



**CARCAR WATER DISTRICT**  
**CARCAR CITY CEBU**  
**ANNUAL PROCUREMENT PLAN 2018**  
*AS OF JUNE 2018*

Code	Program Activity/ Project	End User	Mode of Procurement	Schedule for Each Procurement Activity											Source Of Funds	Estimated Budget Php			Remarks/ Activity (Brief Description of Program/ Project)			
				Pre-Proc Cont	Ads/ Post of ITB	Pre-Bid Cont.	Sub/Open Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance Turnover		PS	MOOE	CO				
<b>I.</b>	<b>Water System Improvement</b>																					
1	Water System Improvement at Tal-ot, Valencia	Operations and Maintenance	Bidding														July to August	Internally Generated Funds			1,500,000.00	Improve water system at Tal-ot, Valencia
2	Proposed Improvement/Rehabilitation of Guadalupe Water System	Operations and Maintenance	Bidding														April to May	Internally Generated Funds			1,500,000.00	To restore the water system to its most efficient condition
3	650 meters Pipeline Improvement at Kalubihan, Liburon	Operations and Maintenance	Shopping														June	Internally Generated Funds			562,315.50	Intended to upgrade pressure monitoring in CWD distribution lines
4	799 meters Lateral Pipeline at General Luna St., Barraca	Operations and Maintenance	Shopping														June	Internally Generated Funds			639,314.35	Intended to upgrade pressure monitoring in CWD distribution lines
5	Pipelaying and Construction of Reservoir at Upper Cogon, Poblacion 1	Operations and Maintenance																				Expansion of Service Coverage Area
5.1	Lot Acquisition	Operations and Maintenance															May	Internally Generated Funds			50,000.00	
5.2	Reservoir	Operations and Maintenance	Bidding														July to October	Internally Generated Funds			1,500,000.00	



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5.3	Pipeline Expansion - 110 Meters	Operations and Maintenance	Shopping														Internally Generated Funds			417,799.00	
6	507 Meters - Pipeline Improvement at Mahayahay, Tuyom	Operations and Maintenance	Shopping														Internally Generated Funds			428,567.15	Intended to upgrade pressure monitoring in CWD distribution lines
<b>II.</b>	<b>Water System Expansion Program</b>																				
1	Proposed Water System Expansion at Bolinawan	Operations and Maintenance															Internally Generated Funds				
1.1	Lot Acquisition	Operations and Maintenance															Internally Generated Funds			60,000.00	
1.2	Pumping Station/Reservoir	Operations and Maintenance	Bidding														Internally Generated Funds			3,666,826.40	
1.3	Pipeline Expansion - 1,470 Meters	Operations and Maintenance	Bidding														Internally Generated Funds			1,172,130.50	
2	Proposed Water System Expansion at Can-asujan	Operations and Maintenance															Internally Generated Funds				Expansion of Service Coverage



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2.1	Lot Acquisition	Operations and Maintenance		September											Internally Generated Funds			60,000.00	Expansion of Service Coverage
2.2	Pumping Station	Operations and Maintenance	Bidding	September to December											Internally Generated Funds			2,494,721.97	
2.3	Pipeline Expansion - 390 Meters	Operations and Maintenance	Shopping	October to December											Internally Generated Funds			343,992.35	
3	510 Meters Pipeline Extension at Bolinawan	Operations and Maintenance	Shopping	March											Internally Generated Funds			406,717.25	
4	130 Meters - Pipeline Extension at Ylaya, Bolinawan	Operations and Maintenance	Shopping	July											Internally Generated Funds			50,010.50	
5	185 Meters Pipeline Extension at Katugasan	Operations and Maintenance	Shopping	June											Internally Generated Funds			304,976.25	
6	565 Meters Pipeline Extension at Tapal, Guadalupe	Operations and Maintenance	Shopping	August											Internally Generated Funds			630,127.10	
7	Water System Expansion at Takdog, Poblacion III	Operations and Maintenance																	



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7.1	Lot Acquisition	Operations and Maintenance		June - July											Internally Generated Funds			30,000.00	Expansion of Service Coverage
7.2	Pumping Station/Reservoir	Operations and Maintenance	Bidding	September - December											Internally Generated Funds			1,669,932.00	
7.3	Pipeline Expansion - 2,530 Meters	Operations and Maintenance	Bidding	April - June											Internally Generated Funds			2,490,000.00	
<b>III.</b>	<b>Non-revenue Water Reduction Program</b>																		
1	Transfer of Meter (803-17)	Commercial	Shopping	January - December											Internally Generated Funds		108,000.00		Maintain efficiency of meters
2	Change Meter																		
2.1	Water Meter (203-13)	Commercial	Bidding	January - December											Internally Generated Funds			2,028,000.00	Replacement of old/defective water meters
2.2	Fittings and other Materials (803-13)	Commercial	Shopping	January - December											Internally Generated Funds			50,216.40	Replacement of old/defective fittings and other materials
3	53 Meters Pipeline Re-routing at Saay, Can-asujan	Operations and Maintenance	Shopping	April											Internally Generated Funds			60,062.35	Replacement of old pipelines
4	230 Meters Pipeline Re-routing at Inayagan, Valladolid	Operations and Maintenance	Shopping	May											Internally Generated Funds			154,029.30	Replacement of old pipelines



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5	Replacement/Installation of Flow Meters, Gate Valves, Air Release Valves, Pressure Gauges in Various Areas	Operations and Maintenance	Shopping														June	Internally Generated Funds			600,000.00	Replacement of old Flow Meters, Gate Valves, Air Release Valves, Pressure Gauges
<b>IV</b>	<b>OFFICE BUILDING IMPROVEMENTS</b>																					
<b>V</b>	<b>LAND AND RRROW ACQUISITIONS</b>																					
<b>VI</b>	<b>ACQUISITION OF EQUIPMENTS/TOOLS/FIXTURES/VEHICLES</b>																					
1	Kia Cargo Box	Administrative	Shopping														February	Internally Generated Funds			30,000.00	Cargo box intended for safekeeping of tools and equipment
2	Left and Right Door of Multicab SJM 939 & 949	Administrative	Shopping														February	Internally Generated Funds			15,000.00	Replacement of dysfunctional doors of Service Vehicles
3	Dividers for Motorpool	Administrative	Shopping														April	Internally Generated Funds			20,000.00	Improvement of Motorpool Area
4	Concrete Cutter	Administrative	Shopping														January	Internally Generated Funds			75,000.00	To replace the dysfunctional concrete cutter
5	Demolition Hammer	Administrative	Shopping														January	Internally Generated Funds			80,000.00	Replacement of the dysfunctional demolition hammer
6	Table for Conference Room	Administrative	Shopping														January	Internally Generated Funds			15,000.00	Replacement of damaged Table at the Conference Room



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7	Photocopier	Administrative	Shopping														Internally Generated Funds			100,000.00	Upgrade office equipment
8	Ultra Fast Duplex Document Scanner	Administrative	Shopping														Internally Generated Funds			30,000.00	Upgrade office equipment
9	Shredder	Administrative	Shopping														Internally Generated Funds			25,000.00	Upgrade office equipment
10	Matting for all Vehicles	Administrative	Shopping														Internally Generated Funds			25,000.00	Upgrade office equipment
11	Service Vehicles at Admin (APV)	Administrative	Bidding														Internally Generated Funds			2,100,000.00	Intended as the official service vehicle for CWD
12	Laptop	Administrative	Shopping														Internally Generated Funds			50,000.00	Upgrade office equipment
13	All in One PC	Administrative	Shopping														Internally Generated Funds			140,000.00	Upgrade office equipment



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14	Portable Sound System with Stand	Administrative	Shopping														February	Internally Generated Funds			15,000.00	Upgrade office equipment
15	Uninterruptible Power Supply	Administrative	Shopping														July	Internally Generated Funds			75,000.00	Upgrade office equipment
16	LED Monitor for Presentation at GM's Office	Administrative	Shopping														July	Internally Generated Funds			100,000.00	Upgrade office equipment
17	Digital Chlorine Tester	Operations and Maintenance															October	Internally Generated Funds			20,000.00	Upgrade office equipment
18	Chlorinator	Operations and Maintenance															April & June	Internally Generated Funds			240,000.00	Upgrade office equipment
19	CPU and Monitor	Operations and Maintenance															April	Internally Generated Funds			50,000.00	Upgrade office equipment
20	Printer	Operations and Maintenance															April	Internally Generated Funds			20,000.00	Upgrade office equipment
21	Power Generator 50 KVA - Relis Pump	Operations and Maintenance															January	Internally Generated Funds			500,000.00	For replacement



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22	Power Generator 31 KVA - Venancia Spring	Operations and Maintenance														January	Internally Generated Funds			300,000.00	For replacement
23	Power Generator 125 KVA - Tapal Well #1	Operations and Maintenance														January	Internally Generated Funds			1,100,000.00	For replacement
24	Tools & Equipment (Compressor with Jackhammer)	Operations and Maintenance														January	Internally Generated Funds			1,300,000.00	Upgrade office equipment
25	Leak Detector	Operations and Maintenance														January	Internally Generated Funds			350,000.00	Upgrade office equipment
26	Pipe Wrench	Commercial	Shopping													January to December	Internally Generated Funds			16,000.00	Upgrade office equipment
27	Pipe Threader Set	Commercial	Shopping													January to December	Internally Generated Funds			18,000.00	Upgrade office equipment
28	Hacksaw Frame	Commercial	Shopping													January to December	Internally Generated Funds		2,100.00		Upgrade office equipment
29	Hacksaw Blade	Commercial	Shopping													January to December	Internally Generated Funds		504.00		Upgrade office equipment





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30	Walking Measure	Commercial	Shopping	January to December											Internally Generated Funds			12,000.00	Upgrade office equipment
31	Professional Steel Tape Measure	Commercial	Shopping	January to December											Internally Generated Funds		2,500.00		Upgrade office equipment
32	All in One PC	Commercial	Shopping	January to December											Internally Generated Funds			40,000.00	Upgrade office equipment
33	2 Way Handheld Radio	Commercial	Shopping	July											Internally Generated Funds			66,000.00	Upgrade office equipment
34	2 Way Radio Battery	Commercial	Shopping	January to December											Internally Generated Funds		7,200.00		Upgrade office equipment
35	Printer	Commercial	Shopping	July to December											Internally Generated Funds			18,000.00	Upgrade office equipment
36	Scanner	Commercial	Shopping	July to December											Internally Generated Funds			15,000.00	Upgrade office equipment
37	LED Monitor	Finance	Shopping	March											Internally Generated Funds		5,000.00		Upgrade office equipment
38	Inkjet Printer	Finance	Shopping	March											Internally Generated Funds		8,000.00		Upgrade office equipment



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39	All in One PC	Finance	Shopping														June	Internally Generated Funds			35,000.00	Upgrade office equipment
40	High Volume Document Scanner	Finance	Shopping														January	Internally Generated Funds			50,000.00	Upgrade office equipment
41	Stand up Podium Desk	Administrative	Shopping														June	Internally Generated Funds			28,000.00	To be used during CWD Events
42	2 HP Window Type Aircon at Warehouse	Administrative	Shopping														June	Internally Generated Funds			35,200.00	Replacement to defective Aircon in the Warehouse
43	CAWDEU Bulletin Board	Administrative	Shopping														June	Internally Generated Funds			24,000.00	Medium for displaying important announcements from the Union Office
44	5hp Booster Pump - Lamakan, Valladolid	Operations and Maintenance	Shopping														June	Internally Generated Funds			110,000.00	Upgrade office equipment



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45	VFD Control Single Phase to 3 Phase 5 HP 220 Volts - Lamakan, Valladolid and Mahayahay, Liburon	Operations and Maintenance	Shopping											June		Internally Generated Funds			258,000.00	Upgrade office equipment
46	5HP on-line Vertical Multi-Stage Centrifugal Pump, 2 Ips @ 94m TDH and Electrical Wirings - Valencia	Operations and Maintenance	Shopping											June		Internally Generated Funds			250,000.00	Upgrade office equipment
<b>47</b>	<b>REPAIRS AND MAINTENANCE</b>																			
47.1	Renovation of GM's Office	Administrative	Direct Contracting											January to February		Internally Generated Funds		100,000.00		Repair/renovation of GMs office
47.2	Office Renovation (3rd Floor)	Administrative	Shopping											January		Internally Generated Funds			2,200,000.00	Renovation of 3rd Floor as PEWUP Office
47.3	Motorpool Improvement and Labor	Administrative	Direct Contracting											January to February		Internally Generated Funds		100,320.00		Improvement of motorpool area
47.4	Office Equipment	Administrative	Shopping (Small Value)											December		Internally Generated Funds		41,360.00		Maintenance of office equipment
47.5	Land Transportation Equipment	Administrative	Shopping (Small Value)											January to December		Internally Generated Funds		633,040.00		Maintenance of land transportation equipment



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47.6	Communications Equipment	Administrative	Shopping (Small Value)														December	Internally Generated Funds		36,000.00		Items needed for maintenance of communication equipment
47.7	Tools, Shop and Garage Equipment	Administrative	Shopping (Small Value)														December	Internally Generated Funds		227,360.00		Items needed for maintenance of Tools, Shop and Garage Equipment
47.8	Furnitures and Fixtures	Administrative	Shopping (Small Value)														December	Internally Generated Funds		73,932.00		Items needed for maintenance of Furnitures and Fixtures
<b>VII</b>	<b>WATER TREATMENT AND DISINFECTION</b>																					
1	Bacte and HP Test	Operations and Maintenance	Shopping														January to December	Internally Generated Funds		183,260.00		Regular water testing to ensure quality of water
2	Disinfection/Chlorination	Operations and Maintenance	Shopping														January to December	Internally Generated Funds		1,216,600.00		Procurement of water treatment chemical needed for the day to day requirements of CWD
3	Chlorine Residual Test	Operations and Maintenance	Shopping														January to December	Internally Generated Funds		572,000.00		Procurement of water treatment chemical needed for the day to day requirements of CWD



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4	Physical & Chemical Test	Operations and Maintenance	Shopping	May											Internally Generated Funds		162,078.00		Procurement of water treatment chemical needed for the day to day requirements of CWD	
5	Repair and Maintenance - Water Treatment Equipment	Operations and Maintenance	Shopping	January and July											Internally Generated Funds		22,100.00		Procurement of water treatment chemical needed for the day to day requirements of CWD	
<b>VIII</b>	<b>Materials &amp; Fittings for Operation</b>																			
1	Maintenance of Meter Installation																			
1.1	Maintenance of Tap Stand	Commercial	Shopping	January to December											Internally Generated Funds		360,000.00		Other Procurement and expenses incurred during meter reading, installation, disconnection, reconnection, etc.	
2	Installation of New Service Connection (CAPEX)																			
2.1	Water Meter (203-13)	Commercial	Bidding	January to December											Internally Generated Funds			1,778,400.00		Other Procurement and expenses incurred during meter reading, installation, disconnection, reconnection, etc.
2.2	Fittings and Other Materials	Commercial	Shopping	January to December											Internally Generated Funds			864,006.00		Other Procurement and expenses incurred during meter reading, installation, disconnection, reconnection, etc.



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3	Maintenance of Springs and Tunnels	Operations and Maintenance	Shopping	January to December											Internally Generated Funds		388,247.00		Procurement of various fittings and materials for the needed day to day requirements of CWD
4	Maintenance of Supply Mains	Operations and Maintenance	Shopping	January to December											Internally Generated Funds		42,220.00		Procurement of various fittings and materials for the needed day to day requirements of CWD
5	Maintenance of other Pumping Plants	Operations and Maintenance	Shopping	January to December											Internally Generated Funds		616,768.00		Procurement of various fittings and materials for the needed day to day requirements of CWD
6	Maintenance of Reservoirs and Tanks	Operations and Maintenance	Shopping	January to December											Internally Generated Funds		212,151.10		Procurement of various fittings and materials for the needed day to day requirements of CWD
7	Maintenance of Transmission and Distribution Mains	Operations and Maintenance	Shopping	January to December											Internally Generated Funds		1,497,380.00		Procurement of various fittings and materials for the needed day to day requirements of CWD
8	Maintenance of Services	Operations and Maintenance	Shopping	January to December											Internally Generated Funds		819,818.50		Procurement of various fittings and materials for the needed day to day requirements of CWD



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9	Maintenance of Meters	Operations and Maintenance	Shopping	January to December											Internally Generated Funds		46,280.00		Items to be procured in connection with the regular maintenance of the District
10	Maintenance of Hydrants	Operations and Maintenance	Shopping	May and July											Internally Generated Funds		41,330.00		Items needed to be procured as part of water hydrants regular check up
11	Pumping Operation Expenses	Operations and Maintenance	Shopping	January to December											Internally Generated Funds		24,000.00		Procurement of various fittings and materials for the needed day to day requirements of CWD
<b>IX</b>	<b>OFFICE SUPPLIES</b>																		
1	Office Supplies Expense	Operations and Maintenance	Shopping	January to December											Internally Generated Funds		66,967.86		Procurement of various office supplies needed for the day to day requirements
2	Office Supplies	Commercial	Shopping	January to December											Internally Generated Funds		180,000.00		Procurement of various office supplies needed for the day to day requirements
3	Office Supplies Expense	Admin	Shopping (Small Value)	January to December											Internally Generated Funds		244,603.08		Procurement of various office supplies needed for the day to day requirements



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4	Bookbinding of Official Receipts	Finance	Shopping	January to December											Internally Generated Funds		14,400.00		Procurement of various office supplies needed for the day to day requirements
5	Bookbinding of Loose Leaf Books of Account	Finance	Shopping	January											Internally Generated Funds		2,000.00		Procurement of various office supplies needed for the day to day requirements
6	Office Supplies	Finance	Shopping	January to December											Internally Generated Funds		35,400.00		Procurement of various office supplies needed
7	Company ID and ARTA ID	Administrative	Shopping	June											Internally Generated Funds			30,800.00	Updating of Company and ARTA ID of all CWD Employees
<b>XI</b>	<b>UTILITIES</b>																		
1	Power/Fuel Purchase for Pumping	Operations and Maintenance	Direct Contracting	January to December											Internally Generated Funds		12,897,663.96		CWD Power supply/ consumption
2	Fuel, Oil and Lubricants	Administrative	Direct Contracting	January to December											Internally Generated Funds		1,200,000.00		Procurement of day to day Fuel, Oil and Lubricants needed for vehicles and equipments
3	Electric/Power Supply	Administrative	Direct Contracting	January to December											Internally Generated Funds		720,000.00		Procurement of Electricity and fuel for the day to day operation of pumps of the District
<b>XII</b>	<b>PROFESSIONAL SERVICES</b>																		





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1	Legal Services	Administrative														Internally Generated Funds		30,000.00		Notarial fees and other fees in connection with CWD legal matters
2	Auditing Services	Administrative								May						Internally Generated Funds		120,000.00		Services rendered by COA personnel
3	Security Guard	Administrative	Bidding							January to December						Internally Generated Funds		950,400.00		Provisions for 4 security guards
4	Other Professional Services	Administrative														Internally Generated Funds		76,000.00		Other Professional services related to the day to day activities of the District
<b>XIII</b>	<b>Communication</b>																			
1	Telephone Expenses	Administrative	Direct Contracting							January to December						Internally Generated Funds		192,000.00		This is intended to provide communication link services (data network, internet) to CWD office
2	Mobile Phone Expenses	Administrative	Direct Contracting							January to December						Internally Generated Funds		144,000.00		Mobile phone lines to selected CWD Officials and authorized personnel
3	Postage, Deliveries, & Courier Services	Administrative	Direct Contracting							January to December						Internally Generated Funds		24,000.00		Postage, Deliveries & Courier Requirements of CWD
<b>XIV</b>	<b>Trainings/Seminars</b>																			



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1	Recollections	Administrative		March											Internally Generated Funds		50,000.00		Intended for CWD Employees Spiritual Development
2	CSC & other Trainings	Administrative		January to December											Internally Generated Funds		711,200.00		CSC initiated trainings and seminars
3	Health Awareness and Counselling	Administrative		January to December											Internally Generated Funds		30,000.00		Intended to enhance overall Health awareness
4	Surveillance Audit of ISO 9001	Administrative		December											Internally Generated Funds		60,000.00		Continual improvement of the CWD Quality Management System
<b>XV</b>	<b>Advertising, Promotional and Marketing</b>																		
1	Public Relations Program	Administrative	Shopping (Small Value)	May											Internally Generated Funds		333,000.00		Publication of CWD Newsletter and Brochure, and activities related to CWD Corporate Social Responsibility
2	Participate in Community Activities	Administrative	Shopping (Small Value)	November											Internally Generated Funds		250,000.00		
3	Child Feeding Activity	Administrative	Shopping (Small Value)	May											Internally Generated Funds		60,000.00		
4	Meeting with other Service Providers	Administrative	Shopping (Small Value)	May											Internally Generated Funds		12,000.00		



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5	Maintenance of Webpage Account	Administrative	Direct Contracting														May	Internally Generated Funds		12,000.00		
<b>XVI</b>	<b>Insurance Premiums and other fees</b>																					
1	Real Property Tax	Administrative															January	Internally Generated Funds		30,000.00		Annual Taxes as assessed by the Local Government of Carcar City, Cebu
2	Registration of Vehicles' Insurance	Administrative															January, April, June, August, and September	Internally Generated Funds		15,000.00		Annual Insurance of CWD vehicles
3	Renewal of Radio License/Annual Reg. Fee	Administrative															January	Internally Generated Funds		8,500.00		Annual renewal (NTC)
4	NWRB Annual Water Charges	Administrative															January	Internally Generated Funds		45,500.00		Annual dues for regulatory fees
5	Water Permit Application	Administrative															January	Internally Generated Funds		28,000.00		Annual dues for regulatory fees
6	Franchise Taxes on Water Sales	Administrative															January to December	Internally Generated Funds		1,629,221.10		Annual water charges by regulating authorities



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7	Renewal of Insurance for CWD Bldg. and its contents, Reservoir, Chlorine House, Fidelity Bond and office vehicles	Administrative															January	Internally Generated Funds		234,100.00		Annual Insurance of CWD Building, Reservoir, Chlorine House
8	Indemnities and other Claims	Administrative																Internally Generated Funds		30,000.00		Unforeseen expenses to be incurred arising from job related injuries
9	Extraordinary and Miscellaneous Expenses	Administrative																Internally Generated Funds		117,600.00		Items to be procured by the General Manager in the day to day activities of the District
10	Membership Dues and Contributions to Organizations	Administrative																Internally Generated Funds		30,000.00		Bank and other institutions that imposed charges on CWD
11	Other Financial Charges	Administrative																Internally Generated Funds		12,000.00		Bank and other institutions that imposed charges on CWD
<b>XVII</b>	<b>Other Maintenance &amp; Operating Expenses</b>																					
1	Miscellaneous Expenses	Administrative															January to December	Internally Generated Funds		24,000.00		Awards given to CWD employees during Anniversary( ex. Milestone Award, PRAISE Award)



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2	Celebration of National Family Thanksgiving Day	Administrative		January to December											Internally Generated Funds		350,000.00		Expenses for the Annual Celebration of CWD Family Day
3	18-day Campaign to End All Violence Against Women	Administrative		November											Internally Generated Funds		25,000.00		Expenses for the Annual Celebration of VAWC Campaign
4	International Women's Month	Administrative		November											Internally Generated Funds		25,000.00		Expenses for the Annual Celebration of Women's Month
5	Regular Fitness Activities	Administrative		January to December											Internally Generated Funds		28,800.00		Fitness activities for all CWD Employees
6	Miscellaneous Expenses - Commercial																		
6.1	Billing (792-11)	Commercial		January to December											Internally Generated Funds		116,400.00		Other Procurement and expenses incurred during meter reading, installation, disconnection, reconnection, etc.
6.2	Collection (792-11)	Commercial		January to December											Internally Generated Funds		146,000.00		Other Procurement and expenses incurred during meter reading, installation, disconnection, reconnection, etc.



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6.3	Marketing Program (792-11)	Commercial		September											Internally Generated Funds		10,000.00		Program that emphasizes strategies to increase customer base
6.4	Customer Satisfaction Survey (792-11)	Commercial		January to June											Internally Generated Funds		50,000.00		Way of continuously monitoring and improving customer experience
6.5	Salary of Job Order Personnel	Commercial		January to December											Internally Generated Funds		201,168.00		Salary of the manpower needed to
<b>XVIII</b>	<b>Freight and Handling</b>																		
1	Hauling, Freight & Handling, Portorage and Wharfage Dues	Administrative		January to December											Internally Generated Funds		36,000.00		Dues that might be incurred from deliveries and shipment
<b>XIV</b>	<b>Computer Software</b>																		
1	Accounting System	Finance	Shopping	September to December											Internally Generated Funds			500,000.00	Assist in presenting information to users when required.
<b>OTHERS</b>																			
1	CWD Anniversary Incentives	Administrative		May											Internally Generated Funds		278,000.00		Awards given to CWD employees during Anniversary( ex. Milestone Award, PRAISE Award)



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2	Meals and other Expenses	Administrative														January to December	Internally Generated Funds		632,000.00		Procurement of various items needed for the day to day requirements of Carcar Water District
3	Cultural and Athletic Expenses	Administrative														November	Internally Generated Funds		121,500.00		Items required for CWD employees in connection with cultural and athletic events by the District.
4	Travelling Expenses	Administrative														January to December	Internally Generated Funds		421,760.00		Travelling & transportation expenses for all employees on official business
5	Donations and Contributions	Administrative														February, May, June and December	Internally Generated Funds		215,000.00		Donations for fiesta/anniversary of Carcar & host barangays where water sources are located
<b>GRAND TOTAL</b>													<b>30,825,732.60</b>	<b>35,993,144.37</b>							

Prepared by:

**KIMBERLY B. ALESNA**  
 BAC SECRETARIAT

[ X ] Approved

[ ] Disapproved

Date: June 26, 2018

RECOMMENDING APPROVAL:

**RUBY ANGE LICA C. GALICANO**  
 CHAIR

**ATTY. RA SOLOMON A. ENRIQUEZ**  
 VICE-CHAIR

**ENGR. HENRY A. CUI**  
 Member

**EDDIES C. INOT**  
 Member

**WENCESLAO C. ABALO**  
 Member

**ENGR. EDWARD L. REMO**  
 Gen. Manager