ASD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive T	various dates	various dates	various dates	various dates	Corporate Budget	100000	100,000.00		for job vacancies/opportunities
	<b>PROMOTIONAL ITEMS (Printing and Tokens)</b>												
AP-PPD-25	PRA Newsletter	APD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	232000	232000		6000 copies per qtr english, mandarin, simplified chinese, japanese, korean, german, french
AP-PPD-25	Brochures in various languages	APD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	252000	252000		
AP-PPD-25	Info Guide in English	APD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	40000	40000		1000pcs
AP-PPD-25	PRA Magazine	APD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	250000	250000		1000 copies
AP-PPD-25	PRA Flyers	APD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	40000	40000		10000pcs
AP-PPD-25	Roll up Banners	APD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	75000	75000		25pcs
AP-PPD-25	Special Banner	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	22500	22500		15pcs

*[Handwritten signatures and initials]*



AP-PPD-25	Sintra Board	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	46800	46800		6pcs
AP-PPD-25	Tarpaulin	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	20000	20000		10pcs
AP-PPD-25	Fabric Cloth	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	75000	75000		3pcs
AP-PPD-25	Lybra Table Cloth	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	32000	32000		10pcs
AP-PPD-25	Satin Ribbon with Print	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	15600	15600		blue and silver - 20 rolls
AP-PPD-25	Kit Envelope	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	60000	60000		7500pcs - S,M,L
AP-PPD-25	Business Cards	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	100000	100000		10000pcs for officers/staff
AP-PPD-25	Post Cards	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	150000	150000		5000pcs
AP-PPD-25	PRA Executive Planner, Medium size	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	700000	700000		1000pcs
AP-PPD-25	Eco/Tote Bag	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	800000	800000		S,M,L - 6000pcs
AP-PPD-25	PRA Shirt	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	525000	525000		1500pcs
AP-PPD-25	PRA Sunglasses	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	450000	450000		1500pcs
AP-PPD-25	PRA Batik Pouch	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	250000	250000		5000pcs
AP-PPD-25	PRA Notepad	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	150000	150000		5000pcs
AP-PPD-25	PRA Frisbee Fan	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	175000	175000		5000pcs
AP-PPD-25	PRA Pen	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	250000	250000		5000pcs
AP-PPD-25	PRA Mini Calendar	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	250000	250000		5000pcs
AP-PPD-25	Inabel Hand woven Hand Towel	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	500000	500000		5000pcs
AP-PPD-25	PRA Notebook	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	500000	500000		5000pcs
AP-PPD-25	PRA Coaster	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	250000	250000		5000pcs
CP-ARE-25	Tokens	CP	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	49800	49800		20participants - cover design/theme of 2025 Annual Report
SD-MS-25	Tokens for multi sectoral activities	SD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	72000	72000		72pcs
SD-ANV-25	Tokens	SD	NO	NP-53.9 - Small Value Procurement	3rd QTR 2025	3rd QTR 2025	3rd QTR 2025	3rd QTR 2025	Corporate Budget	500000	500000		500pcs
SD-YTD-25	Tokens	SD	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	500000	500000		500pcs
SD-IPR-25	Roll up Banners	SD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	5000	5000		2 pcs
AD-WWA-25	Tokens/Groceries	ASD	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	700000	700000		for employees during anniv celebration
AD-WWA-25	Tokens/Groceries	ASD	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	700000	700000		for employees during national employees week celebration
AD-WWA-25	Tokens/Groceries	ASD	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	700000	700000		for employees during yuletide celebration
AD-GAD-25	Tokens/Prizes	ASD	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	10000	10000		prizes during 18 day campaign & womens month activity
AD-RNR-25	Tokens/Plaques	ASD	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	146000	146000		loyalty awardees, perfect attendance, pasasalamat program
AD-WWA-25	Tokens/Prizes	ASD	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	130000	130000		sportsfest, anniv celebration, yuletide celebration

*Handwritten signature/initials*

*Handwritten signatures and initials at the bottom of the page.*



AD-WWA-25	Jersey/Uniforms	ASD	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	153000	153000		for the team bldg and sportsfest uniform
AD-GAD-25	Tokens for GAD	ASD	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	190000	190000		umbrella, vaw shirt, anti-vaw towel
AD-WWA-25	Jersey/Uniforms	ASD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	111000	111000		players of DOT secretary's cup
GM-CLL-25	Tokens	OGM	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	750000	750000		for the collaboration activities @1500/pc
GM-ACC-25	Tokesn	OGM	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	300000	300000		for the marketers appre - 200pax
	<b>SOFTWARE /LICENSES /SUBSCRIPTION</b>												
IT-SOL-25	AI Business Software	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	75000	75000		5 lic
IT-SOL-25	Business Google Suite Account	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	20000	20000		google drive 2TB - for marketing/ictd
IT-SOL-25	Data Recovery Solutions	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	900000	900000		
IT-SOL-25	Document Editing Tool for Teams	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	250000	250000		
IT-SOL-25	Firewall CISCO ASA with Firepower for Interpol	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	200000	200000		license and MA
IT-SOL-25	Firewall License MERAKI MX100	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	500000	500000		license and MA
IT-SOL-25	Grammar and Writing Check Tool	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	60000	60000		5 licences
IT-SOL-25	Graphic Design Tool Pro Premium	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	20000	20000		
IT-SOL-25	Legal Library License	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	255000	255000		6 licenses
IT-SOL-25	Media Editing Tools for Teams	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	650000	650000		8 licenses
IT-SOL-25	Network Conduit rent for Internet Connection	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	360000	360000		govnet
IT-SOL-25	Project Management Tool	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	60000	60000		1 year
IT-SOL-25	Queue Management System	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	600000	600000		
IT-SOL-25	SIP Trunkline Telco Subscription	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	360000	360000		
IT-SOL-25	Social Media Listening Software	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	400000	400000		
IT-SOL-25	Video Conference Tool	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	60000	60000		7 lic
IT-SOL-25	Wireless Access Point	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	120000	120000		6 lic
	<b>IT SYSTEM IMPLEMENTATION</b>												
IT-INF-25	Structured Cabling	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	700000		700000	for BSO
IT-INF-25	Structured Cabling	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	700000		700000	for DSO
	<b>ISSUANCE OF ID CARDS AND VISA STICKERS</b>												
SD-IPR-25	PVC Cards	SD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	600000	600000		50000pcs
PD-PSA-25	PVC Cards	PD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	52800	52800		4659 pcs
SD-IPR-25	Signature Panel	SD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	50000	50000		50000pcs
PD-PSA-25	Signature Panel	PD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	4400	4400		4659pcs
GM-ACC-25	Printing of Accreditation Manual	OGM	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	800000	800000		2000 copies
GM-ACC-25	Certificate Holder/Frame	OGM	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	31350	31350		285pcs
PD-PSA-25	Certificate Holder/Frame	PD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	338800	338800		3080pcs
PD-PSA-25	Document Envelope Kit	PD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	616000	616000		3080pcs
	<b>PRINTING AND PUBLICATION</b>												
FD-ACC-25	Binding Services of Audited Books and FS	FMD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	62500	62500		FY 2018 to 2022
SD-ICE-25	Retiree Handbook	SD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	200000	200000		information material
SD-ICE-25	Retiree Flyer	SD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	100000	100000		information material

*[Handwritten signature]*

*[Handwritten signatures and initials]*



FD-ACC-25	Accountable Forms	FMD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	413200	413200		
	<b>REPRESENTATION EXPENSES</b>												
IA-REG-25	Meals	IAD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	48000	48000		80pax
FD-BDF-25	Meals	FMD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	163200	163200		conduct of meetings with various banks
FD-AAS-25	Meals	FMD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	44800	44800		automation accting system meeting
FD-MPF-25	Meals	FMD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	333600	333600		mngt fees meeting
PR-BAC-25	Meals	PMD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	126000	126000		15pax per meeting
PR-APP-25	Meals	PMD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	27200	27200		conduct of planning activity
PR-INV-25	Meals	PMD	NO	NP-53.9 - Small Value Procurement	4th QTR 2025	4th QTR 2025	4th QTR 2025	4th QTR 2025	Corporate Budget	28000	28000		conduct of inventory in HO
BS-RBM-25	Meals	OBS	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	60000	60000		briefing with board members
BS-BOT-25	Meals	OBS	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	75000	75000		briefing with BOT
BS-CGC-25	Meals	OBS	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	8000	8000		meeting re: compliance
BS-CGC-25	Meals	OBS	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	16000	16000		meeting re: anti-red tape
BS-MCG-25	Meals	OBS	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	28000	28000		meeting re: manuals for corp governance
SD-MS-25	Meals	SD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	276000	276000		multi sectoral meeting
SD-MS-25	Meals	SD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	60000	60000		moa/mocu signing
SD-RVR-25	Meals	SD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	369600	369600		project river
SD-SVC-25	Meals	SD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	15000	15000		meeting re: conversion
SD-RAA-25	Meals	SD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	7200	7200		assistance to other govt agencies
SD-ANV-25	Meals	SD	NO	NP-53.9 - Small Value Procurement	3rd QTR 2025	3rd QTR 2025	3rd QTR 2025	3rd QTR 2025	Corporate Budget	20000	20000		
SD-YTD-25	Meals	SD	NO	NP-53.9 - Small Value Procurement	4th QTR 2025	4th QTR 2025	4th QTR 2025	4th QTR 2025	Corporate Budget	20000	20000		
AD-LAD-25	Meals	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	256000	256000		conduct of various training/seminars-orientation, revalida, training the trianors,
AD-WWA-25	Meals	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	190000	190000		conduct of workplace wellness activities-perdev, halloween inc lootbags
AD-ROP-25	Meals	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	160000	160000		twg & cmt meeting for reorganization plan
AD-WWA-25	Meals	ASD	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	160000	160000		sportsfest meals
AD-PHR-25	Meals	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	57600	57600		prime-hrm meeting
AD-RSP-25	Meals	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	67200	67200		panel interview and deliberation
AD-WWA-25	Meals	ASD	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	160800	160800		celebration of national employees week
AD-WWA-25	Meals	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	600000	600000		for the monthly salo salo of employees
AD-GCG-25	Meals	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	48000	48000		meeting with coa, gcg, arta, dole, bir, csc

*[Handwritten signatures and initials]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*



AD-WWA-25	Meals	ASD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	186000	186000	players for the DOT secretary's cup
DV-RVR-25	Meals	DSO	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	134400	134400	project RIVER
CP-QMS-25	Meals	CP	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	456000	456000	conduct of QUAT review, surveillance audit in HO & SO, qms meeting
CP-RSC-25	Meals	CP	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	44800	44800	3rd party- retirement development & roadmap
CP-FAB-25	Meals	CP	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	180000	180000	conduct of expansion of conversion of deposit
CP-NSR-25	Meals	CP	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	26000	26000	study on national security risks on foreign nationals
CP-PIS-25	Meals	CP	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	4000	4000	conduct of planning info system
CP-CSM-25	Meals	CP	NO	NP-53.9 - Small Value Procurement	2nd Qtr	2nd Qtr	2nd Qtr	2nd Qtr	Corporate Budget	14400	14400	conduct of customer satisfaction survey
CP-OPL-25	Meals	CP	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	362000	362000	operational planning, monitoring & reporting
CP-SPL-25	Meals	CP	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	120000	120000	FY 2026 strategic planning & corp perf monitoring & reporting
CP-ARE-25	Meals	CP	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	22500	22500	
CP-PPL-25	Meals	CP	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	160000	160000	performance planning, monitoring, assesment, reporting
GM-SRM-25	Meals	OGM	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	20000	20000	various meeting
GM-ACC-25	Meals	OGM	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	673000	673000	various accreditation activity
GM-LSP-25	Meals	OGM	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	70000	70000	for legal services activities
GM-EME-25	Meals	OGM	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	182400	182400	mancom and execom meeting
SD-IPR-25	Refreshments for the Lounge	SD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	120000	120000	goodies/reception needs
PD-PSA-25	Refreshments during Oathtaking Ceremony	PD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	654000	654000	native delicacies during oathtaking - 2180 pax x 3
GM-DDE-25	Refreshments	OGM	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	216000	216000	day-to-day expenditure
<b>AFTER ENROLMENT ACTIVITIES</b>												
DV-ANV-25	Event Organizer	DSO	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	625000	625000	Anniversary Celebration & Social Integration
CB-ANV-25	Event Organizer	CSO	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	625000	625000	Anniversary Celebration & Social Integration
BG-ANV-25	Event Organizer	BSO	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	625000	625000	Anniversary Celebration & Social Integration
CS-ANV-25	Event Organizer	CSSO	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	625000	625000	Anniversary Celebration & Social Integration
DV-YTD-25	Event Organizer	DSO	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	625000	625000	Yuletide Celebration & Social Integration
CB-YTD-25	Event Organizer	CSO	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	625000	625000	Yuletide Celebration & Social Integration
BG-YTD-25	Event Organizer	BSO	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	625000	625000	Yuletide Celebration & Social Integration
CS-YTD-25	Event Organizer	CSSO	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	625000	625000	Yuletide Celebration & Social Integration
CB-SPF-25	Event Organizer	CSO	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	625000	625000	sports/outdoor act
GM-ACC-25	Event Organizer	OGM	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	700000	700000	marketers appreciation night
<b>Collaboration with Government Agencies and International/Local Stakeholders</b>												
GM-CLL-25	Event Organizer/Tour Operator	OGM	NO	NP-53.9 - Small Value Procurement	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	970000	970000	accomodation, meals, tokens, transpo in Zamboanga

*John* *Jane* *me* *[Signature]* *[Signature]*



OTHER PROFESSIONAL SERVICES												
AP-PPD-25	Other Professional Services (technical services)	APD	NO	NP-53.9 - Small Value Procurement	1st QTR 2025	1st QTR 2025	1st QTR 2025	1st QTR 2025	Corporate Budget	300000	300000	lay-outing, editing of videos and videography
AP-PPD-25	Ttranslation of Promotional Materials	APD	NO	NP-53.9 - Small Value Procurement	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	200000	200000	for various languages
AD-RSP-25	Service Provider for Psychometric Exam	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	100000	100000	for resulting vacancies
AD-WWA-25	Officiating Officers	ASD	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	12000	12000	3 pax during sportsfest
SEMI-EXPENDABLE ITEMS/SUPPLIES												
AD-GAS-25	Office Equipment	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	944000	944000.00	table, floor polisher & blower, coffee maker, laminator, blower
IT-EQP-25	Inkjet Printer (Network)	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	200000	200000	4 units
IT-EQP-25	Electronic Typewriter	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	25000	25000	for FMD
IT-EQP-25	External Harddisk, 2TB	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	384000	384000	48 units
IT-EQP-25	External Harddisk, 4TB	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	120000	120000	12 units
IT-EQP-25	Inkjet Printer, Stand alone	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	90000	90000	1 for FMD, 2 for Cashier
IT-EQP-25	Language Translator Device	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	60000	60000	SOCC - 5units
IT-EQP-25	Remote USB Pointer	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	4000	4000	for presentation - 2units
IT-EQP-25	SD Memory Card	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	60000	60000	for corplan & marketing
IT-EQP-25	USB/Type C Hub Multiport HDMI Adapter with RJ45 Ethernet Port	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	160000	160000	16units-ogm for business laptop
IT-EQP-25	Webcam	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	20000	20000	2 units - for SD
IT-EQP-25	Wireless microphone	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	10000	10000	4 units - socc
IT-SOL-25	Conference System	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	200000	200000	
CAPITAL OUTLAY												
IT-EQP-25	ID Printer	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	360000	360000	2 units
IT-EQP-25	Multi Fingerprint Scanner	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	810000	810000	6 units
IT-EQP-25	Passport Reader/Scanner	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	705474	705474	6 units
IT-EQP-25	Scanner	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	360000	360000	4 units
RENTALS												
SD-CVD-25	Van	SD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	60000	60000	6 locations
AD-WWA-25	Airconditioned Bus	ASD	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	126000	126000	3 buses including MAPSA fee
AD-WWA-25	Airconditioned Bus	ASD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	126000	126000	3 buses including MAPSA fee
AD-WWA-25	Venue/Sports Facility	ASD	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	500000	500000	conduct of sportsfest during anniversary, yuletide celebration and sportsfest
CB-DTD-25	Van	CSO	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	45000	45000	
IT-INF-25	Rent for Network Conduit for Internet Connection (GovNet)	ICTD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	360000	360000	monthly rent to BDO
REPAIR & MAINTENANCE AND OTHER SERVICES												
AD-GAS-25	Telephone Expenses	ASD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	744000	744000	32 officers - mobile subscription
AD-GAS-25	Security Services	ASD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	500000	500000	for 1 year
AD-WWA-25	Annual Medical Check-up	ASD	NO	NP-53.9 - Small Value Procurement	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	594000	594000	for regular employees
AD-GAS-25	Drug/Medicine	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	30000	30000	over the counter meds

*[Handwritten signature]*

*[Handwritten initials and marks]*



AD-GAS-25	Subscription in Various Newspapers	ASD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	100000	100000	6 publications/newspapers
AD-GAS-25	Pest control/Fumigation	ASD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1000000	1000000	monthly service for 1 year
AD-GAS-25	PRA Vehicles	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	350000	350000	Including change oil etc
DV-DTD-25	PRA Vehicles	DSO	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	150000	150000	as in arises
CB-DTD-25	PRA Vehicles	CSO	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	150000	150000	as in arises
CS-DTD-25	PRA Vehicles & Office Bldg	CSSO	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	450000	450000	including minor interior improvement
BG-DTD-25	PRA Vehicles & Office Bldg	BSO	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	250000	250000	as in arises
DV-DTD-25	Office Building	DSO	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	100000	100000	as in arises
CB-DTD-25	Office Building	CSO	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	100000	100000	as in arises
IT-MIT-25	Preventive Maintenance of Main Server Rooms	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	300000	300000	repair
IT-MIT-25	File Detection and Suppression System	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	250000	250000	server rooms at Q29B - preventive maintenance
IT-MIT-25	General Cleaning of AC Unit	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	70000	70000	server rooms at Q29B & Q29D-preventive maintenance
IT-MIT-25	CCTV System of Head Office	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	350000	350000	Preventive Maintenance
IT-MIT-25	CCTV System of Satellite Offices	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	450000	450000	Preventive Maintenance
IT-MIT-25	Biometric Lock System - Head Office	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	350000	350000	Preventive Maintenance
IT-MIT-25	Biometric Lock System - Satellite Offices	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	350000	350000	Preventive Maintenance
IT-SOL-25	File Server MA License	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	800000	800000	new software service
IT-MIT-25	Money Counter with Dollar Counterfeit	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	150000	150000	maintenance
IT-SQL-25	PABX System	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	500000	500000	
IT-INF-25	GovNet Infra	ICTD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	500000	500000	
AD-GAS-25	Refill of Fire Extinguisher	ASD	NO	NP-53.9 - Small Value Procurement	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	100000	100000	yearly refill
AD-GAS-25	Repair of Furniture & Fixture	ASD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	50000	50000	as need arises
AD-GAS-25	Record Storage/Archiving	ASD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	600000	600000	offsite storage
AD-RNR-25	Drinking Water	ASD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	156000	156000	one year
	<b>LEASEHOLD IMPROVEMENT</b>											
SO-OHE-25	BSO New Office	BSO	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	550000	550000	as need arises
SO-OHE-25	CSSO New Office	CSSO	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	350000	350000	flooring enhancement
SO-OHE-25	DSO New Office	DSO	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	100000	100000	as need arises
IT-INF-25	Room Rehabilitation for ICTD	ICTD	NO	NP-53.9 - Small Value Procurement	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	50000	50000	as need arises
	<b>GENERAL AND REGULAR OFFICE SUPPLIES</b>											
IT-MIT-25	IT Supplies and Consumables	ICT	NO	Shopping	various dates	various dates	various dates	various dates	Corporate Budget	600000	600000	with or without CNAS
	<b>INTERNATIONAL TRAVEL</b>											
CR-IPC-25	Airfare Tickets	CRPD	NO	NP-53.9 - Small Value Procurement	various dates	various dates	various dates	various dates	Corporate Budget	13440000	13440000	various promotional campaign
	<b>GENERAL AND REGULAR OFFICE SUPPLIES</b>											
AD-WWA-25	Decors	ASD	NO	Shopping	various dates	various dates	various dates	various dates	Corporate Budget	25000	25000	during anniversary, yuletide and halloween celebration
AD-WWA-25	Decors	ASD	NO	Shopping	various dates	various dates	various dates	various dates	Corporate Budget	6000	6000	celebration of 18 day GAD/women's month

*[Handwritten signatures and initials]*



AD-GAS-25	Office Supplies	ASD	NO	Shopping	various dates	various dates	various dates	various dates	Corporate Budget	1500000	1500000	supplies not available in PS and with CNAS
OGM-ACC-25	Laminating Machine and other supplies	OGM	NO	Shopping	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	200000	200000	lamination film, special paper,
IT-MIT-25	IT Supplies and Consumables	ICT	NO	Shopping	various dates	various dates	various dates	various dates	Corporate Budget	508125	508125	with or without CNAS
<b>HIRING OF CONSULTANT</b>												
GM-CLL-25	Consultancy Service for Business Plan	OGM	NO	NP-53.7 Highly Technical Consultants	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	1081436	1081436	consultancy services
<b>LOCAL AND INTERNATIONAL TRAVEL</b>												
FD-BOF-25	Airfare Tickets	FMD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	132800	132800	conduct of orientation/re-orientation for HO & SO
PR-BAC-25	Airfare Tickets	PMD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	80000	80000	inspection of local/OOH ads
PR-BAC-25	Airfare Tickets	PMD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	200000	200000	pre & post procurement inspection
PR-INV-25	Airfare Tickets	PMD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	80000	80000	conduct of inventory in DSO & CSO
AP-OOH-25	Airfare Tickets	APD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	240000	240000	inspection and media coverage
AP-MLE-25	Airfare Tickets	APD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	160000	160000	interview w/ members in provincial offices
SD-MS-25	Airfare Tickets	SD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	560000	560000	multi sectoral coor and collab
SD-CVD-25	Airfare Tickets	SD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	320000	320000	conversion of visa
SD-RVR-25	Airfare Tickets	SD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	80000	80000	project RIVER
SD-ANV-25	Airfare Tickets	SD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	80000	80000	4 pax from SO
SD-YTD-25	Airfare Tickets	SD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	80000	80000	4pax from SO
AD-LAD-25	Airfare Tickets	ASD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	40000	40000	for the spms reorientation
AD-LAD-25	Airfare Tickets	ASD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	500000	500000	for the offsite training-25pax
AD-WWA-25	Airfare Tickets	ASD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	40000	40000	sportsfest - 2 SO
AD-WWA-25	Airfare Tickets	ASD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	80000	80000	team bldg-4 SO
PD-PSA-25	Airfare Tickets	PD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	800000	800000	5 pax x 4 qtr x 2 SO - oahhtaking
PD-PSA-25	Airfare Tickets	PD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	120000	120000	3pax x 2 SO - retooling
DV-ANV/YT D-25	Airfare Tickets	DSO	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	2nd & 4th QTR	2nd & 4th QTR	2nd & 4th QTR	2nd & 4th QTR	Corporate Budget	400000	400000	10pax from HO-Anniversary&Yuletide
CB-ANV/YT D-25	Airfare Tickets	CSO	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	2nd & 4th QTR	2nd & 4th QTR	2nd & 4th QTR	2nd & 4th QTR	Corporate Budget	400000	400000	10pax from HO-Anniversary&Yuletide
DV-RVR-25	Airfare Tickets	DSO	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	320000	320000	project RIVER enrollment & after enrollment services
DV-EAE-25	Airfare Tickets	DSO	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	40000	40000	re-orientation of personnel
DV-ROR-25	Airfare Tickets	DSO	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	40000	40000	alignment & direction setting
DV-ROR-25	Airfare Tickets	DSO	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	240000	240000	conduct of sportsfest, coordination mtng, ocular inspection, monitoring, reorientation
CB-SPF-25	Airfare Tickets	CSO	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	240000	240000	conduct of IQA in CSO&DSO
CP-QMS-24	Airfare Tickets	CP	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	80000	80000	expansion of conversion of deposit
CP-FAB-24	Airfare Tickets	CP	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	300000	300000	conduct of oplan and mid-year review
CP-OPL-24	Airfare Tickets	CP	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	80000	80000	conduct of preventive maintenance of IT eqpt
IT-MIT-25	Airfare Tickets	ICTD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	320000	320000	various activities
CR-LPC-25	Airfare Tickets	CRPD	NO	NP-53.14 Direct Retail Purchase ofPetroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	1150000	1,150,000.00	

*[Handwritten signature]*

*[Handwritten signatures and initials]*

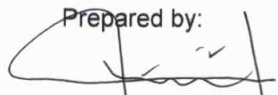



GM-CLL-25	Airfare Tickets	OGM	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	300000	300000		collab with local govt & stakeholders
GM-CLL-25	Airfare Tickets	OGM	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	2760000	2760000		international travel - activities
GM-CLL-25	Airfare Tickets	OGM	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	560000	560000		diplomats tour experience
GM-ACC-25	Airfare Tickets	OGM	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	480000	480000		accreditation activity
GM-ACC-25	Airfare Tickets	OGM	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	320000	320000		updating of marketers, partners and SO
GM-LSP-25	Airfare Tickets	OGM	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	270000	270000		for legal services
PR-BAC-25	Gasoline expenses	PMD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	60000	60000		for travel within NCR & nearby provinces
PR-INV-25	Gasoline expenses	PMD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	20000	20000		conduct of inventory in CSSO & BSO
AP-PCM-25	Gasoline expenses	APD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	47000	47000		interview related, inspection, press & media relations activity
SD-SVD-25	Gasoline expenses	SD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	48000	48000		conversion of visa
SD-RAA-25	Gasoline expenses	SD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil	various dates	various dates	various dates	various dates	Corporate Budget	192000	192000		assistance to other govt agencies
IT-SOL-25	Office Productivity Software	ICTD	NO	NP-53.5 Agency-to-Agency	3rd QTR	3rd QTR	3rd QTR	3rd QTR	Corporate Budget	2500000	2500000		new
IT-SOL-25	Report Analytics	ICTD	NO	NP-53.5 Agency-to-Agency	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	250000	250000		new
AS-GAS-25	Office Supplies	ASD	NO	NP-53.5 Agency-to-Agency	various dates	various dates	various dates	various dates	Corporate Budget	1625767.12	1625767.12		supplies to be procured in PS/Virtual Store
IT-MIT-25	IT Supplies/Consumables	ICTD	NO	NP-53.5 Agency-to-Agency	various dates	various dates	various dates	various dates	Corporate Budget	186500	186500		supplies to be procured in PS/Virtual Store
IT-SOL-25	Data Management Tool	ICTD	NO	NP-53.5 Agency-to-Agency	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	700000	700000		1 license, 1 year subscription
IT-SOL-25	Integrated Development Environment	ICTD	NO	NP-53.5 Agency-to-Agency	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	400000	400000		5 licenses
FD-ACC-25	Accountable Forms	FMD	NO	NP-53.5 Agency-to-Agency	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	413200	413200		various accountable forms
SD-ANV-25	Venue with Meals	SD	NO	NP-53.5 Agency-to-Agency	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	2500000	2500000		in picc
SD-YTD-25	Venue with Meals	SD	NO	NP-53.5 Agency-to-Agency	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	2000000	2000000		in picc
SD-IPR-25	Polaroid Ribbon (YMCKT-KT)	SD	NO	Direct Contracting	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	1650000	1,650,000.00		150 rolls
PD-PSA-25	Polaroid Ribbon (YMCKT-KT)	PD	NO	Direct Contracting	2nd QTR	2nd QTR	2nd QTR	2nd QTR	Corporate Budget	165000	165000		15 rolls
IT-MIT-25	Money Counter GFS-100	ICTD	NO	Direct Contracting	various dates	various dates	various dates	various dates	Corporate Budget	100000	100000		software service maintenance
IT-MIT-25	Preventive Maintenance of Main Server Rooms	ICTD	NO	Direct Contracting	various dates	various dates	various dates	various dates	Corporate Budget	300000	300000		repair
FD-RAB-25	Lease of Venue with Meals	FMD	NO	NP-53.10 Lease of Real Property and Venue	various dates	various dates	various dates	various dates	Corporate Budget	600000	600000		relationship mngt with accredited banks
BS-RBM-25	Lease of Venue with Meals	OBS	NO	NP-53.10 Lease of Real Property and Venue	various dates	various dates	various dates	various dates	Corporate Budget	875000	875000		board committee meeting
BS-BCM-25	Lease of Venue with Meals	OBS	NO	NP-53.10 Lease of Real Property and Venue	various dates	various dates	various dates	various dates	Corporate Budget	162000	162000		board committee meeting
AD-GAD-25	Lease of Venue with Meals	ASD	NO	NP-53.10 Lease of Real Property and Venue	various dates	various dates	various dates	various dates	Corporate Budget	950000	950000		gad related training
AD-LAD-25	Lease of Venue with Meals	ASD	NO	NP-53.10 Lease of Real Property and Venue	various dates	various dates	various dates	various dates	Corporate Budget	198000	198000		training/workshps/orientation re: CSC, coa, gsis etc
AD-WWA-25	Lease of Venue with Meals	ASD	NO	NP-53.10 Lease of Real Property and Venue	3rd QTR 2025	3rd QTR 2025	3rd QTR 2025	3rd QTR 2025	Corporate Budget	400000	400000		venue for the anniversary celeb of employees
AD-WWA-25	Lease of Venue with Meals	ASD	NO	NP-53.10 Lease of Real Property and Venue	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	400000	400000		venue for the yuletide celeb of employees
SO-OHE-25	Lease of Office Space and Parking Lots	BSO	NO	NP-53.10 Lease of Real Property and Venue	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	887000	887000		for 1 year
SO-OHE-25	Lease of Office Space and Parking Lots	CSO	NO	NP-53.10 Lease of Real Property and Venue	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	1189396	1189396		for 1 year
SO-OHE-25	Lease of Office Space and Parking Lots	CSSO	NO	NP-53.10 Lease of Real Property and Venue	4th QTR	4th QTR	4th QTR	4th QTR	Corporate Budget	1016064	1016064		for 1 year
SO-OHE-25	Lease of Office Space and Parking Lots	DSO	NO	NP-53.10 Lease of Real Property and Venue	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	768768	768768		for 1 year


*Handwritten signatures and initials:*  
 J... J... ne d...




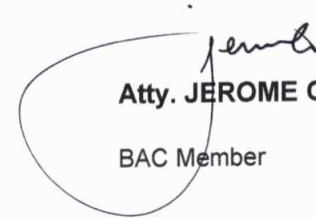
AD-LAL-25	Lease of Additional Office Space and Parking Lots	ASD	NO	NP-53.10 Lease of Real Property and Venue	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	10842000	10842000		new office space
AD-LAL-25	Lease of Office Space and Parking Lots	ASD	NO	NP-53.10 Lease of Real Property and Venue	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	28350331.81	28350331.81		quadrant c
AD-LAL-25	Lease of Office Space and Parking Lots	ASD	NO	NP-53.10 Lease of Real Property and Venue	1st QTR	1st QTR	1st QTR	1st QTR	Corporate Budget	51826824.3	51826824.3		quadrant a and d
AD-WWA-25	Lease of Venue with Meals	ASD	NO	NP-53.10 Lease of Real Property and Venue	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	2nd QTR 2025	Corporate Budget	660000	660000		venue for the team bldg
PD-PSA-25	Lease of Venue with Meals	PD	NO	NP-53.10 Lease of Real Property and Venue	various dates	various dates	various dates	various dates	Corporate Budget	600000	600000		600 pax x 3
<b>TOTAL</b>										<b>449,342,791.53</b>	<b>371,858,317.53</b>	<b>77,484,474.00</b>	

Prepared by:  
  
**RUBY D. ABRIO**  
 Procurement Officer III/BAC  
 Secretariat, Member


Reviewed by:  
  
**JOHN OLIVER Q. SANOTA**  
 Division Chief III/BAC Secretariat, Head

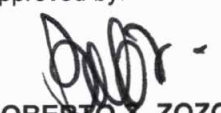
Concurred by the BAC Members:  
  
**ANNALYN A. ERIA**  
 BAC Vice Chairperson

  
**Atty. ANTONIO V. RIVERA**  
 BAC Member

  
**Atty. JEROME CARLO C. CASTRO**  
 BAC Member

  
**Atty. KARLOVY L. DALIN**  
 BAC Member

Recommended by:  
  
**ATTY. MARIA MILAGROS R. LISACA**  
 Deputy General Manager/BAC Chairperson

Approved by:  
  
**ROBERTO Z. ZOZOBRA**  
 General Manager/HoPE

<b>PRA-BA-APPL-010</b> APP NON CSE FY 2025  <b>ISSUE No.: 0002</b> <b>ISSUE DATE: JANUARY 30, 2025</b> <b>DATE PREPARED: JANUARY 2025</b> <b>DATE SENT/UPLOADED: JANUARY 30, 2025</b>
---