

**EMPLOYEES' COMPENSATION COMMISSION
ANNUAL PROCUREMENT PLAN FOR CY 2019**

Procurement Program/Project	End-User	Mode of Procurement	1st Qrt	2nd Qrt	3rd Qrt	4th Qrt	Source of funds	Seminar Expenses	Travel Local	Printing & Development	Representation Expenses	Others	MOOE	CO	Remarks (Brief Description of Program/Project)
MFO 1: IMPROVED AND EXPANDED BENEFITS AND SERVICES															
A. POLICY DEVELOPMENT	Appeals														
1. Development and Review of Policies	Division														
a. Publication of Board Resolutions			/	/	/	/	SIF					₱500,000.00	₱500,000.00		
b. Travelling Expenses (3 Seminar workshops)			/	/	/	/	SIF		₱615,000.00				₱615,000.00		
c. Seminar Expenses (3 Seminar workshops)			/	/	/	/	SIF	₱320,000.00					₱320,000.00		
													₱1,435,000.00		
2. Development and Review of Policies	WCPRD														
a. Honoraria			/	/	/	/	SIF					₱36,000.00	₱36,000.00		
b. Representation Expenses			/	/	/	/	SIF				₱14,400.00		₱14,400.00		
													₱50,400.00		
B. REHABILITATION SERVICES	WCPRD														
1. ECC-Quick Response Program															
a. Local travel															
1. Makati			/	/	/	/	SIF		₱12,000.00				₱12,000.00		
2. REUs			/	/	/	/	SIF		₱168,000.00				₱168,000.00		
													₱180,000.00		
b. Representation Expenses															
1. Token/groceries (CO/REU's)	WCPRD		/	/	/	/	SIF				₱600,000.00		₱600,000.00		
2. Cash Assistance	WCPRD		/	/	/	/	SIF				₱6,900,000.00		₱6,900,000.00		
													₱7,500,000.00		
2. Kagabay Program															
a. Makati Office															
1. Postage	Admin-Records														
2. Seminar															
a. Trainings for PWRDs	WCPRD		/	/	/	/	SIF	₱268,800.00					₱268,800.00		
b. Kamustahan	WCPRD		/	/	/	/	SIF	₱35,200.00					₱35,200.00		
c. Tuition fees	WCPRD		/	/	/	/	SIF	₱660,000.00					₱660,000.00		
d. Starter kit	WCPRD		/	/	/	/	SIF	₱8,130,000.00					₱8,130,000.00		
e. Transportation/Meal allowance during trainings	WCPRD		/	/	/	/	SIF	₱295,500.00					₱295,500.00		
3. Representation expense	WCPRD		/	/	/	/	SIF				₱50,000.00		₱50,000.00		
4. Local travel															
a. Makati Office	WCPRD		/	/	/	/	SIF		₱30,000.00				₱30,000.00		
b. REUs	ECC-REUs		/	/	/	/	SIF		₱168,000.00				₱168,000.00		
													₱9,637,500.00		
3. Physical Restoration Services for PWRDs															
A. Prosthesis (to be procured individually)	WCPRD	Alternative Procurement	/	/	/	/	SIF						₱8,160,000.00		
b. PT, OT and EMG	WCPRD		/	/	/	/	SIF					₱3,700,000.00	₱3,700,000.00		
c. Transportation Allowance (PWRDs)	WCPRD		/	/	/	/	SIF					₱2,233,000.00	₱2,233,000.00		
d. Local Travel (PWRDs)	WCPRD		/	/	/	/	SIF					₱168,000.00	₱168,000.00		
													₱14,261,000.00		

Procurement Program/Project	End-User	Mode of Procurement	1st Qrt	2nd Qrt	3rd Qrt	4th Qrt	Source of funds	Seminar Expenses	Travel Local	Printing & Development	Representation Expenses	Others	MOOE	CO	Remarks (Brief Description of Program/Project)
1.Postage-P2000	WCPRD														
2. Miscellaneous-Notarial fees	Admin														
3. SPES Program for Children of PWRDs															
1. General Services (45 SPES)	WCPRD		/	/	/	/	SIF					₱430,080.00	₱430,080.00		
2. Representaion of Expense	WCPRD		/	/	/	/	SIF				₱12,000.00		₱12,000.00		
													₱442,080.00		
C. ECP INFORMATION DISSEMINATION															
1. EC Content Creation and Media Management															
a. Flyers/Brochures															
1. List of Occupational Diseases (40,000.00 pcs x P5/pc)	IPAD	Alternative Procurement	/	/	/	/	SIF			₱200,000.00			₱200,000.00		
2. Kagabay Program (40,000 pcs x 5/pc)	IPAD	Alternative Procurement	/	/	/	/	SIF			₱200,000.00			₱200,000.00		
3. Guide for Employees (40,000 pcs x P5/pc)	IPAD	Alternative Procurement	/	/	/	/	SIF			₱200,000.00			₱200,000.00		
4. Table-top Display (2,000 pcs x 100/pc)	IPAD	Alternative Procurement	/	/	/	/	SIF			₱200,000.00			₱200,000.00		New IEC Material
b. Promotional Fan															
1. How to File EC Claim (15,000 pcs x P20/pc)	IPAD	Alternative Procurement								₱300,000.00			₱300,000.00		that can displayed
2. ECC Branding (8,000pcs x P25/pc)	IPAD	Alternative Procurement								₱200,000.00			₱200,000.00		at cinpanies' reception
c. Handbooks															
1. P.D. 626, Board Resolutions on EC and Amended rules (6,500 pcs x P15.38/pc)	IPAD	Alternative Procurement	/	/	/	/	SIF			₱100,000.00			₱100,000.00		
2. Employee's Guide on ECP (6,500 pcs x P15.38/pc)	IPAD	Alternative Procurement	/	/	/	/	SIF			₱100,000.00			₱100,000.00		
3. Frequently-Asked Questions (FAQs) (6,500 pcs x P15.38/pc)	IPAD	Alternative Procurement	/	/	/	/	SIF			₱100,000.00			₱100,000.00		
d. Posters															
1. ECC Process Flow (10,000 pcs x P10/pc)	IPAD	Alternative Procurement		/			SIF			₱100,000.00			₱100,000.00		New IEC material for
2. ECC List of Benefits	IPAD	Alternative Procurement		/			SIF			₱100,000.00			₱100,000.00		process filling EC
													₱1,800,000.00		claim & appealed cases
e. Distribution of IEC Materials															
1. Delivery or Shipping	IPAD		/	/	/	/	SIF					₱500,000.00	₱500,000.00		Distribution to regions
															and/or other partner
2. Out-Of-Home Advertisements															
a. Train Wrap	IPAD	Public Bidding	/				SIF						₱6,000,000.00		offices / agencies
b. Jeepney Top Ads (160 units x P13,000/pc)	IPAD	Public Bidding	/				SIF						₱3,000,000.00		
c. Flyer Holder or Standee	IPAD	Public Bidding	/				SIF						₱1,000,000.00		
d. NLEX, SCTEX, TPLEX ads	IPAD	Public Bidding	/				SIF						₱3,000,000.00		
e. ECC Collapsible Booth (15 units x P13,000/pc)	IPAD			/			SIF						₱200,000.00		
f. Regional efforts	ECC-REUs	Public Bidding		/			SIF						₱2,000,000.00		
1. Lamp Post/Banners/Stickers													₱15,200,000.00		
2. Tarpaulin Signages															
3. Roll Up Banners															
4. PWRDs Store Dress up															

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3. Multi-Media Marketing Development															
a. Cinema and TV Ad Placement, Segment /Portion	IPAD	Public Bidding		/			SIF						₱30,000,000.00		To execute ad placement to Sm Cinema
1. Cinema Ad Placement-1,750 spots															to capture movie goers
2. TV Ad Placement-60 spots															Continue to place ads to identified partner TV networks to strengthen awareness of TV viewers about the EC program
b. Radio Ad Placement/SMS	IPAD	Public Bidding		/			SIF						₱10,000,000.00		Continue to execute radio program preferably at DZMM Teleradyo and placement of radio ads/pugs.
c.Publication of Ads	IPAD		/	/	/	/	SIF						₱2,000,000.00		
c.Information Booth	IPAD	Alternative Procurement	/	/	/	/	SIF						₱200,000.00		
e. Digital Media Management	IPAD	Alternative Procurement	/	/	/	/	SIF						₱3,000,000.00		
1. SMS blasts (ECConnects)													₱45,200,000.00		
2. Facebook Ads															
3. Youtube Ads															
4. Google Ads															
5. Near Application and other marketing flatforms															
f. Short Online Lecture Videos															
4. EC Community Management and Advocacy Campaign															
a. ECP Advocacy Seminars															
1. Travel/Video Document	IPAD		/	/	/	/	SIF		₱800,000.00						₱800,000.00
2. Training/ Seminar	IPAD		/	/	/	/	SIF				₱3,000,000.00				₱3,000,000.00
3. Token and Corporate Giveaways	IPAD	Alternative Procurement	/	/	/	/	SIF					₱2,000,000.00			₱2,000,000.00
a. Powerbanks															
b. Umbrella															
c. Draw-string Bag															
d. ECC Customized Folder															
e. T-shirt															
f. Tumbler, Plastic															
g. Notebook, Leatherette															
h. Stressball token															
i. Car Sun Cover															
j. Wire Organizer															

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4. Partners Appreciation Night	IPAD		/	/	/	/	SIF					₱500,000.00	₱5,000,000.00		Organize an activity
													₱6,300,000.00		where ECC can gather
															all the partners for an
b. Seminar/lectures conducted	IPAD														appreciation event
1. ECP lectures in-house			/	/	/	/	SIF	₱1,748,000.00					₱1,748,000.00		similar to the DevComm
a. Seminar Expenses			/	/	/	/	SIF	₱100,000.00					₱100,000.00		Net Assembly in 2018.
b. Local Travel			/	/	/	/	SIF		₱250,000.00				₱250,000.00		
2. ECP Lectures On-site															
a. BOSH			/	/	/	/	SIF		₱60,000.00				₱60,000.00		
b. Tv Interview			/	/	/	/	SIF		₱30,000.00				₱30,000.00		
c. CST Lectures			/	/	/	/	SIF		₱60,000.00				₱60,000.00		
													₱2,248,000.00		
5. Management of Public Assistance Center	IPAD														
1. PAC Complimentary															
a. Coffee/Biscuit			/	/	/	/	SIF					₱38,000.00	₱38,000.00		
6. Printing and Distribution of 2018 Annual Report	IPAD														
1. Printing and Development		alternative procurement	/	/	/	/	SIF			₱150,000.00			₱150,000.00		
SUB TOTAL MFO 1													₱104,941,980.00		
MFO 2: APPEALED CLAIMS DISPOSED															
A. EVALUATION AND DISPOSITION OF EC APPEALED	Appeals Division														
1. Claims Evaluation (legal)															
a. Representation Expenses			/	/	/	/	SIF				₱120,000.00		₱120,000.00		
b. Honoria Legal Services			/	/	/	/	SIF					₱180,000.00	₱180,000.00		
2. Claims Evaluation (Medical)												₱24,000.00	₱24,000.00		
1. Honoria (Other Professional)			/	/	/	/	SIF								
2. Notarial fee			/	/	/	/	SIF								
SUB TOTAL MFO 2													₱324,000.00		
TOTAL MFOS													₱105,265,980.00		

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I. GENERAL ADMINISTRATIVE SUPPORT SERVICES (GASS)															
A. Technical Support policy/Program Development															
1. Compendium of EC Claim Statistics															
a. Representation of Expense	PPSMD		/	/	/	/	SIF				₱5,760.00		₱5,760.00		
2. Research and studies conducted															
a. Representation Expenses	PPSMD		/	/	/	/	SIF				₱10,000.00		₱10,000.00		
b. Professional fees	PPSMD		/	/	/	/	SIF					₱200,000.00	₱200,000.00		
													₱210,000.00		
3. Hosting of DOLE Partnership Project															
a. Representation Expenses	PPSMD		/	/	/	/	SIF					₱80,000.00	₱80,000.00		
			/	/	/	/	SIF				₱10,000.00		₱10,000.00		
													₱90,000.00		
4. Conduct of agency Wide Planning Activities															
a. Seminar	PPSMD		/	/	/	/	SIF	₱222,900.00					₱222,900.00		
b. Local	PPSMD		/	/	/	/	SIF		₱160,000.00				₱160,000.00		
c. Execom	PPSMD		/	/	/	/	SIF					₱16,000.00	₱16,000.00		
													₱398,900.00		
5. Provision of IT Support Services															
a. Representation	PPSMD		/	/	/	/	SIF				₱12,800.00		₱12,800.00		
b. Seminar	PPSMD		/	/	/	/	SIF	₱19,200.00					₱19,200.00		
c. Local	PPSMD		/	/	/	/	SIF		₱200,000.00				₱200,000.00		
													₱232,000.00		
6. ECC Quality Management System															
a. Compliance to the requirements of ISO (External Audit)	PPSMD	Alternative Procurement				/	SIF				₱16,000.00		₱16,000.00		
b. Professional fees	PPSMD					/	SIF					₱200,000.00	₱200,000.00		
													₱216,000.00		
7. Implementation of GAD Plan															
a. Seminar	PPSMD			/				₱103,150.00					₱103,150.00		
8. Third Party Survey (GCG Requirement)															
a. Consultancy Services (Third-Party Survey)	PPSMD	Alternative Procurement				/	SIF						₱500,000.00		
b. Representation Expenses	PPSMD					/	SIF				₱16,000.00		₱16,000.00		
													₱516,000.00		
SUB TOTAL GASS													₱1,771,810.00		

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II. GENERAL ADMINISTRATIVE FINANCIAL SUPPORT															
A. ADMINISTRATIVE															
1. RECRUITMENT															
a. Three (3) Region	ECC REUs		/	/	/	/	SIF		₱60,000.00				₱60,000.00		
b. Orientation of REUs (3 Region)	ECC REUs		/	/	/	/	SIF		₱60,000.00				₱60,000.00		
c. Training- Outside Metro Manila	Admin Div.		/	/	/	/	SIF		₱650,200.00				₱650,200.00		
d. Team Building - REUs	ECC REUs		/				SIF		₱110,000.00				₱110,000.00		
e. Team Building - Main Office	Admin Div.			/			SIF		₱160,000.00				₱160,000.00		
f. GODP (tree planting) - main office	Admin Div.		/				SIF		₱70,000.00				₱70,000.00		
g. DOLE Welfare Activity	Admin Div.		/	/	/	/	SIF		₱60,000.00				₱60,000.00		
h. Toll fees/payment	Admin Div.		/	/	/	/	SIF		₱28,000.00				₱28,000.00		
i. RCC Meeting of REUs (14 region)	ECC REUs		/	/	/	/	SIF		₱28,000.00				₱28,000.00		
j. REUs LBC and Cargo (14 region)	Admin Div.		/	/	/	/	SIF		₱28,000.00				₱28,000.00		
k. Administrative/ REUs Transpo/Ocular/per diem	AD/ECC REUs		/	/	/	/	SIF		₱170,000.00				₱170,000.00		
													₱1,424,200.00		
2. ECC-REGIONAL OFFICE															
a. Administrative Officer	AD/ECC REUs		/	/	/	/	SIF					₱492,800.00	₱492,800.00		
b. Information Center	IPAD		/	/	/	/	SIF					₱492,800.00	₱492,800.00		
													₱985,600.00		
3. FOREIGN TRAVEL															
	Admin Div.		/	/	/	/	SIF						₱1,000,000.00		
4. TRAINING															
a. Capacity Building	Admin Div.							₱1,540,000.00							
1. External trainings			/	/	/	/	SIF	₱1,065,000.00					₱1,540,000.00		
2. In-house trainings			/	/	/	/	SIF	₱80,560.00					₱1,065,000.00		
3. GODP - Lecture/Seminar			/										₱80,560.00		
b. Corporate Activity															
1. ECC Family Welfare Program						/	SIF	₱340,720.00					₱340,720.00		
2. Team Building				/			SIF	₱468,700.00					₱468,700.00		
													₱3,494,980.00		
5. YEAR END CULMINATING EVENT															
a. Foods	Admin Div.					/	SIF					₱85,000.00	₱85,000.00		
b. Prizes/token raffles						/	SIF					₱230,000.00	₱230,000.00		
c. Ham and Cheese						/	SIF					₱636,000.00	₱636,000.00		
d. T-shirt						/	SIF					₱47,700.00	₱47,700.00		
													₱998,700.00		
6. CSC ACTIVITIES/RETIREMENT															
a. Senior Citizen/PWRDs	Admin Div.					/	SIF	₱100,000.00					₱100,000.00		
b. ECC Outreach Program						/	SIF	₱100,000.00					₱100,000.00		
c. Award and Incentive						/	SIF	₱3,833,000.00					₱3,833,000.00		
													₱4,033,000.00		

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7. GASOLINE, OIL AND LUBRICANT EXPENSES	Admin Supply	Alternative Procurement	/	/	/	/	SIF					₱500,000.00	₱500,000.00		
8. OFFICE SUPPLIES EXPENSES	Admin Supply	AGENCY TO AGENCY	/	/	/	/	SIF						₱1,372,117.00		
9. OFFICE SUPPLIES EXPENSES-PROJECT	Admin Supply	Alternative Procurement	/	/	/	/	SIF						₱1,392,600.00		
10. SEMI-EXPANDABLE-OFFICE EQUIPMENT MACHINERY		Alternative Procurement													
a. Digital Camera (15 units x P8,000)	WCPRD		/				SIF						₱120,000.00		
b. Digital voice recorded	PPSMD		/				SIF						₱10,000.00		
c. Electric fan, stand type	PPSMD		/				SIF						₱4,000.00		
d. Camera backpack	IPAD		/				SIF						₱6,000.00		
e. Emergency Light	REU2		/				SIF						₱3,000.00		
f. Digital Voice Recorder for Info Officers (REU3 and 4A)	REU3/4A		/				SIF						₱20,000.00		
g. Fax Machine w/ print & copy (P10,000/unit)	REU3/4A/10		/				SIF						₱30,000.00		
h. Electric Fan (2 units x P 700)	REU4A		/				SIF						₱1,400.00		
i. Water Dispenser	REU4A		/				SIF						₱7,000.00		
j. Water Dispenser (Hot and Cold)	REU5		/				SIF						₱10,000.00		
k. Electric fan, stand type	REU6		/				SIF						₱1,400.00		
l. Exhaust fan	REU7		/				SIF						₱3,000.00		
m. Digital voice recorder	REU9		/				SIF						₱7,000.00		
n. Emergency light	REU9		/				SIF						₱14,999.00		
o. Microwave oven	REU10		/				SIF						₱5,000.00		
p. Refrigerator, 4cu.ft	REU10		/				SIF						₱10,000.00		
q. Vertical blinds, PVC material, 3.5" blade size	REU10		/				SIF						₱10,000.00		
r. Intercom phone	REU10		/				SIF						₱5,000.00		
s. Electric fan, stand type	REU12		/				SIF						₱3,000.00		
													₱270,799.00		
11. SEMI EXPENDABLE-BOOKS/FURNITURE		Alternative Procurement													
a. Steel filing cabinet, vertical, 5 drawers (P10,000/unit)	WCPRD		/				SIF						₱20,000.00		
b. Steel filing cabinet with vault	Admin Div.		/				SIF						₱14,000.00		
c. Table for bundy clock, wood	REU2		/				SIF						₱2,500.00		
d. Cabinet for office supplies	REU2		/				SIF						₱5,000.00		
e. Sofa chair for client	REU2		/				SIF						₱10,000.00		
f. Conference table with chair	REU2		/				SIF						₱12,000.00		
g. Office table for IO & AO (P13,000/unit)	REU3		/				SIF						₱26,000.00		
h. Steel cabinet	REU3		/				SIF						₱8,000.00		
i. Executive chair for AO	REUA4		/				SIF						₱10,000.00		
j. Large table for AO	REUA4		/				SIF						₱15,000.00		
k. Ergonomic office chair (P5,000/unit)	REU5		/				SIF						₱10,000.00		
l. steel cabinet, 4 drawers (P10,000/unit)	REU5		/				SIF						₱20,000.00		
m. Visitors chair w/ armrest	REU5		/				SIF						₱5,000.00		
n. Office sofa	REU6		/				SIF						₱14,000.00		
o. Office partition/divider (P7,000/unit)	REU6		/				SIF						₱14,000.00		
p. Steel filing cabinet (P8,500/unit)	REU6		/				SIF						₱17,000.00		
q. Guest chair (P1,500/unit)	REU7		/				SIF						<u>₱6,000.00</u>		
													₱208,500.00		

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r. Cabinet/book stand (P5,000/unit)	REU7			/			SIF						₱10,000.00		
s. Side table (P5,000/unit)	REU7			/			SIF						₱10,000.00		
t. Executive chair	REU9				/		SIF						₱7,000.00		
u. Center Table, rectangular shaped	REU10				/		SIF						₱2,000.00		
v. Cleopatra sofa	REU10				/		SIF						₱10,000.00		
w. Office table (P3,000/unit)	REU10				/		SIF						₱6,000.00		
x. Steel cabinet	REU10				/		SIF						₱12,000.00		
y. Client chair (P2,000/unit)	REU12			/			SIF						₱4,000.00		
													₱61,000.00		
12. TEXTBOOKS & INSTRUCTIONAL MATERIAL EXPENSES	Admin Div		/	/	/	/	SIF					₱5,000.00	₱5,000.00		
13. OTHER SUPPLIES EXPENSES-IT SUPPLIES	Admin supply		/	/	/	/	SIF						₱2,636,025.00		
14. ELECTRICITY, LIGHT AND WATER															
a. Water consumption	Central office		/	/	/	/	SIF					₱1,050,000.00	₱1,050,000.00		
b. Water consumption	ECC-REUs		/	/	/	/	SIF					₱75,600.00	₱75,600.00		
c. Electricity consumption	Central office		/	/	/	/	SIF					₱3,000,000.00	₱3,000,000.00		
d. Electricity consumption	ECC-REUs		/	/	/	/	SIF					₱1,236,000.00	₱1,236,000.00		
													₱5,361,600.00		
15. COMMUNICATION EXPENSES															
a. Postage and deliveries															
1. Admin-Main office	Admin Records		/	/	/	/	SIF					₱100,000.00	₱100,000.00		
2. Admin-ECC-REUs	Admin Records		/	/	/	/	SIF					₱180,000.00	₱180,000.00		
3. WCPRD	Admin Records		/	/	/	/	SIF					₱180,000.00	₱180,000.00		
4. Appeals	Admin Records		/	/	/	/	SIF					₱10,000.00	₱10,000.00		
													₱470,000.00		
b. Telephone-landline	Central office		/	/	/	/	SIF					₱900,000.00	₱900,000.00		
c. Telephone-landline	ECC-REUs		/	/	/	/	SIF					₱756,000.00	₱756,000.00		
d. Telephone-cellular	Central office		/	/	/	/	SIF					₱350,000.00	₱350,000.00		
1. eligtas SMS reporting-cellcard load															
e. Telephone-cellular	ECC-REUs		/	/	/	/	SIF					₱80,000.00	₱80,000.00		
f. Internet expense	Central office		/	/	/	/	SIF					₱500,000.00	₱500,000.00		
g. Cable, Satellite, Telegraph & Radio expenses	Central office		/	/	/	/	SIF					₱20,000.00	₱20,000.00		
													₱2,606,000.00		
16. RENTAL EXPENSES	ECC-REUs		/	/	/	/	SIF						₱2,664,000.00		
17. MEMBERSHIP DUES & CONTRIBUTION TO ORG.	Admin Div		/	/	/	/	SIF					₱100,000.00	₱100,000.00		
a. PHILSSA			/	/	/	/	SIF					₱100,000.00	₱100,000.00		
b. DOLE/other Agencies Contribution													₱200,000.00		
18. ADVERTISING EXPENSES															
a. HR (vacancy)	Admin/HR		/	/	/	/	SIF					₱30,000.00	₱30,000.00		
B. Supply (bidding of Services/equipment)	Admin supply		/	/	/	/	SIF					₱70,000.00	₱70,000.00		
													₱100,000.00		

Procurement Program/Project	End-User	Mode of Procurement	1st Qrt	2nd Qrt	3rd Qrt	4th Qrt	Source of funds	Seminar Expenses	Travel Local	Printing & Development	Representation Expenses	Others	MOOE	CO	Remarks (Brief Description of Program/Project)
19. REPRESENTATION EXPENSES	Admin Div		/	/	/	/	SIF				₱100,000.00		₱100,000.00		
20. TRANSPORTATION & DELIVERY EXPENSES	Liason officer		/	/	/	/	SIF					₱120,000.00	₱120,000.00		
21. SUBSCRIPTION EXPENSES	OED		/	/	/	/	SIF					₱70,000.00	₱70,000.00		
22. AUDITING EXPENSES	COA		/	/	/	/	SIF					₱3,188,702.00	₱3,188,702.00		
23. JANITORIAL AND CLERICAL SERVICES	Admin supply	Public Bidding			/		SIF						₱6,225,613.70		
24. SECURITY SERVICES	Admin supply	Public Bidding			/		SIF						₱3,804,400.00		
25. OTHER PROFESSIONAL SERVICES															
a. Assessment Testing	Admin/HR		/	/	/	/	SIF					₱130,000.00	₱130,000.00		
26. REPAIRS AND MAINTENANCE															
a. Office Building	Admin Bldg														
1. Garbage Collection	Admin Bldg		/	/	/	/	SIF								
2. Elevator maintenance & repair	Admin Bldg		/	/	/	/	SIF					₱90,000.00	₱90,000.00		
3. Pest Control (one year)	Admin Bldg	Alternative Procurement	/	/	/	/	SIF					₱250,000.00	₱250,000.00		
4. Garden Project Maintenance	Admin Bldg		/	/	/	/	SIF						₱120,000.00		
5. Repainting of Building interior/Exterior & basement	Admin Bldg	Alternative Procurement		/		/	SIF					₱100,000.00	₱100,000.00		
6. Carpentry, paintings, minor repair	Admin Bldg	Alternative Procurement		/		/	SIF						₱1,500,000.00		
7. Cleaning of Glass Mirror	Admin Bldg	Alternative Procurement		/		/	SIF						₱500,000.00		
8. General cleaning services	Admin Bldg		/	/	/	/	SIF						₱500,000.00		
												₱77,500.00	₱77,500.00		
													₱3,137,500.00		
b. Office Equipment															
1. Copier, aircons and other equipment	Admin Supply	Alternative Procurement	/	/	/	/	SIF					₱70,000.00	₱70,000.00		
c. Furniture and Fixtures															
1. Upholstery of office furniture	Admin Supply	Alternative Procurement	/	/	/	/	SIF					₱50,000.00	₱50,000.00		
d. IT Equipment and Software															
1. Computers, printer.cabling installation	PPSMD	Alternative Procurement	/	/	/	/	SIF					₱624,000.00	₱624,000.00		
e. Motor Vehicle	Admin Supply	Alternative Procurement	/	/	/	/	SIF					₱500,000.00	₱500,000.00		
													₱1,244,000.00		
27. DONATION															
a Organizations related to the ECC mandate	Admin Div		/	/	/	/	SIF					₱300,000.00	₱300,000.00		
28. EXTRA ORDINARY SERVICES	OED		/	/	/	/	SIF					₱117,500.00	₱117,500.00		
29. MISCELLANEOUS EXPENSES	Admin Div														
a. ECC Corporate Giveaways		Alternative Procurement	/			/	SIF						₱600,000.00		
b. Token to Commissioners/Secretary			/	/	/	/	SIF					₱70,000.00	₱70,000.00		
c. Christmas Token to guard/janitor						/	SIF					₱186,000.00	₱186,000.00		
d. Notarial fee			/	/	/	/	SIF					₱12,000.00	₱12,000.00		
													₱868,000.00		

Procurement Program/Project	End-User	Mode of Procurement	1st Qrt	2nd Qrt	3rd Qrt	4th Qrt	Source of funds	Seminar Expenses	Travel Local	Printing & Development	Representation Expenses	Others	MOOE	CO	Remarks (Brief Description of Program/Project)
e. Laundry linen			/	/	/	/	SIF					₱15,000.00	₱15,000.00		
f. Stipend, flowers for occasions			/	/	/	/	SIF					₱60,000.00	₱60,000.00		
g. First Friday mass			/	/	/	/	SIF					₱24,000.00	₱24,000.00		
													₱99,000.00		
30. TAXES AND LICENSES	Admin Div		/	/	/	/	SIF					₱100,000.00	₱100,000.00		
31. FIDELITY BOND PREMIUM															
a. Bond Premium	Admin Div		/	/	/	/	SIF					₱50,000.00	₱50,000.00		
32. INSURANCE EXPENSES												₱150,000.00	₱150,000.00		
a. Vehicle Insurance	Admin Supply		/	/	/	/	SIF								
b. Office Equipment and Building insurance	Admin Supply				/		SIF								
33. OTHER MOOE	Admin Div														
a. Cultural & Athletic Activities															
1. ECC Choral			/			/	SIF					₱179,400.00	₱179,400.00		
2. Aerobics				/	/		SIF					₱130,000.00	₱130,000.00		
3. Sportfest															
a ECC bowling tournament					/		SIF					₱332,650.00	₱332,650.00		
b. DOLE Sportfest						/	SIF					₱50,640.00	₱50,640.00		
4. Film Showing			/			/	SIF					₱78,100.00	₱78,100.00		
													₱770,790.00		
34. INTER-AGENCIES ACTIVITIES	Admin Div														
a. Independence Day				/			SIF					₱18,000.00	₱18,000.00		
b. Labor Day				/			SIF					₱268,000.00	₱268,000.00		
c. DOLE Flag Raising Ceremony			/		/		SIF					₱69,000.00	₱69,000.00		
d. Fun Run Activities			/	/	/	/	SIF					₱69,200.00	₱69,200.00		
e. GOPD Activities-Emergency kit/5S			/	/	/	/	SIF					₱902,820.00	₱902,820.00		
f. Nutrition Month					/		SIF					₱43,920.00	₱43,920.00		
g. ECC Anniversary			/				SIF					₱109,000.00	₱109,000.00		
h. DOLE Anniversary						/	SIF					₱384,800.00	₱384,800.00		
i. Lenten Activities			/				SIF					₱100,980.00	₱100,980.00		
j. CSC Anniversary					/		SIF					₱72,590.00	₱72,590.00		
k. PhilHealth Anniversary					/		SIF					₱19,200.00	₱19,200.00		
l. Wellness Program, Annual Check up			/	/	/	/	SIF					₱500,000.00	₱500,000.00		
													₱2,557,510.00		
35. PHILSSA ACTIVITIES					/		SIF					₱130,000.00	₱130,000.00		
TOTAL ADMINISTRATIVE SUPPORT													₱52,947,236.70		

Procurement Program/Project	End-User	Mode of Procurement	1st Qrt	2nd Qrt	3rd Qrt	4th Qrt	Source of funds	Seminar Expenses	Travel Local	Printing & Development	Representation Expenses	Others	MOOE	CO	Remarks (Brief Description of Program/Project)
35. BOARD CONCERN															
a. Reimbursable RA of Commissioner	BS		/	/	/	/	SIF					₱240,000.00	₱240,000.00		
b. Commission Meeting Expenses	BS		/	/	/	/	SIF					₱300,000.00	₱300,000.00		
c. Committee Meeting Expenses	BS		/	/	/	/	SIF					₱125,000.00	₱125,000.00		
													₱665,000.00		
36. INTERNAL AUDIT UNIT															
a. Travelling expenses			/	/	/	/	SIF		₱294,000.00				₱294,000.00		
TOTAL GASS													₱55,678,046.70		
TOTAL MOOE FOR CY 2019													₱160,944,026.70		

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Date: March 22, 2019