

SECRETARY'S CERTIFICATE

REPUBLIC OF THE PHILIPPINES) Sc.

~~QUEZON CITY~~)

I, **TEDDY ESTEBAN F. RIGOROSO**, of legal age, married, with office address at the Rigoroso Galindez and Rabino Law Offices, 901 Fil Garcia Tower, 140 Kalayaan Avenue, Diliman, Quezon City, Metro Manila, Philippines, being the Corporate Secretary of JHMC, after having been duly sworn in accordance with law, hereby CERTIFY, that during the 241st Special Meeting of the JHMC Board of Directors held on January 27, 2020 in the Function Room, Hotel Celeste, 02 San Lorenzo Drive corner A. Arnaiz Avenue, San Lorenzo Village, Makati City, where a quorum was present, upon motion made and duly seconded, the Board passed and approved the following resolution:

*John Hay Management Corporation
Board Resolution No. 2020-0127-018*

Resolve, as it is hereby resolved, that the **John Hay Management Corporation ("JHMC") Board of Directors** hereby approves the Annual Procurement Plan of JHMC for CY 2020; and

Resolved, finally, that this Resolution shall take effect immediately on January 27, 2020 and shall supersede all prior JHMC resolutions, instructions, memoranda, circulars, or instruments inconsistent herewith.

This certification is subject to the final approval of the Minutes of the January 27, 2020 JHMC Board meeting.

IN WITNESS WHEREOF, I have set my hand this 28th day of January, 2020 in Quezon City.

ATTY. TEDDY ESTEBAN F. RIGOROSO
Corporate Secretary

SUBSCRIBED AND SWORN TO before me this 28 day of JAN 28 2020 in QUEZON CITY affiant exhibiting to me his IBP Identification Card No. 42240.

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Series of 2020

KEITH ALEXANDRA S. VALCOS
NOTARY PUBLIC FOR AND IN QUEZON CITY
APPOINTMENT NO. 282(2019-2020)
COMMISSION EXPIRES ON 31 DECEMBER 2020
SUITE 303C, FIL GARCIA TOWER, 140 KALAYAAN AVENUE DILIMAN, QUEZON CITY
PTR NO. 7324781; Quezon City 01/04/19
IBP O.R. NO. AR19048237; Quezon City 01/03/19
Attorney's Roll No. 63236
JAN 31 2019

PK No: 9864617C; Quezon City; 01/07/20
IBP OR No: AR19048237; Quezon City; 01/07/20

JOHN HAY MANAGEMENT CORPORATION ANNUAL PROCUREMENT PLAN FOR CY 2020

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	
INFRASTRUCTURE PROJECTS													
INFRA 01	Renovation of two (2) damaged stations - Kadaklan Control Point and Ranger Station, to include establishment of restrooms	SSD	No	Competitive Bidding	First Quarter	First Quarter	Second Quarter	Second Quarter	Corporate Budget	500,000.00	500,000.00		
INFRA 02	Renovation and Extension of the Guard House at Camper 1	SSD	No	Competitive Bidding	First Quarter	First Quarter	Second Quarter	Second Quarter	Corporate Budget	300,000.00	300,000.00		
INFRA 03	Renovation of Gates 1, 2 & 4 - to include installation of inspection bay areas	SSD	No	Competitive Bidding	First Quarter	First Quarter	Second Quarter	Second Quarter	Corporate Budget	2,100,000.00	2,100,000.00		
INFRA 04	Fencing of Historical Core (Historical Core and Manor boundary)	BDD	No	Competitive Bidding	First Quarter	First Quarter	First Quarter	First Quarter	Corporate Budget	700,000.00	700,000.00		
INFRA 05	Rehabilitation of Bell House Phase 3	EAMD-PMD	No	Competitive Bidding	First Quarter	First Quarter	First Quarter	First Quarter	Corporate Budget	6,000,000.00		6,000,000.00	
INFRA 06	Slope Protection at Barangay Hillside	EAMD-PMD	No	Competitive Bidding	First Quarter	First Quarter	First Quarter	First Quarter	Corporate Budget	1,000,000.00		1,000,000.00	
INFRA 07	Asphalt overlay on all major roads within JHSEZ	EAMD-PMD	No	Competitive Bidding	First Quarter	First Quarter	First Quarter	First Quarter	Corporate Budget	74,453,760.00		74,453,760.00	
INFRA 08	Repainting of VOA Loghome nos. 3.5 & 20A	EAMD-PMD	No	Competitive Bidding	First to Fourth Quarter	First to Fourth Quarter	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	1,950,000.00	1,950,000.00		
CONSULTING SERVICES													
CON 01	Third Party Customer Satisfaction Feedback Validation	CRO	Yes	NP-53.9 - Small Value Procurement	December 2019	N/A	First Quarter	First Quarter	Corporate Budget	300,000.00	300,000.00		
CON 02	Design and Development of Environment and Forest Management Information System (EFMIS)	ASD-ICTD	No	Competitive Bidding	First Quarter	First Quarter	First Quarter	First Quarter	Corporate Budget	2,000,000.00	2,000,000.00		
CON 03	Appraisal of available BCDA land for disposition	BDD	No	NP-53.9 - Small Value Procurement	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	300,000.00	300,000.00		
CON 04	On-call Master Plumber, Mechanical & Sanitary Engineer	EAMD-PMD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	360,000.00	360,000.00		
CON 05	Tree Survey with Health Assessment	EAMD-EMD	No	Competitive Bidding	First Quarter	First Quarter	First Quarter	First Quarter	Corporate Budget	26,826,000.00		26,826,000.00	
GOODS (AND SERVICES)													
TRANSPORTATION EQUIPMENT													
GDS 25	Motorcycle, 2 units for SSD organic personnel	ASD-GSD	Yes	NP-53.9 - Small Value Procurement	November 2019	N/A	First Quarter	First Quarter	Corporate Budget	300,000.00		300,000.00	
GDS 79	Transportation Equipment: Pick-up with engine displacement not exceeding 3000 cc for diesel	ASD-GSD	No	Competitive Bidding	First Quarter	First Quarter	Second Quarter	Second Quarter	Corporate Budget	1,700,000.00		1,700,000.00	
GDS 80	Transportation Equipment: Sports Utility Vehicles (2 units) with engine displacement not exceeding 2400 cc for diesel	ASD-GSD	No	Competitive Bidding	First Quarter	First Quarter	Second Quarter	Second Quarter	Corporate Budget	3,655,000.00		3,655,000.00	
OFFICE EQUIPMENT AND FURNITURE & FIXTURES													
GDS 09	Laptops, 5 units	ASD-ICTD	Yes	Shopping	November 2019	N/A	N/A	First Quarter	Corporate Budget	340,000.00		340,000.00	
GDS 10	Desktop Computers, 2 units	ASD-ICTD	Yes	Shopping	November 2019	N/A	N/A	First Quarter	Corporate Budget	100,000.00		100,000.00	
GDS 11	Scanners, heavy duty, 2 units	ASD-ICTD	Yes	Shopping	November 2019	N/A	N/A	First Quarter	Corporate Budget	120,000.00		120,000.00	For FSD and SEZAD
GDS 12	Monochrome printer (heavy duty)	ASD-ICTD	Yes	Shopping	November 2019	N/A	N/A	First Quarter	Corporate Budget	60,000.00		60,000.00	
GDS 14	Uninterruptible Power Supply (Rack Type), 2 units	ASD-ICTD	Yes	Shopping	November 2019	N/A	N/A	First Quarter	Corporate Budget	120,000.00		120,000.00	
GDS 15	Server Rack Cabinet	ASD-ICTD	Yes	Shopping	November 2019	N/A	N/A	First Quarter	Corporate Budget	60,000.00		60,000.00	
GDS 16	Computer Server	ASD-ICTD	No	Shopping	First Quarter	N/A	N/A	First Quarter	Corporate Budget	200,000.00		200,000.00	
GDS 17	Refrigerator 8 cu/ft	SEZAD	No	Shopping	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	20,000.00		20,000.00	
GDS 18	Steel Cabinets, 3 units	SEZAD	No	Shopping	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	60,000.00		60,000.00	

JOHN HAY MANAGEMENT CORPORATION ANNUAL PROCUREMENT PLAN FOR CY 2020

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	
GDS 20	Fax Machine	SEZAD	No	Shopping	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	35,000.00		35,000.00	
GDS 21	ID Machine with QR code and peripherals	SEZAD	No	Shopping	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	150,000.00		150,000.00	
GDS 24	Concrete Chipper, heavy duty, big	ASD-GSD	Yes	Shopping	November 2019	N/A	First Quarter	First Quarter	Corporate Budget	30,000.00		30,000.00	
GDS 126	Additional rainwater harvesting system for selected areas of the JHMC AOR	EAMD-EMD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	100,000.00		100,000.00	
GDS 83	Fire Hydrant Booster, 2 units	ASD-GSD	No	Shopping	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	100,000.00		100,000.00	
TRAINING AND SEMINAR EXPENSES													
GDS 62	Lease of venue, including meals and services for event coverage: Training and Seminars on R.A. 9184	ASD-HRSD	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	400,000.00	400,000.00		
GDS 63	Lease of venue, including meals and services for event coverage: Training and Seminars on Data Privacy Act	ASD-HRSD	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	200,000.00	200,000.00		
GDS 64	Lease of venue, including meals and services for event coverage: Training and Seminars on Safety & Security-related knowledge	ASD-HRSD	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	180,000.00	180,000.00		
GDS 65	Catering services for the Legal Awareness Seminar/Lecture series	ASD-HRSD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	79,030.00	79,030.00		
GDS 66	Lease of Venue, including accommodation and meals for the Conduct of the Operations Planning	CPU	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Second Quarter	Second Quarter	Corporate Budget	100,000.00	100,000.00		
GDS 67	Lease of Venue, including accommodation and Meals for the Conduct of the Departmental Planning	CPU	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Second Quarter	Second Quarter	Corporate Budget	160,000.00	160,000.00		
GDS 68	Lease of Venue, including accommodation and Meals for the Quarterly Performance Review	CPU	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Quarterly	Quarterly	Corporate Budget	200,000.00	200,000.00		
SUPPLIES AND MATERIALS EXPENSE													
GDS 01a	Common Supplies and Equipment (CSE)	ASD-GSD	No	NP-53.5 Agency-to-Agency	N/A	N/A	Second Quarter	Second Quarter	Corporate Budget	300,000.00	300,000.00		
GDS 01b	Common Supplies and Equipment (CSE) not available at DBM-PS for competitive bidding	ASD-GSD	No	Competitive Bidding	Second Quarter	Third Quarter	Third Quarter	Third Quarter	Corporate Budget	762,460.00	762,460.00		
GDS 01c	Common Supplies and Equipment (CSE) not available at DBM-PS for direct contracting	ASD-GSD	No	Direct Contracting	First to Fourth Quarter	First to Fourth Quarter	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	1,007,540.00	1,007,540.00		
GDS 01d	Common Supplies and Equipment (CSE) not available at DBM-PS for shopping	ASD-GSD	No	Shopping	First to Fourth Quarter	First to Fourth Quarter	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	100,000.00	100,000.00		
GDS 01e	Common Supplies and Equipment (CSE) not available at DBM-PS for SVP	ASD-GSD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	First to Fourth Quarter	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	80,000.00	80,000.00		
GDS 02a	Other office supplies, materials and semi-expendable machinery, equipment, furniture and fixtures for locators	SEZAD	No	Shopping	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	100,000.00	100,000.00		For locators (e.g. PVC ID card, IDP printer ribbon, etc.) includes 4 seater gang chair, table and chairs at the CCA
GDS 03	Semi-expendable machinery, equipment, furniture, fixtures, supplies and materials for BCDA Cottages & VOA Loghomes	ASD-GSD	No	Shopping	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	100,000.00	100,000.00		
GDS 04	Waste Collection Bins	Business Ce	No	NP-53.9 - Small Value Procurement	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	100,000.00	100,000.00		Fund Source: CUSA
GDS 05	Various Supplies and Materials for CUSA-paying locators	Business Ce	No	Shopping	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	100,000.00	100,000.00		Fund Source: CUSA

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
GDS 77	Accountable Forms (Official Receipts)	FSD	No	NP-53.5 Agency-to-Agency	N/A	N/A	First Quarter	First Quarter	Corporate Budget	50,000.00	50,000.00		
GDS 90	Various materials for Legal Awareness Training CY2020 (5' x 8')	LD	No	Shopping	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	19,970.00	19,970.00		
	COMMUNICATION EXPENSES												
GDS 26	Annual Subscription: Webhosting	ASD-ICTD	No	Direct Contracting	N/A	N/A	Second Quarter	Second Quarter	Corporate Budget	60,000.00	60,000.00		
GDS 27	Annual Subscription: Domain Name	ASD-ICTD	No	Direct Contracting	N/A	N/A	Second Quarter	Second Quarter	Corporate Budget	2,000.00	2,000.00		
GDS 28	Annual Subscription: SSL Certificate	ASD-ICTD	No	Direct Contracting	N/A	N/A	Second Quarter	Second Quarter	Corporate Budget	18,000.00	18,000.00		
GDS 29	Corporate Email subscription	ASD-ICTD	No	Direct Contracting	N/A	N/A	Second Quarter	Second Quarter	Corporate Budget	220,000.00	220,000.00		
GDS 22	Network Security	ASD-ICTD	No	Direct Contracting	N/A	N/A	Second Quarter	Second Quarter	Corporate Budget	120,000.00	120,000.00		
GDS 30	Subscription: Autodesk Collection Apps	ASD-ICTD	No	Direct Contracting	N/A	N/A	Third Quarter	Third Quarter	Corporate Budget	400,000.00	400,000.00		
	GENERAL SERVICES												
GDS 08	Solid Waste Collection services for CUSA-paying locators	Business Ce	Yes	Competitive Bidding	December 2019	First Quarter	First Quarter	First Quarter	Corporate Budget	936,000.00	936,000.00		Fund Source: CUSA
GDS 32	Disposal of Hazardous Wastes	EAMD-EMD	No	NP-53.9 - Small Value Procurement	Second Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	400,000.00	400,000.00		
GDS 33	Lumberjack Services for Sanitation Cutting of 100 trees	EAMD-EMD	No	NP-53.2 Emergency Cases	N/A	N/A	Second Quarter	Second Quarter	Corporate Budget	775,000.00	775,000.00		
GDS 131	Lumberjack Services for emergency retrieval of typhoon fallen trees	EAMD-EMD	No	NP-53.2 Emergency Cases	N/A	N/A	As Necessary	As Necessary	Corporate Budget	150,000.00	150,000.00		
GDS 34	Gardening Services	EAMD-EMD	No	Competitive Bidding	Third Quarter	Third Quarter	Third Quarter	Third Quarter	Corporate Budget	794,000.00	794,000.00		
GDS 35	General Forest Care	EAMD-EMD	No	Competitive Bidding	First Quarter	First Quarter	First Quarter	First Quarter	Corporate Budget	611,000.00	611,000.00		
GDS 36	Siphoning services	ASD-GSD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	150,000.00	150,000.00		
GDS 37	Solid Waste Collection services (BCDA Cottages, Historical Core, CCA, AIM, JHMC Cottages and VOA loghome# 3 & 5)	ASD-GSD	Yes	NP-53.9 - Small Value Procurement	November 2019	N/A	N/A	First Quarter	Corporate Budget	240,000.00	240,000.00		
GDS 38	Janitorial Services: Contract for 9 janitors (including supplies)	ASD-GSD	Yes	Competitive Bidding	November 2019	First Quarter	First Quarter	First Quarter	Corporate Budget	1,900,000.00	1,900,000.00		
GDS 39	Janitorial Services: Ground maintenance - CUSA	Business Ce	Yes	NP-53.9 - Small Value Procurement	November 2019	N/A	N/A	First Quarter	Corporate Budget	612,000.00	612,000.00		Fund Source: CUSA
GDS 40	Laundry Services: JHMC Office Complex (Cottage 629), Bell House, BCDA Cottages, VOA Loghomes	ASD-GSD	Yes	NP-53.9 - Small Value Procurement	November 2019	N/A	N/A	First Quarter	Corporate Budget	480,000.00	480,000.00		
	EMS PLANNING AND IMPLEMENTATION												
GDS 142	Catering and services for event coverage: EMS planning and implementation activities	EAMD-EMD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	200,000.00	200,000.00		
GDS 122	Jackets for Anti-Littering Task Force/Committee	EAMD-EMD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	7,000.00	7,000.00		
GDS 123	Printing of Sanction Tickets	EAMD-EMD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	3,000.00	3,000.00		
GDS 124	Supplies and materials for hazardous waste management	EAMD-EMD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	70,000.00	70,000.00		Spill deck-pallet, wheeled bins, 2 transparent bins for electronic discards
GDS 125	Tarpaulin printing and signages for EMS campaigns and promotion	EAMD-EMD	No	NP-53.9 - Small Value Procurement	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	15,000.00	15,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
GDS 127	Water quality maintenance and management	EAMD-EMD	No	Shopping	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	100,000.00	100,000.00		dependent on the STP design, usually chlorine for disinfection, oils and lubricants for mechanized parts, gloves, respirators, hard hats, glass beakers, pipette tubes, rubber siphon, samplings bottles
GDS 128	Catering and services for event coverage River Marshall or any related training on water ways management and water quality maintenance, clean up activities, all eco-awareness campaigns on climate-related risk management	EAMD-EMD	No	NP-53.9 - Small Value Procurement	Second and Third Quarter	N/A	Second and Third Quarter	Second and Third Quarter	Corporate Budget	50,000.00	50,000.00		
GDS 129	Supplies for clearing and clean up under Water Resource Management	EAMD-EMD	No	Shopping	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	5,000.00	5,000.00		
	FOREST MANAGEMENT												
GDS 130	Tokens for Inspectorate Team for Sanitation Cutting	EAMD-EMD	No	NP-53.9 - Small Value Procurement	Fourth Quarter	N/A	Fourth Quarter	Fourth Quarter	Corporate Budget	28,000.00	28,000.00		
GDS 132	Supplies and materials for pest prevention / control activities	EAMD-EMD	No	Shopping	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	30,000.00	30,000.00		
GDS 133	Repair and maintenance of greenhouse	EAMD-EMD	No	Shopping	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	90,000.00	90,000.00		
GDS 134	Catering and services for event coverage: training on Nursery and Landscape Management	EAMD-EMD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	30,000.00	30,000.00		
GDS 135	Catering and services for event coverage: Tree planting and maintenance activities	EAMD-EMD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	80,000.00	80,000.00		
GDS 136	Supplies and Materials for the Tree planting and maintenance activities	EAMD-EMD	No	Shopping	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	20,000.00	20,000.00		
GDS 137	Medical and laboratory test expenses as part of DENRO renewal requirements	EAMD-EMD	No	NP-53.9 - Small Value Procurement	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	50,000.00	50,000.00		
GDS 138	Catering and services for event coverage: DENRO training by DENR-CAR	EAMD-EMD	No	NP-53.9 - Small Value Procurement	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	25,000.00	25,000.00		
GDS 139	Catering and services for event coverage: IEC activities	EAMD-EMD	No	NP-53.9 - Small Value Procurement	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	60,000.00	60,000.00		
GDS 140	Installation of IEC signages on Forest Fire Protection within the JASD-HRSDA	EAMD-EMD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	75,000.00	75,000.00		
GDS 141	Supplies and materials for linkage with the Academe for forest management-related programs/activities	EAMD-EMD	No	Shopping	Second	N/A	Second	Second	Corporate Budget	20,000.00	20,000.00		
	REPAIRS AND MAINTENANCE - FURNITURE, FIXTURE AND EQUIPMENT												
GDS 42	Rehabilitation of existing equipment, furniture & fixtures, except IT equipment	ASD-GSD	No	Shopping	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	150,000.00	150,000.00		
GDS 43	Repair, replacement or upgrade of ICT equipment: Replacement (parts or unit) and outsourcing services	ASD-ICTD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	100,000.00	100,000.00		
GDS 44	Repair, replacement or upgrade of ICT equipment: upgrading of CPUs	ASD-ICTD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	100,000.00	100,000.00		
GDS 45	Repair, replacement or upgrade of ICT equipment: relocation of lightning arrester	ASD-ICTD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	50,000.00	50,000.00		
GDS 46	Repair, replacement or upgrade of BCDA equipment	ASD-GSD	No	Shopping	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	50,000.00	50,000.00		Includes replacement of battery and propeller for the drone
GDS 47	Updating of the Document Management System: Special Economic Zone Regulatory Information System (SEZRIS)	ASD-ICTD	No	Direct Contracting	N/A	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	100,000.00	100,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
GDS 48	Updating of the Document Management System: Helpdesk Information System (HIS)	ASD-ICTD	No	Direct Contracting	N/A	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	100,000.00	100,000.00		
GDS 49	Updating of the Document Management System (HRIS)	ASD-ICTD	No	Direct Contracting	N/A	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	100,000.00	100,000.00		
GDS 31	Anti-virus software	ASD-ICTD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	60,000.00	60,000.00		
GDS 121	Repair and Maintenance blades and replacement parts of the shredder	EAMD-EMD	No	Shopping	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	10,000.00	10,000.00		
REPAIR AND MAINTENANCE - TRANSPORTATION EQUIPMENT													
GDS 50	Repair and Maintenance of JHMC Official Motor Vehicles under Shopping	ASD-GSD	No	Shopping	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	50,000.00	50,000.00		
GDS 51	Repair and Maintenance of JHMC Official Motor Vehicles under SVP	ASD-GSD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	300,000.00	300,000.00		
GDS 52	Repair and Maintenance of JHMC Official Motor Vehicles under DC	ASD-GSD	No	Direct Contracting	N/A	N/A	Per Programmed PMS schedule	Per Programmed PMS schedule	Corporate Budget	1,000,000.00	1,000,000.00		
REPAIR AND MAINTENANCE - FACILITIES													
GDS 53	Labor and materials: restoration of epitaphs at the Cemetery of Negativism 1 and 2	BDD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	500,000.00	500,000.00		
GDS 54	Labor and materials: restoration / landscaping of the Secret Garden	BDD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	500,000.00	500,000.00		
GDS 55	Labor and materials: installation of benches / picnic tables (6) at the History Trail and Secret Garden	BDD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	400,000.00	400,000.00		
GDS 56	Labor and materials: installation of signages (street, warning, parking, etc.) leading to the Historical Core	BDD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	400,000.00	400,000.00		
GDS 144	Labor and materials: fabrication and installation of additional signages along the five CJH Trails - Yellow Trail	BDD	No	NP-53.9 - Small Value Procurement	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	400,000.00	400,000.00		
GDS 57	Repairs and maintenance of BCDA Cottages, Historical Core Areas and CCA	ASD-GSD	No	Shopping	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	300,000.00	300,000.00		
GDS 58	Various tools, equipment, machinery, construction materials and supplies for the improvement of the work station area of the drivers and maintenance personnel at the Carport	ASD-GSD	No	Shopping	Second Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	150,000.00	150,000.00		
GDS 59	Various tools, equipment, machinery, construction materials and supplies for the rehabilitation of Bellhouse Warehouse 1	ASD-GSD	No	Shopping	First Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	150,000.00	150,000.00		
GDS 60	Repairs and maintenance of Cottages 625/626, 627/628, 629 and Former AIM	ASD-GSD	No	Shopping	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	150,000.00	150,000.00		
GDS 41	Pest and Termite Control Application Services	ASD-GSD	Yes	NP-53.9 - Small Value Procurement	November 2019	N/A	N/A	First Quarter	Corporate Budget	250,000.00	250,000.00		
GDS 84	Various Construction Supplies for the Repair and Maintenance of VOA log Home 3 and 5	ASD-GSD	No	Shopping	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	765,190.00	765,190.00		
ADVERTISING, PROMOTIONAL AND MARKETING EXPENSES													
GDS 97	Publication of job vacancies	ASD-HRSD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	40,000.00	40,000.00		
GDS 114	Publication for Labor Center job fairs, openings, workshops	SEZAD	No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	25,000.00	25,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
GDS 145	Marketing Collaterals (corporate giveaways)	BDD	No	NP-53.9 - Small Value Procurement	Fourth Quarter	N/A	Fourth Quarter	Fourth Quarter	Corporate Budget	400,000.00	400,000.00		
GDS 146	Meals and snacks for meetings, coordination activities, runs and other events within the year scheduled on various dates of 2020, staggered delivery as the need arises, pax	BDD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	200,000.00	200,000.00		
GDS 147	Materials for the conduct of tourism events	BDD	No	Shopping	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	21,800.00	21,800.00		
GDS 148	Tarpaulin printing for forest bathing- size: 8 ft x 5 ft	BDD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	4,500.00	4,500.00		
GDS 149	Tarpaulin for forest bathing- size: 3 ft x 6 ft	BDD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	3,000.00	3,000.00		
GDS 150	Brochure/ information material printing, glossy, legal size, one-pager	BDD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	50,000.00	50,000.00		
GDS 151	Meals and Snacks for the ADP Committee/ Bidders (inclusive of a meal and snacks for 20 participants, 20 days at PhP 600.00 per participant per day), staggered delivery as the need arises, pax	BDD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	200,000.00	200,000.00		
GDS13	Tent- 15 pcs, size: 3 m x 6 m, 4-pole tent, polyester-waterproof fabric), color: white, customized, fabricated	BDD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	80,000.00	80,000.00		
GDS 06	Materials for organized bazaars	BDD	No	Shopping	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	20,000.00	20,000.00		
GDS 07	Tree markers for the Adopt-A-Tree Project	BDD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	75,000.00	75,000.00		Fund Source: Adopt-a-Tree Fund
GDS 111	Advertisements for public awareness under public/media relations activities	CRO	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	100,000.00	100,000.00		
PRINTING AND BINDING EXPENSES													
GDS 112	Printing Cost for SEZAD permits	SEZAD	No	NP-53.9 - Small Value Procurement	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	100,000.00	100,000.00		
GDS 113	Printing of JHSEZ Vehicle Pass Stickers	SEZAD	No	NP-53.9 - Small Value Procurement	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	100,000.00	100,000.00		
GDS 78	Tarpaulin printing services for various notices	CPU, QMS, LD, SEZAD, CRO, SEZAD	No	NP-53.9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	60,000.00	60,000.00		CPU: Design, lay-out and printing services QMS: Design, lay-out and printing services LD: for Legal Awareness Training CY2020 (5' x 8') CRO: for Sports Fest advertising CRO: for community health development activity awareness (3 pcs., 8x5 feet, full color) SEZAD: for Labor Center
GDS 85	Design, lay-out and printing services: saddle stitch bound, magazine type	CPU	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	30,000.00	30,000.00		
GDS 86	Design, lay-out and printing services: perfect bound, softcover book	CPU	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	50,000.00	50,000.00		
REPRESENTATION EXPENSES													
GDS 74	Catering and services for event coverage: Quarterly Locators' Meeting	SEZAD	No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	270,000.00	270,000.00		
RENT EXPENSES													
GDS 82	Rental of Automated Copier / Printer / Scanner (Photocopying Machine), 2 units	ASD-GSD	No	NP-53.9 - Small Value Procurement	First Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	395,000.00	395,000.00		
SUBSCRIPTION EXPENSE													

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
GDS 81	Newspaper Subscription	ASD-GSD	No	NP-53 9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	45,000.00	45,000.00		
	PUBLIC RELATIONS PROGRAM												
GDS 71	Lease of venue, including meals and services for event coverage. Public and/or Media Relations Activities (3 activities)	CRO	No	NP-53 10 Lease of Real Property and Venue	N/A	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	425,700.00	425,700.00		
GDS 108	Tokens / giveaways for the Public & Media Relations Activities	CRO	No	NP-53 9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	150,000.00	150,000.00		
GDS 109	Catering and services for event coverage. Consultative meetings with JASD-HRSDA Barangays (Phase 1)	CRO	No	NP-53 9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	98,400.00	98,400.00		Phase 1 Meeting. Portions of the following brgys: Hillside Brgy, Greenwater Brgy, Country Club Brgy, and Upper Dagsian Brgy (for two meetings)
GDS 110	Catering and services for event coverage. Consultative meetings with JASD-HRSDA Barangays (Phase 2)	CRO	No	NP-53 9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	225,900.00	225,900.00		Phase 2 Meeting. Portions of the following brgys: Country Club Barangay, Outlook Drive Barangay, Lucnab Barangay, Greenwater Barangay, Sta Escolastica Barangay, Upper Dagsian (for one meeting)
	BARANGAY SEGREGATION PROGRAM												
GDS 115	Catering and services for event coverage under Barangay Segregation: Barangay Hillside	EAMD-LAMD	No	NP-53 9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	200,000.00	200,000.00		Meetings of the Executive Committee (ExeCom), Arbitration and Awards Committee (AAC) and Project Management Office (PMO)
GDS 116	Catering and services for event coverage under Barangay Segregation: Portion of Country Club, Greenwater Village and Upper Dagsian	EAMD-LAMD	No	NP-53 9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	600,000.00	600,000.00		Meetings of the Executive Committee (ExeCom), Arbitration and Awards Committee (AAC) and Project Management Office (PMO)
GDS 117	Office supplies and materials for Barangay Segregation Program	EAMD-LAMD	No	Shopping	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	27,000.00	27,000.00		
	CORPORATE SOCIAL RESPONSIBILITY												
GDS 72	Catering and services for event coverage. Camp John Hay Anniversary	CRO	No	NP-53 9 - Small Value Procurement	Fourth Quarter	N/A	Fourth Quarter	Fourth Quarter	Corporate Budget	80,000.00	80,000.00		
GDS 73	Prizes for the Camp John Hay Anniversary	CRO	No	Shopping	Fourth Quarter	N/A	Fourth Quarter	Fourth Quarter	Corporate Budget	120,000.00	120,000.00		
GDS 98	Lease of venue: Barangayan through Sports Fest (basketball and volleyball - Team JHMC against the 14 barangays)	CRO	No	NP-53 10 Lease of Real Property and Venue	N/A	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	43,200.00	43,200.00		
GDS 99	Catering and services for event coverage: Barangayan through Sports Fest Opening and Closing Program	CRO	No	NP-53 9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	36,900.00	36,900.00		
GDS 100	Prizes for Sports Fest winners in basketball and volleyball	CRO	No	NP-53 9 - Small Value Procurement	Fourth Quarter	N/A	Fourth Quarter	Fourth Quarter	Corporate Budget	20,000.00	20,000.00		
GDS 143	Referee and scorer fees	CRO	No	NP-53 9 - Small Value Procurement	Fourth Quarter	N/A	Fourth Quarter	Fourth Quarter	Corporate Budget	45,900.00	45,900.00		
GDS 101	Catering and services for event coverage: environmental awareness / campaigns for zero waste management in the JHRA	CRO	No	NP-53 9 - Small Value Procurement	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	45,000.00	45,000.00		
GDS 102	Tokens / giveaways for the environmental awareness campaigns	CRO	No	NP-53 9 - Small Value Procurement	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	5,000.00	5,000.00		
GDS 103	Catering and services for event coverage: community health development in the JHRA	CRO	No	NP-53 9 - Small Value Procurement	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	45,000.00	45,000.00		
GDS 104	Supplies and materials for community health development in the JHRA	CRO	No	Shopping	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	7,750.00	7,750.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
GDS 105	Tokens / giveaways for community health development in the JHRA	CRO	No	Shopping	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	5,000.00	5,000.00		
GDS 106	Catering services for five days (AM snacks and lunch) for Karunungan project for the public schools inside the JHRA	CRO	No	NP-53 9 - Small Value Procurement	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	45,000.00	45,000.00		
GDS 107	Supplies and Materials for the Karunungan Project	CRO	No	Shopping	Second Quarter	N/A	Second Quarter	Second Quarter	Corporate Budget	55,000.00	55,000.00		
QUALITY MANAGEMENT SYSTEM													
GDS 87	Lease of venue, including meals and services for event coverage: Management Review	CPU-QMS	No	NP-53 10 Lease of Real Property and Venue	N/A	N/A	Second Quarter	Second Quarter	Corporate Budget	100,000.00	100,000.00		
GDS 88	Catering and services for event coverage: Internal Quality Audit Training	CPU-QMS	No	NP-53 9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	80,000.00	80,000.00		
GDS 89	Catering and services for event coverage: Surveillance 2 Audit for ISO 19001:2015 Certification Maintenance	CPU-QMS	No	NP-53 9 - Small Value Procurement	Fourth Quarter	N/A	Fourth Quarter	Fourth Quarter	Corporate Budget	80,000.00	80,000.00		
MISCELLANEOUS EXPENSES													
GDS 69	Lease of venue, including accommodation, meals and services for event coverage: Teambuilding Activities	ASD-HRSD	No	NP-53 10 Lease of Real Property and Venue	for posting	N/A	First Quarter	First Quarter	Corporate Budget	450,000.00	450,000.00		
GDS 75	Catering and services for event coverage: JHMC Anniversary Program	ASD-HRSD	No	NP-53 9 - Small Value Procurement	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	150,000.00	150,000.00		
GDS 76	Catering and services for event coverage: JHMC Year End Activities	ASD-HRSD	No	NP-53 9 - Small Value Procurement	Fourth Quarter	N/A	Fourth Quarter	Fourth Quarter	Corporate Budget	500,000.00	500,000.00		
GDS 91	Health and Wellness Uniforms	ASD-HRSD	No	NP-53 9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	72,000.00	72,000.00		
GDS 92	Catering and services for event coverage: Health and Wellness Opening Program	ASD-HRSD	No	NP-53 9 - Small Value Procurement	First Quarter	N/A	First Quarter	First Quarter	Corporate Budget	27,000.00	27,000.00		
GDS 93	Catering and services for event coverage: Health and Wellness Closing Program	ASD-HRSD	No	NP-53 9 - Small Value Procurement	Fourth Quarter	N/A	Fourth Quarter	Fourth Quarter	Corporate Budget	27,000.00	27,000.00		
GDS 94	Health and Wellness prizes and special awards	ASD-HRSD	No	NP-53 9 - Small Value Procurement	Fourth Quarter	N/A	Fourth Quarter	Fourth Quarter	Corporate Budget	15,000.00	15,000.00		
GDS 95	Mandatory drug testing for employees	ASD-HRSD	No	NP-53 9 - Small Value Procurement	First to Fourth Quarter	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	24,000.00	24,000.00		
GDS 96	Conduct of Annual physical exam for employees	ASD-HRSD	No	NP-53 9 - Small Value Procurement	Third Quarter	N/A	Third Quarter	Third Quarter	Corporate Budget	143,000.00	143,000.00		
BOARD EXPENSES													
GDS 70	Lease of venue, including meals and services for event coverage: Board and Committee Meetings in Baguio City	OCS	No	NP-53 10 Lease of Real Property and Venue	N/A	N/A	First to Fourth Quarter	First to Fourth Quarter	Corporate Budget	320,000.00	320,000.00		
GDS 118	Assorted grocery items for BOD meetings	OCS	No	Shopping	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	82,320.00	82,320.00		
GDS 119	Lease of venue to include accommodations, meals, function room and services for event coverage: Board and Management Strategic Planning	OCS	No	NP-53 10 Lease of Real Property and Venue	First to Second Quarter	N/A	First to Second Quarter	First to Second Quarter	Corporate Budget	540,000.00	540,000.00		
GDS 120	Vehicle rental for the Board and Management Strategic Planning	OCS	No	NP-53 9 - Small Value Procurement	First to Second Quarter	N/A	First to Second Quarter	First to Second Quarter	Corporate Budget	60,000.00	60,000.00		
TOTAL										150,160,320.00	34,730,560.00	115,429,760.00	


Prepared by:

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BAC Secretariat

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Recommending Approval


JANE THERESA G. TABALINGCOS
BAC Chairperson


ENGR. BOBBY V. AKIA
BAC Vice Chairperson



ATTY. MARY ELLEN S. CABUAT
Member


EDEL U. COLCOL
Member


PHILIP GEORGE D. DEMOT
Member

End-user Representative:


BENJAMIN P. QUINO, JR.
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RONALD B. ZAMBRANO
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APPROVED BY:

THE JHMC BOARD OF DIRECTORS
Head of Procuring Entity
Board Resolution No. 2020-0127-018