



**RESOLUTION NO. 33**

Series of 2024

**ADOPTING AND APPROVING THE SAN FRANCISCO WATER DISTRICT ANNUAL BUDGET FOR THE FISCAL YEAR 2025**

**WHEREAS,** the Management has signified the estimated amount of the District’s income and expenditures for the Fiscal Year 2025;

**WHEREAS,** the estimated amount of revenues and expenditures signified by the Management was thoroughly deliberated, reviewed and evaluated by the members of the Board;

**WHEREAS,** corrections and adjustments have been incorporated to the SFWD’s Budget for FY 2025 as corrected, the Board of Directors find the Budget realistic and sound which will support the efficiency, economy and effectivity of the District’s operation for the ensuing year;

**NOW THEREFORE,** upon motion of Dir. Jose-Mari D. Amador, unanimously seconded, be it;

**RESOLVED,** as it is hereby resolved that the following amount of estimated income and expenditures of the San Francisco Water District Annual Budget for the Fiscal Year 2025 are hereby adopted and approved:

**Section 1. ESTIMATED INCOME AND OTHER RECEIPTS.** The estimated amount of income and other receipts in PESOS. **ONE HUNDRED TWENTY-ONE MILLION FOUR HUNDRED FIFTY-SEVEN THOUSAND FIVE HUNDRED TEN AND 90/100 (Php 121,457,510.90)** which is composed of the following items:

4-02-02-090-01	Metered Sales	110,642,500.80
4-02-01-140	Fines and Penalties-Business Income	2,315,052.10
4-02-02-990	Other Business Income	8,149,958.00
4-06-01-020	Sales of Unserviceable Property	350,000.00
<b>TOTAL SOURCES OF RECEIPTS/REVENUE</b>		<b>121,457,510.90</b>

**Section 2. ESTIMATED EXPENSES.** The management is authorized to spend estimated expenditures amounting in PESOS: **EIGHTY-EIGHT MILLION TWO HUNDRED TWENTY-EIGHT THOUSAND SEVEN HUNDRED FIFTY-EIGHT AND 92/100 (Php 88,228,758.92)** which is composed of the following items:

<b>Personnel Services</b>		
<b>Salaries and Wages</b>		
	Salaries and Wages - Regular	
5-01-01-010-01	Source of Supply Expense – Operation Supervision	2,769,900.00
5-01-01-010-02	Source of Supply Expense – Operation Labor	1,159,068.00
5-01-01-010-06	Water Treatment Expense – Operation Labor	1,129,176.00
5-01-01-010-07	Transmission and Distribution Expense – Maintenance Supervision	3,509,472.00
5-01-01-010-12	Transmission and Distribution Expense – Operation Labor	3,170,532.00
5-01-01-010-08	Customer Account Expense - Supervision	2,014,788.00
5-01-01-010-09	Customer Account Expense – Meter Reading	1,286,880.00
5-01-01-010-10	Customer Account Expense – Customer Records and Collection	1,031,832.00
5-01-01-010-11	Administrative and General Salaries	10,849,992.00
	Salaries and Wages – Casual/Contractual	

*[Handwritten signatures and initials on the right margin]*

5-01-01-020-02	Source of Supply Expense – Operation Labor	1,211,976.00
5-01-01-020-06	Water Treatment Expense – Operation Labor	201,996.00
5-01-01-020-10	Customer Account Expense – Customer Records and Collection	201,996.00
5-01-01-020-11	Administrative and General Salaries	1,439,460.00
5-01-01-020-12	Transmission and Distribution Expense – Maintenance Supervision	444,288.00
5-01-01-020-13	Transmission and Distribution Expense – Operation Labor	201,996.00
<b>Other Compensation</b>		
5-01-02-010-01	Personal Economic Relief Allowance (PERA)	1,800,000.00
5-01-02-020	Representation Allowance (RA)	606,000.00
5-01-02-030	Transportation Allowance (TA)	606,000.00
5-01-02-040-01	Clothing/Uniform Allowance	525,000.00
5-01-02-080-01	Productivity Incentive Allowance	375,000.00
5-01-02-130	Overtime and Night Pay	2,017,645.60
5-01-02-040-02	Cultural and Fitness	112,500.00
5-01-02-140-01	Mid-year Bonus – 13 <sup>th</sup> Month Pay	2,551,946.00
5-01-02-140-02	Year-end Bonus – 14 <sup>th</sup> Month Pay	2,551,946.00
5-01-02-150	Cash Gift	375,000.00
5-01-02-990-38	Medical, Dental & Hospitalization Allowance	548,000.00
5-01-02-990-35	Rice Allowance	60,000.00
5-01-02-080-03	Loyalty Incentive	40,000.00
<b>Personnel Benefit Contributions</b>		
5-10-03-010	Retirement and Life Insurance Premiums	3,674,802.24
5-10-03-020	Pag-IBIG Contributions	180,000.00
5-10-03-030	PhilHealth Contributions	738,202.57
5-10-03-040	Employees Compensation Insurance Premiums	90,000.00
<b>Other Personnel Benefits</b>		
5-01-04-030	Terminal Leave Benefits	1,100,000.00
5-01-04-990	Other Personnel Benefits	1,500,000.00
5-01-02-170	Other Personnel Benefits – Director's Fee	936,312.00
<b>Travelling Expenses</b>		
5-02-01-010	Travelling Expenses - Local	1,630,800.00
<b>Training and Scholarship Expenses</b>		
5-02-02-010	Training Expenses	710,000.00
5-02-02-020	Scholarship Grants/Expenses	540,000.00
<b>Supplies and Materials Expenses</b>		
5-02-03-010	Office Supplies Expenses	504,335.25
5-02-03-020	Accountable Forms Expenses	107,000.00
5-02-03-030	Non-Accountable Forms Expenses	22,900.00
5-02-03-080	Medical, Dental and Laboratory Supplies Expenses	657,175.00
5-02-03-090	Fuel, Oil and Lubricants Expenses	2,643,500.00
5-02-03-010	Chemical and Filtering Supplies Expenses (Water Treatment Expense)	1,689,000.00
5-02-03-990	Other Supplies and Materials Expenses	684,751.40
<b>Utility Expenses</b>		
5-02-04-010	Water Expenses	36,000.00
5-02-04-020	Electricity Expenses	1,440,000.00
5-02-04-990-01	Toiletries	84,970.00
5-02-04-990-02	Kitchen Utensils	4,200.00
5-02-04-990-03	Cleaning Materials	205,206.46
<b>Communication Expenses</b>		
5-02-05-010	Postage and Courier Expenses	14,000.00
5-02-05-020-01	Telephone Expenses	480,600.00
5-02-05-030	Internet Subscription Expenses	162,000.00
<b>Awards, Rewards, Prizes and Indemnities</b>		
5-02-06-010	Awards/Rewards Expenses	5,000.00



<b>Generation, Transmission and Distribution Expenses</b>		
5-02-09-010-09	Transmission and Distribution – Engineering Expenses	395,400.00
<b>Confidential, Intelligence and Extraordinary Expenses</b>		
5-02-10-030-01	Extraordinary Expenses	67,800.00
5-02-10-030-02	Miscellaneous Expenses	67,800.00
<b>Professional Services</b>		
5-02-11-010	Legal Services	172,000.00
5-02-11-020	Auditing Services	200,000.00
5-02-11-030	Consultancy Services	500,000.00
5-02-11-990	Other Professional Services	300,000.00
<b>General Services</b>		
5-02-12-020	Janitorial Services	925,384.00
5-02-12-030	Security Services	5,594,400.00
5-02-12-990	Other General Services	2,232,980.00
<b>Repairs and Maintenance</b>		
5-02-13-020-02	Repairs and Maintenance – Land Improvements	150,000.00
5-02-13-030-11-07	R & M – Collecting and Impounding Reservoirs	50,000.00
5-02-13-030-05	R & M – Power Supply Systems	10,000.00
5-02-13-030-01-01	R & M – Supply Mains	180,000.00
5-02-13-030-11-08	R & M – Reservoirs and Tanks	50,000.00
5-02-13-030-01-02	R & M – Transmission and Distribution Mains	1,100,000.00
5-02-13-030-11-03	R & M – Services	900,030.00
5-02-13-030-11-04	R & M – Meters	155,000.00
5-02-13-030-11-05	R & M – Hydrants	50,000.00
5-02-13-040-01	R & M - Buildings	350,000.00
5-02-13-040-08	R & M – Source of Supply Plant Structures and Improvements	50,000.00
5-02-13-040-09	R & M – Water Treatment Structures and Improvements	10,000.00
5-02-13-040-99	R & M – Other Structures	150,000.00
5-02-13-050-02	R & M – Office Equipment	75,000.00
5-02-13-050-03	R & M – Information and Communication Technology Equipment	117,000.00
5-02-13-050-07	R & M – Communications Equipment	15,000.00
5-02-13-050-08	R & M – Construction and Heavy Equipment	100,000.00
5-02-13-220	R & M – Technical and Scientific Equipment	20,000.00
5-02-13-060	Repairs and Maintenance – Transportation Equipment	1,163,900.00
5-02-13-050-16	R & M- Laboratory Equipment	125,000.00
5-02-13-050-18	R & M – Water Treatment Equipment	800,000.00
5-02-13-050-19	R & M – Tools, Shop and Garage Equipment	70,000.00
<b>Repairs and Maintenance – Semi Expendable Machinery &amp; Equipment Expenses</b>		
5-02-13-210-02	R & M – Semi Expendable - Office Equipment	15,000.00
5-02-13-210-07	R & M – Semi Expendable - Communication Equipment	10,000.00
5-02-13-210-16	R & M – Semi-Expendable – Tools, Shop and Garage	15,000.00
5-02-13-220	R & M – Semi-Expendable – Furnitures and Fixtures	17,500.00
5-02-03-210-02	Semi-Expendable – Office Equipment	280,000.00
5-02-03-210-03	Semi-Expendable – Information, Communication and Technology Equipment	735,390.40
5-02-03-210-07	Semi-Expendable – Communication Equipment	35,000.00
5-02-03-210-16	Semi-Expendable – Tools, Shop and Garage	197,700.00
5-02-03-210-15	Semi-Expendable – Laboratory Equipment	140,000.00
5-02-03-220	Semi-Expendable – Furnitures and Fixtures	109,000.00
<b>Taxes, Insurance Premiums and Other Fees</b>		
5-02-15-010-01	Vehicle Licenses and Insurances	178,000.00

5-02-15-010-02	Franchise Taxes	2,500,000.00
5-02-15-010-03	Real Property Taxes	395,000.00
5-02-15-010-04	Other Agencies	105,000.00
5-02-15-020	Fidelity Bond Premiums	106,500.00
5-02-15-030	Insurance Expenses	907,000.00
<b>Other Maintenance and Operating Expenses</b>		
5-02-99-010	Advertising, Promotional and Marketing Expenses	80,990.00
5-02-99-020	Printing and Publication Expenses	56,000.00
5-02-99-030	Representation Expenses	1,001,000.00
5-02-99-040	Transportation and Delivery Expenses	43,000.00
5-02-99-050	Rent/Lease Expenses	198,000.00
5-02-99-060	Membership Dues and Contributions to Organizations	48,000.00
5-02-99-070	Subscription Expenses	22,000.00
5-02-99-080	Donations	260,000.00
5-02-99-180	Major Events and Conventions Expenses	1,390,000.00
5-02-99-990	Other Maintenance and Operating Expenses	605,640.00
<b>TOTAL ESTIMATED EXPENSES</b>		<b>88,228,758.92</b>

<b>Section 3. ESTIMATED CAPITAL OUTLAY.</b> The management is authorize to spend an estimated Capital Outlay amounting to <b>FORTY-FOUR MILLION FOUR HUNDRED SEVENTY-SEVEN THOUSAND FIVE HUNDRED PESOS (Php 44,477,500.00)</b> which is composed of the following items:		
<b>Machinery and Equipment</b>		
1-06-05-020	Office Equipment	565,000.00
1-06-05-030	Information and Communication Technology Equipment	380,000.00
1-06-05-080	Construction and Heavy Equipment	500,000.00
<b>Transportation Equipment</b>		
1-06-06-010	Motor Vehicles	250,000.00
<b>Intangible Assets</b>		
1-08-01-020	Computer Software	270,000.00
1-08-01-030	Websites	60,000.00
<b>Land Improvements</b>		
1-06-02-020	Land Improvements, Reforestation Projects	900,000.00
<b>Infrastructure Assets</b>		
1-06-03-110-00	Supply Mains	1,000,000.00
1-06-03-110-01	Collecting and Impounding	200,000.00
1-06-03-110-8	Reservoir and Tanks	800,000.00
1-06-03-110-9	Transmission and Distribution Mains	3,800,000.00
1-06-03-110-11	Services	2,100,000.00
1-06-03-110-12	Meters	3,992,500.00
1-06-03-110-14	Hydrants	100,000.00
1-06-03-110-15	Other transmission and distribution mains	200,000.00
<b>Building and Other Structures</b>		
1-06-04-990	Other Structures	850,000.00
<b>Other Property, Plant &amp; Equipment</b>		
1-06-98-990-01	Laboratory Equipment	500,000.00
1-06-98-990-04	Water Treatment Equipment	2,800,000.00
1-06-98-990-08	Tools, Shop and Garage Equipment	210,000.00
<b>Loan Availment</b>		
1-06-03-040	Bitan-agan Water Supply System Project	25,000,000.00
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>44,477,500.00</b>

<b>Section 4. FINANCIAL EXPENSES &amp; OTHER DISBURSEMENTS</b> The management is authorized to disburse the amount in PESOS: <b>THREE MILLION TWO HUNDRED SIXTY-FIVE THOUSAND EIGHT HUNDRED SIXTEEN AND 64/100 (Php 3,265,816.64)</b> which is composed of the following items:		
<b>LOANS PAYABLE - DOMESTIC</b>		

5-03-01-020-02	DBP Loan Interest	3,260,816.64
5-03-01-040	Bank Charges	5,000.00
<b>TOTAL FINANCIAL EXPENSES</b>		<b>3,265,816.64</b>

**Section 5. SPECIAL PROVISIONS.** That all disbursements authorized hereof shall be subject to the availability of funds and money; PROVIDED, that the same shall be subject to existing auditing laws, rules, and regulations; and that revision, amendment and realignment of the items of the annual budget shall be subject to the approval of the Board of Directors. **PROVIDED FURTHER** that procurement under CAPEX accounts will be subject to the cash availability of the budget.

**Section 6. EFFECTIVITY.** That this budget for the Year 2025 shall take effect on January 2025.

**RESOLVED FURTHER** to have copies of this resolution be furnished to all concerned.

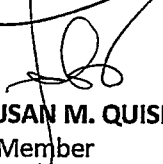
**UNANIMOUSLY APPROVED AND ADOPTED** this 8<sup>th</sup> day of October 2024 at the SFWD Office.


Certified true and correct:

  
**LOLITA I. DORADO**  
 Board Secretary

Attested by:

  
**JONATHAN A. BAÑAS**  
 Chairperson

  
**MA. SUSAN M. QUISMUNDO**  
 Board Member

  
**JOSE-MARI D. AMADOR**  
 Vice-Chairperson

  
**MINERVA T. AVE**  
 Board Member



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
**INCOME STATEMENT BUDGET**



For the period ending December, 2025

	MANAGEMENT SERVICES	COMMERCIAL	ADMINISTRATIVE	PRODUCTION	ENGINEERING	TOTAL
<b>REVENUES</b>						
Waterworks Systems Fees						
Metered Sales		110,642,500.80				110,642,500.80
Unmetered Sales						0.00
Other Sales or Services						0.00
Interest Income						0.00
Fines and Penalties-Business Income		2,315,052.10				2,315,052.10
Other Business Income		8,149,958.00				8,149,958.00
<b>TOTAL SERVICE AND BUSINESS INCOME</b>		<b>P 121,107,510.90</b>	<b>P 0.00</b>	<b>P -</b>	<b>P -</b>	<b>P 121,107,510.90</b>
Sale of Unserviceable Property			350,000.00			350,000.00
Reversal of Impairment Loss						
Miscellaneous Income						0.00
<b>TOTAL OTHER NON-OPERATING INCOME</b>		<b>P 0.00</b>	<b>P 350,000.00</b>	<b>P -</b>	<b>P -</b>	<b>P 350,000.00</b>
<b>TOTAL REVENUES</b>		<b>P 121,107,510.90</b>	<b>P 350,000.00</b>	<b>P -</b>	<b>P -</b>	<b>P 121,457,510.90</b>
<b>EXPENSES</b>						
Salaries and Wages-Regular				2,769,900.00		2,769,900.00
Source of Supply Expense-Operation Supervision						



Source of Supply Expense-Operation Labor				1,159,068.00
Source of Supply Expense-Maintenance Supervision				0.00
Pumping Expense-Power Production Labor				0.00
Pumping Expense-Pumping Labor				0.00
Water Treatment Expense- Operation Labor				1,129,176.00
Transmission and Distribution Expense-Maintenance Supervision			3,509,472.00	3,509,472.00
Transmission and Distribution Expense-Operation Labor			3,170,532.00	3,170,532.00
Customer Account Expense-Supervision		2,014,788.00		2,014,788.00
Customer Account Expense-Meter Reading		1,286,880.00		1,286,880.00
Customer Account Expense-Customer Records and Collection		1,031,832.00		1,031,832.00
Administrative and General Salaries	3,627,288.00			10,849,992.00
Salaries and Wages-Casual/Contractual				0.00
Source of Supply Expense-Operation Supervision				0.00
Source of Supply Expense-Operation Labor				1,211,976.00
Source of Supply Expense-Maintenance Supervision				0.00
Water Treatment Expense- Operation Labor				201,996.00
Transmission and Distribution Expense-Maintenance Supervision			444,288.00	444,288.00
Transmission and Distribution Expense-Operation Labor			201,996.00	201,996.00
Customer Account Expense-Supervision				0.00
Customer Account Expense-Meter Reading				0.00
Customer Account Expense-Customer Records and Collection		201,996.00		201,996.00
Administrative and General Salaries	833,472.00			1,439,460.00
Personnel Economic Relief Allowance (PERA)	192,000.00			1,800,000.00
Representation Allowance (RA)	114,000.00			0.00
Transportation Allowance (TA)	114,000.00			606,000.00
Productivity Incentive Allowance	40,000.00			95,000.00
Clothing/Uniform Allowance	56,000.00			133,000.00
Overtime and Night Pay	267,645.60			525,000.00
Cultural and Fitness	12,000.00			600,000.00
Honoraria				28,500.00
Mid- year Bonus - 13th Month Pay	371,730.00			2,551,946.00
				610,524.00
				539,343.00
				652,391.00
				605,988.00
				384,000.00
				174,000.00
				174,000.00
				80,000.00
				112,000.00
				250,000.00
				24,000.00
				456,000.00
				72,000.00
				72,000.00
				95,000.00
				133,000.00
				600,000.00
				28,500.00
				312,000.00
				72,000.00
				72,000.00
				65,000.00
				91,000.00
				300,000.00
				19,500.00
				201,996.00
				377,958.00



Year-end Bonus - 14th Month Pay	371,730.00	377,958.00	652,391.00	539,343.00	610,524.00	2,551,946.00
Cash Gift	40,000.00	65,000.00	80,000.00	95,000.00	95,000.00	0.00
Other Bonuses and Allowances						375,000.00
Rice Allowance	60,000.00					0.00
Medical, Dental & Hospitalization Allowance	79,000.00	91,000.00	112,000.00	133,000.00	133,000.00	60,000.00
Anniversary Bonus						0.00
Loyalty Incentive		20,000.00		10,000.00	10,000.00	40,000.00
Performance-based Bonus						0.00
<i>(Distribute Subsidiary Acct. with Salaries and Wages Cost Centers)</i>						
Retirement and Life Insurance Premiums	535,291.20	544,259.52	939,443.04	776,653.92	879,154.56	3,674,802.24
Pag-IBIG Contributions	19,200.00	31,200.00	38,400.00	45,600.00	45,600.00	180,000.00
PhilHealth Contributions	93,902.10	110,659.27	192,199.20	161,802.90	179,639.10	738,202.57
Employees Compensation Insurance Premiums	9,600.00	15,600.00	19,200.00	22,800.00	22,800.00	90,000.00
Provident/Welfare Fund Contributions						0.00
Pensions Benefits						0.00
Retirement Gratuity						0.00
Terminal Leave Benefits (Monetization)	200,000.00	200,000.00	200,000.00	250,000.00	250,000.00	1,100,000.00
Other Personnel Benefits	160,000.00	260,000.00	320,000.00	380,000.00	380,000.00	1,500,000.00
Other Personnel Benefits - Director's Fee	936,312.00					936,312.00
<b>TOTAL PERSONAL SERVICES</b>	<b>8,133,170.90</b>	<b>7,560,630.79</b>	<b>12,232,716.24</b>	<b>10,882,158.82</b>	<b>12,203,029.66</b>	<b>51,011,706.41</b>
<b>EXPENSES</b>						
Traveling Expenses-Local	825,800.00			175,000.00	30,000.00	1,630,800.00
Traveling Expenses-Foreign						0.00
Training Expenses	280,000.00		350,000.00	50,000.00	30,000.00	710,000.00
Scholarship Grants/Expenses	540,000.00					540,000.00
Office Supplies Expenses	26,534.00	192,093.15	158,025.00	79,533.10	48,150.00	504,335.25



Accountable Forms Expenses	107,000.00				107,000.00
Non-accountable Forms Expenses	17,900.00	5,000.00			22,900.00
Medical, Dental and Laboratory Supplies Expenses	60,000.00	597,175.00			657,175.00
Fuel, Oil and Lubricants Expenses	261,400.00	294,400.00			2,643,500.00
Chemical and Filtering Supplies Expenses (Water Treatment Expense)		1,689,000.00			1,689,000.00
Other Supplies and Materials Expenses	403,750.00	128,101.40			684,751.40
Water Expenses	36,000.00				36,000.00
Electricity Expenses	1,440,000.00				1,440,000.00
Other Utility Expenses					0.00
Toiletries					84,970.00
Kitchen Utensils	84,970.00				4,200.00
Cleaning Materials	4,200.00				205,206.46
Postage and Courier Services	43,040.00	162,166.46			14,000.00
Telephone Expenses- Mobile	5,000.00	5,000.00			480,600.00
Landline	60,000.00	69,600.00			0.00
Internet Subscription Expenses	162,000.00				162,000.00
Cable, Satellite, Telegraph and Radio Expenses					0.00
Awards/Rewards Expenses					0.00
Prizes	5,000.00				5,000.00
Indemnities					0.00
Generation, Transmission and Distribution Expenses					0.00
Source of Supply-Miscellaneous Expenses					0.00
Source of Supply-Engineering Expenses					0.00
Power Production Expenses					0.00
Fuel for Power Production					0.00
Water Treatment Operations Expenses					0.00
Transmission and Distribution-Engineering Expenses					395,400.00
Miscellaneous Customer Accounts Expenses					0.00
Extraordinary and Miscellaneous Expenses	135,600.00				135,600.00
Legal Services	50,000.00				0.00
	100,000.00	10,000.00			172,000.00



Auditing Services					200,000.00
Consultancy Services					500,000.00
Other Professional Services					300,000.00
					0.00
Janitorial Services					923,584.00
Security Services					5,594,400.00
Other General Services					2,232,980.00
					655,988.00
					0.00
					0.00
Repairs and Maintenance-Investment Property					0.00
Repairs and Maintenance-Land Improvements					150,000.00
Repairs and Maintenance-Infrastructure Assets					0.00
R & M-Collecting and Impounding Reservoirs					50,000.00
R & M-Lake River and Other Channels					0.00
R & M-Springs and Tunnels					0.00
R & M- Power Supply Systems					10,000.00
R & M-Supply Mains					180,000.00
R & M-Other Source of Supply Plant					0.00
R & M-Communication Network					0.00
R & M-Reservoirs and Tanks					50,000.00
R & M-Transmission and Distribution Mains					1,100,000.00
R & M-Fire Mains					0.00
R & M-Services					900,030.00
R & M-Meters					155,000.00
R & M-Meter Installation					0.00
R & M-Hydrants					50,000.00
R & M-Other Transmission and Distribution Mains					0.00
R & M-Other Plants					0.00
R & M-Utility Plant Held for future use					0.00
R & M-Unclassified Utility Plant					0.00
Repairs and Maintenance-Buildings and Other Structures					0.00
R & M - Buildings					350,000.00
R & M-Source of Supply Plant Structures and Improvements					50,000.00
R & M-Pumping Plant Structures and Improvements					0.00
R & M-Water Treatment Structures and Improvements					10,000.00







Semi-Expendable - Communication & Information, Te	162,000.00	170,000.00	221,000.00	102,390.40	80,000.00	735,390.40
Semi-Expendable - Communication Equipment	20,000.00	15,000.00				35,000.00
Semi-Expendable - Tools, Shop and Garage	20,000.00	6,000.00	27,700.00	55,000.00	89,000.00	197,700.00
Semi-Expendable - Sports Equipment						0.00
Semi-Expendable - Laboratory Equipment				140,000.00		140,000.00
Semi-Expendable - Furnitures and Fixtures	34,000.00		30,000.00	25,000.00	20,000.00	109,000.00
Semi-Expendable - Other Machinery and Equipment Expenses						0.00
Semi-Expendable - Other Supplies and Materials						0.00
Taxes, Duties and Licenses						0.00
Vehicle Insurance			178,000.00			178,000.00
Franchise Tax Expenses			2,500,000.00			2,500,000.00
Real Property			395,000.00			395,000.00
Other Agencies	70,000.00			35,000.00		105,000.00
Fidelity Bond Premiums			106,500.00			106,500.00
Insurance Expenses			907,000.00			907,000.00
Labor and Wages						0.00
Advertising, Promotional and Marketing Expenses	80,990.00					80,990.00
Printing and Publication Expenses	56,000.00					56,000.00
Representation Expenses	391,000.00		580,000.00	20,000.00	10,000.00	1,001,000.00
Transportation and Delivery Expenses	3,000.00		15,000.00	25,000.00		43,000.00
Rent/Lease Expenses			128,000.00	50,000.00	20,000.00	198,000.00
Membership Dues and Contributions to Organization	48,000.00					48,000.00
Litigation and Acquired Asset Expense						0.00
Donations	260,000.00					260,000.00
Subscription Expenses	22,000.00					22,000.00
Documentary Stamp Stamps Expense						0.00
Major Events and Convention Expense	350,000.00		1,040,000.00			1,390,000.00
Other Maintenance and Operating Expenses	65,000.00	15,640.00	400,000.00	70,000.00	55,000.00	605,640.00
Computer Software						0.00
<b>TOTAL MAINTENANCE AND OTHER OPERATING EXP</b>	<b>5,179,624.00</b>	<b>1,346,325.15</b>	<b>18,779,469.00</b>	<b>6,452,366.36</b>	<b>5,459,268.00</b>	<b>37,217,052.51</b>



Interest Expenses	P					0.00
ADB- LWUA						0.00
DBP						3,260,816.64
Bank Charges						5,000.00
<b>TOTAL FINANCIAL EXPENSES</b>	<b>P</b>					<b>3,265,816.64</b>
Depreciation-Investment Property	P					
Depreciation-Land Improvements	P					
Depreciation-Infrastructure Assets	P					
Depreciation-Buildings and Other Structures	P					
Depreciation-Machinery and Equipment	P					
Depreciation-Transportation Equipment	P					
Depreciation-Furniture, Fixtures and Books	P					
Depreciation-Service Concession Assets	P					
Depreciation-Other Property, Plant and Equipment	P					
Amortization-Intangible Assets	P					
Amortization-Service Concession-Intangible Assets	P					
Other Discounts	P					
Rebates	P					
<b>TOTAL NON-CASH EXPENSES</b>	<b>P</b>					<b>110,000.00</b>
<b>TOTAL EXPENSES</b>	<b>P</b>					<b>1,700,000.00</b>
<b>NET INCOME (LOSS)</b>	<b>P</b>					<b>1,810,000.00</b>
						<b>93,304,575.56</b>
						<b>28,152,935.34</b>

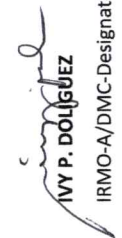
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Prepared by:

  
 IRMO-A/DMC-Designate

Recommending Approval:

  
 EMER T. LUZON  
 General Manager



**SCHEDULE OF CAPITAL EXPENDITURES**  
 For the period ending December 2025

CODE	GENERAL DESCRIPTION	MGT. SERVICES	COMMERCIAL	ADMIN	PRODUCTION	ENGINEERING	TOTAL
1-06-05-010	<b>Machinery and Equipment</b> Machinery						0.00
1-06-05-020	Office Equipment	465,000.00		100,000.00			565,000.00
1-06-05-030	Information and Communication Technology	150,000.00		230,000.00			380,000.00
1-06-05-070	Communication Equipment						0.00
1-06-05-120	Printing Equipment						0.00
1-0-06-05-080	Construction and Heavy Equipment					500,000.00	500,000.00
1-06-05-140	Technical and Scientific Equipment						0.00
1-06-05-130	Sports Equipment			-			0.00
						<b>TOTAL</b>	<b>1,445,000.00</b>
1-06-06-010	<b>Transportation Equipment</b> Motor Vehicles				150,000.00	100,000.00	250,000.00
1-06-06-990	Other Transportation Equipment						0.00
						<b>TOTAL</b>	<b>250,000.00</b>
1-06-07-010	<b>Furniture, Fixtures and Books</b> Furnitures and Fixtures						0.00
						<b>TOTAL</b>	<b>0.00</b>
1-08-01-020	<b>Intangible Assets</b> Computer Software	70,000.00				200,000.00	270,000.00
1-08-01-030	Websites	60,000.00					60,000.00
						<b>TOTAL</b>	<b>330,000.00</b>
1-06-02-020	<b>Land Improvements</b> Land Improvements, Reforestation Projects				900,000.00		900,000.00
						<b>TOTAL</b>	<b>900,000.00</b>



1-06-03-050	<b>Infrastructure Assets</b>								0.00
1-06-03-060	Power Supply Systems								0.00
1-06-03-110-00	Communication Networks								1,000,000.00
1-06-03-110-01	Supply Mains								200,000.00
1-06-03-110-8	Collecting and Impounding								800,000.00
1-06-03-110-9	Reservoir and Tanks								3,800,000.00
1-06-03-110-11	Transmission and Distribution Mains								2,100,000.00
1-06-03-110-12	Services								3,992,500.00
1-06-03-110-14	Meters								100,000.00
1-06-03-110-15	Hydrants								200,000.00
	Other transmission and distribution mains								12,192,500.00
	<b>Building and Other structures</b>								
1-06-04-010	Administrative Structures and Improvement								0.00
1-06-04-010-3	Water Treatment Structures and Improvements								0.00
1-06-04-010	Source of Supply Plant Structures & Improvements								0.00
1-06-04-990	Other Structures								850,000.00
									850,000.00
	<b>Other Property, Plant &amp; Equipment</b>								
1-06-98-990-01	Laboratory Equipment								500,000.00
1-06-98-990-02	Power Production Equipment								0.00
1-06-98-990-04	Water Treatment Equipment								2,800,000.00
1-06-98-990-08	Tools, Shop and Garage Equipment								210,000.00
	<b>TOTAL</b>								3,510,000.00
	<b>BITAN AGAN PROJECT</b>								25,000,000.00
	<b>GRAND TOTAL</b>								44,477,500.00

Prepared by:  
  
**IVY P. DOUGUEZ**  
 IRMO-A/DMC-Designate

Recommending Approval:  
  
**ELMER T. LUZON**  
 General Manager

Approved: Per BOD Res. 33 Series of 2024



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur


**CASH FLOW PROJECTIONS FOR 2025**

	<u>2024, July actual</u>	<u>2024 ending Estimates</u>	<u>2025</u>
<b>Cash Flows from Operating Activities</b>			
<b>Cash Inflows:</b>			
Collection of Water Bills (including A/R from previous year)	57,507,996.60	98,585,137.03	110,642,500.80
Collection of Other Water Revenues	4,592,149.47	7,872,256.23	10,465,010.10
Refund of overpayment of expenses and Cash Advances	116,629.68	199,936.59	
Collection of CD	140,214.75	240,368.14	
Receipt of Performance/Bidders/Bail Bonds		10,000.00	
<b>Total Cash Inflows</b>	<b>62,356,990.50</b>	<b>106,907,698.00</b>	<b>121,107,510.90</b>
<b>Cash Outflows:</b>			
Payment of Operating Expenses:			
Payroll (Personnel Services)			51,011,706.41
Operation Expense	7,764,670.82	13,310,864.26	37,217,052.51
Tax Expense	1,387,842.22	2,379,158.09	164,298.56
Chemicals	284,852.55	488,318.66	
Maintenance Expense	739,228.01	1,267,248.02	
Payment of Payables	3,054,098.72	5,235,597.81	
Purchase of office supplies/ Inventory	6,446,849.47	8,288,806.46	
Remittance of GSIS/PAG-IBIG/Withholding Taxes	9,402,730.52	16,118,966.61	
Other O & M Expenses	12,571,349.67	21,550,885.15	
<b>Total Cash Outflows</b>	<b>41,651,621.98</b>	<b>68,639,845.05</b>	<b>88,393,057.48</b>
<b>Total Cash Provided (used) by Operating Activities</b>	<b>20,705,368.52</b>	<b>38,267,852.95</b>	<b>32,714,453.42</b>
<b>Cash Flows from Investing Activities:</b>			
<b>Cash Inflows:</b>			
Proceeds from Short-Term Investments		0.00	
Proceeds from sale of:			
Office Equipment, Furniture and Fixtures			350,000.00
Transportation Equipment			
Other Property, Plant and Equipment			
<b>Total Cash Inflows</b>	<b>0.00</b>	<b>0.00</b>	<b>350,000.00</b>
<b>Cash Outflows:</b>			
Purchase/construction of			
Lapigan Water System Improvement Project -completion			
New Investments ( Lucac Water System Improvement& Septage)			
Buildings			850,000.00
Machinery and Equipment			1,445,000.00
Furnitures and Fixtures			0.00



Transportation Equipment				250,000.00
Land Improvements				900,000.00
Intangible Assets				330,000.00
Infrastructure Assets ( T and D, Meters,service connections, etc.) less: MSI				7,692,500.00
Other Property, Plant and Equipment		0.00		3,510,000.00
Other CAPEX	6,527,553.10	26,110,212.40		
Special Deposits	942,216.51	942,216.51		
CWIP (Provision for loan fund deficiencies) Bitan-agan expansion project				25,000,000.00
<b>Total Cash Outflows</b>	<b>7,469,769.61</b>	<b>27,052,428.91</b>		<b>39,977,500.00</b>
<b>Total Cash Provided (Used) by Investing Activities</b>	<b>-7,469,769.61</b>	<b>-27,052,428.91</b>		<b>-39,627,500.00</b>
<b>Cash Flows from Financing Activities</b>				
<b>Cash Inflows:</b>				
Proceeds from Borrowings (Loans Payable)				25,000,000.00
<b>Total Cash Inflows</b>				<b>25,000,000.00</b>
<b>Cash Outflows:</b>				
Cash payment of int.on loans payable and other fin. charges	2,105,583.26	4,062,887.64		3,260,816.64
Cash payment for interest of Bitan-agan 25M project (4% per annum)				1,000,000.00
Cash payment of principal on loans payable and finance charges	5,570,474.76	11,140,949.52		11,140,949.52
<b>Total Cash Outflows</b>	<b>7,676,058.02</b>	<b>15,203,837.16</b>		<b>15,401,766.16</b>
<b>Total Cash Provided (used) by Financing Activities</b>	<b>-7,676,058.02</b>	<b>-15,203,837.16</b>		<b>9,598,233.84</b>
<b>Cash Provided by Operating, Investing and Financing Activities</b>	<b>5,559,540.89</b>	<b>-3,988,413.12</b>		<b>2,685,187.26</b>
<b>Add: Cash and Cash Equivalents - Beginning, July 2024*</b>	26,371,675.73	26,371,675.73		<b>22,383,262.61</b>
<b>Cash and Cash Equivalents, Ending</b>	<b>31,931,216.62</b>	<b>22,383,262.61</b>		<b>25,068,449.87</b>

Prepared by:

  
**IVY P. DUJIGUEZ**  
 IRMO-A/DMC-Designate

Recommending Approval:

  
**ELMER T. LUZON**  
 General Manager

Approved:

**BOD Res. No. 33**  
 Series of 2024

**SOURCES OF REVENUE  
FINANCIAL YEAR 2025**

GENERAL DATA	
Y 2024 Actual Year-end Connections (As projected)	10,289
Y 2025 Projected Market Growth/ Increase in active connections	630
Y 2025 Projected Midyear Connections	10,604
Y 2025 Projected Year-end Connections	10,919
Average Consumption per Connection	21
Effective Rate per cubic meter	42.5
Collection Efficiency	96%
Percentage of Penalty	2%

METERED SALES (4-02-02-090-01)			
Midyear connections	10,604	Yearend connections	10,919
Average consumption/connection	21	Average consumption/connection	21
	222,678.00		229,293.00
Effective Rate/Cubic	42.5	Effective Rate/cubic	42.5
	9,463,815.00		9,744,952.50
FIRST HALF GROSS SALES	56,782,890.00	SECOND HALF GROSS SALES	58,469,715.00
TOTAL METERED WATER SALES FOR 2025		<b>115,252,605.00</b>	<b>110,642,500.80</b>

UNMETERED SALES (4-02-02-090-02)			
Sales from Repairs and Damages of Contractors			100,000.00
INTEREST INCOME (4-02-02-210-05)			
Interest from Bank Deposits			
DBP - General Fund	28,500,000.00		22,543.00
LBP - Joint Savings Accour	4,190,185.19		14,415.00
DBP - Special Savings	2,910,000.00		2,520.00
DBP - CD Special Savings	3,165,108.00		30,931.00
			70,409.00


FINES AND PENALTIES (4-02-02-230)			
Penalty Billings (average of 2% from Total Billings)			2,305,052.10
Fines for Illegal/ Water Pilferage			10,000.00

OTHER BUSINESS INCOME - MISCELLANEOUS SERVICE REVENUE (4-02-02-090-01)			
	QTY	UNIT COST	
Installation Fees	630	5,300.00	3,339,000.00
Transfer Fees	100	700.00	70,000.00
Reconnection Fees	1500	150.00	225,000.00
HBC Fees	500	100.00	50,000.00
Laboratory Fees			
Bacteriology@2318 samples/annum			2,318,000.00
PhyChem Test 258 samples/annum			1,290,000.00
			7,292,000.00

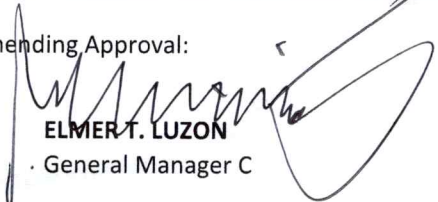
SALE OF UNSERVICEABLE PROPERTY (4-06-01-020)			
Income Sale of Assets / scrap			350,000.00

SALES REVENUE ( 4-02-02-160)			
	QTY.	UNIT COST	
Sale of PE Pipes	12245	47.00	575,515.00
Sale of Compound Valv	91	1,105.00	100,555.00
Sale of Adaptor/ Conne	32	104.00	3,328.00
Sales of Gate Valves	19	429.00	8,151.00
			687,549.00
TOTAL REVENUE FOR 2025			<b>121,457,510.90</b>

Prepared by:

  
**IVY P. DOUIQUEZ**  
 IRMO-A/DMC-Designate

Recommending Approval:

  
**ELMER T. LUZON**  
 General Manager C

Approved thru: BOD Res. 33 S. 24



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
**INCOME STATEMENT BUDGET**



For the period ending December, 2025

	MANAGEMENT SERVICES	COMMERCIAL	ADMINISTRATIVE	PRODUCTION	ENGINEERING	TOTAL
<b>REVENUES</b>						
Waterworks Systems Fees						
Metered Sales		110,642,500.80				110,642,500.80
Unmetered Sales						0.00
Other Sales or Services						0.00
Interest Income						0.00
Fines and Penalties-Business Income		2,315,052.10				2,315,052.10
Other Business Income		8,149,958.00				8,149,958.00
<b>TOTAL SERVICE AND BUSINESS INCOME</b>	-	<b>121,107,510.90</b>	<b>0.00</b>	-	-	<b>121,107,510.90</b>
Sale of Unserviceable Property			350,000.00			350,000.00
Reversal of Impairment Loss						
Miscellaneous Income						0.00
<b>TOTAL OTHER NON-OPERATING INCOME</b>	<b>0.00</b>	<b>0.00</b>	<b>350,000.00</b>			<b>350,000.00</b>
<b>TOTAL REVENUES</b>	<b>0.00</b>	<b>121,107,510.90</b>	<b>350,000.00</b>	-	-	<b>121,457,510.90</b>
<b>EXPENSES</b>						
Salaries and Wages-Regular				2,769,900.00		2,769,900.00
Source of Supply Expense-Operation Supervision						



Source of Supply Expense-Operation Labor					1,159,068.00
Source of Supply Expense-Maintenance Supervision					0.00
Pumping Expense-Power Production Labor					0.00
Pumping Expense-Pumping Labor					0.00
Water Treatment Expense- Operation Labor					1,129,176.00
Transmission and Distribution Expense-Maintenance Supervision					3,509,472.00
Transmission and Distribution Expense-Operation Labor					3,170,532.00
Customer Account Expense-Supervision		2,014,788.00			2,014,788.00
Customer Account Expense-Meter Reading		1,286,880.00			1,286,880.00
Customer Account Expense-Customer Records and Collection		1,031,832.00			1,031,832.00
Administrative and General Salaries			7,222,704.00		10,849,992.00
Salaries and Wages-Casual/Contractual					0.00
Source of Supply Expense-Operation Supervision					0.00
Source of Supply Expense-Operation Labor					1,211,976.00
Source of Supply Expense-Maintenance Supervision					0.00
Water Treatment Expense- Operation Labor					201,996.00
Transmission and Distribution Expense-Maintenance Supervision					444,288.00
Transmission and Distribution Expense-Operation Labor					201,996.00
Customer Account Expense-Supervision					0.00
Customer Account Expense-Meter Reading					0.00
Customer Account Expense-Customer Records and Collection		201,996.00			201,996.00
Administrative and General Salaries			605,988.00		1,439,460.00
Personnel Economic Relief Allowance (PERA)				384,000.00	1,800,000.00
Representation Allowance (RA)		114,000.00			0.00
Transportation Allowance (TA)		114,000.00			606,000.00
Productivity Incentive Allowance		40,000.00			375,000.00
Clothing/Uniform Allowance		56,000.00			525,000.00
Overtime and Night Pay		267,645.60			2,017,645.60
Cultural and Fitness		12,000.00			112,500.00
Honoraria					0.00
Mid- year Bonus - 13th Month Pay					0.00
					2,551,946.00
					610,524.00
					539,343.00
					652,391.00
					377,958.00
					371,730.00



Year-end Bonus - 14th Month Pay	371,730.00	377,958.00	652,391.00	539,343.00	610,524.00	2,551,946.00
Cash Gift	40,000.00	65,000.00	80,000.00	95,000.00	95,000.00	0.00
Other Bonuses and Allowances	60,000.00	91,000.00	112,000.00	133,000.00	133,000.00	60,000.00
Rice Allowance	79,000.00	20,000.00		10,000.00	10,000.00	40,000.00
Medical, Dental & Hospitalization Allowance						0.00
Anniversary Bonus						0.00
Loyalty Incentive						0.00
Performance-based Bonus						0.00
<i>(Distribute Subsidiary Acct. with Salaries and Wages Cost Centers)</i>						
Retirement and Life Insurance Premiums	535,291.20	544,259.52	939,443.04	776,653.92	879,154.56	3,674,802.24
Pag-IBIG Contributions	19,200.00	31,200.00	38,400.00	45,600.00	45,600.00	180,000.00
PhilHealth Contributions	93,902.10	110,659.27	192,199.20	161,802.90	179,639.10	738,202.57
Employees Compensation Insurance Premiums	9,600.00	15,600.00	19,200.00	22,800.00	22,800.00	90,000.00
Provident/Welfare Fund Contributions						0.00
Pensions Benefits						0.00
Retirement Gratuity						0.00
Terminal Leave Benefits (Monetization)	200,000.00	200,000.00	200,000.00	250,000.00	250,000.00	1,100,000.00
Other Personnel Benefits	160,000.00	260,000.00	320,000.00	380,000.00	380,000.00	1,500,000.00
Other Personnel Benefits - Director's Fee	936,312.00					936,312.00
<b>TOTAL PERSONAL SERVICES</b>	<b>8,133,170.90</b>	<b>7,560,630.79</b>	<b>12,232,716.24</b>	<b>10,882,158.82</b>	<b>12,203,029.66</b>	<b>51,011,706.41</b>
<b>EXPENSES</b>						
Traveling Expenses-Local	825,800.00		600,000.00	175,000.00	30,000.00	1,630,800.00
Traveling Expenses-Foreign						0.00
Training Expenses	280,000.00		350,000.00	50,000.00	30,000.00	710,000.00
Scholarship Grants/Expenses	540,000.00					540,000.00
Office Supplies Expenses	26,534.00	192,093.15	158,025.00	79,533.10	48,150.00	504,335.25



Accountable Forms Expenses	107,000.00				107,000.00
Non-accountable Forms Expenses	17,900.00				17,900.00
Medical, Dental and Laboratory Supplies Expenses	60,000.00				60,000.00
Fuel, Oil and Lubricants Expenses	261,400.00	311,400.00			261,400.00
Chemical and Filtering Supplies Expenses (Water Treatment Expense)		47,300.00	680,400.00		1,689,000.00
Other Supplies and Materials Expenses	403,750.00		6,800.00		1,689,000.00
Water Expenses	36,000.00				36,000.00
Electricity Expenses	1,440,000.00				1,440,000.00
Other Utility Expenses					0.00
Toiletries					0.00
Kitchen Utensils	84,970.00				84,970.00
Cleaning Materials	4,200.00				4,200.00
Postage and Courier Services	43,040.00				205,206.46
Telephone Expenses- Mobile	5,000.00		4,000.00		14,000.00
Landline	60,000.00	63,000.00	198,000.00		480,600.00
Internet Subscription Expenses	162,000.00				162,000.00
Cable, Satellite, Telegraph and Radio Expenses					0.00
Awards/Rewards Expenses	5,000.00				5,000.00
Prizes					0.00
Indemnities					0.00
Generation, Transmission and Distribution Expenses					0.00
Source of Supply-Miscellaneous Expenses					0.00
Source of Supply-Engineering Expenses					0.00
Power Production Expenses					0.00
Fuel for Power Production					0.00
Water Treatment Operations Expenses					0.00
Transmission and Distribution-Engineering Expenses					0.00
Miscellaneous Customer Accounts Expenses					395,400.00
Extraordinary and Miscellaneous Expenses			135,600.00		135,600.00
Legal Services	100,000.00		50,000.00		172,000.00
					10,000.00
					12,000.00
					395,400.00
					98,800.00
					1,095,900.00



Auditing Services					200,000.00
Consultancy Services					500,000.00
Other Professional Services					300,000.00
					0.00
Janitorial Services					923,584.00
Security Services					5,594,400.00
Other General Services		283,000.00	423,992.00	670,000.00	2,232,980.00
Repairs and Maintenance-Investment Property					0.00
Repairs and Maintenance-Land Improvements					0.00
Repairs and Maintenance-Infrastructure Assets					150,000.00
R & M-Collecting and Impounding Reservoirs					50,000.00
R & M-Lake River and Other Channels					0.00
R & M-Springs and Tunnels					0.00
R & M- Power Supply Systems					10,000.00
R & M-Supply Mains					180,000.00
R & M-Other Source of Supply Plant					0.00
R & M-Communication Network					0.00
R & M-Reservoirs and Tanks					50,000.00
R & M-Transmission and Distribution Mains					1,100,000.00
R & M-Fire Mains					0.00
R & M-Services					900,030.00
R & M-Meters					155,000.00
R & M-Meter Installation					0.00
R & M-Hydrants					50,000.00
R & M-Other Transmission and Distribution Mains					0.00
R & M-Other Plants					0.00
R & M-Utility Plant Held for future use					0.00
R & M-Unclassified Utility Plant					0.00
Repairs and Maintenance-Buildings and Other Structures					0.00
R & M - Buildings					0.00
R & M-Source of Supply Plant Structures and Improvements					350,000.00
R & M-Pumping Plant Structures and Improvements					50,000.00
R & M-Water Treatment Structures and Improvements					0.00
					10,000.00







Semi-Expendable - Communication & Information, Te	162,000.00	170,000.00	221,000.00	102,390.40	80,000.00	735,390.40
Semi-Expendable - Communication Equipment	20,000.00	15,000.00				35,000.00
Semi-Expendable - Tools, Shop and Garage	20,000.00	6,000.00	27,700.00	55,000.00	89,000.00	197,700.00
Semi-Expendable - Sports Equipment						0.00
Semi-Expendable -Laboratory Equipment				140,000.00		140,000.00
Semi-Expendable - Furnitures and Fixtures	34,000.00		30,000.00	25,000.00	20,000.00	109,000.00
Semi-Expendable - Other Machinery and Equipment Expenses						0.00
Semi-Expendable - Other Supplies and Materials						0.00
Taxes, Duties and Licenses						0.00
Vehicle Insurance			178,000.00			178,000.00
Franchise Tax Expenses			2,500,000.00			2,500,000.00
Real Property			395,000.00			395,000.00
Other Agencies	70,000.00			35,000.00		105,000.00
Fidelity Bond Premiums			106,500.00			106,500.00
Insurance Expenses			907,000.00			907,000.00
Labor and Wages						0.00
Advertising, Promotional and Marketing Expenses	80,990.00					80,990.00
Printing and Publication Expenses	56,000.00					56,000.00
Representation Expenses	391,000.00		580,000.00	20,000.00	10,000.00	1,001,000.00
Transportation and Delivery Expenses	3,000.00		15,000.00	25,000.00		43,000.00
Rent/Lease Expenses			128,000.00	50,000.00	20,000.00	198,000.00
Membership Dues and Contributions to Organization	48,000.00					48,000.00
Litigation and Acquired Asset Expense						0.00
Donations	260,000.00					260,000.00
Subscription Expenses	22,000.00					22,000.00
Documentary Stamp Stamps Expense						0.00
Major Events andCovention Expense	350,000.00		1,040,000.00			1,390,000.00
Other Maintenance and Operating Expenses	65,000.00	15,640.00	400,000.00	70,000.00	55,000.00	605,640.00
Computer Software						0.00
<b>TOTAL MAINTENANCE AND OTHER OPERATING EX</b>	<b>5,179,624.00</b>	<b>1,346,325.15</b>	<b>18,779,469.00</b>	<b>6,452,366.36</b>	<b>5,459,268.00</b>	<b>37,217,052.51</b>










**SCHEDULE OF CAPITAL EXPENDITURES**  
 For the period ending December 2025

CODE	GENERAL DESCRIPTION	MGT. SERVICES	COMMERCIAL	ADMIN	PRODUCTION	ENGINEERING	TOTAL
1-06-05-010	<b>Machinery and Equipment</b> Machinery						0.00
1-06-05-020	Office Equipment	465,000.00		100,000.00			565,000.00
1-06-05-030	Information and Communication Technology	150,000.00		230,000.00			380,000.00
1-06-05-070	Communication Equipment						0.00
1-06-05-120	Printing Equipment						0.00
1-0-06-05-080	Construction and Heavy Equipment					500,000.00	500,000.00
1-06-05-140	Technical and Scientific Equipment						0.00
1-06-05-130	Sports Equipment						0.00
						TOTAL	<b>1,445,000.00</b>
1-06-06-010	<b>Transportation Equipment</b> Motor Vehicles				150,000.00		250,000.00
1-06-06-990	Other Transportation Equipment						0.00
						TOTAL	<b>250,000.00</b>
1-06-07-010	<b>Furniture, Fixtures and Books</b> Furnitures and Fixtures						0.00
						TOTAL	<b>0.00</b>
1-08-01-020	<b>Intangible Assets</b> Computer Software	70,000.00					270,000.00
1-08-01-030	Websites	60,000.00					60,000.00
						TOTAL	<b>330,000.00</b>
1-06-02-020	<b>Land Improvements</b> Land Improvements, Reforestation Projects				900,000.00		900,000.00
						TOTAL	<b>900,000.00</b>



1-06-03-050	<b>Infrastructure Assets</b>								0.00
1-06-03-060	Power Supply Systems								0.00
1-06-03-110-00	Communication Networks								1,000,000.00
1-06-03-110-01	Supply Mains								200,000.00
1-06-03-110-8	Collecting and Impounding								800,000.00
1-06-03-110-9	Reservoir and Tanks								3,800,000.00
1-06-03-110-11	Transmission and Distribution Mains								2,100,000.00
1-06-03-110-12	Services								3,992,500.00
1-06-03-110-14	Meters								100,000.00
1-06-03-110-15	Hydrants								200,000.00
	Other transmission and distribution mains								<b>12,192,500.00</b>
	<b>Building and Other structures</b>								
1-06-04-010	Administrative Structures and Improvement								0.00
1-06-04-010-3	Water Treatment Structures and Improvements								0.00
1-06-04-010	Source of Supply Plant Structures & Improvements								0.00
1-06-04-990	Other Structures								850,000.00
									<b>850,000.00</b>
	<b>Other Property, Plant &amp; Equipment</b>								
1-06-98-990-01	Laboratory Equipment								500,000.00
1-06-98-990-02	Power Production Equipment								0.00
1-06-98-990-04	Water Treatment Equipment								2,800,000.00
1-06-98-990-08	Tools, Shop and Garage Equipment								210,000.00
	<b>TOTAL</b>								<b>3,510,000.00</b>
	<b>BITAN AGAN PROJECT</b>								<b>25,000,000.00</b>
	<b>GRAND TOTAL</b>								<b>44,477,500.00</b>

Prepared by:  
  
**IVY P. DOLIGUEZ**  
 IRMO-A/DMC-Designate

Recommending Approval:  
  
**ELMER T. LUZON**  
 General Manager

Approved: Per BOD Res. 33 Series of 2024





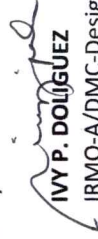
Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**CASH FLOW PROJECTIONS FOR 2025**

	2024, July actual	2024 ending Estimates	2025
<b>Cash Flows from Operating Activities</b>			
<b>Cash Inflows:</b>			
Collection of Water Bills (including A/R from previous year)	57,507,996.60	98,585,137.03	110,642,500.80
Collection of Other Water Revenues	4,592,149.47	7,872,256.23	10,465,010.10
Refund of overpayment of expenses and Cash Advances	116,629.68	199,936.59	
Collection of CD	140,214.75	240,368.14	
Receipt of Performance/Bidders/Bail Bonds		10,000.00	
<b>Total Cash Inflows</b>	<b>62,356,990.50</b>	<b>106,907,698.00</b>	<b>121,107,510.90</b>
<b>Cash Outflows:</b>			
Payment of Operating Expenses:			
Payroll (Personnel Services)			51,011,706.41
Operation Expense	7,764,670.82	13,310,864.26	37,217,052.51
Tax Expense	1,387,842.22	2,379,158.09	164,298.56
Chemicals	284,852.55	488,318.66	
Maintenance Expense	739,228.01	1,267,248.02	
Payment of Payables	3,054,098.72	5,235,597.81	
Purchase of office supplies/ Inventory	6,446,849.47	8,288,806.46	
Remittance of GSIS/PAG-IBIG/Withholding Taxes	9,402,730.52	16,118,966.61	
Other O & M Expenses	12,571,349.67	21,550,885.15	
<b>Total Cash Outflows</b>	<b>41,651,621.98</b>	<b>68,639,845.05</b>	<b>88,393,057.48</b>
<b>Total Cash Provided (used) by Operating Activities</b>	<b>20,705,368.52</b>	<b>38,267,852.95</b>	<b>32,714,453.42</b>
<b>Cash Flows from Investing Activities:</b>			
<b>Cash Inflows:</b>			
Proceeds from Short-Term Investments		0.00	
Proceeds from sale of:			
Office Equipment, Furniture and Fixtures			350,000.00
Transportation Equipment			
Other Property, Plant and Equipment			
<b>Total Cash Inflows</b>	<b>0.00</b>	<b>0.00</b>	<b>350,000.00</b>
<b>Cash Outflows:</b>			
Purchase/construction of			
Lapinigan Water System Improvement Project -completion			
New Investments ( Lucac Water System Improvement& Septage)			
Buildings			850,000.00
Machinery and Equipment			1,445,000.00
Furnitures and Fixtures			0.00

Transportation Equipment					250,000.00
Land Improvements					900,000.00
Intangible Assets					330,000.00
Infrastructure Assets ( T and D, Meters,service connections, etc.) less: MSI					7,692,500.00
Other Property, Plant and Equipment				0.00	3,510,000.00
Other CAPEX		6,527,553.10		26,110,212.40	
Special Deposits		942,216.51		942,216.51	
CWIP (Provision for loan fund difficiencies) Bitan-agan expansion project					25,000,000.00
<b>Total Cash Outflows</b>		<b>7,469,769.61</b>		<b>27,052,428.91</b>	<b>39,977,500.00</b>
<b>Total Cash Provided (Used) by Investing Activities</b>		<b>-7,469,769.61</b>		<b>-27,052,428.91</b>	<b>-39,627,500.00</b>
<b>Cash Flows from Financing Activities</b>					
<b>Cash Inflows:</b>					
Proceeds from Borrowings (Loans Payable)					25,000,000.00
<b>Total Cash Inflows</b>					<b>25,000,000.00</b>
<b>Cash Outflows:</b>					
Cash payment of int.on loans payable and other fin. charges		2,105,583.26		4,062,887.64	3,260,816.64
Cash payment for interest of Bitan-agan 25M project (4% per annum)					1,000,000.00
Cash payment of principal on loans payable and finance charges		5,570,474.76		11,140,949.52	11,140,949.52
<b>Total Cash Outflows</b>		<b>7,676,058.02</b>		<b>15,203,837.16</b>	<b>15,401,766.16</b>
<b>Total Cash Provided (used) by Financing Activities</b>		<b>-7,676,058.02</b>		<b>-15,203,837.16</b>	<b>9,598,233.84</b>
<b>Cash Provided by Operating, Investing and Financing Activities</b>		<b>5,559,540.89</b>		<b>-3,988,413.12</b>	<b>2,685,187.26</b>
<b>Add: Cash and Cash Equivalents - Beginning, July 2024*</b>		26,371,675.73		26,371,675.73	22,383,262.61
<b>Cash and Cash Equivalents, Ending</b>		<b>31,931,216.62</b>		<b>22,383,262.61</b>	<b>25,068,449.87</b>

Prepared by:

  
**IVY P. DOLIGUEZ**  
 IRMO-A/DMC-Designate

Recommending Approval:

  
**EWMER J. MAZON**  
 General Manager

Approved:

**BOD Res. No. 33**  
 Series of 2024



**SOURCES OF REVENUE  
FINANCIAL YEAR 2025**

GENERAL DATA	
Y 2024 Actual Year-end Connections (As projected)	10,289
Y 2025 Projected Market Growth/ Increase in active connections	630
Y 2025 Projected Midyear Connections	10,604
Y 2025 Projected Year-end Connections	10,919
Average Consumption per Connection	21
Effective Rate per cubic meter	42.5
Collection Efficiency	96%
Percentage of Penalty	2%

METERED SALES (4-02-02-090-01)			
Midyear connections	10,604	Yearend connections	10,919
Average consumption/connection	21	Average consumption/connection	21
	222,678.00		229,293.00
Effective Rate/Cubic	42.5	Effective Rate/cubic	42.5
	9,463,815.00		9,744,952.50
FIRST HALF GROSS SALES	56,782,890.00	SECOND HALF GROSS SALES	58,469,715.00
TOTAL METERED WATER SALES FOR 2025		<b>115,252,605.00</b>	<b>110,642,500.80</b>

UNMETERED SALES (4-02-02-090-02)			
Sales from Repairs and Damages of Contractors			<b>100,000.00</b>

INTEREST INCOME (4-02-02-210-05)			
Interest from Bank Deposits			
DBP - General Fund	28,500,000.00		<b>22,543.00</b>
LBP - Joint Savings Accour	4,190,185.19		<b>14,415.00</b>
DBP - Special Savings	2,910,000.00		<b>2,520.00</b>
DBP - CD Special Savings	3,165,108.00		<b>30,931.00</b>
			<b>70,409.00</b>

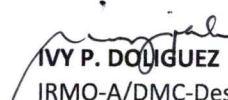
FINES AND PENALTIES (4-02-02-230)			
Penalty Billings (average of 2% from Total Billings)			<b>2,305,052.10</b>
Fines for Illegal/ Water Pilferage			<b>10,000.00</b>

OTHER BUSINESS INCOME - MISCELLANEOUS SERVICE REVENUE (4-02-02-090-01)			
	QTY	UNIT COST	
Installation Fees	630	5,300.00	3,339,000.00
Transfer Fees	100	700.00	70,000.00
Reconnection Fees	1500	150.00	225,000.00
HBC Fees	500	100.00	50,000.00
Laboratory Fees			
Bacteriology@2318 samples/annum			2,318,000.00
PhyChem Test 258 samples/annum			1,290,000.00
			<b>7,292,000.00</b>

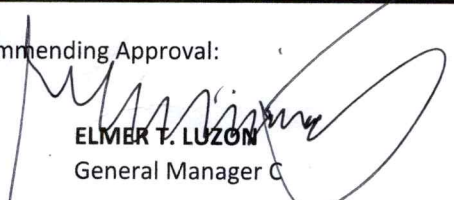
SALE OF UNSERVICEABLE PROPERTY (4-06-01-020)			
Income Sale of Assets / scrap			<b>350,000.00</b>

SALES REVENUE ( 4-02-02-160)			
	QTY.	UNIT COST	
Sale of PE Pipes	12245	47.00	575,515.00
Sale of Compound Valv	91	1,105.00	100,555.00
Sale of Adaptor/ Conne	32	104.00	3,328.00
Sales of Gate Valves	19	429.00	8,151.00
			<b>687,549.00</b>
<b>TOTAL REVENUE FOR 2025</b>			<b>121,457,510.90</b>

Prepared by:

  
**IVY P. DOLIGUEZ**  
 IRMO-A/DMC-Designate

Recommending Approval:

  
**ELMER T. LUZON**  
 General Manager C

Approved thru: BOD Res. 33 S. 2024





"Beyond Providing Water..."

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**SUMMARY OF BUDGETARY REQUIREMENTS**

**PERSONNEL SERVICES**

F.Y. 2025

**End User: MANAGEMENT SERVICES SECTION**

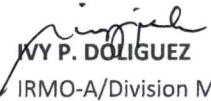
CODE	GENERAL DESCRIPTION	ESTIMATED BUDGET(PHP)
5-01-01-010-11	Salaries & Wages-Regular/Administrative and General Salaries	3,627,288.00
5-01-01-020-11	Salaries & Wages-Casual/Contractual/Administrative and General Salaries	833,472.00
5-01-02-010-01	Other Compensation - PERA	192,000.00
5-01-02-020	Representation Allowance	114,000.00
5-01-02-030	Transportation Allowance	114,000.00
5-01-02-040-01	Other Compensation- Clothing Allowance	56,000.00
5-01-02-040-02	Other Compensation-Cultural/Fitness	12,000.00
5-01-02-080-01	Other Compensation- Productivity Incentive Allowance	40,000.00
5-01-02-130-01	Other Compensation/ Overtime and Night Pay	267,645.60
5-01-02-140-01	Other Compensation/ Year End Bonus - 13th Pay	371,730.00
5-01-02-140-02	Other Compensation/ Year End Bonus -14th Pay	371,730.00
5-01-02-990-35	Rice Allowance	60,000.00
5-01-02-990-38	Medical,Dental & Hospitalization Allowance	79,000.00
5-01-02-150	Other Compensation - Cash Gift	40,000.00
5-01-02-170	BOD Per diems/honorarium	936,312.00
5-01-03-010	Personnel Benefit Contribution/ Retirement & Life Insurance -GSIS	535,291.20
5-01-03-040	Personnel Benefit Contribution/ Retirement & Life Insurance- GSIS-EC	9,600.00
5-01-03-020	Personnel Benefit Contribution - Pag-Ibig	19,200.00
5-01-03-030	Personnel Benefit Contribution - Philhealth	93,902.10
5-01-04-030	Terminal Leave Benefits	200,000.00
5-01-04-990-01	Other Personnel Benefit	160,000.00
<b>Total</b>		<b>8,133,170.90</b>

Prepared by:

  
**MARK CROMES C. PEREZ**

MIA/MSS Section Head-Designate

Recommending Approval:

  
**IVY P. DOLIGUEZ**

IRMO-A/Division Manager C- Designate

Approved:

  
**ELMER T. LUZON**  
General Manager C

Noted:

  
**DIR. JONATHAN A. BAÑAS**  
HOPE



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur



**2025 PERSONNEL REQUIREMENT**  
**MANAGEMENT SERVICES SECTION**

POSITION ACCOUNT CODE ( PFRS )	SG	SALARY 5-01-01-010-11	PERA 5-01-02-010-01	GSIS 5-01-03-010	GSIS- EC 5-01-03-020	PAGIBIG 5-01-03-030	PHILHEALTH 5-01-02-140-01	13TH 5-01-02-140-02	14TH 5-01-02-140-02	OTHER PERSONNEL BENEFIT 5-01-04-990-01	OTHER PERSONNEL BENEFIT- BOD FEES 5-01-02-170	CASHGIFT 5-01-02-150	Productivity Incentive Allowance 5-01-02-080-01	CULTURAL/ FITNESS 5-01-02-040-02	CLOTHING 5-01-02-040-01	IRA 5-01-02-020	TA 5-01-02-030	RICE/ SUGAR 5-01-02-990-35	MEDICAL 5-01-02-990-38	OVERTIME 5-01-02-130-01	TERMINAL LEAVE BENEFITS 5-01-04-030	OVERALL TOTAL	
																							ANNUAL EXPENSE
1 General Manager B	27-8	158,723.00	2,000.00	19,046.76	100.00	200.00	2,500.00	158,723.00	158,723.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00	9,500.00	9,500.00	5,000.00	30,000.00				
2 Technical Assistant B	20-1	62,967.00	2,000.00	7,556.04	100.00	200.00	1,574.18	62,967.00	62,967.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00				
3 Sr. Management Information/Systems Analyst	16-1	43,560.00	2,000.00	5,227.20	100.00	200.00	1,089.00	43,560.00	43,560.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00				
4 Executive Assistant C	14-1	37,024.00	2,000.00	4,442.88	100.00	200.00	925.60	37,024.00	37,024.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00				
<b>TOTAL - ADMIN</b>		<b>302,274.00</b>	<b>8,000.00</b>	<b>36,272.88</b>	<b>400.00</b>	<b>800.00</b>	<b>6,088.78</b>	<b>302,274.00</b>	<b>302,274.00</b>	<b>80,000.00</b>		<b>20,000.00</b>	<b>20,000.00</b>	<b>6,000.00</b>	<b>28,000.00</b>	<b>9,500.00</b>	<b>9,500.00</b>	<b>5,000.00</b>	<b>51,000.00</b>			<b>100,000.00</b>	<b>5,711,213.14</b>
<b>ANNUAL EXPENSE</b>		<b>3,627,288.00</b>	<b>96,000.00</b>	<b>435,274.56</b>	<b>4,800.00</b>	<b>9,600.00</b>	<b>73,065.30</b>	<b>302,274.00</b>	<b>302,274.00</b>	<b>80,000.00</b>		<b>20,000.00</b>	<b>20,000.00</b>	<b>6,000.00</b>	<b>28,000.00</b>	<b>114,000.00</b>	<b>114,000.00</b>	<b>60,000.00</b>	<b>51,000.00</b>		<b>217,637.28</b>	<b>150,000.00</b>	<b>5,711,213.14</b>

**CASUAL**

1 Clerk Processor B	6-1	18,957.00	2,000.00	2,274.84	100.00	200.00	473.93	18,957.00	18,957.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00				
2 Driver	4-1	16,833.00	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00				
3 Administration Services Aide	4-1	16,833.00	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00				
4 Administration Services Aide	4-1	16,833.00	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00				
<b>ANNUAL EXPENSE</b>		<b>833,472.00</b>	<b>96,000.00</b>	<b>100,016.64</b>	<b>4,800.00</b>	<b>9,600.00</b>	<b>20,836.80</b>	<b>69,456.00</b>	<b>69,456.00</b>	<b>80,000.00</b>		<b>20,000.00</b>	<b>20,000.00</b>	<b>6,000.00</b>	<b>28,000.00</b>				<b>28,000.00</b>		<b>50,008.32</b>	<b>50,000.00</b>	<b>1,485,645.76</b>

**Board of Directors (5 BODs)**

<b>ANNUAL EXPENSE</b>	<b>936,312.00</b>
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<b>GRAND TOTAL</b>	<b>4,450,750.00</b>	<b>192,000.00</b>	<b>535,291.20</b>	<b>9,600.00</b>	<b>19,200.00</b>	<b>93,902.10</b>	<b>371,730.00</b>	<b>371,730.00</b>	<b>160,000.00</b>	<b>936,312.00</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>12,000.00</b>	<b>56,000.00</b>	<b>114,000.00</b>	<b>114,000.00</b>	<b>60,000.00</b>	<b>79,000.00</b>		<b>267,645.60</b>	<b>200,000.00</b>	<b>8,133,170.90</b>
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Prepared by:

**MARK CRIMES C. PEREZ**  
 MIA/MS Section Head-Designate

Recommending for Approval:

**IVY P. DOLIGUEZ**  
 IRMO-A/DNC for AFSCD-Designate

Approved:

**ELMER MUZON**  
 General Manager C

Noted:

**DIR. JONATHAN A. BAÑAS**  
 HOPE



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**2025 PERSONNEL REQUIREMENT**  
**MANAGEMENT SERVICES SECTION**

POSITION	SG	SALARY	PERA	GSIS	GSIS- EC	PAGIBIG	PHILHEALTH	13TH	14TH	OTHER PERSONNEL BENEFIT	OTHER PERSONNEL BENEFIT- BOD FEES	CASHGIFT	Productivity Incentive Allowance	CULTURAL/ FITNESS	CLOTHING	RA	TA	RICE/ SUGAR	MEDICAL	OVERTIME	TERMINAL LEAVE BENEFITS		OVERALL TOTAL	
																					5-01-04-030	5-01-04-030		
1 General Manager B	27-8	158,723.00	2,000.00	19,046.76	100.00	200.00	2,500.00	158,723.00	158,723.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00	9,500.00	9,500.00	5,000.00	30,000.00					
2 Technical Assistant B	20-1	62,967.00	2,000.00	7,556.04	100.00	200.00	1,574.18	62,967.00	62,967.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00					
Sr. Management	16-1	43,560.00	2,000.00	5,227.20	100.00	200.00	1,089.00	43,560.00	43,560.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00					
3 Information Analyst	14-1	37,024.00	2,000.00	4,442.88	100.00	200.00	925.60	37,024.00	37,024.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00					
4 Executive Assistant C	14-1	302,274.00	8,000.00	36,272.88	400.00	800.00	6,088.78	302,274.00	302,274.00	80,000.00		20,000.00	20,000.00	6,000.00	28,000.00	9,500.00	9,500.00	5,000.00	51,000.00				100,000.00	
<b>TOTAL - ADMIN</b>		<b>3,627,288.00</b>	<b>96,000.00</b>	<b>435,274.56</b>	<b>4,800.00</b>	<b>9,600.00</b>	<b>73,065.30</b>	<b>302,274.00</b>	<b>302,274.00</b>	<b>80,000.00</b>	<b>-</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>6,000.00</b>	<b>28,000.00</b>	<b>114,000.00</b>	<b>114,000.00</b>	<b>60,000.00</b>	<b>51,000.00</b>	<b>217,637.28</b>	<b>150,000.00</b>	<b>5,711,213.14</b>		

**CASUAL**

1 Clerk Processor B	6-1	18,957.00	2,000.00	2,274.84	100.00	200.00	473.93	18,957.00	18,957.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00					
2 Driver	4-1	16,833.00	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00					
3 Administration Services Aide	4-1	16,833.00	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00					
4 Administration Services Aide	4-1	16,833.00	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	20,000.00		5,000.00	5,000.00	1,500.00	7,000.00				7,000.00					
<b>ANNUAL EXPENSE</b>		<b>835,472.00</b>	<b>96,000.00</b>	<b>100,016.64</b>	<b>4,800.00</b>	<b>9,600.00</b>	<b>20,836.80</b>	<b>69,456.00</b>	<b>69,456.00</b>	<b>80,000.00</b>	<b>-</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>6,000.00</b>	<b>28,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,000.00</b>	<b>50,008.32</b>	<b>50,008.32</b>	<b>1,485,645.76</b>		

**Board of Directors (5 BODs)**

<b>ANNUAL EXPENSE</b>	<b>936,312.00</b>
<b>GRAND TOTAL</b>	<b>4,460,760.00</b>
	<b>192,000.00</b>
	<b>535,291.20</b>
	<b>9,600.00</b>
	<b>19,200.00</b>
	<b>93,902.10</b>
	<b>371,730.00</b>
	<b>371,730.00</b>
	<b>160,000.00</b>
	<b>936,312.00</b>
	<b>40,000.00</b>
	<b>40,000.00</b>
	<b>12,000.00</b>
	<b>56,000.00</b>
	<b>114,000.00</b>
	<b>114,000.00</b>
	<b>60,000.00</b>
	<b>79,000.00</b>
	<b>267,645.60</b>
	<b>200,000.00</b>
	<b>8,133,170.90</b>

Prepared by:

MARK CROWES C. PEREZ  
 MIA/MISS Section Head-Designate

Recommending for Approval:

IVY P. DOLIGUET  
 IRMO-A/DMC for AFSCD-Designate

Approved:

ELMER T. LUDON  
 General Manager C

Noted:

DIR. JONATHAN A. BANIAS  
 HOPE





*"Beyond Providing Water..."*

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**SUMMARY OF BUDGETARY REQUIREMENTS**

**CAPITAL EXPENDITURES**  
F.Y. 2025


End User: **MANAGEMENT SERVICES SECTION**

CODE	GENERAL DESCRIPTION	ESTIMATED BUDGET(PHP)
1-06-05-020	Office Equipment	465,000.00
1-06-05-030	Information, Communication & Technology Equipment	150,000.00
1-08-01-020	Computer software	70,000.00
1-08-01-030	Websites	60,000.00
<b>Total</b>		<b>745,000.00</b>

Prepared by:

  
**MARK CROMES C. PEREZ**  
MIA/MSS Section Head - Designate

Recommending for Approval

  
**IVY P. DOLIGUEZ**  
DMC for AFSCD- Designate

Approved:

  
**EUMER T. LUZON**  
General Manager-C

Noted:

  
**DIR. JONATHAN A. BAÑAS**  
HOPE



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**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**DETAILED BUDGETARY REQUIREMENTS**  
**CAPITAL EXPENDITURES**  
YEAR 2025

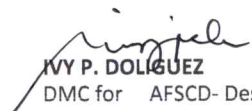
End User: Management Services Section

CODE	GENERAL DESCRIPTION	QUANTITY	UNIT	UNIT COST 2024	TOTAL (PHP)
<b>1-06-05-020</b>	<b>Office Equipment</b>				
	Interactive Display All in One Smart Board	1	unit	300,000.00	300,000.00
	DLP Business Projector (Spare)	1	unit	95,000.00	95,000.00
	Aircon	1	unit	70,000.00	70,000.00
	<b>Sub-total</b>				<b>465,000.00</b>
<b>1-06-05-030</b>	<b>Info. and Communication Technology Equipment</b>				
	UPS for server (Additional)	1	unit	150,000.00	150,000.00
	<b>Sub-total</b>				<b>150,000.00</b>
<b>1-08-01-020</b>	<b>Computer Software</b>				
	Microsoft office 365 (license subscription per year)	1	lot	70,000.00	70,000.00
	<b>Sub-total</b>				<b>70,000.00</b>
<b>1-08-01-030</b>	<b>Websites</b>				
	Website hosting and upgrading	1	lot	60,000.00	60,000.00
	<b>Sub-total</b>				<b>60,000.00</b>
	<b>Grand Total</b>				<b>745,000.00</b>

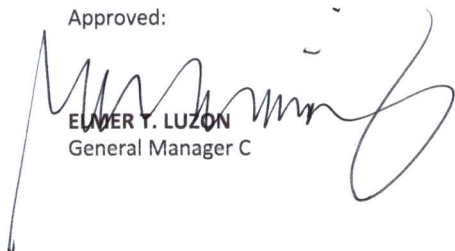
Prepared by :

  
**MARK CROMES C. PEREZ**  
MIA/MSS Section Head - Designate

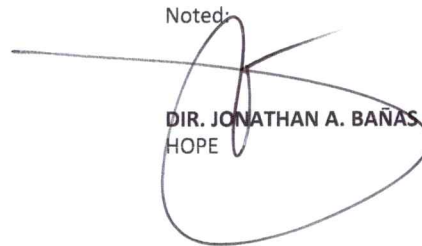
Recomending Approval:

  
**IVY P. DOLIGUEZ**  
DMC for AFSCD- Designate

Approved:

  
**ELMER Y. LUZON**  
General Manager C

Noted:

  
**DIR. JONATHAN A. BAÑAS**  
HOPE





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Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

### SUMMARY OF BUDGETARY REQUIREMENTS

#### OPERATION EXPENDITURES

F.Y. 2025

End User: **MANAGEMENT SERVICES SECTION**

CODE	GENERAL DESCRIPTION	ESTIMATED BUDGET(PHP)
5-02-01-010	Traveling Expense- Local	825,800.00
5-02-02-010	Training expenses- Local	280,000.00
5-02-02-020	Scholarship grant expenses (student scholars)	540,000.00
5-02-03-010	Office Supplies Expense	26,534.00
5-02-03-090	Fuel, Oil & Lubricants	680,400.00
5-02-03-990	Other Supplies & Materials Expense	6,800.00
5-02-03-210-02	Semi-Expendable-Office Equipment	90,000.00
5-02-03-220	Semi-Expendable (furniture, fixture,etc.)	34,000.00
5-02-03-210-03	Semi-Expendable- ICT	162,000.00
5-02-03-210-07	Semi-Expendable- Communication equipment	20,000.00
5-02-03-210-16	Semi-Expendable- Tools, Shops and Garage	20,000.00
5-02-05-010	Postage and courier services	4,000.00
5-02-05-020-01	Mobile (GM, BODs, MSS)	198,000.00
5-02-10-030-01	Extraordinary Expense	67,800.00
5-02-10-030-02	Miscellaneous Expense	67,800.00
5-02-11-010	Legal services	50,000.00
5-02-12-990	Other General Services	283,000.00
5-02-13-060-01	R&M-Transportation Equipment	350,000.00
5-02-13-050-02	R&M-Machinery and Equipment- Office equipment	30,000.00
5-02-13-050-03	R&M-Information, Communication & Technology	40,000.00
5-02-13-050-07	R&M-Communication Equipment	15,000.00
5-02-13-210-02	R&M Semi-Expendable-Office equipment	15,000.00
5-02-13-210-07	R&M Semi-Expendable-Comm. equipment	10,000.00
5-02-13-220-01	R&M Semi-Expendable-Furniture & fixtures	17,500.00
5-02-15-010-04	Taxes, Duties and Licenses - Other Agencies	70,000.00
5-02-99-010	Advertising, Promotional and Marketing Expenses	80,990.00
5-02-99-020	Printing and Publication expenses	56,000.00
5-02-99-030	Representation expenses	391,000.00
5-02-99-040	Transportation and Delivery	3,000.00
5-02-99-060	Membership Dues and Contribution to Orgs.	48,000.00
5-02-99-070	Subscription expenses	22,000.00
5-02-99-080	Donations	260,000.00
5-02-99-180	Major Events and Conventions Expenses	350,000.00
5-02-99-990	Other maintenance and operating expenses	65,000.00
<b>Sub-Total</b>		<b>5,179,624.00</b>

Prepared by:

  
**MARK CROMES C. PEREZ**  
Section Head-Designate

MIA/MSS

Recommending Approval:

  
**IVY P. DOLIGUEZ**  
IRMO-A/DMC for AFSCD-Designate

Approved:

  
**ELMERT T. LUZON**  
General Manager C

Noted:

  
**DIR. JONATHAN A. BAÑAS**  
HOPE





Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

DETAILED BUDGETARY REQUIREMENT  
**OPERATION EXPENDITURES**  
 YEAR 2025

End User: **Management Services Section**

CODE	GENERAL DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL (PHP)
<b>5-02-03-010</b>	<b>Office Supplies Expenses</b>				
	Bondpaper (Short, substance 20)	7	reams	214.00	1,498.00
	Bondpaper (long, substance 20)	12	reams	233.00	2,796.00
	Bondpaper (A4, substance 20)	5	ream	214.00	1,070.00
	Continuous ink refill (cyan, magenta, yellow) Epson 003	3	btls	400.00	1,200.00
	Continuous ink refill (cyan, magenta, yellow) Epson 664	3	btls	382.00	1,146.00
	Continuous ink refill (black) Epson 003	2	btls	900.00	1,800.00
	Continuous ink refill (black) Epson 774	3	btls	826.00	2,478.00
	Paper clips (small, big)	8	box	20.00	160.00
	Binder clips (2", 1 & 5/8")	8	box	50.00	400.00
	Correction tape	5	pcs	14.00	70.00
	Record book (216 x 279 mm) 500 pages	2	pc	125.00	250.00
	Retractable Roller ballpen (.05) (Pilot)	15	pcs	75.00	1,125.00
	Sign Pen gel type (.5 mm, black)	1	box	345.00	345.00
	Sign pen (my gel, .5 mm, black)	12	pcs	23.00	276.00
	Ballpen (ordinary)	12	pcs	10.00	120.00
	Pencil	3	box	45.00	135.00
	Sticky Notes (3x3)	2	pads	35.00	70.00
	Sticky Notes (1x3)	2	pad	25.00	50.00
	Guest Logbook	1	pc	250.00	250.00
	Whiteboard marker	3	pcs	60.00	180.00
	Whiteboard marker (refill)	1	bottle	150.00	150.00
	Permanent marker	3	pcs	55.00	165.00
	Permanent marker (refill)	1	bottle	150.00	150.00
	Photopaper	5	packs	60.00	300.00
	Mailing envelope (long, white)	1	box	360.00	360.00
	Brown envelope (long)	50	pcs	3.00	150.00
	Brown envelope (short)	50	pcs	2.00	100.00
	Long Expanding envelope (brown & green)	5	pcs	20.00	100.00
	Long Folder (color: brown)	30	pcs	10.00	300.00
	Paper fastener	2	box	50.00	100.00
	Glue 130 g	2	bottles	45.00	90.00
	Staple wire (#35)	2	box	50.00	100.00
	Scotch tape (1")	2	rolls	30.00	60.00
	Masking tape (1")	2	rolls	45.00	90.00
	Electrical tape (1")	2	rolls	100.00	200.00
	Duck tape (1")	2	rolls	350.00	700.00
	Flash disk (bigger capacity)	1	pc	2,000.00	2,000.00
	Filing tray	2	pcs	500.00	1,000.00
	Twist tie	2	pcs	200.00	400.00
	Alkaline Batteries for remote control (AAA, 2 pcs/pack)	12	packs	165.00	1,980.00
	Alkaline Batteries for remote control (AA, 2 pcs./pack)	10	packs	170.00	1,700.00
<b>Sub-total</b>					<b>26,534.00</b>



CODE	GENERAL DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL (PHP)
<b>5-02-03-990</b>	<b>Other supplies and materials exp</b>				
	305m Cat6 UTP Cable	1	box	5,000.00	5,000.00
	Ring binding	12	sets	150.00	1,800.00
<b>Sub-total</b>					<b>6,800.00</b>
<b>5-02-03-090</b>	<b>Fuel, Oil and Lubricants Expenses</b>				
	Navarra 4x4, 2011 Model	5,160.00	ltr	90.00	464,400.00
	Toyota Van, 2024 Model	2,400.00	ltr	90.00	216,000.00
<b>Sub-total</b>					<b>680,400.00</b>
<b>5-02-03-220</b>	<b>Semi-expendable (furniture, fixture, etc.)</b>				
	Tables (folding, 6 ft.)	2	pcs	7,000.00	14,000.00
	Office Chairs	2	pcs	10,000.00	20,000.00
<b>Sub-total</b>					<b>34,000.00</b>
<b>5-02-01-010</b>	<b>Traveling Expenses- Local</b>				
	GM and BODs attendance to PAWD Convention/Convergence	12	yearly	33,000.00	396,000.00
	BODs attendance to Trainings	5	yearly	15,000.00	75,000.00
	GM's attendance to Meetings/Trainings	12	yearly	5,000.00	60,000.00
	GM's travel to various agencies (LWUA, OGCC, PAWD, etc.)	3	yearly	20,000.00	60,000.00
	Seminars for MSS staff	6	yearly	15,000.00	90,000.00
	Driver	36	yearly	1,800.00	64,800.00
	OGCC Legal counsel	4	yearly	20,000.00	80,000.00
<b>Sub-total</b>					<b>825,800.00</b>
<b>5-02-02-010</b>	<b>Training expenses- Local</b>				
	GM and BODs registration to PAWD Convention/Convergence	12	yearly	8,000.00	96,000.00
	BODs registration fee for Trainings	12	yearly	8,000.00	96,000.00
	GM's registration fee for Meetings/Trainings	8	yearly	5,000.00	40,000.00
	Registration fees for MSS Staff	6	yearly	8,000.00	48,000.00
<b>Sub-total</b>					<b>280,000.00</b>
<b>5-02-02-020</b>	<b>Scholarship grants expenses (Student scholars)</b>	4	scholars	135,000.00	540,000.00
<b>Sub-total</b>					<b>540,000.00</b>
<b>5-02-03-210-02</b>	<b>Semi-expendable- Office equipment</b>				
	Industrial Air Cooler	2	unit	45,000.00	90,000.00
<b>Sub-total</b>					<b>90,000.00</b>
<b>5-02-03-210-03</b>	<b>Semi-expendable- ICT</b>				
	UPS for desktop computer	3	units	12,000.00	36,000.00
	Ink Jet Printer (spare)	1	unit	15,000.00	15,000.00
	Computer parts (monitor, CPU, mother board, keyboard, mouse, etc.)	1	lot	40,000.00	40,000.00
	Laptop/Desktop Computer	1	pc	50,000.00	50,000.00
	NAS Hard Drive (Additional)	2	pcs	10,500.00	21,000.00
<b>Sub-total</b>					<b>162,000.00</b>
<b>5-02-03-210-07</b>	<b>Semi-expendable- Comm. equipment</b>				
	Audio Mixer (spare)	1	unit	20,000.00	20,000.00
<b>Sub-total</b>					<b>20,000.00</b>
<b>5-02-03-210-16</b>	<b>Semi-expendable tools, shops and garage</b>				
	Cordless Impact Drill	1	unit	20,000.00	20,000.00
<b>Sub-total</b>					<b>20,000.00</b>
<b>5-02-05-010</b>	<b>Postage and courier services</b>	10	pcs	400.00	4,000.00
<b>Sub-total</b>					<b>4,000.00</b>
<b>5-02-05-020-01</b>	<b>Mobile</b>				
	GM, BODs, MSS	12	mos.	6,500.00	78,000.00

*to*



CODE	GENERAL DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL (PHP)
	Textblast	12	mos.	10,000.00	120,000.00
<b>Sub-total</b>					<b>198,000.00</b>
<b>5-02-10-030-01</b>	<b>Extraordinary Expense</b>	12	mos.		67,800.00
<b>Sub-total</b>					<b>67,800.00</b>
<b>5-02-10-030-02</b>	<b>Miscellaneous Expense</b>	12	mos.		67,800.00
<b>Sub-total</b>					<b>67,800.00</b>
<b>5-02-110-10</b>	<b>Legal Services (Notarial fees)</b>	100	docs	500.00	50,000.00
<b>Sub-total</b>					<b>50,000.00</b>
<b>5-02-12-990</b>	<b>Other General Services</b>				
	Labor for repair of vehicle	6	lots	7,000.00	42,000.00
	Labor for Posting of promotional materials	3	lots	7,000.00	21,000.00
	Job order (for textblast and other program	1	lot	220,000.00	220,000.00
<b>Sub-total</b>					<b>283,000.00</b>
<b>5-02-13-060-01</b>	<b>Repairs and Maint.- Transportation equipment</b>				
	Maintenance for Navara 4x4, 2011 model	1	lot	250,000.00	250,000.00
	Maintenance for Toyota Van, 2024 model	1	lot	100,000.00	100,000.00
<b>Sub-total</b>					<b>350,000.00</b>
<b>5-02-13-050-02</b>	<b>R&amp;M- Machinery and eqpt.-Office eqpt</b>	1	lot	30,000.00	30,000.00
<b>Sub-total</b>					<b>30,000.00</b>
<b>5-02-13-050-03</b>	<b>R&amp;M- ICT</b>				
	Computer	1	lot	10,000.00	10,000.00
	Laptop	1	lot	10,000.00	10,000.00
	Printer/Scanner	1	lot	10,000.00	10,000.00
	Smart TV	1	lot	10,000.00	10,000.00
<b>Sub-total</b>					<b>40,000.00</b>
<b>5-02-13-050-07</b>	<b>R&amp;M- Communication Equipment</b>				
	Mobile (GM, MSS)	1	unit	15,000.00	15,000.00
<b>Sub-total</b>					<b>15,000.00</b>
<b>5-02-13-210-02</b>	<b>R&amp;M (Semi-expendable -office eqpt)</b>	1	lot	15,000.00	15,000.00
<b>Sub-total</b>					<b>15,000.00</b>
<b>5-02-13-210-07</b>	<b>R&amp;M (Semi-expendable -Comm. eqpt)</b>				
	Sound system	1	unit	10,000.00	10,000.00
<b>Sub-total</b>					<b>10,000.00</b>
<b>5-02-13-220-01</b>	<b>R&amp;M (Semi-expendable -Furniture &amp; fixt.)</b>				
	Repair of furnitures	5	pcs	3,500.00	17,500.00
<b>Sub-total</b>					<b>17,500.00</b>
<b>5-02-15-010-04</b>	<b>Taxes, Duties and Licenses- Other agencies</b>				
	Filing fee for Water Permit application	2	Water Permits	8,000.00	16,000.00
	Registration fee in compliance to EMB	1	app.	5,000.00	5,000.00
	Protest fee	1	app.	10,000.00	10,000.00
	ECC Application	2	apps.	8,000.00	16,000.00
	Amendment fee for ECC	3	apps	2,000.00	6,000.00
	Testing fee	1	apps.	7,000.00	7,000.00
	Other fees	1	lot	10,000.00	10,000.00
<b>Sub-total</b>					<b>70,000.00</b>
<b>5-02-99-010</b>	<b>Advertising, Promotional and Marketing Expenses</b>				
	Ads on magazines of WD association	1	lot	7,000.00	7,000.00
	Blocktime program	3	months		-
	Stickers (acrylic)	1	lot	10,000.00	10,000.00
	Documentary film for SFWD Operations	1	lot	49,990.00	49,990.00
	Public address system	1	lot	7,000.00	7,000.00



CODE	GENERAL DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL (PHP)
	Giveaways/prizes (fan, mugs, umbrella, etc)	1	lot	7,000.00	7,000.00
<b>Sub-total</b>					<b>80,990.00</b>
<b>5-02-99-020</b>	<b>Printing and Publication expenses</b>				
	Photocopy for all concessionaires	2	sets	20,000.00	40,000.00
	Tarpaulin printing for approved policies, announcements and notices to the public	20	pcs	800.00	16,000.00
<b>Sub-total</b>					<b>56,000.00</b>
<b>5-02-99-030</b>	<b>Representation Expenses</b>				
	Meals for visitors (including benchmarking activities)	20	yearly	6,000.00	120,000.00
	Meals for meetings	8	yearly	5,000.00	40,000.00
	Snacks for Focus Group Discussions	3	yearly	5,000.00	15,000.00
	Meals for CSR activities	12	yearly	16,000.00	192,000.00
	Snacks/prizes for participants (Seminar/Symposium)	12	monthly	2,000.00	24,000.00
<b>Sub-total</b>					<b>391,000.00</b>
<b>5-02-99-040</b>	<b>Transportation and Delivery</b>				
	Fare expenses within AOR, hauling of materials, and freight expenses	60	yearly	50.00	3,000.00
<b>Sub-total</b>					<b>3,000.00</b>
<b>5-02-99-060</b>	<b>Membership Dues and Contribution to Orgs.</b>				
	NORMIN Contributions/dues	1	yearly	16,000.00	16,000.00
	PAWD	1	yearly	16,000.00	16,000.00
	MAWD	1	yearly	16,000.00	16,000.00
<b>Sub-total</b>					<b>48,000.00</b>
<b>5-02-99-070</b>	<b>Subscription expenses</b>				
	Online meeting subscription (zoom subscription)	1	lot	15,000.00	15,000.00
	Apple Developer Program (yearly)	1	lot	7,000.00	7,000.00
<b>Sub-total</b>					<b>22,000.00</b>
<b>5-02-99-080</b>	<b>Donations</b>				
	Contributions to LGU Projects and Programs	2	yearly	15,000.00	30,000.00
	Calamity assistance	2	yearly	50,000.00	100,000.00
	Other contributions and sponsorships	2	yearly	15,000.00	30,000.00
	CSR activities (miscellaneous expense; assistance to partners in watershed protection)	1	lot	100,000.00	100,000.00
<b>Sub-total</b>					<b>260,000.00</b>
<b>5-02-99-180</b>	<b>Major Events and Conventions Expenses</b>				
	Libreng Gupit	1	yearly		
	Hygiene outreach	1	yearly		
	Blood letting	1	yearly		
	Handog edukasyon	1	yearly		
	Brigada Eskwela	10	yearly	2,000.00	20,000.00
	World Water Day (CSR, Symposium, etc.)	1	yearly	30,000.00	30,000.00
	Stakeholders Forum	1	yearly	50,000.00	50,000.00
<b>Sub-total</b>					<b>350,000.00</b>
<b>5-02-99-990</b>	<b>Other Maint. &amp; Operating expenses</b>				
	Good lumber (for CSR and posting of billboard)	3	yearly	5,000.00	15,000.00
	Miscellaneous expense	1	lot	50,000.00	50,000.00
<b>Sub-total</b>					<b>65,000.00</b>
<b>TOTAL BUDGET</b>					<b>5,179,624.00</b>


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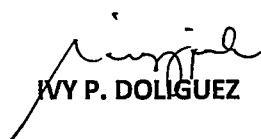


CODE	GENERAL DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL (PHP)
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Prepared by :

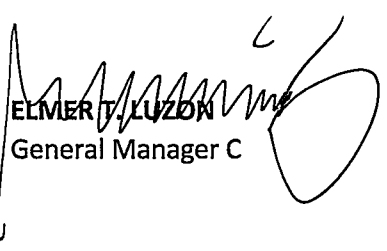
Recommending for Approval

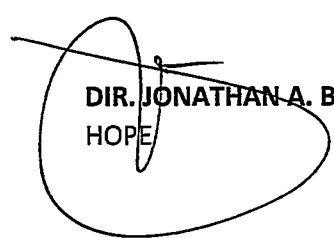
  
**MARK CROMES C. PEREZ**  
MIA/MSS Section Head-Designate

  
**IVY P. DOLIGUEZ**  
IRMO-A/Division Manager C- Designate

Approved:

Noted:

  
**ELMER T. LUZON**  
General Manager C

  
**DIR. JONATHAN A. BAÑAS**  
HOPE





Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**SUMMARY OF BUDGETARY REQUIREMENTS**

F.Y. 2025

**PERSONNEL SERVICES**


End User: **COMMERCIAL SECTION**

CODE	ACCOUNT NAME	AMOUNT (Php)
5-01-01-010-08	Salaries & Wages-Regular/Customer Accounts Exp-Supervision	2,014,788.00
5-01-01-010-09	Salaries & Wages-Regular/Customer Accounts Exp-Meter Reading	1,286,880.00
5-01-01-010-10	Salaries & Wages-Regular/Customer Accounts Exp-Records & Collection	1,031,832.00
5-01-01-020-10	Salaries & Wages-Casual/Contractual/Customer Accounts Exp-Records & Collection	201,996.00
5-01-02-010-01	Other Compensation - <b>PERA</b>	312,000.00
5-01-02-020	Representation Allowance - <b>RA</b>	72,000.00
5-01-02-030	Transportation Allowance- <b>TA</b>	72,000.00
5-01-02-040-01	Other Compensation- <b>Clothing Allowance</b>	91,000.00
5-01-02-040-02	Other Compensation- <b>Cultural/Fitness</b>	19,500.00
5-01-02-080-01	Other Compensation- <b>Productivity Incentive Allowance</b>	65,000.00
5-01-02-080-03	<b>Loyalty Incentive</b>	20,000.00
5-01-02-130	Other Compensation/ <b>Overtime and Night Pay</b>	300,000.00
5-01-02-140-01	Other Compensation/ <b>Mid year Bonus - 13th Pay</b>	377,958.00
5-01-02-140-02	Other Compensation/ <b>Year End Bonus -14th Pay</b>	377,958.00
5-01-02-150	Other Compensation - <b>Cash Gift</b>	65,000.00
5-01-02-990-38	Medical, Dental & Hospitalization Allowance	91,000.00
5-01-03-010-01	Personnel Benefit Contribution/ Retirement & Life Insurance - <b>GSIS</b>	544,259.52
5-01-03-010-02	Personnel Benefit Contribution/ Retirement & Life Insurance- <b>GSIS-EC</b>	15,600.00
5-01-03-020	Personnel Benefit Contribution - <b>Pag-Ibig</b>	31,200.00
5-01-03-030	Personnel Benefit Contribution - <b>Philhealth</b>	110,659.21
5-01-04-020	Pension Benefits	
5-01-04-030	Terminal Benfits	200,000.00
5-01-04-990	Other Personnel Benefit	260,000.00
5-01-04-990-39	Anniversary Bonus	
<b>TOTAL</b>		<b>7,560,630.73</b>

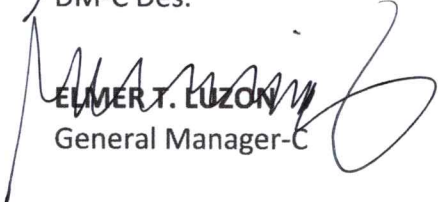
Prepared by:

  
**JACELLE ANN TAN-CABOTAJE**  
U/CSO-A

Recommending for Approval

  
**WY P. DOLIGUEZ**  
DM-C Des.

Approved by:

  
**ELMER T. LUZON**  
General Manager-C

Noted:

  
**JONATHAN A. BAÑAS**  
Head of Procuring Entity



**DETAILED BUDGETARY REQUIREMENT  
 PERSONNEL REQUIREMENT  
 YEAR 2025**

POSITION	SG	SALARY	5-01-01-010-09	5-01-01-010-10	PERA	5-01-03-010-01	GSIS - EC	PAGIBIG	PHILHEALTH	13TH	14TH	CASHGIFT	Productivity Incentive Allowance	CLOTHING	CULTURAL/FITNESS	RA	TA	MEDICAL	LOYALTY INCENTIVE	OVERTIME	Terminal Benefits	Other Personnel Benefit
ACCOUNT CODE ( PFRS )		5-01-01-010-08	5-01-03-010-02	5-01-03-010-01	5-01-02-010-01	5-01-02-010-01	5-01-03-010-01	5-01-03-010-02	5-01-03-030-01	5-01-02-140-01	5-01-02-140-02	5-01-02-150-02	05-01-02-080-01	5-01-02-040-01	5-01-02-040-02	5-01-02-020-02	5-01-02-030-03	5-01-02-990-38	5-01-02-080-03	05-01-02-130-01	5-01-04-030	5-01-04-990
<b>COMMERCIAL SECTION</b>																						
1   Division Manager-B (cabotaje)	23-1	87,315.00			2,000.00	10,477.80	100.00	200.00	2,182.88	87,315.00	87,315.00	5,000.00	5,000.00	7,000.00	1,500.00	6,000.00	6,000.00	7,000.00				20,000.00
2   Utilities/ Customer Service Officer A (caballero)	16-1	43,560.00			2,000.00	5,227.20	100.00	200.00	1,089.00	43,560.00	43,560.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00				20,000.00
3   Utilities/ Customer Service Officer B (paje)	14-1	37,024.00			2,000.00	4,442.88	100.00	200.00	925.60	37,024.00	37,024.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00				20,000.00
4   Water Sewerage Maint. Man A-1 (PONG)	8-2			21,642.00	2,000.00	2,597.04	100.00	200.00	541.05	21,642.00	21,642.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00				20,000.00
5   Water Sewerage Maint. Man A-MR (heramis)	8-1			21,448.00	2,000.00	2,573.76	100.00	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00	10,000.00			20,000.00
6   Water Sewerage Maint. Man A-MR (Magbanua)	8-1			21,448.00	2,000.00	2,573.76	100.00	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00	10,000.00			20,000.00
7   Water Sewerage Maint. Man A-MR (paniza, J)	8-1			21,448.00	2,000.00	2,573.76	100.00	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00	10,000.00			20,000.00
8   Water Sewerage Maint. Man A-DO (JIMBOY)	8-1			21,448.00	2,000.00	2,573.76	100.00	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00	10,000.00			20,000.00
9   Water Sewerage Maint. Man A-MR (Jumalon)	8-1			21,448.00	2,000.00	2,573.76	100.00	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00	10,000.00			20,000.00
10   Water Sewerage Maint. Man B-1 (alay)	8-1			21,448.00	2,000.00	2,573.76	100.00	200.00	308.85	21,448.00	21,448.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00	10,000.00			20,000.00
11   Water Sewerage Maint. Man A-MR (Tobles)	8-1			21,448.00	2,000.00	2,573.76	100.00	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00	10,000.00			20,000.00
12   Water Sewerage Maint. Man A-DO -MARTINEZ	8-1			21,448.00	2,000.00	2,573.76	100.00	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00	10,000.00			20,000.00
<b>TOTAL</b>		<b>167,899.00</b>		<b>107,240.00</b>	<b>24,000.00</b>	<b>43,335.00</b>	<b>1,200.00</b>	<b>2,400.00</b>	<b>8,800.78</b>	<b>361,125.00</b>	<b>361,125.00</b>	<b>60,000.00</b>	<b>60,000.00</b>	<b>84,000.00</b>	<b>18,000.00</b>	<b>72,000.00</b>	<b>72,000.00</b>	<b>84,000.00</b>	<b>20,000.00</b>	<b>300,000.00</b>	<b>200,000.00</b>	<b>240,000.00</b>
<b>ANNUAL EXPENSE</b>		<b>2,014,788.00</b>		<b>1,031,832.00</b>	<b>288,000.00</b>	<b>520,020.00</b>	<b>14,400.00</b>	<b>28,800.00</b>	<b>105,609.31</b>	<b>361,125.00</b>	<b>361,125.00</b>	<b>60,000.00</b>	<b>60,000.00</b>	<b>84,000.00</b>	<b>18,000.00</b>	<b>72,000.00</b>	<b>72,000.00</b>	<b>84,000.00</b>	<b>20,000.00</b>	<b>300,000.00</b>	<b>200,000.00</b>	<b>240,000.00</b>

Prepared Certified True and Correct:  
  
**JACELLE ANN TAN-CABOTAJE**  
 U/CSO-A

Recommending Approval:  
  
**IVY P. DOLIGUET**  
 Division Manager C-Des.

Approved by:  
  
**ELMER T. LOZON**  
 General Manager-C

Noted by:  
  
**JONATHAN A. BANAS**  
 Head of the Procuring Entity





**DETAILED BUDGETARY REQUIREMENT  
 PERSONNEL REQUIREMENT  
 YEAR 2025**

POSITION	SALARY	PERA	GSIS- PREMIUM	GSIS - EC	PAGIBIG	PHILHEALTH	13TH	14TH	CASHGIFT	Productivity Incentive Allowance	CLOTHING	CULTURAL/FITNESS	Medical	Other Personnel Benefit
ACCOUNT CODE ( PFRS )	5-01-01-020-10	5-01-02-010-01	5-01-03-010	5-01-03-040	5-01-03-020	5-01-03-030	5-01-02-140-01	5-01-02-140-02	5-01-02-150	05-01-02-080-01	5-01-02-040-01	5-01-02-040-02	5-01-02-990-38	5-01-04-990
<b>COMMERCIAL SECTION</b>														
WSMM-C (CASUAL)-NOD	16,833.00	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	5,000.00	7,000.00	1,500.00	7,000.00	20,000.00
<b>TOTAL - ADMIN</b>	<b>16,833.00</b>	<b>2,000.00</b>	<b>2,019.96</b>	<b>100.00</b>	<b>200.00</b>	<b>420.83</b>	<b>16,833.00</b>	<b>16,833.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>7,000.00</b>	<b>1,500.00</b>	<b>7,000.00</b>	<b>20,000.00</b>
<b>ANNUAL EXPENSE</b>	<b>201,996.00</b>	<b>24,000.00</b>	<b>24,239.52</b>	<b>1,200.00</b>	<b>2,400.00</b>	<b>5,049.90</b>	<b>16,833.00</b>	<b>16,833.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>7,000.00</b>	<b>1,500.00</b>	<b>7,000.00</b>	<b>20,000.00</b>

Prepared by:

**JACELLE ANN TAN-CABOTAJE**  
 U/CSO-A

Recommending Approval:

**IVY P. DOLIGUEZ**  
 Division Manager C-Des.

Approved by: <

**ELMER T. LUZON**  
 General Manager-C

Noted by:

**JONATHAN A. BAÑAS**  
 Head of the Procuring Entity



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**

San Francisco, Agusan del Sur

**SUMMARY OF BUDGETARY REQUIREMENTS**

F.Y. 2025

**OPERATION EXPENDITURES (OPEX)**

End User: **COMMERCIAL SECTION**

CODE	ACCOUNT NAME	AMOUNT (Php)
5-02-03-010	Office Supplies Expense	192,093.15
5-02-03-090	Fuel, Oil & Lubricants	311,400.00
5-02-03-210-03	Semi-Expendable-Information Communication,& Technology E	170,000.00
5-02-03-210-07	Semi-Expendable-Communication Equipment	15,000.00
5-02-03-210-16	Semi-Expendable-Tools, Shops, & Garage	6,000.00
5-02-03-990	Other Supplies & Materials Expense	47,300.00
5-02-05-020-1	Telephone Expense-Mobile	63,000.00
5-02-99-550	Other Maint. And Operating Exp.	15,640.00
5-02-12-990	Other General Services	423,992.00
5-02-13-050-3	R&M-Information,Communication & Technology	37,000.00
5-02-13-060-01	R&M-Transportation Equipment-Motor Vehicles	64,900.00
<b>Total</b>		<b>1,346,325.15</b>

Prepared by:

**JACELLE ANN TAN-CABOTAJE**  
U/CSO-A

Recommending for Approval

**IVY P. DOLGUEZ**  
DM C-Des.

Approved by:

**ELMER T. LUZON**  
General Manager-C

Noted:

**JONATHAN A. BAÑAS**  
HOPE





**DETAILED BUDGETARY REQUIREMENT**

**OPERATION EXPENDITURES  
 YEAR 2025**

END USER / UNIT : COMMERCIAL SECTION

CODE	GENERAL DESCRIPTION	QTY	UNIT	UNIT COST (Php)	TOTAL (Php)
<b>5-02-03-010</b>	<b>Office Supplies Expenses</b>				
	Bondpaper - Long	65	ream	232.96	15,142.40
	Bondpaper - A4	65	ream	213.80	13,897.00
	Bondpaper-Long Sub16	20	ream	158.91	3,178.20
	Bond Paper Yellow Sub-16	65	ream	260.00	16,900.00
	Printer Ink Refill No. 003	12	set	1,400.00	16,800.00
	Epson Ink Refill No. 664	12	set	1,400.00	16,800.00
	Ballpen	12	box	84.00	1,008.00
	Sign Pen	3	box	280.00	840.00
	Sign Pen refill	12	box	250.00	3,000.00
	Logbook	6	pc	91.70	550.20
	Columnar Book 4columns	6	pcs	40.00	240.00
	paper clip big coated	12	box	19.46	233.52
	clip backfold 25mm	30	box	15.60	468.00
	clip backfold 50mm	30	box	60.32	1,809.60
	filing magazine	12	pcs	90.20	1,082.40
	Signature Board	2	pcs	250.00	500.00
	Ordinary Folder White-Long	25	pcs	6.00	150.00
	Expanded Folder-Long	30	pcs	19.00	570.00
	Expanded Long Envelope	30	pcs	18.00	540.00

b

CODE	GENERAL DESCRIPTION	QTY	UNIT	UNIT COST (Php)	TOTAL (Php)
	Stick on tapes (type: scotch tape, masking tape)	10	roll	50.00	500.00
	Scotch Tape 24mm	12	rolls	17.68	212.16
	Masking Tape 24mm	1000	rolls	55.68	55,680.00
	Staple wire (no. 35-5m and 10-5m)	12	box	60.00	720.00
	Stapler big and heavy duty	2	pc	197.60	395.20
	stamp pad ink refill (blue ink)	1	botl	28.79	28.79
	rubber band no. 18	1	box	135.20	135.20
	permanent marker refill (black ink)	1	botl	100.00	100.00
	calculator	1	unit	235.77	235.77
	Highlighter (various color)	12	pc	25.00	300.00
	Puncher (spare-big size)	2	pc	153.92	307.84
	Thermal paper for the queing machine 80mmx70mm	100	roll	55.00	5,500.00
	heavy duty scissors (spare)	1	pc	65.52	65.52
	Thermal Paper for the new printer (80mmx50mm non glossy type) for meter reading	1000	roll	30.00	30,000.00
	Permanent Marker (color: black)	12	pcs	44.72	536.64
	Photopaper @10sheets per pack-A4 size	1	pack	100.00	100.00
	Sticker paper @10sheets per pack-long size	1	pack	100.00	100.00
	Correction Tape	15	pc	13.50	202.50
	paper fastener (plastic)	2	box	94.64	189.28
	ruler (spare)	1	pc	19.93	19.93
	notebook	4	pc	100.00	400.00
	finger moistener	3	pc	45.00	135.00
	Ring binders 1&1/2	24	length	45.00	1,080.00
	Ring Binder 2"	24	length	60.00	1,440.00
<b>Sub-Total</b>					<b>192,093.15</b>
<b>5-02-03-090</b>	<b>Fuel, Oil &amp; Lubricants</b>				
	Gasoline (11 units of motorcycle)	2800	liter	90.00	252,000.00
	Oil (11 units of motorcycle)	132	qrt	450.00	59,400.00
<b>Sub-Total</b>					<b>311,400.00</b>

*J*



CODE	GENERAL DESCRIPTION	QTY	UNIT	UNIT COST (Php)	TOTAL (Php)
<b>5-02-03-210-03</b>	<b>Semi-Expendable-Information, Communication &amp; Technology Equipment</b>				
	Hardware spare for queuing	1	lot	15,000.00	15,000.00
	Heavy Duty Ink Tank Printer -spare	1	unit	15,000.00	15,000.00
	Thermal paper printer for reading (spare )	1	unt	40,000.00	40,000.00
	Laptop	1	unit	50,000.00	50,000.00
	Desktop Computer	1	unit	50,000.00	50,000.00
<b>Sub-Total</b>					<b>170,000.00</b>
<b>5-02-03-210-07</b>	<b>Semi-Expendable-Communication Equipment</b>				
	android phone (smart phone)-for meter reading	1	UNIT	15,000.00	15,000.00
<b>Sub-Total</b>					<b>15,000.00</b>
<b>5-02-03-210-16</b>	<b>Semi-Expendable-Tools, Shops &amp; Garage</b>				
	Tools for disconnection (vise grip, pipe wrench, heavy duty) spare	1	set	5,000.00	5,000.00
	chain tape 50m-spare	1	unit	1,000.00	1,000.00
<b>Sub-Total</b>					<b>6,000.00</b>
<b>5-02-03-990</b>	<b>Other Supplies and Material Expenses</b>				
	Binding (type: Ring, Hard; Size: Short, Long)	15	pc	1,000.00	15,000.00
	Riso Printing (type: bookpaper cut with padding, size: long, short)	15	ream	800.00	12,000.00
	Brgy Certification fee for RO-AS program	11	pc	100.00	1,100.00
	Hand Glove (heavy duty)	11	pairs	300.00	3,300.00
	Umbrella (Type: folded, nonfolded, heavy duty)	5	pc	300.00	1,500.00
	Rubber Boots (heavy duty)	11	pair	300.00	3,300.00
	Rain Coat	11	set	300.00	3,300.00
	Sling Bag -spare	11	pc	300.00	3,300.00
	Banner or Tarpaulin Stand	3	unit	1,500.00	4,500.00
<b>Sub-Total</b>					<b>47,300.00</b>
<b>5-02-05-020-1</b>	<b>Telephone Expenses-Mobile</b>				
	Mobile load expense for commercial personnel at 15 total personnel	12	monthly	5,250.00	63,000.00
<b>Sub-Total</b>					<b>63,000.00</b>
<b>5-02-99-990</b>	<b>Other Maint. And Operating Exp</b>				
	Bushing Reducer 1x3/4	36	pc	60.00	2,160.00




CODE	GENERAL DESCRIPTION	QTY	UNIT	UNIT COST (Php)	TOTAL (Php)
	GI plug 1" for disconnection	36	pc	50.00	1,800.00
	GI plug 3/4 for disconnection	80	pc	30.00	2,400.00
	teflon tape for disconnection	80	pc	30.00	2,400.00
	Water Meter Courier for Disconnecter-spare	1	unit	6,880.00	6,880.00
<b>Sub-Total</b>					<b>15,640.00</b>
<b>5-02-12-990</b>	<b>Other General Services</b>				
	Job Order Customer Service	12	months	16,833.00	201,996.00
	Job Order Notice of Disconnection	12	months	16,833.00	201,996.00
	Other Personnel Benefit	2	JOs	10,000.00	20,000.00
<b>Sub-Total</b>					<b>423,992.00</b>
<b>5-02-13-050-3</b>	<b>R&amp;M-Machinery &amp; Equipment -Information and Communication Technology Equipment</b>				
	Computer Maintenance for 5 units (replacement parts & accessories)	5	unit	2,000.00	10,000.00
	Meter Reading Gadget Maintenance for 5 units (parts & accessories)	2	unit	2,000.00	4,000.00
	Maintenance for meter reading printers	1	unit	15,000.00	15,000.00
	Android Gadget Maintenance (parts and accessories)	1	unit	2,000.00	2,000.00
	Maintenance for 3 units of Desktop computer printers	3	unit	2,000.00	6,000.00
<b>Sub-Total</b>					<b>37,000.00</b>
<b>5-02-13-060-01</b>	<b>R&amp;M-Transportation Equipment-Motor Vehicles</b>				
	labor	11	lot	500.00	5,500.00
	Chain & Sprocket 10 motorcycles	11	set	800.00	8,800.00
	Exterior Tires 10 motorcycles at 2 pcs of tire per motorcycles (for loan and non loan motorcycles)	22	pc	1,500.00	33,000.00
	Other maintenance expenses (parts & accessories)	11	lot	1,000.00	11,000.00
	Emission test for 10 motorcycles	11	unit	600.00	6,600.00
<b>Sub-Total</b>					<b>64,900.00</b>
	<b>TOTAL</b>				<b>1,346,325.15</b>
				<b>Summary</b>	
	<b>Account Code</b>				<b>ESTIMATED BUDGET</b>
	5-02-03-010				192,093.15
	5-02-03-090				311,400.00

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CODE	GENERAL DESCRIPTION	QTY	UNIT	UNIT COST (Php)	TOTAL (Php)
		5-02-03-210-03			170,000.00
		5-02-03-210-07			15,000.00
		5-02-03-210-16			6,000.00
		5-02-03-990			47,300.00
		5-02-05-020-1			63,000.00
		5-02-09-010-10			15,640.00
		5-02-12-990			423,992.00
		5-02-13-050-3			37,000.00
		5-02-13-060-01			64,900.00
		<b>TOTAL</b>			<b>1,346,325.15</b>

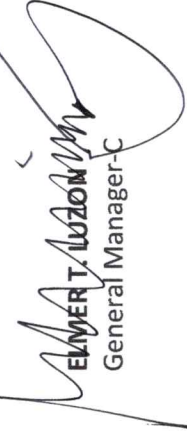
Prepared by:

  
**JACELLE ANN TAN-CABOTAJE**  
 U/CSO-A

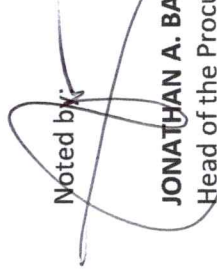
Recommending Approval:

  
**IVY P. DOLIGUEZ**  
 Division Manager C-Des.

Approved by:

  
**EMER T. LUZON**  
 General Manager-C

Noted by:

  
**JONATHAN A. BAÑAS**  
 Head of the Procuring Entity



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 Barangay 2, San Francisco, Agusan del Sur

**SUMMARY OF BUDGETARY REQUIREMENTS FOR PERSONNEL SERVICES**

For the year 2024

END USER / UNIT : **Admin / General Services Section**

CO DE	GENERAL DESCRIPTION	OPERATING EXPENSES	ADMIN/ GEN. SERVICES SECTION
<b>PERSONNEL SERVICES</b>			
5-01-01-010	Salaries and Wages - Regular		
5-01-01-010-11	Administrative and General Services		7,222,704.00
5-01-01-020	Salaries and Wages - Casual / Contractual		605,988.00
5-01-01-020-11			
<b>GRAND TOTAL PERSONNEL SERVICES</b>			<b>7,828,692.00</b>
<b>OTHER COMPENSATION</b>			
5-01-02-010	Personnel Economic Relief allowance ( PERA )		384,000.00
5-01-02-020	Representation Allowance ( RA )		174,000.00
5-01-02-030	Transportation allowance ( TA )		174,000.00
5-01-02-040	Clothing / Uniform Allowance		112,000.00
5-01-02-080	Productivity Incentive Allowance		80,000.00
5-01-02-130	Overtime and Night Pay		250,000.00
5-01-02-140	Year End Bonus		
5-01-02-140-1	13th month	652,391.00	
5-01-02-140-2	14 month	652,391.00	
			1,304,782.00
5-01-02-150	Cash Gift		80,000.00
5-01-02-990	Other Bonuses and Cash Gift		
5-01-02-990-38	Medical , Dental , & Hospitalization allowance		112,000.00
5-01-02-990	Other Bonuses and allowances		
5-01-02-990-39	Anniversary Bonus		
5-01-02-990-40	Loyalty Incentive	-	
5-01-02-990-41	PBB ( round off )	-	
5-01-02-990-42	Cultural/Fitness	24,000.00	
			24,000.00
<b>GRAND TOTAL OTHER COMPENSATION</b>			<b>2,694,782.00</b>
<b>PERSONNEL BENEFIT CONTRIBUTIONS</b>			
5-10-03-010	Retirement and Life Insurance Premiums		939,443.04
5-10-03-020	Pag -ibig Contributions		38,400.00
5-10-03-030	PhilHealth Contributions		192,199.20
5-10-03-040	Employees Compensation Insurance Premiums		19,200.00
<b>GRAND TOTAL PERSONNEL BENEFIT CONTRIBUTIONS</b>			<b>1,189,242.24</b>
<b>OTHER PERSONNEL BENEFIT</b>			
##	Other Personnel benefits		320,000.00
5-01-04-030	Terminal Leave Benefits		200,000.00
<b>GRAND TOTAL OTHER PERSONNEL BENEFIT</b>			<b>520,000.00</b>
<b>OVERALL TOTAL PERSONNEL SERVICES</b>			<b>12,232,716.24</b>

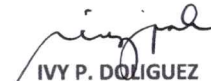
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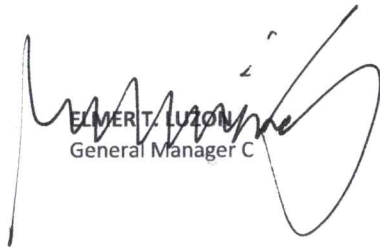
Prepared by :

  
JOANNE EVA J. RIMANDO  
AGSO-A

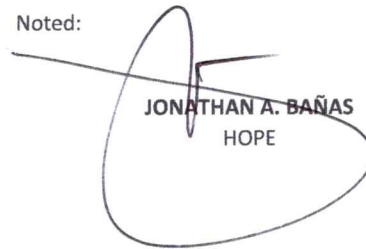
Recommending Approval :

  
IVY P. DOLIGUEZ  
Division Manager C - Designate

Approved by :

  
ELMER T. LUZON  
General Manager C

Noted:

  
JONATHAN A. BAÑAS  
HOPE



**PROPOSED ORGANIZATIONAL STRUCTURE FOR CY 2025 WITH DETAILED FINANCIAL REQUIREMENT**

POSITION	SG	SALARY	PERA	GSIS	GSIS-EC	PAGIBIG	PHILHEALTH	13TH	14TH	CASHGIFT	Productivity Incentive Allowance	CLOTHING	CULTURAL/FITNESS	RA	TA	MEDICAL	OVERTIME	Other Personnel Benefit	Terminal Benefits	
ACCOUNT CODE ( PFRS )		5-01-01-010-11	5-01-02-010-01	5-01-03-010	5-01-03-040	5-01-03-020	5-01-03-030	5-01-02-140-01	5-01-02-140-02	5-01-02-150	05-01-02-080-01	5-01-02-040-01	5-01-02-040-02	5-01-02-020	5-01-02-030	05-01-02-990-38	05-01-02-130-01	5-01-04-990	Monetization	5-01-04-030
Department Manager B IVY P. DOLIGUEZ	25	111,727.00	2,000.00	13,407.24	100.00	200.00	2,500.00	111,727.00	111,727.00	5,000.00	5,000.00	7,000.00	1,500.00	8,500.00	8,500.00	7,000.00		20,000.00		
Division Manager B JOANNE EVA J.	23	87,315.00	2,000.00	10,477.80	100.00	200.00	2,182.88	87,315.00	87,315.00	5,000.00	5,000.00	7,000.00	1,500.00	6,000.00	6,000.00	7,000.00		20,000.00		
Administrative/General Services Chief C KAREN GRACE B.	18	51,304.00	2,000.00	6,156.48	100.00	200.00	1,282.60	51,304.00	51,304.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
Property/Supply Officer A NOEMI C	14	37,024.00	2,000.00	4,442.88	100.00	200.00	925.60	37,024.00	37,024.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
Property/Supply Officer B LEAN V.	12	32,245.00	2,000.00	3,869.40	100.00	200.00	806.13	32,245.00	32,245.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
Procurement Analyst B JAMES MARK G.	11	30,024.00	2,000.00	3,602.88	100.00	200.00	750.60	30,024.00	30,024.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
Administration Services Assistant A JESSICA R.	12	32,245.00	2,000.00	3,869.40	100.00	200.00	806.13	32,245.00	32,245.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
Administration Services Assistant C NEIL D. GILDO	8	21,448.00	2,000.00	2,573.76	100.00	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
Cashier A CHERYL S.	16-3	44,438.00	2,000.00	5,332.56	100.00	200.00	1,110.95	44,438.00	44,438.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
Cashier B CHERYL E.	14	37,024.00	2,000.00	4,442.88	100.00	200.00	925.60	37,024.00	37,024.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
Cashier D EMERLINDA H. LOGO	10	25,586.00	2,000.00	3,070.32	100.00	200.00	639.65	25,586.00	25,586.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
Financial Planning Specialist B KATHERINE A. BASCO	18	51,304.00	2,000.00	6,156.48	100.00	200.00	1,282.60	51,304.00	51,304.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
Sr. Corporate Account Analyst RHEA C.	15	40,208.00	2,000.00	4,824.96	100.00	200.00	1,005.20	40,208.00	40,208.00	5,000.00	5,000.00	7,000.00	1,500.00			7,000.00		20,000.00		
ROLLAN																				
<b>TOTAL - ADMIN</b>		601,892.00	26,000.00	72,227.04	1,300.00	2,600.00	14,754.13							14,500.00	14,500.00	91,000.00	200,000.00	260,000.00	100,000.00	100,000.00




11,168,561.98																			
ANNUAL EXPENSE 7,222,704.00 312,000.00 866,724.48 15,600.00 31,200.00 177,049.50 601,892.00 601,892.00 65,000.00 65,000.00 91,000.00 19,500.00 174,000.00 174,000.00 91,000.00 200,000.00 200,000.00 260,000.00 200,000.00																			
CASUAL APPOINTMENT																			
1) Administration Services Aide	Sg 4	16,833.00	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	7,000.00	1,500.00	7,000.00	7,000.00	20,000.00				
2) Administration Services Aide	Sg 4	16,833.00	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	7,000.00	1,500.00	7,000.00	7,000.00	20,000.00				
3) Administration Services Aide	Sg 4	16,833.00	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	7,000.00	1,500.00	7,000.00	7,000.00	20,000.00				
TOTAL - CASUAL		50,499.00	6,000.00	6,059.88	300.00	600.00	1,262.48	50,499.00	50,499.00	15,000.00	21,000.00	4,500.00	21,000.00	21,000.00	60,000.00				
ANNUAL EXPENSE		605,988.00	72,000.00	72,718.56	3,600.00	7,200.00	15,149.70	50,499.00	50,499.00	15,000.00	21,000.00	4,500.00	21,000.00	21,000.00	60,000.00				
GRAND TOTAL		7,828,692.00	384,000.00	939,443.04	19,200.00	36,400.00	192,199.20	652,391.00	652,391.00	80,000.00	112,000.00	24,000.00	174,000.00	174,000.00	320,000.00				

12,232,716.24

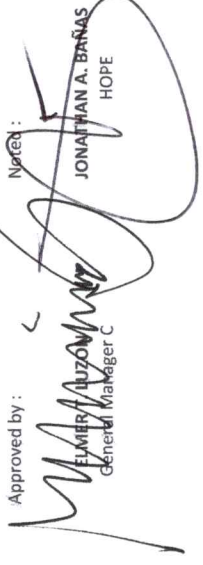
Prepared by :

  
**JOANNE EVA J. RIMANDO**  
 AGSO-A

Recommending Approval :

  
**MYR DOLIGUEZ**  
 Division Manager C - Designate

Approved by :

  
**JONATHAN A. BANAS**  
 HOPE



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
Barangay 2, San Francisco, Agusan del Sur

**SUMMARY OF BUDGETARY REQUIREMENTS FOR CAPEX**  
For the year 2025


END USER / UNIT : Admin / General Services ,Section

CODE	GENERAL DESCRIPTION	finance	cash	admin	2023 ESTIMATED BUDGET
1-06 03 060	Communication Networks			-	-
1-06 04 010	Building & Other Structures			-	-
1-06 05 020	Office Equipment			100,000.00	100,000.00
1-06 05 030	Information & Communication Technology Equipment	-	-	230,000.00	230,000.00
1-06 05 130	Sports Equipment	-	-	-	-
1-06 07 010	Furnitures , Fixtures & Books	-	-	-	-
1-06 98 22	Tools , shops & garage			-	-
1-08 01 020	Computer Software			-	-
<b>TOTAL BUDGET</b>		<b>-</b>	<b>-</b>	<b>330,000.00</b>	<b>330,000.00</b>

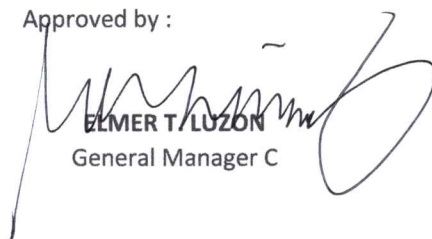
Prepared by :

  
JOANNE EVA J. RIMANDO  
AGSO-A

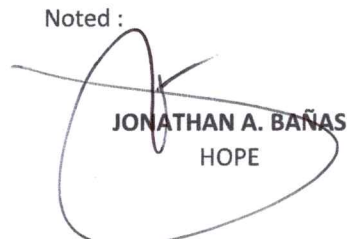
Recommending Approval :

  
IVY P. DOLIGUEZ  
Division Manager C - Designate

Approved by :

  
ELMER T. LUZON  
General Manager C

Noted :

  
JONATHAN A. BAÑAS  
HOPE



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 Barangay 2, San Francisco, Agusan del Sur



**DETAILED SUMMARY OF BUDGETARY REQUIREMENTS FOR CAPEX**  
 For the year 2025

END USER : **ADMIN/ GENERAL SERVICES SECTION**

CODE	GENERAL DESCRIPTION	QUANTITY / SIZE	UNIT PRICE	FINANCE	CASH	ADMIN/GEN SERVICES	TOTAL
1-06 05 020	<b>MACHINERY AND EQUIPMENT</b> Office Equipment						
*	Airconditioning System for multi-purpose hall roof top	1	100,000.00			100,000.00	100,000.00
	<b>SUB-TOTAL</b>					<b>100,000.00</b>	<b>100,000.00</b>
1-06 05 030	<b>Information &amp; Communication Technology Equipment</b>						
*	CCTV Controller Computer Unit	1	130,000.00	-		130,000.00	130,000.00
*	Startlink Internet	1	100,000.00			100,000.00	100,000.00
	<b>SUB-TOTAL</b>					<b>230,000.00</b>	<b>230,000.00</b>
<b>TOTAL BUDGET</b>							<b>330,000.00</b>

Prepared by :

*Joanne Eva J. Rimando*  
**JOANNE EVA J. RIMANDO**  
 AGSO-A

Recommending Approval :

*Ivy P. Doliguez*  
**IVY P. DOLIGUEZ**  
 Division Manager C - Designate

Approved by :

*Emer Y. Lopez*  
**EMER Y. LOPEZ**  
 General Manager C

Noted :

*Jonathan A. Bañas*  
**JONATHAN A. BAÑAS**  
 HOPE



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 Barangay 2, San Francisco, Agusan del Sur

**DETAILS OF BUDGETARY REQUIREMENTS FOR OPERATING EXPENSES ( OPEX )**  
 For the year 2025

USER : ADMIN / GENERAL SERVICES SECTION

CODE	GENERAL DESCRIPTION	QTY /SIZE	UNIT PRICE	ADMIN / GENERAL SERVICES
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**Maintenance and Other Operating Expenses**

**Utility Expenses**

<b>5-02-04-010</b>	<b>WaterExpenses</b>				
	Admin	12 months		3,000.00	36,000.00
	<b>Sub-total</b>				<b>36,000.00</b>
<b>5-02-04-020</b>	<b>Electricity Expenses</b>				
	All facilities	12 months		120,000.00	1,440,000.00
	<b>Sub-total</b>				<b>1,440,000.00</b>
<b>5-02-04-990</b>	<b>Other Utility Expenses</b>				
<b>5-02-04-990-01</b>	<b>TOILETRIES</b>				
	* Air Freshener (for cashiering)	12	btls	400.00	4,800.00
	* Albatross	30	pcs	35.00	1,050.00
	* Downy	12	btls	360.00	4,320.00
	* Detergent Powder l kl	12	kls	175.00	2,100.00
	* Detergent Soap	12	bar	25.00	300.00
	* Dishwashing Paste	20	tab	50.00	1,000.00
	* Hand Soap - personnel use	20	pcs	35.00	700.00
	* Liquid Hand Soap - customers use	6	gal.	1,000.00	6,000.00
	* Insect killer spray	26	btls	350.00	9,100.00
	* miscellaneous toiletries	1	lot	10,000.00	10,000.00
	* Toilet Bowl Cleaner	24	btls	400.00	9,600.00
	* Tissue paper (pull up)	20	box	200.00	4,000.00
	* Tissue paper - personnel use	80	rolls	200.00	16,000.00
	* Tissue paper - customer use	80	rolls	200.00	16,000.00
	<b>SUB-TOTAL</b>				<b>84,970.00</b>
<b>5-02-04-990-02</b>	<b>kitchen utensils</b>				
	* containers	2	units	200.00	400.00
	* fork	1	doz	250.00	250.00
	* spoon	1	doz	250.00	250.00
	* knife	1	pcs	300.00	300.00
	* miscellaneous kitchen utensils	1	lot	2,500.00	2,500.00
	* serving spoon	5	pcs	100.00	500.00
	<b>SUB-TOTAL</b>				<b>4,200.00</b>
<b>5-02-04-990-03</b>	<b>Cleaning Materials</b>				
	* Alcohol	24	gal	600.00	14,400.00
	* Broom – Lanot	12	pcs	150.00	1,800.00
	* Broom – Tukog	6	pcs	40.00	240.00
	* Doormat	1	lot	2,000.00	2,000.00
	* Dust pan	5	pcs	150.00	750.00
	* Feather Duster	5	pcs	100.00	500.00
	* Floor Mop	5	pc	2,500.00	12,500.00
	* Garbage Bags in various sizes	10	rls	150.00	1,500.00
	* Sacks	150	pc	20.00	3,000.00
	* Glass Cleaner/Glass wiper	5	pcs	150.00	750.00
	* miscellaneous	1	lot	5,000.00	5,000.00
	* Toilet Bowl Brush	3	pcs	200.00	600.00
	<b>SUB-TOTAL</b>				<b>43,040.00</b>
<b>GRAND TOTAL UTILITY EXPENSE</b>					<b>1,608,210.00</b>



Communication Expenses					
5-02-05-010	Postage and Courier Services				
	Postal services				5,000.00
5-02-05-020	Telephone Expenses				
5-02-05-020-01	<b>MOBILE</b>				
	Department Manager B	2,000.00	12		24,000.00
	Division Manager B	1,000.00	12		12,000.00
	Admin Section	500.00	12		6,000.00
	Gen. Service / Procurement & HR Unit	1,500.00	12		18,000.00
	<b>SUB-TOTAL</b>				<b>60,000.00</b>
5-02-05-030	Internet Subscription				
	PLDT	8,000.00	12		96,000.00
	Globe	5,500.00	12		66,000.00
	<b>SUB-TOTAL</b>				<b>162,000.00</b>
<b>GRAND TOTAL</b>		<b>Communication Expenses</b>			<b>227,000.00</b>

Professional Services					
5-02-11-010	Legal Services				
	Legal Retainership -				100,000.00
5-02-11-020	Auditing Services - for 2024				200,000.00
5-02-11-030	Consultancy Services				500,000.00
	ISO Journey			500,000.00	
5-02-11-990	Other Professional Services				300,000.00
	Other professional services			300,000.00	
<b>GRAND TOTAL</b>		<b>Professional Services</b>			<b>1,100,000.00</b>


General Services Expenses					
5-02-12-020	Janitorial Services				
	3 Utilities and 1 Messenger Services	4@708.00/day@ 26days @ 12 mos		883,584.00	
	Year End Benefits	4@10000		40,000.00	
	<b>SUB-TOTAL</b>				<b>923,584.00</b>
5-02-12-030	Security Services (Refer DOLE)				
	Lapag Reservoir	3@12mos		22,200.00	799,200.00
	Karaos Reservoir	3@12mos		22,200.00	799,200.00
	Alegria Reservoir	3@12mos		22,200.00	799,200.00
	Sumugbong Reservoir	3@12mos		22,200.00	799,200.00
	Bayugan 2 Reservoir	3@12mos		22,200.00	799,200.00
	Lapinigan /Ormaca Reservoir	3@12mos		22,200.00	799,200.00
	Admin. Building	5@12mos		22,200.00	799,200.00
	<b>SUB-TOTAL</b>	<b>23 pax</b>		<b>155,400.00</b>	<b>5,594,400.00</b>
5-02-12-990	Other General Services Expenses				
	* job orders	1		lot	50,000.00
	* labor/services for the maintenance of admin bldg & other structures	1		lot	50,000.00
	* Labor for aircon maintenance	1		lot	50,000.00
	* Pakyaw for cleaning reservoir site (Karaos)	1		lot	25,000.00
	* Other miscellaneous general expenses	1		lot	25,000.00
	<b>SUB-TOTAL</b>				<b>200,000.00</b>
<b>GRAND TOTAL</b>		<b>General Services Expenses</b>			<b>6,717,984.00</b>

Prepared by :


Recommending Approval :

Approved by :

Noted by :

  
**JOANNE EVA J. RIMANDO**  
 AGSO-A

  
**IVY P. DOLIGUEZ**  
 Division Manager C - Designate

  
**ELMER T. LUZON**  
 General Manager C

  
**JONATHAN A. BAÑAS**  
 HOPE



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 Barangay 2, San Francisco, Agusan del Sur

**SUMMARY OF BUDGETARY REQUIREMENTS FOR OPERATING EXPENSES ( OPEX )**  
 For the year 2025

USER : ADMIN / GENERAL SERVICES SECTION

CODE	GENERAL DESCRIPTION	QTY	SIZES	UNIT PRICE	ADMIN & GEN, SERVICES	CASH	FINANCE	TOTAL
<b>Maintenance and Other Operating Expenses</b>								
<b>Supplies and Materials Expense</b>								
<b>5-02-03-010</b>	<b>Office Supplies Expense</b>							
	Anti-virus	3	sets	3,500.00	10,500.00		-	10,500.00
	Ballpen gel type ( blue & black )	3	bxs	250.00	750.00		-	750.00
	Ballpen -Pilot retractable blue	24	pcs	60.00		1,440.00		1,440.00
	Ballpen - Pilot retractable refill - blue	24	pcs	30.00		720.00		720.00
	Binder Clip (various sizes)	10	bxs	60.00	600.00			600.00
	Bond paper - A4 ( sub 20 )	20	reams	245.00	1,225.00		3,675.00	6,125.00
	Bond paper - Long ( sub 20 )	40	reams	250.00	5,000.00	2,500.00		10,000.00
	Bond paper - Short ( sub 20 )	50	reams	200.00	4,000.00	4,000.00		10,000.00
	Calculator	2	pcs	500.00	500.00			500.00
	Carbon paper	1	bx	300.00		300.00		300.00
	Cash receipts record	1	lot	1,150.00		1,150.00		1,150.00
	Check duplicate	2	reams	260.00		1,040.00		1,040.00
	Clear Folder long	15	pcs	25.00	375.00			375.00
	Clear Folder short	15	pcs	25.00	375.00			375.00
	Coin envelope	10	boxes	450.00		4,500.00		4,500.00
	coin pouch	1	lot	200.00		200.00		200.00
	columnar notebook	3	pc	100.00	300.00			300.00
	Computer Ink - Refill - L3110	20	bottles	400.00	4,000.00		4,000.00	8,000.00
	Computer Ink - Refill - 664	20	bottles	400.00	4,000.00		3,900.00	7,900.00
	Correction Tape	10	pcs	65.00	650.00		-	650.00
	Correction Tape - refill	20	pcs	20.00	400.00			400.00
	Dater stamp	1	pc	225.00	225.00			225.00
	DTR form	20	pds	50.00	1,000.00			1,000.00
	expanded envelope	1	lot	500.00	500.00			500.00
	Filing tray	2	pcs	200.00	400.00			400.00

*(Handwritten mark)*



	Fingertip moistener	12	pcs	35.00	-	-	-	420.00	420.00
	floppy desk	1	lot	500.00				500.00	500.00
	Folder - Long & Thick	10	reams	490.00		4,900.00		-	4,900.00
	Highlighter	10	pcs	50.00		500.00			500.00
	Laminating Film Cutsie - Long	2	reams	1,345.00		2,690.00			2,690.00
	Laminating Film Cutsie - A4	2	reams	1,125.00		2,250.00			2,250.00
	Laminating Film Cutsie - short	2	reams	1,020.00		2,040.00			2,040.00
	mailing envelope	70	pcs	5.00		350.00			350.00
	masking tape 1"	5	pc	45.00		225.00			225.00
	masking tape 1/2"	5	pc	40.00		200.00			200.00
	mega box ( large )	15	bxs	900.00		13,500.00		-	13,500.00
	newsprint long	2	reams	185.00		370.00			370.00
	newsprint short	2	reams	185.00		370.00			370.00
	Other office supplies	1	lot	1,000.00		1,000.00			1,000.00
	Paper clamp	1	lot	700.00		-		700.00	700.00
	Paper Clip - small	5	bx	15.00				75.00	75.00
	Paper Fastener	10	bxs	50.00		500.00			500.00
	pencil	1	bx	250.00				250.00	250.00
	Pentel Pen	3	pcs	50.00		150.00			150.00
	Pentel Pen ink refill	1	btle	100.00		100.00			100.00
	Photopaper	5	pck	70.00		350.00			350.00
	printer ribbon epson lq 2190	12	cart	800.00			9,600.00		9,600.00
	printer ribbon epson lx 310	12	cart	300.00			3,600.00		3,600.00
	printer ribbon epson lq 300+	12	cart	300.00			3,600.00		3,600.00
	Record Book 300 pages	5	pcs	50.00		250.00			250.00
	Record Book 500 pages	5	pc	110.00		550.00			550.00
	Refill for Self-inking stamp	1	bot.	400.00		400.00			400.00
	Ring Binds various sizes	1	lot	2,000.00		2,000.00			2,000.00
	Rubber Band	5	boxes	57.00		-	285.00		285.00
	Rubber eraser	1	lot	25.00				25.00	25.00
	Scotch tape	5	pcs	30.00		150.00			150.00
	Sign pen ( black & blue )	12	pcs	50.00		600.00			600.00
	Sign pen Pilot G-tech #4 blue	12	pcs	70.00			840.00		840.00
	Sign pen Pilot G-tech #4 blue refill	6	pcs.	40.00			240.00		240.00
	special paper	5	pcs.	40.00			200.00		200.00
	Stamp Pad	1	pcs	200.00		200.00			200.00
	Stamp Pad ink	5	bxs	70.00		350.00			350.00
	Staple Wire #35	10	bxs	70.00		210.00		210.00	700.00
	Stapler #35	5	pcs	500.00		2,500.00			2,500.00
	Sticker paper long	3	pck	65.00		195.00			195.00
	Sticker paper short	3	pads	50.00		150.00			150.00
	Sticky notes	15	pads	50.00		750.00		500.00	1,250.00
	Tabbing	10	boxes	55.00		550.00			550.00
	white board marker	3	pcs	50.00		150.00			150.00
	white board marker refill	1	btle	250.00		250.00			250.00
	Employees Office ID (biopvc card)	1	lot	28,000.00		-			28,000.00

	Supplies during Audit	1	lot	2,000.00	2,000.00	35,720.00	18,755.00	2,000.00	2,000.00
	<b>SUB-TOTAL</b>					<b>35,720.00</b>	<b>18,755.00</b>		<b>2,000.00</b>
	<b>Accountable Forms Expenses</b>								<b>158,025.00</b>
5-02-03-020	* Checks	25	stubs	680.00		17,000.00			17,000.00
	* Official Receipt/ Service Invoice	36	bxs	2,500.00		90,000.00			90,000.00
	<b>SUB-TOTAL</b>					<b>107,000.00</b>			<b>107,000.00</b>
5-02-03-030	<b>Non - Accountable Forms Expenses</b>								
	* Fuel Authorization Form	8	reams	600.00		4,800.00			4,800.00
	* Materials Returned Slip	2	reams	600.00		1,200.00			1,200.00
	* Materials Used Slip	3	reams	600.00		1,800.00			1,800.00
	* Various working fund Form	2	reams	600.00		1,200.00			1,200.00
	* Trip Tickets Form	7	reams	600.00		4,200.00			4,200.00
	* Vehicle Maintenance Form	2	reams	600.00		1,200.00			1,200.00
	* Miscellaneous Non-Accountable Forms	1	lot	3,500.00		3,500.00			3,500.00
	<b>SUB-TOTAL</b>					<b>17,900.00</b>			<b>17,900.00</b>
5-02-03-080	<b>Medical , Dental and Laboratory supplies Expenses</b>								
	* various first aid medicine	1	lot	5,000.00		5,000.00			5,000.00
	* various first aid for injury	1	lot	5,000.00		5,000.00			5,000.00
	* Injuries and damages	1	lot	50,000.00		50,000.00			50,000.00
	<b>SUB-TOTAL</b>					<b>60,000.00</b>			<b>60,000.00</b>
5-02-03-090	<b>Fuel, Oil and Lubricants</b>								
	* Fuel - 2 motorcycle 1L/day	30	liters	90.00		2,700.00			2,700.00
	* Oil and lubricants for 2 motorcycle	24	liters	450.00		10,800.00			10,800.00
	* Oil and lubricants Hyundai	72	liters	450.00		32,400.00			32,400.00
	* Oil & lubricants - Generator (105)	1	lot	40,000.00		40,000.00			40,000.00
	* Fuel-Generator (105 KVA)	750	liters	90.00		67,500.00			67,500.00
	Fuel for out of town travel to pickup supplies and in land transpo	1200	liters	90.00		108,000.00			108,000.00
	<b>SUB-TOTAL</b>					<b>261,400.00</b>			<b>261,400.00</b>
5-02-03-210	<b>Semi- expendable Machinery and Equipment Expenses</b>								
5-02-03-210-02	<b>Office Equipment</b>								
	* airconditioning system (1 mini multi-purpose hall, 1 unit for Accounting area & 1 spare unit)	3	unit	50,000.00		150,000.00			150,000.00
	<b>SUB-TOTAL</b>					<b>150,000.00</b>			<b>150,000.00</b>
5-02-03-210-03	<b>ICT</b>								
	* printer with scanner & photocopier	2	unit	15,000.00		15,000.00			30,000.00
	* printer - for OR	1	unit	15,000.00		15,000.00			15,000.00
	* printer -spare	1	unit	15,000.00		15,000.00			15,000.00
	* Computer set	3	unit	50,000.00		50,000.00			150,000.00
	* Passthru Crimping Tools	1	pc	3,000.00		3,000.00			3,000.00
	* 1100 va UPS	2	pcs	4,000.00		8,000.00			8,000.00







Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 Barangay 2, San Francisco, Agusan del Sur

**DETAILS OF BUDGETARY REQUIREMENTS FOR OPERATING EXPENSES ( OPEX )**  
 For the year 2025

USER : ADMIN / GENERAL SERVICES SECTION

CODE	GENERAL DESCRIPTION	Particulars	ADMIN & GENERAL SERVICES
<b>Maintenance and Other Operating Expenses</b>			
<b>Other Maintenance and Operating Expenses</b>			
<b>5-02-99-030</b>	<b>Representation Expenses</b>		
	In-house GAD Trainings and Committee Meetings		40,000.00
	In-house Trainings		150,000.00
	Capability / Team Building Meals & Accommodations		50,000.00
	Personnel Mechanism Workshop & Planning		60,000.00
	BAC meetings and biddings		30,000.00
	Staff Meetings & other Personnel related meetings		50,000.00
	Committee Meetings		35,000.00
	Customized Training for new employees		15,000.00
	Visitors		150,000.00
	<b>SUB-TOTAL</b>		<b>580,000.00</b>
<b>5-02-99-040</b>	<b>Transportation and Delivery Expenses</b>		
	Handling Cost for delivery of purchase materials		15,000.00
<b>5-02-99-050</b>	<b>Rent / Lease Expense</b>		<b>128,000.00</b>
	* Parking Area ( 4,000.00*12mos )	48,000.00	
	* Ornamental Plants (4,000.00* 12 months)	48,000.00	
	* miscellaneous rentals	32,000.00	
<b>5-02-99-180</b>	<b>Major Events and Conventions Expenses</b>		
	World Water Day	30,000.00	
	Women's Month		
	Value-centered Activity for Women	30,000.00	
	T-shirts ( 100 pax @ 500.00 )	50,000.00	
	Other Expenses	30,000.00	
	Total		110,000.00
	Anniversary Celebration		300,000.00
	Family Day		100,000.00
	GAD Related Activities		350,000.00
	Year-End Gathering		150,000.00
	<b>SUB-TOTAL</b>		<b>1,040,000.00</b>
<b>5-02-99-990</b>	<b>Other Maintenance and Operating Expenses</b>		<b>400,000.00</b>
<b>GRAND TOTAL</b>			<b>2,163,000.00</b>

Prepared by :

JOANNE/EVA J. RIMANDO  
 AGSO-A

Recommending Approval :

IVY P. DOLIGUEZ  
 Division Manager C - Designate

Approved by :

ELMER T. LUZON  
 General Manager C

Noted by :

JONATHAN BANAS  
 HOPE





Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**

Barangay 2, San Francisco, Agusan del Sur

**DETAILS OF BUDGETARY REQUIREMENTS FOR OPERATING EXPENSES ( OPEX )**

For the year 2025

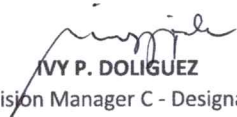
CODE	GENERAL DESCRIPTION	ADMIN, & GENERAL SERVICES	TOTAL	
	<b>Maintenance and Other Operating Expenses</b>			
	<b>Travelling Expenses</b>			
5-02-01-010	Travelling - Local		-	
	GAD related Travels	50,000.00		
	Travelling - Various travel Expenses & perdiems	550,000.00		
	<b>SUB- TOTAL</b>		<b>600,000.00</b>	
	<b>GRAND TOTAL Travelling Expenses</b>		<b>600,000.00</b>	
	<b>Training &amp; Scholarship Expense</b>			
5-02-02-010	Training Expense			
	Training Expense - in house	150,000.00		
	Training Expense - outside SFWD (WRRTC, COA, CSC)	200,000.00		
	<b>SUB-TOTAL</b>		<b>350,000.00</b>	
	<b>GRAND TOTAL Training &amp; Scholarship Expense</b>		<b>350,000.00</b>	
	<b>Awards/Rewards, Prizes and Indemnities</b>			
5-02-06-010	Awards/Rewards Expenses	5,000.00		
	* Salo-salo together			
	* Policy related activities			
	<b>GRAND TOTAL Awards/Rewards, Prizes and Indemnities</b>		<b>5,000.00</b>	
	<b>Taxes, Insurance Premiums and Other Fees</b>			
5-02-15-010	<b>Taxes, Duties and Licenses</b>			
5-02-15-010-01	Vehicle Licenses and Insurances:	GSIS	LTO	
	Vehicle Insurance- 35 motorcycle	15,000.00	18,000.00	33,000.00
	KIA-Single	10,000.00	5,000.00	15,000.00
	Navarra	10,000.00	5,000.00	15,000.00
	NHR	10,000.00	5,000.00	15,000.00
	BOOMTRUCK	10,000.00	5,000.00	15,000.00
	Backhoe Loader	20,000.00	5,000.00	25,000.00
	Hyundai	10,000.00	5,000.00	15,000.00
	Multicab	10,000.00	5,000.00	15,000.00
	Passenger van	10,000.00	5,000.00	15,000.00
	Water tanker	10,000.00	5,000.00	15,000.00
	<b>SUB-TOTAL</b>	<b>115,000.00</b>	<b>63,000.00</b>	<b>178,000.00</b>
5-02-15-010-02	Franchise Taxes			<b>2,500,000.00</b>
5-02-15-010-03	Real Property Taxes			
	all Properties	1 lot	395,000.00	
	<b>SUB-TOTAL</b>		-	<b>395,000.00</b>
5-02-15-020	<b>Fidelity Bond Premiums</b>			
	Cashier A, Cashier B & Cashiering Assistant		15,000.00	
	General Manager B		10,000.00	
	Department Managers B		11,000.00	
	Division Managers B		25,000.00	
	Storekeeper A		5,500.00	
	Section Heads		20,000.00	
	Bodega In-Charge -ASA		10,000.00	
	UCSA-A Prod/Eng'g WF		2,000.00	
	Financial Analyst		2,000.00	
	Casual - ADA		2,000.00	
	U/CSO A		2,000.00	
	SAA		2,000.00	
	<b>SUB-TOTAL</b>		-	<b>106,500.00</b>

5-02-15-030		Insurance Expenses			
		Fire Insurance-Admin Building & Contents		80,000.00	
		Fire Insurance - Pipe Warehouse & Main Warehouse		80,000.00	
		Fire Insurance- annex Building & Contents		50,000.00	
		Alegria Reservoir & Chlorination House		80,000.00	
		Karaos & Bayugan 2 Reservoir		60,000.00	
		WSIP Insurance Policy (Lapag & Sumugbong)		357,000.00	
		LAWSIP Insurance Policy (Ormaca)		200,000.00	
		<b>SUB-TOTAL</b>			<b>907,000.00</b>
<b>GRAND TOTAL</b>		<b>Taxes, Insurance Premiums and Other Fees</b>			<b>5,041,500.00</b>

Prepared by :

  
**JOANNE EVA J. RIMANDO**  
 AGSO-A

Recommending Approval :

  
**IVY P. DOLIGUEZ**  
 Division Manager C - Designate

Approved by :

  
**JELMERT T. UZOA**  
 General Manager C

Noted by:

  
**JONATHAN A. BAÑAS**  
 HOPE





Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 Barangay 2, San Francisco, Agusan del Sur

**SUMMARY OF BUDGETARY REQUIREMENTS FOR OPERATING EXPENSES ( OPEX )**

For the year 2025

END USER / UNIT : **Admin / General Services Section**


CODE	GENERAL DESCRIPTION	AMOUNT
<b>TRAVELLING EXPENSES</b>		
5-02-01-010	Travelling - Local	600,000.00
5-02-02-010	Training Expense	350,000.00
5-02-03-010	Office Supplies Expense	158,025.00
5-02-03-020	Accountable Forms Expenses	107,000.00
5-02-03-030	Non - Accountable Forms Expenses	17,980.00
5-02-03-080	Medical , Dental and Laboratory supplies Expenses	60,000.00
5-02-03-090	Fuel, Oil and Lubricants	261,400.00
5-02-03-210	<b>Semi- expendable Machinery and equipment expenses</b>	
5-02-03-210-02	* Office Equipment	150,000.00
5-02-03-210-03	* ICT	221,000.00
5-02-03-210-16	* Tools , Shop & Garage	27,700.00
5-02-03-220	<b>Semi - expendable Furniture , Fixtures and Books Expense</b>	38,000.00
5-02-03-990	<b>Other Supplies and Materials Expenses</b>	403,750.00
5-02-04-010	<b>WaterExpenses</b>	36,000.00
5-02-04-020	<b>Electricity Expenses</b>	1,448,000.00
5-02-04-990	<b>Other Utility Expenses</b>	
5-02-04-990-01	TOILETRIES	84,570.00
5-02-04-990-02	kitchen utensils	4,200.00
5-02-04-990-03	Cleaning Materials	43,040.00
5-02-05-010	<b>Postage and Courier Services</b>	5,000.00
5-02-05-020	<b>Telephone Expenses</b>	
5-02-05-020-01	<b>MOBILE</b>	60,000.00
5-02-05-030	Internet Subscription	162,000.00
5-02-06-010	Awards/Rewards Expenses	5,000.00
5-02-11-010	Legal Services	100,000.00
5-02-11-020	Auditing Services	200,000.00
5-02-11-030	Consultancy Services	500,000.00
5-02-11-990	Other Professional Services	300,000.00
5-02-12-020	Janitorial Services	221,384.00
5-02-12-030	Security Services (Refer DOLE)	5,594,400.00
5-02-12-990	Other General Services Expenses	200,000.00
5-02-13-040	<b>Repairs and Maintenance - Building and other Structures</b>	
5-02-13-040-01	R&M - Buildings	300,000.00
5-02-13-990	<b>Repairs &amp; Maintenance - Other PPE</b>	
5-02-13-990-08	R&M - Tools, Shops and Garage	38,000.00
5-02-13-050	<b>Repairs and Maintenance of Machinery &amp; Equipment</b>	
5-02-13-050-02	R&M - Office Equipment	30,000.00
5-02-13-050-03	R&M - ICT	25,000.00
5-02-13-060-01	Motor Vehicles	50,000.00
5-02-15-010	<b>Taxes, Duties and Licenses</b>	
5-02-15-010-01	Vehicle Licenses and Insurances:	178,000.00
5-02-15-010-02	Franchise Taxes	2,500,000.00
5-02-15-010-03	Real Property Taxes	395,000.00
5-02-15-020	Fidelity Bond Premiums	106,500.00
5-02-15-030	Insurance Expenses	987,000.00
5-02-99-030	Representation Expenses	500,000.00
5-02-99-040	Transportation and Delivery Expenses	15,000.00
5-02-99-050	Rent / Lease Expense	128,000.00
5-02-99-180	Major Events and Conventions Expenses	1,048,000.00
5-02-99-990	Other Maintenance and Operating Expenses	400,000.00
<b>TOTAL O&amp;M</b>		<b>18,779,469.00</b>

5-03-01-020-01	ADB-LWUA Loan Interest		-
5-03-01-020-02	DBP Loan Interest		3,260,516.64
5-03-01-040	Bank Charges		5,000.00
<b>TOTAL FINANCIAL EXPENSES</b>			<b>3,265,516.64</b>
<b>GRAND TOTAL</b>			<b>22,049,289.64</b>

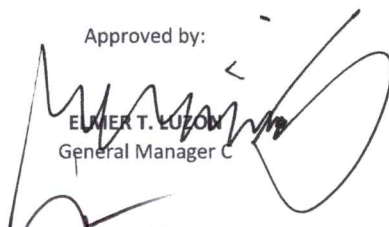
Prepared by :

  
**JOANNE EVA J. RIMANDO**  
 AGSO-A

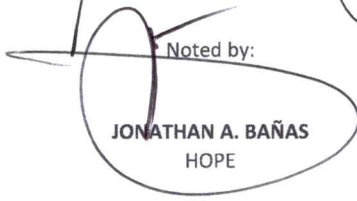
Recommending Approval :

  
**IVY P. DOLIGUEZ**  
 Division Manager C - Designate

Approved by:

  
**ELMER T. LUZON**  
 General Manager C

Noted by:

  
**JONATHAN A. BAÑAS**  
 HOPE





Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**SUMMARY OF DETAILED BUDGETARY REQUIREMENTS  
 FOR YEAR 2025**

**END USER / UNIT : Quality Water Production Section**

<b>PERSONNEL SERVICES</b>		
5-01-01-010-01	Supply Expense Operation Supervision - Regular	2,769,900.00
5-01-01-010-06	Water Treatment Expense Operation - Regular	1,129,176.00
5-01-01-010-02	Source of Supply Operation Labor - Regular	1,159,068.00
5-01-01-020-02	Source of Supply Operation Expense - Casual	1,211,976.00
5-01-01-020-06	Water Treatment Expense Operation Labor- Casual	201,996.00
5-01-02-010-01	PERA	456,000.00
5-01-03-010	GSIS	776,653.92
5-01-03-040	GSIS-EC	22,800.00
5-01-03-020	PAGIBIG	45,600.00
5-01-03-030	PHILHEALTH	161,802.90
5-01-02-140-01	13TH MONTH PAY	539,343.00
5-01-02-140-02	14TH MONTH PAY	539,343.00
5-01-02-150	CASH GIFT	95,000.00
5-01-02-080-01	PRODUCTIVITY INCENTIVE ALLOWANCE	95,000.00
5-01-02-990-40	LOYALTY INCENTIVE	10,000.00
5-01-02-080-04	PBB	-
5-01-02-040-01	CLOTHING ALLOWANCE	133,000.00
5-01-02-040-02	CULTURAL/FITNESS	28,500.00
5-01-02-020	RA	72,000.00
5-01-02-030	TA	72,000.00
05-01-04-990-01	RICE/SUGAR	
05-01-02-990-38	MEDICAL	133,000.00
5-01-02-130-01	OVERTIME	600,000.00
5-01-04-990	OTHER PERSONNEL BENEFITS	380,000.00
5-01-04-030	TERMINAL LEAVE BENEFITS	250,000.00
<b>SUB-TOTAL</b>		<b>10,882,158.82</b>

Prepared and Submitted:

**RUBEN M. JARABATA JR.**

QWP Section Head

Recommending Approval:

"On Leave"

**MAMRY B. PAYLANGCO**

Division Manager C  
 WFCM/QWP Division

Approved:

**ELMER T. LUZON**  
 General Manager C

Noted:

**JONATHAN BANAS**  
 Head of Procuring Entity





DETAILED BUDGETARY REQUIREMENTS FOR YEAR 2025  
**PERSONNEL SERVICES**

**END USER / UNIT : Quality Water Production Section**

NO.	POSITION	SALARY	PERA	GSIS	GSIS- EC	PAGIBIG	PHILHEALTH	13TH	14TH	CASHGIFT	Productivity Incentive Allowance	LOYALTY INCENTIVE	PBB	CLOTHING	CULTURAL/FITNESS	RA	TA	MEDICAL	OVERTIME	OTHER PERSONNEL BENEFITS	TERMINAL LEAVE BENEFITS
	ACCOUNT CODE ( PFRS )	SG	5-01-02-010-01	5-01-03-010	5-01-03-040	5-01-03-020	5-01-03-030	5-01-02-140-01	5-01-02-140-02	5-01-02-150	05-01-02-080-01	5-01-02-990-40	05-01-02-080-04	5-01-02-040-01	5-01-02-040-02	5-01-02-020	5-01-02-030	05-01-02-990-38	05-01-02-130-01	5-01-04-990	05-01-04-030
<b>REGULAR/PERMANENT EMPLOYEES</b>																					
<b>Supply Expense Operation Supervision, 5-01-01-010-01</b>																					
1	Division Manager B, (Ruben)	23-1	87,315.00	2,000.00	10,477.80	200.00	2,182.88	87,315.00	87,315.00	5,000.00	5,000.00			7,000.00	1,500.00	6,000.00	6,000.00	7,000.00		20,000.00	
2	Principal Engineer D, (Bryan)	19-1	56,390.00	2,000.00	6,766.80	200.00	1,409.75	56,390.00	56,390.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00	
3	UCSO-A, (Hazel)	16-1	43,560.00	2,000.00	5,227.20	200.00	1,089.00	43,560.00	43,560.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00	
4	UCSO-A, (Janice)	16-1	43,560.00	2,000.00	5,227.20	200.00	1,089.00	43,560.00	43,560.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00	
	<b>Sub-total, monthly</b>		<b>230,825.00</b>	<b>8,000.00</b>																	
	<b>Sub-total, annually</b>		<b>2,769,900.00</b>	<b>96,000.00</b>																	
<b>Water Treatment Operation Expense, 5-01-01-010-06</b>																					
5	WRFO Foreman, S. Francisco	12-1	32,245.00	2,000.00	3,869.40	200.00	806.13	32,245.00	32,245.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00	
6	Laboratory Technician C, Joan	6-1	18,957.00	2,000.00	2,274.84	200.00	473.93	18,957.00	18,957.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00	
7	WRFO-A, (C. Murillo)	8-1	21,448.00	2,000.00	2,573.76	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00	
8	WRFO-A, (B. Narca)	8-1	21,448.00	2,000.00	2,573.76	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00	
	<b>Sub-total</b>		<b>94,098.00</b>	<b>8,000.00</b>																	
	<b>Sub-total, annually</b>		<b>1,129,176.00</b>	<b>96,000.00</b>																	
<b>Source of Supply Expense Operation Labor, 5-01-01-010-02</b>																					
9	WRFO Foreman, (L. Muanae)	12-1	32,245.00	2,000.00	3,869.40	200.00	806.13	32,245.00	32,245.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00	
10	WRFO-A, (R. Benguillo)	8-1	21,448.00	2,000.00	2,573.76	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00	
11	WRFO-A, (J. Armilla)	8-1	21,448.00	2,000.00	2,573.76	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00	10,000.00		7,000.00	1,500.00			7,000.00		20,000.00	
12	WRFO-A, (U. Baldo)	8-1	21,448.00	2,000.00	2,573.76	200.00	536.20	21,448.00	21,448.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00	
	<b>Sub-total</b>		<b>96,589.00</b>	<b>8,000.00</b>																	
	<b>Sub-total, annually</b>		<b>1,159,068.00</b>	<b>96,000.00</b>																	
<b>TOTAL, MONTHLY (PERMANENT)</b>			<b>421,512.00</b>																		


*[Handwritten Signature]*

*[Handwritten Mark]*



NO.	POSITION	SALARY	PERA	GSIS	GSIS- EC	PAGIBIG	PHILHEALTH	13TH	14TH	CASHGIFT	Productivity Incentive Allowance	LOYALTY	PBB	CLOTHING	CULTURAL SPORTS	RA	TA	MEDICAL	OVERTIME	OTHER PERSONNEL BENEFITS	TERMINAL LEAVE BENEFITS	
	ACCOUNT CODE ( PFRS )	SG	5-01-02-010-01	5-01-03-010	5-01-03-040	5-01-03-020	5-01-03-030	5-01-02-140-01	5-01-02-140-02	5-01-02-150	05-01-02-080-01	5-01-02-990-40	05-01-02-080-04	5-01-02-040-01	5-01-02-040-02	5-01-02-020	5-01-02-030	05-01-02-990-38	05-01-02-130-01	5-01-04-990	05-01-02-130-01	
	CASUAL EMPLOYEES																					
	Source of Supply Labor Operation Expenses - Casual, 5-01-01-020-02																					
1	Utility Worker A, Efrén	4	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00		
2	Utility Worker A, Crisol	4	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00		
3	Utility Worker A, Marionito	4	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00		
4	Utility Worker A, Rocky	4	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00		
5	Utility Worker A, Joebert	4	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00		
6	Utility Worker A, Arwin	4	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00		
	Sub-total, monthly		12,000.00																			
	Sub-total, annually		144,000.00																			
	Water Treatment Expense Operation Labor - Casual, 5-01-01-020-06																					
7	Administrative Aide, Jessiel	4	2,000.00	2,019.96	100.00	200.00	420.83	16,833.00	16,833.00	5,000.00	5,000.00			7,000.00	1,500.00			7,000.00		20,000.00		
	Sub-total, monthly		2,000.00																			
	Sub-total, annually		24,000.00																			
	TOTAL MONTHLY (CASUAL)																					
	TOTAL MONTHLY EXPENSES		38,000.00	64,721.16	1,900.00	3,800.00	13,483.58															
	TOTAL ANNUAL EXPENSES		456,000.00	776,653.92	22,800.00	45,600.00	161,802.90	539,343.00	539,343.00	95,000.00	95,000.00	10,000.00		133,000.00	28,500.00	72,000.00	72,000.00	133,000.00	600,000.00	380,000.00	250,000.00	
	<b>GRAND TOTAL</b>																					

Prepared and Submitted:

  
**RUBEN M. JARABATA JR.**  
 QWP Section Head

Recommending Approval:

"On Leave"  
**MAMRY B. PAYLANGCO**  
 Division Manager C

Approved:

  
**ELMER T. LUZON**  
 General Manager C

Noted:

  
**JONATHAN BAÑAS**  
 Head of Procuring Entity



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**SUMMARY OF DETAILED BUDGETARY REQUIREMENTS  
FOR YEAR 2025**

**END USER / UNIT : Quality Water Production Section**

<b>CAPITAL EXPENDITURES</b>		
<b>CODE</b>	<b>GENERAL DESCRIPTION</b>	<b>TOTAL COST</b>
<b>1-06-02</b>	<b>LAND IMPROVEMENTS</b>	
1-06-02-020	Land Improvements, Reforestation Projects	900,000.00
<b>1-06-03</b>	<b>INFRASTRUCTURE ASSETS</b>	
1-06-03-110-12	Meters	400,000.00
1-06-03-110-05	Supply Mains	1,000,000.00
1-06-03-110-01-03	Collecting and Impounding	200,000.00
1-06-03-110-08-03	Reservoirs and Tanks	800,000.00
1-06-03-110-14	Hydrants	100,000.00
<b>1-06-04</b>	<b>BUILDING AND OTHER STRUCTURES</b>	
1-06-04-990	Others Structures	350,000.00
<b>1-06-05</b>	<b>MACHINERY AND EQUIPMENT</b>	
1-06-05-030	ICT Equipment	-
<b>1-06-06</b>	<b>TRANSPORTATION EQUIPMENT</b>	
1-06-06-010	Motor Vehicles	150,000.00
	<b>OTHER PROPERTY, PLANT AND EQUIPMENT</b>	
1-06-98-990-01	Laboratory Equipment	500,000.00
1-06-98-990-08	Water Treatment Equipment	2,800,000.00
	<b>TOTAL</b>	<b>7,200,000.00</b>

Prepared and Submitted:

  
**RUBEN M. JARABATA JR.**  
QWP Section Head

Recommending Approval:

"On Leave"  
**MAMRY B. PAYLANGCO**  
Division Manager C  
WFCM/QWP Division

Approved:

  
**ELMER T. LUZON**  
General Manager C

Noted:

  
**JONATHAN BAÑAS**  
Head of Procuring Entity





**DETAILED BUDGETARY REQUIREMENTS FOR YEAR 2025**  
**CAPITAL EXPENDITURES**

**END USER / UNIT : Quality Water Production Section**

CODE	GENERAL DESCRIPTION	QUANTITY / SIZE	UNIT	UNIT COST, PHP	TOTAL COST, PHP
<b>1-06-02 LAND IMPROVEMENTS</b>					
<b>Land Improvements, Reforestation Projects</b>					
<b>1-06-02-020</b>	Slope Protection Program (labor and materials)	1	lot	700,000.00	700,000.00
	Waiver of Rights	1	lot	200,000.00	200,000.00
				<b>Sub-Total</b>	<b>900,000.00</b>
<b>1-06-03 INFRASTRUCTURE ASSETS</b>					
<b>Meters</b>					
<b>1-06-03-110-12</b>	Flowmeters (new and replacement units)	1	lot	200,000.00	200,000.00
	Replacement of Major Parts of Electromagnetic flowmeter	1	lot	200,000.00	200,000.00
				<b>Sub-Total</b>	<b>400,000.00</b>
<b>Supply Mains</b>					
	Installation of New Supply Lines (Tuwa2x area, Brgy. Alegria)	1	lot	350,000.00	350,000.00
<b>1-06-03-110-05</b>	Replacement of new supply mains, repairs of 6" to 12" diameter uPVC, PE, GI, steel pipes, other appurtenances, and replacement/installation of gate valves) as per Board Resolution No. 18 s. 2021 - labor and materials	1	lot	350,000.00	350,000.00
	Painting of Supply Main (Labor and Materials) - including Sumugbong	1	lot	300,000.00	300,000.00
				<b>Sub-Total</b>	<b>1,000,000.00</b>
<b>Collecting and Impounding</b>					
<b>1-06-03-110-01-03</b>	Repairs of 6" to 12" diameter uPVC, PE, GI, steel pipes, other appurtenances, and replacement/installation of gate valves (as per Board Resolution No. 18 s. 2021) - labor and materials	1	lot	200,000.00	200,000.00
				<b>Sub-Total</b>	<b>200,000.00</b>
<b>Reservoirs and Tanks</b>					
<b>1-06-03-110-08-03</b>	Repairs of 6" to 12" diameter uPVC, PE, GI, steel pipes, other appurtenances, and replacement/installation of gate valves (as per Board Resolution No. 18 s. 2021) - labor and materials	1	lot	300,000.00	300,000.00
	Painting of Reservoir Structures (labor and Materials)	1	lot	500,000.00	500,000.00
				<b>Sub-Total</b>	<b>800,000.00</b>



<b>Hydrants</b>						
1-06-03-110-14	Replacement/installation of gate valves, 6 to 12" diameter uPVC, PE, steel pipes, and other appurtenances (as per Board Resolution No. 18 s. 2021) - labor and materials	1	lot	100,000.00	100,000.00	
<b>Sub-Total</b>					<b>100,000.00</b>	
<b>1-06-04 BUILDING AND OTHER STRUCTURES</b>						
<b>Other Structures</b>						
1-06-04-990	Expansion/Major Improvement of Hazardous Waste Facility in Brgy. Karaos	1	lot	200,000.00	200,000.00	
	Expansion/Major Improvement of Storage Area in Sumugbong Reservoir	1	lot	150,000.00	150,000.00	
<b>Sub-Total</b>					<b>350,000.00</b>	
<b>1-06-05 MACHINERY AND EQUIPMENT</b>						
<b>Information and Communication Technology Equipment</b>						
<b>Sub-Total</b>					<b>Sub-Total</b>	
<b>1-06-06 TRANSPORTATION EQUIPMENT</b>						
<b>Motor Vehicles</b>						
1-06-06-010	Motorcycle, off-road, at least 150 cc	1	unit	150,000.00	150,000.00	
<b>Sub-Total</b>					<b>150,000.00</b>	
<b>OTHER PROPERTY, PLANT AND EQUIPMENT</b>						
<b>Laboratory Equipment</b>						
1-06-98-990-01	Various Laboratory Equipment (new and replacement of damaged units and major parts)	1	lot	500,000.00	500,000.00	
<b>Sub-Total</b>					<b>500,000.00</b>	
<b>Water Treatment Equipment</b>						
	Chlorine Gas Feeder/Ejector, spare	1	lot	350,000.00	350,000.00	
	Water Level Indicator, radar-type sensor	1	set	150,000.00	150,000.00	
	Various Water Treatment Equipment (new and replacement of damaged units)	1	lot	350,000.00	350,000.00	
	Major Parts of Filter Machines and PLC	1	lot	650,000.00	650,000.00	
	Automation of the backwashing of activated carbon	1	lot	1,300,000.00	1,300,000.00	
<b>Sub-Total</b>					<b>2,800,000.00</b>	
<b>GRAND TOTAL</b>					<b>7,200,000.00</b>	

Prepared and Submitted:

**RUBEN M. JARABATA JR.**  
QWP Section Head

Recommending Approval:

**MAMRY B. PAYLANGCO**  
Division Manager C

Approved:

**ELMER T. LUCIANO**  
General Manager C

Noted:

**JONATHAN BANAS**  
Head of Procuring Entity





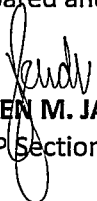
**SUMMARY OF DETAILED BUDGETARY REQUIREMENTS**  
FOR YEAR 2025

**END USER / UNIT : Quality Water Production Section**

<b>OPERATION EXPENSES</b>		
<b>CODE</b>	<b>GENERAL DESCRIPTION</b>	<b>TOTAL COST</b>
	<b>TRAVELLING EXPENSES</b>	
5-02-01-010	Travelling Expenses - Local	175,000.00
	<b>TRAINING AND SCHOLARSHIP EXPENSES</b>	
5-02-02-010	Training Expenses	50,000.00
	<b>SUPPLIES AND MATERIALS EXPENSES</b>	
5-02-03-010	Offices Supplies Expenses	79,533.10
5-02-03-010	Non-Accountable Forms Expenses	5,000.00
5-02-03-080	Medical, Dental and Lab. Supply Expenses	597,175.00
5-02-03-090	Fuel, Oil, and Lubricants Expenses	294,400.00
5-02-03-130	Chemical and Filtering Supplies Expenses	1,689,000.00
5-02-03-990	Other Supplies and Materials Expenses	128,101.40
	<b>UTILITY EXPENSES</b>	
5-02-04-990-03	Cleaning Materials	162,166.46
	<b>COMMUNICATION EXPENSES</b>	
5-02-05-10	Postage and Courier Expenses	5,000.00
5-02-05-020	Telephone Expenses	69,600.00
	<b>LEGAL SERVICES</b>	
5-02-11-010	Legal Services	10,000.00
5-02-11-990	<b>OTHER PROFESSIONAL SERVICES</b>	0.00
5-02-12-990	<b>OTHER GENERAL SERVICES</b>	670,000.00
	<b>REPAIRS AND MAINTENANCE</b>	
5-02-13-020	R & M Land Improvements	150,000.00
5-02-13-030-11-01	R & M Supply Mains	180,000.00
5-02-13-030-11-04	R & M - Meters	155,000.00
5-02-13-030-11-05	R&M - Hydrants	50,000.00
5-02-13-030-11-07	R&M Collecting and Impounding	50,000.00
5-02-13-030-11-08	R&M Reservoirs and Tanks	50,000.00
5-02-13-030-15	R&M Power Supply System	10,000.00
5-02-13-040-08	R&M Source of Supply Plant Structures and Improvements	50,000.00
5-02-13-040-09	R&M Water Treatment Structures and Improvements	10,000.00
5-02-13-040-99	R&M Other Structures	150,000.00
5-02-13-050-02	R&M - Office Equipment	15,000.00
5-02-13-050-03	R&M - ICT	5,000.00
5-02-13-050-16	R&M Laboratory Equipment	125,000.00
5-02-13-050-18	R&M Water Treatment Equipment	800,000.00
5-02-13-060-01	R&M Transportation Equipment	185,000.00
	<b>REPAIRS AND MAINTENANCE - SEMI EXPENDABLE MACHINERY &amp; EQUIPMENT EXPENSES</b>	
05-02-13-210-17	R&M Semi Expendable -Tools, shops & Garage	10,000.00
	<b>SEMI EXPENDABLE MACHINERY &amp; EQUIPMENT EXPENSES</b>	
05-02-03-210-03	Semi-expendable ICT	102,390.40
5-02-03-210-15	Semi-expendable Laboratory Equipment	140,000.00
5-02-03-210-16	Semi-expendable Tools, Shops & Garage	55,000.00
5-02-03-220	Semi-expendable Furnitures and Fixtures	25,000.00

	<b>TAXES, INSURANCE PREMIUMS AND OTHER FEES</b>	
5-02-15-10-04	Other Agencies	<b>35,000.00</b>
<b>OTHER MAINTENANCE AND OPERATING EXPENSES</b>		
5-02-99-030	Representation Expenses	<b>20,000.00</b>
5-02-99-040	Transportation and Delivery Expenses	<b>25,000.00</b>
5-02-05-99-050	Rent	<b>50,000.00</b>
5-02-99-990	Other Miscellaneous and Operating Expense	<b>70,000.00</b>
<b>TOTAL</b>		<b>6,452,366.36</b>

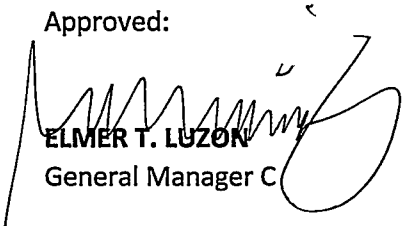
Prepared and Submitted:

  
**RUBEN M. JARABATA JR.**  
 QWP Section Head

Recommending Approval:

*"On Leave"*  
**MAMRY B. PAYLANGCO**  
 Division Manager C  
 WFCM/QWP Division

Approved:

  
**ELMER T. LUZON**  
 General Manager C

Noted:

  
**JONATHAN BANAS**  
 Head of Procuring Entity





**DETAILED BUDGETARY REQUIREMENTS FOR YEAR 2025**  
**OPERATION EXPENSES**

**END USER / UNIT : Quality Water Production Section**

CODE	GENERAL DESCRIPTION	QUANTITY / SIZE	UNIT	UNIT COST	TOTAL
<b>TRAVELLING EXPENSES</b>					
<b>Travelling Expenses - Local</b>					
5-02-01-010	Travel of Lab Personnel to secure licenses with other agencies	1	lot	50,000.00	50,000.00
	Travel of personnel for various purposes (laboratory and PCO personnel)	1	lot	125,000.00	125,000.00
				<b>Subtotal</b>	<b>175,000.00</b>
<b>TRAINING AND SCHOLARSHIP EXPENSES</b>					
<b>Training Expenses</b>					
5-02-02-010	Training and Registration Expenses for Laboratory Personnel and PCO Officer	1	lot	50,000.00	50,000.00
				<b>Subtotal</b>	<b>50,000.00</b>
<b>SUPPLIES AND MATERIALS EXPENSES</b>					
<b>Offices Supplies Expenses</b>					
5-02-03-010	Clearbook (for Laboratory files) Legal	10	pcs.	36.36	363.60
	Sign Pen, fine tip, black (6 office personnel x 2 pcs)	12	pcs	44.72	536.64
	Ink Refill, sign pen	12	pcs	20.00	240.00
	Ink for Stamp Pad	8	bottle	28.79	230.32
	Glue, 500mL	5	bot.	62.14	310.70
	Staple Wire, standard	30	box	23.76	712.80
	Clip, backfold, 19mm, 1 dozen	20	boxes	9.36	187.20
	Clip, backfold, 25mm, 1 dozen	16	boxes	15.60	249.60
	Clip, backfold, 32mm, 1 dozen	14	boxes	33.28	465.92
	Clip, backfold, 50mm, 1 dozen	8	boxes	60.32	482.56
	Correction Tape	20	pieces	13.50	270.00
	Correction Tape, Refill	40	pieces	8.00	320.00
	Dater Stamp	1	piece	434.95	434.95
	Envelope, documentary, A4, 500 pcs per box	1	box	829.92	829.92
	Envelope, documentary, Legal, 500 pcs per box	1	box	1,057.58	1,057.58
	Envelope, expanding, kraft, 100 pcs per box	1	box	939.95	939.95
	Envelope, mailing, 500 pcs per box	1	box	432.52	432.52
	Fastener, 50 sets per box	6	box	94.64	567.84
	File Organizer	15	pieces	100.00	1,500.00
	Folder, Brown, Kraft or tagboard, LONG, 100 pcs/ream	3	reams	500.00	1,500.00
	Folder, Brown, Kraft or tagboard, Short, 100 pcs/ream	3	reams	450.00	1,350.00
	Color Marker, permanent, BLACK	6	pieces	70.00	420.00
	Color Marker, permanent, BLACK	6	pieces	70.00	420.00
	Paper Clip, vinyl/plastic coated, 33mm	50	box	8.84	442.00
	Paper Clip, vinyl/plastic coated, 50mm	30	box	19.46	583.80
	Pencil	10	pieces	10.00	100.00
	Colored Pencil, 12 per set	2	sets	200.00	400.00
	Puncher, paper, heavy duty	2	pieces	153.92	307.84
	Rubber Band #18, 350 grams per box	6	box	135.20	811.20
	Stamp Pad, felt	2	pieces	39.92	79.84
	Scissors, symmetrical/asymmetrical	2	pairs	65.52	131.04
	Stapler, Standard Type	2	pieces	197.60	395.20
	Notepad, stick-on, 50mm x 76mm	20	pads	37.06	741.20
	Notepad, stick-on, 76mm x 100mm	20	pads	59.28	1,185.60
	Notepad, stick-on, 76mm x 76mm	20	pads	52.00	1,040.00
	Record Book, 500 pages	4	pieces	124.56	498.24
Record Book, 300 pages	12	pieces	91.70	1,100.40	
Record Book, 150 pages	12	pieces	85.00	1,020.00	



	Tape, masking, 24 mm	12	rolls	55.68	668.16
	Tape, masking, 48 mm	36	rolls	121.16	4,361.76
	Tape, transparent, 24 mm	24	rolls	17.68	424.32
	Tape, Double Sided	2	rolls	100.00	200.00
	Ruler, plastic	20	rolls	19.93	398.60
	Ink Cartridge, EPSON, Black	6	cart.	231.90	1,391.40
	Ink Cartridge, EPSON, Cyan	4	cart.	242.20	968.80
	Ink Cartridge, EPSON, Magenta	4	cart.	242.20	968.80
	Ink Cartridge, EPSON, Yellow	4	cart.	242.20	968.80
	Ink Refill, EPSON, Black, 774	4	bottles	231.90	927.60
	Ink Refill, EPSON, Cyan, 664	4	bottles	242.20	968.80
	Ink Refill, EPSON, Magenta, 664	4	bottles	242.20	968.80
	Ink Refill, EPSON, Yellow, 664	4	bottles	242.20	968.80
	Ballpen	100	pieces	10.00	1,000.00
	Sticker Paper, 100 pcs per pack	1	pack	350.00	350.00
	Bond Paper A4, at least 70gsm	8	reams	250.00	2,000.00
	Bond Paper, Legal, at least 70gsm	12	reams	300.00	3,600.00
5-02-03-010	Bond Paper, Short, Qto, at least 70gsm	10	reams	275.00	2,750.00
	Photo Paper, high quality, 20 sheets per pack	2	packs	180.00	360.00
	Certificate Frame	4	pieces	250.00	1,000.00
	Push Pin, 100 pieces per pack	2	pack	75.00	150.00
	Pen, Highlighter	20	pieces	50.00	1,000.00
	White board, with stand and wheels	1	pc	3,000.00	3,000.00
	White board pen	2	pcs	100.00	200.00
	White board eraser	1	pcs	100.00	100.00
	Columnar Book	12	pcs	40.00	480.00
	Meter stick for rainfall reading	5	pcs	50.00	250.00
	Self-Inking Stamp	1	pcs	500.00	500.00
	Form Organizers	4	pcs	200.00	800.00
	Binding Folder for Laboratory Files	9	pcs	50.00	450.00
	Clipboard	4	pcs	100.00	400.00
	Archive Filler	40	pcs	200.00	8,000.00
	Box Filler with Cover	10	pcs	600.00	6,000.00
	Ring Binder for Binding Folder	3	pcs.	100.00	300.00
	Other Office supplies	1	lot	10,000.00	10,000.00
				<b>Subtotal</b>	<b>79,533.10</b>
5-02-03-010	<b>Non-Accountable Forms Expenses</b>				
	Duplo/Riso (ISO, WSP, Laboratory, operation, watershed)	10	reams	500.00	5,000.00
				<b>Subtotal</b>	<b>5,000.00</b>
5-02-03-080	<b>Medical, Dental and Lab. Supply Expenses</b>				
	Medical Check-up and Medical Aide for injured personnel including hired labors	1	lot	10,000.00	10,000.00
	First Aide Kits and Medicine (Office, laboratory, and field personnel)	2	sets	1,000.00	2,000.00
	Test tubes, Various Sizes	150	pcs	200.00	30,000.00
	test tube brush, various sizes	15	pcs	60.00	900.00
	Test tube rack	5	pcs	500.00	2,500.00
	Petridish	25	pcs	500.00	12,500.00
	Durham Tube	25	pcs	45.00	1,125.00
	Pipettes (various sizes), spare	10	pcs	650.00	6,500.00
	Volumetric flasks, various sizes	1	lot	5,000.00	5,000.00
	Erlenmeyer flask, various sizes	1	lot	1,000.00	1,000.00
	Beaker, various volumes	1	lot	1,000.00	1,000.00
	Filter paper, lab grade, 100pcs per box	2	boxes	1,000.00	2,000.00
	Graduated cylinder	5	pcs	500.00	2,500.00
	Funnel, glass	5	pcs	300.00	1,500.00
	Microscope Glass Slide, 50 pcs / pack	10	packs	200.00	2,000.00
	Thermometer, spare	3	pc	500.00	1,500.00
	Gram Stain Set	1	sets	8,000.00	8,000.00
	E. coli Media, ECM	5	bottles	4,000.00	20,000.00
	Brilliant Green Lactose Broth, BGLB	5	bottles	3,500.00	17,500.00
	Lauryl Tryptose Broth,	5	bots.	2,650.00	13,250.00



5-02-03-080	Culture Agar, PCA	5	bots.	3,500.00	17,500.00
	Modified COLITAG, 50pcs/pack	1	pack	30,000.00	30,000.00
	Quality Controls (ATCC, 3 types)	3	sets	25,000.00	75,000.00
	Sodium thiosulfate	1	bottle	3,000.00	3,000.00
	Kovacs	1	bots.	5,000.00	5,000.00
	Comparator	1	bots.	1,000.00	1,000.00
	pH Buffer Solutions for Bacte	1	box	2,300.00	2,300.00
	Self-adhesive Sterilization Indicator Tape (autoclave, dry heat)	2	rolls	550.00	1,100.00
	Spore Strips Biological Indicator (LA924 & LA923)	1	bot	5,000.00	5,000.00
	DPD chlorine free, powder pillows (Phychem, Bacte, Maintenance), 1000pcs/pk (reagents)	2	bot	20,000.00	40,000.00
	Sulfate, SulfaVer, PP, 100tests/pack	4	pcks	6,500.00	26,000.00
	Nitrate, NitraVer PP, 100tests/pack	4	pcks	12,000.00	48,000.00
	Chloride Test Reagent Set, 100tests/set	4	sets	13,000.00	52,000.00
	Total Hardness Reagent Set	4	sets	11,000.00	44,000.00
	ICP Standard Reference Materials, 100mL/bottle	1	bots.	40,000.00	40,000.00
	ICP Certified Reference Materials, 100mL/bottle	1	bots.	15,000.00	15,000.00
	Standard Solutions (turbidity, pH buffer, sulfate, nitrate, total hardness, chloride, conductivity)	1	lot	15,000.00	15,000.00
	Nitric acid, 2L/bottle	1	bot	15,000.00	15,000.00
	Delivery Tubes, 180deg. Hook, 5pcs/pack	3	pcks	2,500.00	7,500.00
	pH Calibration Solutions, Singlet	2	sets	2,000.00	4,000.00
Other glasswares and chemical reagents/media	1	lot	10,000.00	10,000.00	
			<b>Subtotal</b>	<b>597,175.00</b>	
5-02-03-090	<b>Fuel, Oil, and Lubricants Expenses</b>				
	WRFO (Samuel) Motorcycle Fuel	250	ltrs.	90.00	22,500.00
	WRFO (Samuel) Motorcycle Oil	12	bots.	450.00	5,400.00
	WRFO (C. Murillo) Motorcycle Fuel	250	ltrs.	90.00	22,500.00
	WRFO (C. Murillo) Motorcycle Oil	12	bots.	450.00	5,400.00
	WRFT (U. Baldo) Fuel	150	ltrs.	90.00	13,500.00
	WRFT (U. Baldo) Oil	12	bots.	450.00	5,400.00
	Fuel motorcycle for Water Sampler (B. Narca)	250	ltrs.	90.00	22,500.00
	Oil motorcycle for Water Sampler (B. Narca)	12	bots.	450.00	5,400.00
	Fuel for Watershed Monitoring Team, 3 motorcycles	1000	ltrs.	90.00	90,000.00
	Oil for Watershed Monitoring Team, 3 motorcycles	36	bots.	450.00	16,200.00
	Fuel for Mobile Water Tanker	150	ltrs.	90.00	13,500.00
	Oil for Mobile Water Tanker	120	ltrs.	450.00	54,000.00
	Grasscutter fuel, 1 unit	30	ltrs.	90.00	2,700.00
	Grasscutter Oil, 1 unit	6	bottles	450.00	2,700.00
	Welding Generator Fuel, 1 unit	1	lot	10,000.00	10,000.00
	Welding Generator Oil, 1 unit	6	bottles	450.00	2,700.00
			<b>Subtotal</b>	<b>294,400.00</b>	
5-02-03-130	<b>Chemical and Filtering Supplies Expenses</b>				
	Activated Carbon, additional for collection boxes (Sumugbong, Manag-as #1, Tinggangawan, Lapag, Karaos, Bayugan II, and Lapinigan). 25kg per sack	200	sacks	3,200.00	640,000.00
	Activated Carbon, for 2nd chamber of Manag-as Collection Box #2, 25Kg per sack	50	sacks	3,200.00	160,000.00
	Chlorine Gas Cylinder	70	cyl	8,000.00	560,000.00
	Chlorine Granules (consider disinfection of canal)	8	drum	6,500.00	52,000.00
	Caustic Soda, liquid	2	cont.	1,500.00	3,000.00
	Caustic Soda, flakes	1	lot	8,000.00	8,000.00
	PE Tubing	1	lot	6,000.00	6,000.00
	Lubricant, food grade	4	cans	5,000.00	20,000.00
	Refill of Argon Gas Tank, at least 2,600 psi	8	tanks	30,000.00	240,000.00
			<b>Subtotal</b>	<b>1,689,000.00</b>	
5-02-03-990	<b>Other Supplies and Materials Expenses</b>				
	Alcohol, isopropyl	10	gallon	357.09	3,570.90
	Batteries, dry cell, AA, 2 pcs per pack	50	pack	20.49	1,024.50
	Batteries, dry cell, AAA, 2 pcs per pack	50	pack	18.34	917.00
Tape, electrical	20	rolls	19.45	389.00	



5-02-03-990	Medical/Surgical Face Masks	6	boxes	350.00	2,100.00
	Sterile gloves for laboratory use (Microlab), various sizes	1	lot	2,000.00	2,000.00
	Nitrile gloves for laboratory use (Phychem), various sizes	1	lot	2,000.00	2,000.00
	Gloves, heat resistant	2	pairs	500.00	1,000.00
	Laboratory Gown	2	pcs	500.00	1,000.00
	Apron	1	pcs	300.00	300.00
	Head Cap	2	box	500.00	1,000.00
	Tray, various sizes	1	lot	1,000.00	1,000.00
	Trolley	1	unit	3,500.00	3,500.00
	Emergency Lights /Flash lights	1	lot	1,000.00	1,000.00
	Storage box (plastic container), Large	6	pcs	1,000.00	6,000.00
	Paper Bag (various size)	1	lot	1,000.00	1,000.00
	Rechargeable flashlight/headlamp	1	lot	1,000.00	1,000.00
	Electric racket	2	units	250.00	500.00
	Mouse Traps	1	lot	1,000.00	1,000.00
	Rainboots, various sizes	16	pairs	400.00	6,400.00
	Raincoat, various sizes	16	pairs	400.00	6,400.00
	Light Bulb	100	units	200.00	20,000.00
	Cutting Disc, various sizes	1	lot	1,000.00	1,000.00
	Grinding Disc, various sizes	1	lot	1,000.00	1,000.00
	Welding Rod, various sizes	1	lot	1,000.00	1,000.00
	Refill of 11Kg LPG Tank for welding and fabrication works	3	tanks	1,000.00	3,000.00
	Refill of Oxygen Tank for welding and fabrication works	3	tanks	2,000.00	6,000.00
	Nylon	1	lot	5,000.00	5,000.00
	Garden Hose	10	meters	50.00	500.00
	Frame and certificate holder for laboratory use	1	lot	1,000.00	1,000.00
	Tarpaulin for Various use	1	lot	1,000.00	1,000.00
	Carboyl, containers	1	lot	2,500.00	2,500.00
UPS with Voltage Regulator	2	units	4,500	9,000.00	
Gas Mask with cartridge	3	pcs.	10,000.00	30,000.00	
Other similar Miscellaneous items	1	lot	4,000.00	4,000.00	
			<b>Subtotal</b>	<b>128,101.40</b>	
<b>UTILITY EXPENSES</b>					
5-02-04-990-03	<b>Cleaning Materials</b>				
	Broom, walis tambo	4	pcs	124.80	499.20
	Broom, walis ting2x	40	pcs	26.00	1,040.00
	Detergent Powder	50	pouch	54.00	2,700.00
	Disinfectant Spray, aerosol	30	cans	139.89	4,196.70
	Dust Pan	7	pieces	46.80	327.60
	Hand Soap, liquid, 500mL	10	botte	42.95	429.50
	Mop Bucket	2	unit	2,288.00	4,576.00
	Rags	10	kilo	69.47	694.70
	Trash Bag, XXL	4	rolls	130.00	520.00
	Trash Bag, XL	6	rolls	92.56	555.36
	Trash Bag, L	6	rolls	59.28	355.68
	Trash Bag, Medium	6	rolls	45.00	270.00
	Trash Bag, Small	12	rolls	40.00	480.00
	Tissue, paper towel	100	pack/roll	33.80	3,380.00
	Hand Sanitizer	4	bottle	85.08	340.32
	Dishwashing Liquid (1Liter)	12	bots.	200.00	2,400.00
	Foil, aluminum wrap	12	rolls	100.00	1,200.00
	Disinfectant, Liquid Concentrate, 500ml	4	bottles	500.00	2,000.00
	Disinfectant, hypochlorite solution	6	bottles	200.00	1,200.00
	Stain Removal Solution	1	lot	1,000.00	1,000.00
	Gloves, PPE during disinfection	4	pairs	100.00	400.00
	Hand Towel	1	lot	1,000.00	1,000.00
	Hand Brush	10	pcs	150.00	1,500.00
	Long Brush	6	pcs	500.00	3,000.00
	Pail	10	pcs	300.00	3,000.00
	Basin	10	pcs	300.00	3,000.00
	Other Similar Materials	1	lot	10,000.00	10,000.00
			<b>Subtotal</b>	<b>162,166.46</b>	



<b>COMMUNICATION EXPENSES</b>					
5-02-05-10	<b>Postage and Courier Expenses</b>				
	Send communication to Regulatory Agencies (DOH, NRL, LWUA, PRC, PNP, PDEA, DENR, etc)	1	lot	2,500.00	2,500.00
	Delivery of items to other places	1	lot	2,500.00	2,500.00
				<b>Subtotal</b>	<b>5,000.00</b>
5-02-05-020	<b>Telephone Expenses</b>				
	Load for Cellphone (Laboratory hotline)	12	months	300.00	3,600.00
	Load for Cellphone (DMB)	12	months	1,000.00	12,000.00
	Load for Cellphone (operators and watershed personnel), 7 personnel	12	months	2,100.00	25,200.00
	Load for Cellphone, caretakers, 8 personnel	12	months	2,400.00	28,800.00
				<b>Subtotal</b>	<b>69,600.00</b>
<b>LEGAL SERVICES</b>					
5-02-11-010	<b>Legal Services</b>				
	Notarial fees and other legal fees	1	lot	10,000.00	10,000.00
				<b>Subtotal</b>	<b>10,000.00</b>
5-02-11-990	<b>Other Professional Services</b>				
				<b>Subtotal</b>	<b>-</b>
5-02-12-990	<b>Other General Services</b>				
	Automation Control Technician	1	lot	10,000.00	10,000.00
	Electrical/Motor Technician	1	lot	10,000.00	10,000.00
	Labor for grasscutting of reservoirs area, 4x a year	1	lot	30,000.00	30,000.00
	Hauling of chlorine gas tank, construction materials, and machine equipment from loading area to Reservoir or Water Sources area and vice versa	1	lot	20,000.00	20,000.00
	Other Services/Labor/Job Order (Merantes, Libato, emergency labors)	1	lot	600,000.00	600,000.00
				<b>Subtotal</b>	<b>670,000.00</b>
<b>REPAIRS AND MAINTENANCE</b>					
5-02-13-020	<b>R &amp; M Land Improvements</b>				
	Reforestation, Protection Maintenance & Development	1	lot	150,000.00	150,000.00
				<b>Subtotal</b>	<b>150,000.00</b>
5-02-13-030-11-01	<b>R &amp; M Supply Mains</b>				
	Repair of 2 to 4" supply mains (uPVC, PE, GI, Steel Pipes, and other needed appurtenances) as per Board Resolution No. 18, s.2021 - labor and materials	1	lot	65,000.00	65,000.00
	Repair and Maintenance of supply mains - labor and materials (aggregates, rebars, cement, lumber, formworks, and CHB)	1	lot	65,000.00	65,000.00
	Air Release valves, various sizes	1	lot	50,000.00	50,000.00
				<b>Subtotal</b>	<b>180,000.00</b>
5-02-13-030-11-04	<b>R &amp; M - Meters</b>				
	R&M of mechanical flow meters (labor and replacement parts)	1	lot	5,000.00	5,000.00
	R&M of flow meters electromagnetic (labor and replacement parts)	1	lot	150,000.00	150,000.00
				<b>Subtotal</b>	<b>155,000.00</b>
5-02-13-030-11-05	<b>R&amp;M - Hydrants</b>				
	R&M of Hydrants and Blow-offs (labor, replacement parts, welding materials, painting materials, aggregates, and cement)	1	lot	50,000.00	50,000.00
				<b>Subtotal</b>	<b>50,000.00</b>
5-02-13-030-11-07	<b>R&amp;M Collecting and Impounding</b>				
	Replacement of damaged appurtenances at springbox and collection box (2" to 4" diameter uPVC, PE, GI, Steel Pipes)- as per Board Resolution No. 18, s.2021	1	lot	25,000.00	25,000.00
	Repair and Maintenance of spring boxes and collection boxes - Labor and materials (cement, aggregates, lumber, painting materials)	1	lot	25,000.00	25,000.00
				<b>Subtotal</b>	<b>50,000.00</b>



	<b>R&amp;M Reservoirs and Tanks</b>				
5-02-13-030-11-08	Replacement of damaged appurtenances at Reservoirs (2" to 4" diameter uPVC, PE, GI, Steel Pipes)- as per Board Resolution No. 18, s.2021	1	lot	25,000.00	25,000.00
	R&M of 6 reservoirs - Labor and Materials (cement, rebars, aggregates, other construction materials)	1	lot	25,000.00	25,000.00
				<b>Subtotal</b>	<b>50,000.00</b>
	<b>R&amp;M Power Supply System</b>				
5-02-13-030-15	R&M of Solar Power Supply	1	lot	10,000.00	10,000.00
				<b>Subtotal</b>	<b>10,000.00</b>
	<b>R&amp;M Source of Supply Plant Structures and Improvements</b>				
5-02-13-040-08	Replacement of damaged appurtenances at intake dams (2" to 4" diameter uPVC, PE, GI, Steel Pipes,) - as per Board Resolution No. 18, s.2021 and R&M of Structures	1	lot	50,000.00	50,000.00
				<b>Subtotal</b>	<b>50,000.00</b>
	<b>R&amp;M Water Treatment Structures and Improvements</b>				
5-02-13-040-09	Repair and Maintenance of filter houses, chlorinator houses, & online analyzer houses (labor and materials)	1	lot	10,000.00	10,000.00
				<b>Subtotal</b>	<b>10,000.00</b>
	<b>R&amp;M Other Structures</b>				
5-02-13-040-99	Labor and materials for maintenance of access road going to reservoir sites (aggregates, cement, rebars, other materials)	1	lot	20,000.00	20,000.00
	Repair and Maintenance of reservoir sites (labor and materials - carpentry works, electrical works, plumbing, landscaping materials, beautification, WSP compliance, signages, painting of fences, others.)	1	lot	50,000.00	50,000.00
	R&M of Mini-Nursery at Sumugbong area (labor and materials)	1	lot	10,000.00	10,000.00
	R&M of Laboratory - Phychem and Bacte (labor and materials including electrical wiring, outlets, plumbing, sliding door, cabinets, glass, sink, storage, etc.)	1	lot	20,000.00	20,000.00
	R&M of Access Hole and similar structures	1	lot	50,000.00	50,000.00
				<b>Subtotal</b>	<b>150,000.00</b>
	<b>R&amp;M Office Equipment</b>				
5-02-13-050-02	Repair and maintenance of Aircon, cleaning services and other parts	1	lot	15,000.00	15,000.00
				<b>Subtotal</b>	<b>15,000.00</b>
	<b>R&amp;M - ICT</b>				
5-02-13-050-03	Repair and maintenance of computers, printers, and UPS (labor and materials)	1	lot	5,000.00	5,000.00
				<b>Subtotal</b>	<b>5,000.00</b>
	<b>R&amp;M Laboratory Equipment</b>				
5-02-13-050-16	Repair and maintenance of phychem laboratory equipment (labor and materials)	1	lot	20,000.00	20,000.00
	Repair and maintenance of bacte lab equipment (labor and materials)	1	lot	20,000.00	20,000.00
	Annual Preventive Maintenance of ICP-OES	1	lot	55,000.00	55,000.00
	Calibration of equipment and glasswares	1	lot	30,000.00	30,000.00
			<b>Subtotal</b>	<b>125,000.00</b>	
	<b>R&amp;M Water Treatment Equipment</b>				
5-02-13-050-18	R&M Filter Parts (labor and replacement parts) for Sumugbong, Tinggangawan, and Alegria, Lapag, Bayugan II, and Ormaca	1	lot	500,000.00	500,000.00
	R&M PLC Parts (labor and replacement Parts)	1	lot	100,000.00	100,000.00
	R&M of Variable Frequency Drive (labor and materials)	1	lot	50,000.00	50,000.00
	R&M of Chlorinators (labor and materials) and Replaceable Parts	1	lot	70,000.00	70,000.00
	R&M of chlorine gas leak sensor w/ neutralizing system, (labor and replacement parts)	1	lot	30,000.00	30,000.00
	R&M of Online Analyzers, (labor and replacement parts)	1	lot	30,000.00	30,000.00
	R&M Water Level Indicator	1	lot	20,000.00	20,000.00
			<b>Subtotal</b>	<b>800,000.00</b>	
	<b>R&amp;M Transportation Equipment</b>				
5-02-13-060-01	RM for Motorcycle of Sample Collector	1	unit	15,000.00	15,000.00
	RM for Motorcycles of Operators	3	units	20,000.00	60,000.00
	RM for Motorcycles of Watershed Personnel (Jade and Rodino)	2	units	15,000.00	30,000.00
	RM for Motorcycles of Watershed Personnel (Lloyd)	1	unit	20,000.00	20,000.00
	RM for Mobile water tanker	1	lot	60,000.00	60,000.00
				<b>Subtotal</b>	<b>185,000.00</b>



REPAIRS AND MAINTENANCE - SEMI EXPENDABLE MACHINERY & EQUIPMENT EXPENSES					
<b>R&amp;M Semi Expendable Tools Shop and Garage</b>					
05-02-13-050-19	Repair & Maintenance of Powerwash, grasscutters, compressor, chainsaw, welding generator, and other equipment/tools (labor and parts)	1	lot	10,000.00	10,000.00
				<b>Subtotal</b>	<b>10,000.00</b>
SEMI-EXPENDABLE MACHINERY & EQUIPMENT EXPENSES					
<b>Semi-Expendable - ICT</b>					
05-02-13-210-03	Computer Desktop,	1	unit	42,390.40	42,390.40
	Cellphone	3	units	10,000.00	30,000.00
	Uninterruptible Power Supply, UPS 1500VA	3	units	10,000.00	30,000.00
				<b>Subtotal</b>	<b>102,390.40</b>
<b>Semi-Expendable Laboratory Equipment</b>					
5-02-03-210-15	Spill Kit/Containment system	1	lot	20,000.00	20,000.00
	Pipet Controller, glass type	1	set	40,000.00	40,000.00
	pH Meter, spare	1	unit	10,000.00	10,000.00
	Weighing Scale for bacte lab	1	unit	65,000.00	65,000.00
	Exhaust fan, spare for bacte lab	2	units	2,500.00	5,000.00
				<b>Subtotal</b>	<b>140,000.00</b>
<b>Semi-Expendable Tools, Shops &amp; Garage</b>					
5-02-03-210-16	Air Compressor, spare	1	unit	15,000.00	15,000.00
	Weighing scale for chlorine tanks, spare	1	unit	10,000.00	10,000.00
	Various tools (shovel, bolo, digging bar, hacksaw, moil, ballhammer, adjustable, and other similar)	1	lot	30,000.00	30,000.00
				<b>Subtotal</b>	<b>55,000.00</b>
SEMI-EXPENDABLE FURNITURES, FIXTURES, AND BOOKS					
<b>Semi-Expendable Furnitures and Fixtures</b>					
5-02-03-220	Storage Furnitures (drawer, side table, and cabinets)	1	lot	25,000.00	25,000.00
				<b>Subtotal</b>	<b>25,000.00</b>
TAXES, INSURANCE PREMIUMS AND OTHER FEES					
<b>Other Agencies</b>					
5-02-15-10-04	Proficiency Testing for Laboratory	1	unit	10,000.00	10,000.00
	Application for Permits (PNP, DENR, PDEA, other agencies)	1	unit	20,000.00	20,000.00
	PCO Accreditation Renewal	1	unit	5,000.00	5,000.00
				<b>Subtotal</b>	<b>35,000.00</b>
OTHER MAINTENANCE AND OPERATING EXPENSES					
<b>Representation Expenses</b>					
5-02-99-030	Meals for various visitors	1	lot	10,000.00	10,000.00
	Meals during emergency repair, water supply restoration, and urgent apprehensions	1	lot	10,000.00	10,000.00
				<b>Subtotal</b>	<b>20,000.00</b>
<b>Transportation and Delivery Expenses</b>					
5-02-99-040	Freight and Handling of Materials	1	lot	20,000.00	20,000.00
	Inland Fares, various	1	lot	5,000.00	5,000.00
				<b>Subtotal</b>	<b>25,000.00</b>
<b>Rent</b>					
5-02-05-99-050	Rental Services (Heavy and Light Equipment, and other machines/facilities/tools)	1	lot	50,000.00	50,000.00
				<b>Subtotal</b>	<b>50,000.00</b>
<b>Other Maintenance and Operating Expenses</b>					
5-02-99-990	Miscellaneous Expense - Right of Way	1	lot	50,000.00	50,000.00
	Miscellaneous Expense	1	lot	20,000.00	20,000.00
				<b>Subtotal</b>	<b>70,000.00</b>
<b>GRAND TOTAL</b>					<b>6,452,366.36</b>

Prepared and Submitted:

  
**RUBEN M. JARABATA JR.**  
 QWP Section Head

Recommending Approval:

**MAMRY B. PAYLANGCO**  
 Division Manager C  
 WFCM/QWP Division

Approved:

  
**ELMER T. LUZON**  
 General Manager C

Noted:

  
**JONATHAN BAÑAS**  
 Head of Procuring Entity



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**PERSONNEL SERVICES FOR CY 2024**

**WATER FACILITY CONSTRUCTION AND MAINTENANCE SECTION**

NO.	ACCOUNT CODE	PERSONNEL SERVICES EXPENSES	AMOUNT
<b>PERSONNEL SERVICES</b>			
1	5-01-01-010	T&D Maintenance Supervision	3,509,472.00
2	5-01-01-010-12	T&D Operation Labor	3,170,532.00
3	5-01-01-020-12	T&D Maintenance Supervision - Casual	444,288.00
4	5-01-01-020-13	T&D Operation Labor - Casual	201,996.00
5	5-01-02-010-01	PERA	456,000.00
6	5-01-02-040-01	CLOTHING	133,000.00
7	5-01-02-140-01	13TH	610,524.00
8	5-01-02-140-02	14TH	610,524.00
9	5-01-02-150	CASHGIFT	95,000.00
10	5-01-02-020	RA	174,000.00
11	5-01-02-030	TA	174,000.00
12	5-01-02-990-38	MEDICAL	133,000.00
13	5-01-02-130-01	OVERTIME	600,000.00
14	5-01-02-080-01	Productivity Incentive Allowance	95,000.00
15	5-01-02-040-02	Cultural/ Sports Uniform	28,500.00
16	5-01-02-990-04	LOYALTY INCENTIVE	10,000.00
17	5-01-04-990	Other Personnel Benefit	380,000.00
18	5-01-03-040	GSIS- EC	22,800.00
19	5-01-03-020	PAGIBIG	45,600.00
20	5-01-03-010	PHILHEALTH	179,639.10
21	5-01-03-010	GSIS	879,154.56
22	5-01-04-030	Terminal Leave Benefit	250,000.00
<b>TOTAL PESONNEL SERVICES</b>			<b>12,203,029.66</b>

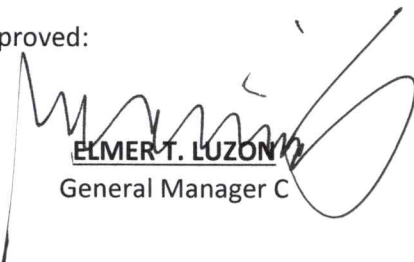
Prepared and Certified Correct by:

  
**DEESE MARIE T. ZABALA**  
 Senior Engineer A

Recommending Approval:

"On Leave"  
**MAMRY B. PAYLANGCO**  
 Division Manager C

Approved:

  
**ELMERT. LUZON**  
 General Manager C

Noted:

  
**DIR. JONATHAN A. BAÑAS**  
 Head of Procuring Entity





**DETAILED BUDGETARY REQUIREMENTS 2025**  
 (OPERATING EXPENDITURES - PERSONNEL SERVICES)


**END USER / UNIT: Water Facilities Construction and Maintenance Section**

POSITION	SALARY	PERA	CLOTHING	13TH	14TH	CASHGIFT	RA	TA	MEDICAL	OVERTIME	Productivity Incentive Allowance	Cultural/ Sports Uniform	LOYALTY INCENTIVE	Other Personnel Benefit	GSIS- EC	PAGIBIG	PHILHEALTH	GSIS	Terminal Leave Benefit	
		5-01-02-010-01	5-01-02-040-01	5-01-02-140-01	5-01-02-140-02	5-01-02-150	5-01-02-020	5-01-02-030	5-01-02-990-38	5-01-02-130-01	5-01-02-080-01	5-01-02-040-02	5-01-02-990-04	5-01-04-990	5-01-03-040	5-01-03-020	5-01-03-030	5-01-03-010	5-01-04-030	
T&D Maint. Supervisor - 5-01-01-010-07																				
25	111,727.00	2,000.00	7,000.00	111,727.00	111,727.00	5,000.00	8,500.00	8,500.00	7,000.00	30,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	2,500.00	13,407.24	70,000.00	
Division Manager B																				
23	87,315.00	2,000.00	7,000.00	87,315.00	87,315.00	5,000.00	6,000.00	6,000.00	7,000.00	50,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	2,182.88	10,477.80	50,000.00	
Utilities/ Customer Service Officer B U/CSO B																				
14	37,024.00	2,000.00	7,000.00	37,024.00	37,024.00	5,000.00			7,000.00	20,000.00	5,000.00	1,500.00	10,000.00	20,000.00	100.00	200.00	925.60	4,442.88	20,000.00	
Principal Engineer D																				
19	56,390.00	2,000.00	7,000.00	56,390.00	56,390.00	5,000.00			7,000.00	40,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	1,409.75	6,766.80	20,000.00	
<b>Sub- Total Monthly</b>	<b>292,456.00</b>	<b>8,000.00</b>	<b>28,000.00</b>	<b>292,456.00</b>	<b>292,456.00</b>	<b>20,000.00</b>	<b>14,500.00</b>	<b>14,500.00</b>	<b>28,000.00</b>	<b>140,000.00</b>	<b>20,000.00</b>	<b>6,000.00</b>	<b>10,000.00</b>	<b>80,000.00</b>	<b>400.00</b>	<b>800.00</b>	<b>7,018.23</b>	<b>35,094.72</b>	<b>160,000.00</b>	
<b>Sub - Total Annually</b>	<b>3,509,472.00</b>	<b>96,000.00</b>	<b>28,000.00</b>	<b>292,456.00</b>	<b>292,456.00</b>	<b>20,000.00</b>	<b>174,000.00</b>	<b>174,000.00</b>	<b>28,000.00</b>	<b>140,000.00</b>	<b>20,000.00</b>	<b>6,000.00</b>	<b>10,000.00</b>	<b>80,000.00</b>	<b>4,800.00</b>	<b>9,600.00</b>	<b>84,218.70</b>	<b>421,136.64</b>	<b>1,600,000.00</b>	
<b>T&amp;D Operation Labor - 5-01-01-010-12</b>																				
Water/ Sewerage Maintenance Man A W/SMMA																				
8-3	21,839.00	2,000.00	7,000.00	21,839.00	21,839.00	5,000.00			7,000.00	25,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	545.98	2,620.68	30,000.00	
Water/ Sewerage Maintenance Man A W/SMMA																				
8-5	22,234.00	2,000.00	7,000.00	22,234.00	22,234.00	5,000.00			7,000.00	15,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	555.85	2,668.08	30,000.00	
Water/ Sewerage Maintenance Man A W/SMMA																				
8	21,448.00	2,000.00	7,000.00	21,448.00	21,448.00	5,000.00			7,000.00	25,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	536.20	2,573.76	30,000.00	
Water/ Sewerage Maintenance Man A W/SMMA																				
8	21,448.00	2,000.00	7,000.00	21,448.00	21,448.00	5,000.00			7,000.00	35,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	536.20	2,573.76	30,000.00	
Water/ Sewerage Maintenance Man B W/SMMB																				
6	18,957.00	2,000.00	7,000.00	18,957.00	18,957.00	5,000.00			7,000.00	40,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	473.93	2,274.84	25,000.00	
Water/ Sewerage Maintenance Man B W/SMMB																				
6	18,957.00	2,000.00	7,000.00	18,957.00	18,957.00	5,000.00			7,000.00	40,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	473.93	2,274.84	25,000.00	
Water/ Sewerage Maintenance Man B W/SMMB																				
6	18,957.00	2,000.00	7,000.00	18,957.00	18,957.00	5,000.00			7,000.00	40,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	473.93	2,274.84	25,000.00	
Water/ Sewerage Maintenance Man B W/SMMB																				
6	18,957.00	2,000.00	7,000.00	18,957.00	18,957.00	5,000.00			7,000.00	40,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	473.93	2,274.84	25,000.00	
Water/ Sewerage Maintenance Man B W/SMMB																				
6	18,957.00	2,000.00	7,000.00	18,957.00	18,957.00	5,000.00			7,000.00	40,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	473.93	2,274.84	25,000.00	
Water/ Sewerage Maintenance Man B W/SMMB																				
6	18,957.00	2,000.00	7,000.00	18,957.00	18,957.00	5,000.00			7,000.00	40,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	473.93	2,274.84	25,000.00	
Utilities/ Customer Service Assistant D U/CSA D																				
6	18,957.00	2,000.00	7,000.00	18,957.00	18,957.00	5,000.00			7,000.00	10,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	473.93	2,274.84	20,000.00	
Utilities/ Customer Service Assistant B U/CSA B																				
10	25,586.00	2,000.00	7,000.00	25,586.00	25,586.00	5,000.00			7,000.00	20,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	639.65	3,070.32	25,000.00	
<b>Sub- Total Monthly</b>	<b>264,211.00</b>	<b>26,000.00</b>	<b>91,000.00</b>	<b>264,211.00</b>	<b>264,211.00</b>	<b>65,000.00</b>	<b>-</b>	<b>-</b>	<b>91,000.00</b>	<b>410,000.00</b>	<b>65,000.00</b>	<b>19,500.00</b>	<b>-</b>	<b>260,000.00</b>	<b>1,300.00</b>	<b>2,600.00</b>	<b>6,605.28</b>	<b>31,705.32</b>	<b>320,000.00</b>	
<b>Sub - Total Annually</b>	<b>3,170,532.00</b>	<b>312,000.00</b>	<b>91,000.00</b>	<b>264,211.00</b>	<b>264,211.00</b>	<b>65,000.00</b>	<b>-</b>	<b>-</b>	<b>91,000.00</b>	<b>410,000.00</b>	<b>65,000.00</b>	<b>19,500.00</b>	<b>-</b>	<b>260,000.00</b>	<b>15,600.00</b>	<b>31,200.00</b>	<b>79,263.30</b>	<b>380,463.84</b>	<b>3,200,000.00</b>	



POSITION	SALARY	PERA	CLOTHING	13TH	14TH	CASHGIFT	RA	TA	MEDICAL	OVERTIME	Productivity Incentive Allowance	Cultural/ Sports Uniform	LOYALTY INCENTIVE	Other Personnel Benefit	GSIS- EC	PAGIBIG	PHILHEALTH	GSIS	Terminal Leave Benefit
T&D Maint. Supervision CASUAL - 5-01-01-020-12		5-01-02-010-01	5-01-02-040-01	5-01-02-140-01	5-01-02-140-02	5-01-02-150	5-01-02-020	5-01-02-030	5-01-02-990-38	5-01-02-130-01	5-01-02-080-01	5-01-02-040-02	5-01-02-990-04	5-01-04-990	5-01-03-040	5-01-03-020	5-01-03-030	5-01-03-010	5-01-04-030
Engineer A (12 mos.)	14	2,000.00	7,000.00	37,024.00	37,024.00	5,000.00			7,000.00	30,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	925.60	4,442.88	30,000.00
<b>Sub- Total Monthly</b>		2,000.00	7,000.00	37,024.00	37,024.00	5,000.00			7,000.00	30,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	925.60	4,442.88	
<b>Sub - Total Annually</b>		24,000.00	7,000.00	37,024.00	37,024.00	5,000.00			7,000.00	30,000.00	5,000.00	1,500.00		20,000.00	1,200.00	2,400.00	11,107.20	53,314.56	30,000.00
T&D Operation Labor CASUAL - 5-01-01-020-13																			
WSMM-C	4	2,000.00	7,000.00	16,833.00	16,833.00	5,000.00			7,000.00	20,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	420.83	2,019.96	20,000.00
<b>Sub- Total Monthly</b>		2,000.00	7,000.00	16,833.00	16,833.00	5,000.00			7,000.00	20,000.00	5,000.00	1,500.00		20,000.00	100.00	200.00	420.83	2,019.96	
<b>Sub - Total Annually</b>		24,000.00	7,000.00	16,833.00	16,833.00	5,000.00			7,000.00	20,000.00	5,000.00	1,500.00		20,000.00	1,200.00	2,400.00	5,049.90	24,239.52	50,000.00
<b>GRAND TOTAL REG &amp; CASUAL</b>		456,000.00	133,000.00	610,524.00	610,524.00	95,000.00	174,000.00	174,000.00	133,000.00	600,000.00	95,000.00	28,500.00	10,000.00	380,000.00	22,800.00	45,600.00	179,639.10	879,154.56	250,000.00

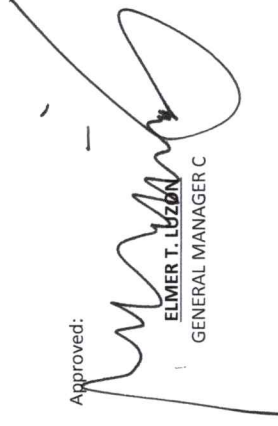
Prepared and Certified Correct by:

  
**DEESE MARIE T. ZABALA**  
 SENIOR ENGINEER A

Recommending Approval:

*"On Leave"*  
**MAMRY B. PAYLANGCO**  
 DIVISION MANAGER C

Approved:

  
**ELMER T. LOZON**  
 GENERAL MANAGER C

Noted by:

  
**DIR. JONATHAN A. BAÑAS**  
 HEAD OF PROCUREMENT ENTITY





Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**SUMMARY OF BUDGETARY REQUIREMENT 2024**

<b>WATER FACILITY CONSTRUCTION AND MAINTENANCE SECTION</b>			
<b>NO.</b>	<b>ACCOUNT CODE</b>	<b>CAPITAL EXPENDITURES</b>	<b>AMOUNT</b>
1	1-06-03-110-09-03	TRANSMISSION DISTRIBUTION MAINS	3,800,000.00
2	1-06-03-110-11	SERVICE CONNECTION	2,100,000.00
3	1-06-03-110-12	METERS	3,592,500.00
4	1-06-03-110-15	OTHER TRANSMISSION AND DISTRIBUTION MAINS	200,000.00
5	1-06-04-010-03	BUILDING & OTHER STRUCTURE - OTHER STRUCTURES	500,000.00
6	1-06-05-080	CONSTRUCTION AND HEAVY EQUIPMENT	500,000.00
7	1-06-06-010	MOTOR VEHICLES	100,000.00
8	1-06-98-022	TOOLS, SHOPS AND GARAGE EQUIPMENT	210,000.00
9	1-08-01-020	COMPUTER SOFTWARE	200,000.00
		<i>SUB-TOTAL</i>	<i>11,202,500.00</i>
<b>10</b>	<b>1-06-03-040</b>	<b>PROPOSED PROJECT LOAN AVAILMENT</b>	<b>25,000,000.00</b>
		<b>TOTAL CAPEX</b>	<b>36,202,500.00</b>

Prepared and Certified Correct by:

  
**DEESE MARIE T. ZABALA**  
Senior Engineer A

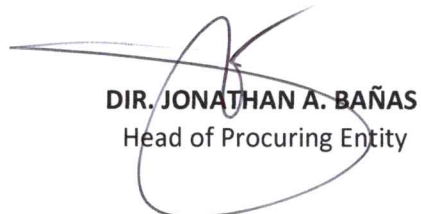
Recommending Approval:

“On Leave”  
**MAMRY B. PAYLANGCO**  
Division Manager C

Approved:

  
**ELMERT. LUZON**  
General Manager C

Noted:

  
**DIR. JONATHAN A. BAÑAS**  
Head of Procuring Entity



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**DETAILED BUDGETARY REQUIREMENTS 2025**  
**(CAPITAL EXPENDITURES)**

END USER / UNIT : **WATER FACILITY, CONSTRUCTION, MAINTENANCE SECTION**

ACCOUNT CODE	ACCOUNT NAME/ GENERAL DESCRIPTION	QUANTITY/ SIZE	UNIT	UNIT PRICE 2025	TOTAL
<b>INFRASTRUCTURE ASSETS 1-06-03</b>					
<b>1-06-03-110-09-03</b>	<b>TRANSMISSION DISTRIBUTION MAINS</b>				
	<b>Expansion Program 2025</b>				2,600,000.00
	Barangay Poblacion (Hubang-Sta.Ana Diversion Rd)	3,250.00	l.m.	800.00	2,600,000.00
	<b>Repair of Major T&amp;D</b>				
	2025_ 6" to 12" pipeline leaks	1	l.s.	1,200,000.00	1,200,000.00
<b>Sub-Total</b>					<b>3,800,000.00</b>
<b>1-06-03-110-11</b>	<b>SERVICE CONNECTION</b>				
	<b>INSTALLATION OF NEW SERVICE CONNECTION</b>				1,530,000.00
	Compound Valves of Various Sizes				
	Compound Valve 2", 1" and 3/4"	1	l.s.	700,000.00	700,000.00
	Various G.I Fittings of various sizes				
	G.I Elbow 1 1/4" x 90 degrees, 1", 2" x 90				
	G.I Flange				
	GI Bushing Reducer 1" x 3/4"	1	l.s.	100,000.00	100,000.00
	GI Cross Tee, Tee,				
	GI Cross Tee 3/4"				
	GI Nipple of Various Sizes	1	l.s.	38,000.00	50,000.00
	Gate valves of various sizes				
	Mechanical Gate Valve 2" (Main Gate Valve)				
	Gate Valve 1 1/4"	1	l.s.	180,000.00	180,000.00
	Gate Valve 1"				
	Gate Valve 3/4"				
	Other Fittings of Various Sizes				
	PE Male Adaptor 1"				
	PE Male Adaptor 3/4"				
	PE PIPE 1" SDR 11				
	PE Pipe 1 1/4"				
	PE Pipe 3/4"				
	Adapter 1 1/4" x 1"				
	Adapter 1" x 3/4"				
	C.I. Tee (2" - 8" x 2")				
	Saddle Clamp (2"-6" x 1")	1	l.s.	500,000.00	500,000.00
	Saddle Clamp (2"-6" x 3/4")				
	SF Brass 1"				
	SF Brass 3/4"				
	Sleeve Type Coupling 3"-8"				
	Sleeve Type Coupling 2"				
	Teflon Tape				
	Union 2" Dia.				
	uPVC PIPE 2" dia.				
	<b>REHABILITATION OF NEWLY APPROVED METERSTAND</b>				399,000.00
	Saddle Clamp of various sizes				
	C.I Saddle Clamp 6" x 1" and 6"x3/4" dia.				
	C.I Saddle Clamp 4" x 1" and 4"x3/4" dia.	1	l.s.	31,000.00	31,000.00
	C.I Saddle Clamp 3" x 1" and 3"x3/4" dia.				
	C.I Saddle Clamp 2" x 1" and 2"x3/4" dia.				
	SF Brass Couplings				
	SF Brass Coupling 1" dia. ISO	1	l.s.	42,000.00	42,000.00
	SF Brass Coupling 3/4" dia. ISO				

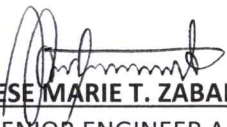


	Compound Valves of Various Sizes				
	Compound Valve 1" and 3/4"	1	l.s.	126,000.00	126,000.00
	Other Fittings of Various Sizes				
	PE Male Adaptor 1"				
	PE Male Adaptor 3/4"				
	PE Pipe 1" dia. ISO (100meters = 1 roll)	1	l.s.	145,000.00	145,000.00
	PE Pipe 3/4" dia. ISO (100meters = 1 roll)				
	Various G.I Fittings of various sizes				
	G.I Elbow Reducer 1 x 3/4" dia.				
	G.I Nipple 1" dia. X 20"				
	Gate Valve 1" dia.				
	Gate Valve 3/4" dia.				
	G.I Nipple 1" dia. X 4.5"				
	GI Bushing Reducer 1"x3/4"	1	l.s.	55,000.00	55,000.00
	GI Nipple 3/4"x4.5"				
	GI Nipple 3/4"x20"				
	G.I Cross Tee 3/4"				
	GI TEE 1"				
	G.I Tee 3/4"				
	Teflon Tape 3/4"				
<b>Sub-Total</b>					<b>2,100,000.00</b>
<b>1-06-03-110-12</b>	<b>METERS</b>				
	<b>Water meters for New Service Connection</b>	<b>630</b>	<b>50NSC/month</b>		<b>1,679,500.00</b>
	Water Meter 15mm	530	pcs	2,200.00	1,166,000.00
	Water Meter 20mm	85	pcs	3,800.00	323,000.00
	Water Meter 25mm	12	pcs	7,300.00	87,600.00
	Water Meter 50mm	3	pcs	34,300.00	102,900.00
	<b>Water meters for Change Meter/ Calibration</b>	<b>800</b>	<b>67CM/month</b>		<b>1,913,000.00</b>
	Water Meter 15mm	760	pcs	2,200.00	1,672,000.00
	Water Meter 20mm	30	pcs	3,800.00	114,000.00
	Water Meter 25mm	8	pcs	7,300.00	58,400.00
	Water Meter 50mm	2	pcs	34,300.00	68,600.00
<b>Sub-Total</b>					<b>3,592,500.00</b>
<b>1-06-03-110-15</b>	<b>OTHER TRANSMISSION AND DISTRIBUTION MAINS</b>				
	<b>Installation of New Transmission and Distribution Gate Valves</b>				<b>200,000.00</b>
	Various Sizes of CI Mechanical Gate Valve	5	units	20,000.00	100,000.00
	CI Mechanical Gate Valve 2", 3", 4", 6", 8",				
	Various Sizes of CI Sleeve Type Coupling	5	units	6,000.00	30,000.00
	CI Sleeve Type Coupling 2", 3", 4", 6", 8", 1				
	Various Sizes of UPVC Pipe Series 10 with RR x 6m	5	lengths	3,500.00	17,500.00
	UPVC Pipe 2", 3", 4", 6", 8", 10" and 12"				
	C.I TEE (Various Sizes)	1	l.s.	25,000.00	25,000.00
	uPVC Bends/Elbows (Various Sizes)	1	l.s.	16,000.00	16,000.00
	Valve Box Cover	6	l.s.	1,000.00	6,000.00
	Hot-dipped Bolts, Nuts, Washers 5/8"x3"				
	Hot-dipped Bolts, Nuts, Washers 5/8"x11"				
	Hot-dipped Bolts, Nuts, Washers 3/4"x3"	1	l.s.	5,500.00	5,500.00
	Hot-dipped Bolts, Nuts, Washers 1/2"x3"				
	Hot-dipped Bolts, Nuts, Washers 1/2"x11"				
<b>Sub-Total</b>					<b>200,000.00</b>
<b>1-06-04-010-03</b>	<b>BUILDING &amp; OTHER STRUCTURE - OTHER STRUCTURES</b>				
	Construction of Perimeter Fence Hubang (Phase III)	1	l.s.	500,000.00	500,000.00
<b>Sub-Total</b>					<b>500,000.00</b>
<b>1-06-05-080</b>	<b>CONSTRUCTION AND HEAVY EQUIPMENT</b>				
	Reconditioning of Backhoe loader unit	1	l.s.	500,000.00	500,000.00
					<b>500,000.00</b>
<b>1-06-06-010</b>	<b>MOTOR VEHICLES</b>				
	Motorcycle - ONCALL OFFICE	1	unit	100,000.00	100,000.00
<b>Sub-Total</b>					<b>100,000.00</b>
<b>1-06-98-022</b>	<b>TOOLS, SHOPS AND GARAGE EQUIPMENT</b>				
	<b>Various Equipments</b>				

	Generator Set with Floodlight	1	unit	150,000.00	150,000.00
	Portable Breaker/ Demolition Hammer	1	unit	60,000.00	60,000.00
<b>Sub-Total</b>					<b>210,000.00</b>
<b>1-08-01-020</b>	<b>COMPUTER SOFTWARE</b>				
	VPN Subscription/Update Atlantis	1	lot	200,000.00	200,000.00
<b>Sub-Total</b>					<b>200,000.00</b>
<b>TOTAL BUDGET (CAPEX)</b>					<b>11,202,500.00</b>

<b>1-06-03-040</b>	<b>PROPOSED PROJECT LOAN AVAILMENT</b>				
	Bitan-agan Water Supply System Project Phase 1	1	l.s.	25,000,000.00	25,000,000.00

Prepared and Certified Correct by:

  
**DEESE MARIE T. ZABALA**  
 SENIOR ENGINEER A

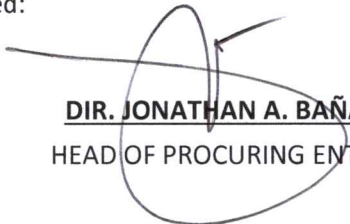
Recommending Approval:

"On Leave"  
**MAMRY B. PAYLANGCO**  
 Division Manager C

Approved:

  
**ELMER T. LUZON**  
 GENERAL MANAGER C

Noted:

  
**DIR. JONATHAN A. BAÑAS**  
 HEAD OF PROCURING ENTITY





**SUMMARY OF BUDGETARY REQUIREMENT 2025**

<b>WATER FACILITY CONSTRUCTION AND MAINTENANCE SECTION</b>			
<b>NO.</b>	<b>ACCOUNT CODE</b>	<b>OPERATING EXPENDITURES</b>	<b>AMOUNT</b>
1	5-02-01-010	TRAVELLING EXPENSE	30,000.00
2	5-02-02-010	TRAINING & SCHOLARSHIP EXPENSE	30,000.00
3	5-02-03-010	OFFICE SUPPLIES	48,150.00
4	5-02-03-090	FUEL, OIL & LUBRICANTS	1,095,900.00
5	5-02-03-990	OTHER SUPPLIES AND MATERIAL EXPENSE	98,800.00
6	5-02-05-020-01	TELEPHONE EXPENSES - MOBILE	90,000.00
7	5-02-09-010-09	TRANSMISSION DISTRIBUTION - ENGINEERING EXPENSES	395,400.00
8	5-02-11-010	LEGAL SERVICES	12,000.00
9	5-02-12-990	OTHER GENERAL SERVICES	655,988.00
10	5-02-13-030-11-02	R&M-TRANSMISSION AND DISTRIBUTION MAINS	1,100,000.00
11	5-02-13-030-11-03	R&M-SERVICES	900,030.00
12	5-02-13-050-03	R&M-MACHINERY & EQUIPMENT- INFORMATION AND	10,000.00
13	5-02-13-050-08	R&M-MACHINERY AND EQUIPMENT - CONSTRUCTION AND	100,000.00
14	5-02-13-230	R&M - TECHNICAL & SCIENTIFIC EQUIPMENT	20,000.00
15	5-02-13-060-01	R&M-TRANSPORTATION EQUIPMENT - MOTOR VEHICLES	514,000.00
16	5-02-13-050-19	R&M-TOOLS, SHOPS AND GARAGE EQUIPMENT	40,000.00
17	5-02-13-210-16	R&M - SEMI EXPENDABLES - MACHINERY AND EQUIPMENT -	5,000.00
18	5-02-03-210-02	SEMI EXPENDABLES - MACHINERY AND EQUIPMENT EXPENSES	40,000.00
19	5-02-03-210-03	SEMI EXPENDABLES - MACHINERY AND EQUIPMENT EXPENSES	80,000.00
20	5-02-03-210-16	SEMI EXPENDABLES - MACHINERY AND EQUIPMENT EXPENSES Tools, Shops and Garage	89,000.00
21	5-02-03-220	SEMI EXPENDABLES - FURNITURE AND FIXTURES EXPENSES	20,000.00
22	5-02-99-030	REPRESENTATION EXPENSES	10,000.00
23	5-02-05-99-050	RENT	20,000.00
24	5-02-99-990	OTHER MAINTENANCE AND OPERATING EXPENSES	55,000.00
<b>TOTAL OPEX</b>			<b>5,459,268.00</b>

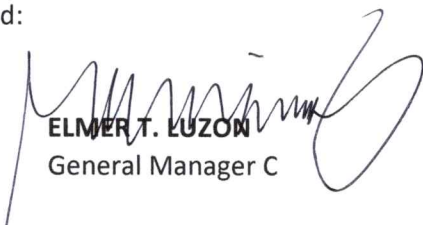
Prepared and Certified Correct by:

  
**DEESE MARIE T. ZABALA**  
 Senior Engineer A

Recommending Approval:

"On Leave"  
**MAMRY B. PAYLANGCO**  
 Division Manager C

Approved:

  
**ELMER T. LUZON**  
 General Manager C

Noted:

  
**DIR. JONATHAN A. BAÑAS**  
 Head of Procuring Entity





Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**DETAILED BUDGETARY REQUIREMENTS 2025**

**(OPERATING EXPENDITURES)**

END USER / UNIT : **WATER FACILITY, CONSTRUCTION, MAINTENANCE SECTION**

ACCOUNT CODE	ACCOUNT NAME/ GENERAL DESCRIPTION	QUANTITY / SIZE	UNIT	UNIT PRICE 2025	TOTAL
<b>5-02-01-010</b>	<b>TRAVELLING EXPENSE</b>				
	Travel expense during seminar/ training	1	l.s	30,000.00	30,000.00
<b>Sub-Total</b>					<b>30,000.00</b>
<b>5-02-02-010</b>	<b>TRAINING &amp; SCHOLARSHIP EXPENSE</b>				
	Registration for trainings	1	lot	30,000.00	30,000.00
<b>Sub-Total</b>					<b>30,000.00</b>
<b>5-02-03-010</b>	<b>OFFICE SUPPLIES</b>				
	Staple wire (No. 35)	4	boxes	35.00	140.00
	Ballpen ( for fieldmen ) 1 tube = 50pcs	2	tubes	350.00	700.00
	Pencil	1	box	60.00	60.00
	Eraser	1	pcs	10.00	10.00
	Highlighter (Orange)	4	pcs	50.00	200.00
	Folder long	1	pack	300.00	300.00
	Folder A4	1	pack	250.00	250.00
	Paper fastener	2	boxes	50.00	100.00
	Paper Clips coated 30-33 mm	4	boxes	15.00	60.00
	Paper Clips Coated 50 mm	6	boxes	25.00	150.00
	Binder Clips 1"	2	boxes	60.00	120.00
	Binder Clips 2"	2	boxes	85.00	170.00
	Correction tape	5	pcs	20.00	100.00
	Correction tape refill	8	pcs	60.00	480.00
	A3 paper (A3 size), S-20	1	ream	900.00	900.00
	Bond paper (long), S-20	28	ream	280.00	7,840.00
	Bond paper (A4), S-20	12	ream	280.00	3,360.00
	Bond paper (short), S-20	12	ream	250.00	3,000.00
	Bond paper (YELLOW - long), S-16	1	ream	280.00	280.00
	Printer – Ink Refill (black) - Epson 008	2	pcs	950.00	1,900.00
	Printer – Ink Refill (colored) - Epson 008	6	pcs	850.00	5,100.00
	Printer – Ink Refill (black) - Epson 003	2	pcs	400.00	800.00
	Printer – Ink Refill (colored) - Epson 003	8	pcs	400.00	3,200.00
	My Gel Sign Pen	1	box	345.00	345.00
	My Gel Sign Pen Refill	8	pcs	45.00	360.00
	Clipboard with Cover (Long)	2	pcs	70.00	140.00
	Masking Tape 2"	1	roll	125.00	125.00
	Heavy Duty Scissors	1	pcs	80.00	80.00
	Scotch Tape 1"	2	pcs	25.00	50.00
	Sticky Notes - Neon color various sizes	20	pcs	20.00	400.00
	Photo Paper - A4	2	packs	70.00	140.00
	Sticker Paper- Long	2	packs	65.00	130.00
	Special Paper	1	packs	130.00	130.00
	Acetate/Plastic Binding Cover (Long)	1	ream	700.00	700.00
	Stapler Standard	1	pc	250.00	250.00
	Pencil Sharpener	2	pcs	20.00	40.00
	Organizer Box	4	pcs	800.00	3,200.00
	White Board Marker	1	pcs	70.00	70.00



	Pentel Pen	1	pcs	55.00	55.00
	Glue -	1	bottle	65.00	65.00
	Blade-cutter	2	tubes	25.00	50.00
	Binding Comb/Ring 32mm&48mm	1	l.s.	2,000.00	2,000.00
	USB/OTG	1	pc	600.00	600.00
	Various Office Supplies	1	l.s.	5,000.00	10,000.00
<b>Sub-Total</b>					<b>48,150.00</b>
<b>5-02-03-090</b>	<b>FUEL, OIL &amp; LUBRICANTS</b>				
	Fuel for Stake Truck Unit (Diesoline) - 60L/month	1080	Li	90.00	97,200.00
	Fuel for Single Cab Unit (Diesoline) - 150L/month	1700	Li	90.00	153,000.00
	Fuel for NHR Unit (Diesoline) - 150L/month	1700	Li	90.00	153,000.00
	Fuel for 2 units Multicab (Diesoline) - 100L/month/unit	2300	Li	90.00	207,000.00
	Fuel for 1 unit Backhoe Loader Unit (diesoline) = 70L/mo	840	Li	90.00	75,600.00
	Fuel for 4 units XRM Motorcycle (Gasoline)	1900	Li	90.00	171,000.00
	Fuel for compressor jack hammer/Portable Concrete Breaker (diesoline) = 50L/mo.	600	Li	90.00	54,000.00
	Fuel for various equipment (de-watering pump, generator set, concrete mixer, concrete vibrator, etc.)				
	3 units de-watering pump (gasoline) = 15L/mo./unit	200	Li	90.00	18,000.00
	2 portable generator 5 kva (gasoline) = 20.8L/mo.	250	Li	90.00	22,500.00
	2 welding generator 5 kva (gasoline) = 41.66L/mo	30	Li	90.00	2,700.00
	2 concrete mixer (gasoline) = 41.66L/mo.	40	Li	90.00	3,600.00
	2 concrete vibrator (gasoline) = 16.66L/mo.	20	Li	90.00	1,800.00
	2 concrete cutter (gasoline) = 8.33L/mo.	60	Li	90.00	5,400.00
	2 compactor (gasoline) = 8.33L/mo.	40	Li	90.00	3,600.00
	Automatic Transmission Fluid (ATF) 10L/mo for entire vehicles	100	Li	90.00	9,000.00
	Automatic Transmission Fluid (ATF) for equipments	150	Li	90.00	13,500.00
	various Oil and Lubricants for vehicles, tools and equipment	1	lot	100,000.00	100,000.00
	Oil 68 3pail/mo.	1	Drum		
	Engine oil for vehicles 4T 1drum = 200li	1	Drum		
	Engine oils for motorcycle				
	Engine oils for equipment				
	Oil 15w40 (Motorcycle) 1 drum = 200li	1	Drum		
	Grease oil	3	pail		
	Brake fluid	10	li		
	Other Oils and Lubricants for vehicle and equipment	1	l.s.	5,000.00	5,000.00
<b>Sub-Total</b>					<b>1,095,900.00</b>
<b>5-02-03-990</b>	<b>OTHER SUPPLIES AND MATERIAL EXPENSE</b>				
	<b>Personal Protective Equipment (Safety Shoes, Gloves, Hard hat, Safety Vest, etc.)</b>				
	PVC Safety Rain Boots with steel toe	16	pairs	800.00	12,800.00
	PVC Safety Rain Coat w/ reflectorized - Heavy Duty	16	pcs	600.00	9,600.00
	<b>Hand Tools and Construction Tools</b>				
	Welding Gloves	1	pair	800.00	800.00
	Flat File 1-1/2	3	pcs	1,000.00	3,000.00
	Other welding accessories	1	lot	3,000.00	3,000.00
	Gauging Trowel (Palita)	4	pcs	300.00	1,200.00
	Tempered Steel Shovel Spade Point, Wood Handle	5	pcs	1,000.00	5,000.00
	Jungle Bolo	3	pcs	600.00	1,800.00
	Digging bars (Tapered and Flat tip Fabricated with G.I Pipe 1" dia. H.G)	2	pcs	1,500.00	3,000.00
	Hammer	4	pcs	850.00	3,400.00
	Jap Saw	2	pcs	600.00	1,200.00
	Tapping Tool 1"	4	pcs	2,000.00	8,000.00
	Tapping Tool 3/4"	4	pcs	2,000.00	8,000.00
	Chisel	2	pcs	500.00	1,000.00
	<b>Other Miscellaneous Expenses</b>				
	Caution Tape	10	rolls	900.00	9,000.00
	Traffic Cones	4	pcs	2,000.00	8,000.00
	Flood light Bulb (spare)	2	pc	1,000.00	2,000.00
	Sacks	1000	pcs	8.00	8,000.00
	Cooking Oil/Lubricant for pipes	50	kl	100.00	5,000.00



	Miscellaneous/Various Materials	1	l.s.	5,000.00	5,000.00
<b>Sub-Total</b>					<b>98,800.00</b>
<b>5-02-05-020-01</b>	<b>TELEPHONE EXPENSES - MOBILE</b>				
	Cellcard Load for DEPMB	12	mo	2,000.00	24,000.00
	Cellcard Load for DMB	12	mo	1,000.00	12,000.00
	Cellcard Load for Fieldmen/Personnel/Hotline	12	mo	4,500.00	54,000.00
<b>Sub-Total</b>					<b>90,000.00</b>
<b>5-02-09-010-09</b>	<b>TRANSMISSION DISTRIBUTION - ENGINEERING EXPENSES</b>				
	<i>Restoration Materials</i>				
	Concrete Pavement (highway)	4	per block	7,500.00	30,000.00
	Thrust Block/ Damaged Structures	2	per cu.m	2,500.00	5,000.00
	Painting of steel pipes and bridge pipe crossings	1	lot	100,000.00	100,000.00
	Lumber Sticks 1/2" x 4" x 8"	20	bundles	500.00	10,000.00
	Lumber Sticks 1/2" x 3" x 6'	20	bundles	500.00	10,000.00
	Lumber for pipe support (2"x2"x10',12',8' various sizes)	100	bd.ft	50.00	5,000.00
	Cement = 40kgs/1 bag	300	bags	240.00	72,000.00
	Mixed Sand and Gravel	30	cu.m	1,500.00	45,000.00
	Fine Sand	12	cu.m	1,500.00	18,000.00
	Washed Sand (Cabadbaran/Ormaca/Sumugbong Source) = 6cu.m/month	24	cu.m	1,500.00	36,000.00
	G1 Boulders (Cabadbaran/Ormaca/Sumugbong Source) = 6cu.m/month	24	cu.m	1,600.00	38,400.00
	Limestone = 6 cu.m/month	36	cu.m	500.00	18,000.00
	Deformed Steel Bars 16mm dia. x 6m SCH 33	10	pcs	800.00	8,000.00
<b>Sub-Total</b>					<b>395,400.00</b>
<b>5-02-11-010</b>	<b>LEGAL SERVICES</b>				
	Notarial	1	l.s	12,000.00	12,000.00
<b>Sub-Total</b>					<b>12,000.00</b>
<b>5-02-12-990</b>	<b>OTHER GENERAL SERVICES</b>				
	Other Miscellaneous Services/ Job Order-Labor	1	lot	50,000.00	50,000.00
	Fieldmen (SG-4)	3	pax	16,833.00	605,988.00
<b>Sub-Total</b>					<b>655,988.00</b>
<b>5-02-13-030-11-02</b>	<b>R&amp;M-TRANSMISSION AND DISTRIBUTION MAINS</b>				
	<i>Repairs of leakings</i>				
	CI Mechanical Gate Valve various sizes CI Mechanical Gate Valve 2", 3" and 4"	1	l.s	60,000.00	60,000.00
	P.E. Connector 2"	50	pcs	700.00	35,000.00
	CI Mechanical Sleeve Type Coupling various sizes: CI Mechanical Sleeve Type Coupling 2", 2 1/2", 3" and 4"	1	l.s	400,000.00	400,000.00
	Various Sizes of Mechanical Tee	1	l.s	50,000.00	50,000.00
	Various PE pipe size, SDR 9 P.E Pipe 2", 3", and 4"	1	l.s	80,000.00	80,000.00
	UPVC pipe x 6M S-10 of various sizes UPVC Pipe 2", 2 1/2", 3" and 4"	1	l.s	205,000.00	205,000.00
	GI Pipe Heavy Gauge of various sizes GI Pipe 100mm, 75mm and 50mm Heavy Gauge	1	l.s	20,000.00	20,000.00
	UPVC Elbow 45 deg, S-10 of various sizes UPVC Elbow 2", 3" and 4" degrees	1	l.s	50,000.00	50,000.00
	Hot-dipped Bolts, Nuts, Washers various sizes Hot-dipped Bolts, Nuts, Washers 5/8"x3", 5/8"x11",	1	l.s	50,000.00	50,000.00
	<i>Replacement of aged and dilapidated gate valves</i>				
	CI Mechanical Gate Valve of various sizes CI Mechanical Gate Valve 2", 3" and 4"	1	l.s	80,000.00	80,000.00
	CI Mechanical Sleeve Type Coupling of varous sizes CI Mechanical Sleeve Type Coupling 2", 3" and 4"	1	l.s	50,000.00	50,000.00
	Various Sizes of Tee, Reducer and Fittings	1	l.s	20,000.00	20,000.00
<b>Sub-Total</b>					<b>1,100,000.00</b>



<b>5-02-13-030-11-03</b>	<b>R&amp;M-SERVICES</b>				
	Compound Valve 3/4"	10	pcs	1,200.00	12,000.00
	Compound Valve 1"	4	pcs	980.00	3,920.00
	GI Nipple 3/4" x 4.5	240	pcs	50.00	12,000.00
	GI Nipple 3/4" x 20	100	pcs	155.00	15,500.00
	GI Nipple 1" x 4.5"	60	pcs	55.00	3,300.00
	GI Nipple 1" x 20"	60	pcs	230.00	13,800.00
	Gate Valve 3/4"	120	pcs	450.00	54,000.00
	Gate Valve 1"	60	pcs	600.00	36,000.00
	GI Tee 3/4"	150	pcs	80.00	12,000.00
	GI Tee 1"	50	pcs	130.00	6,500.00
	GI Tee 1 1/4"	3	pcs	150.00	450.00
	GI Cross Tee 3/4"	50	pcs	360.00	18,000.00
	GI Cross Tee 1"	20	pcs	420.00	8,400.00
	Teflon 3/4"	250	pcs	50.00	12,500.00
	GI Elbow Reducer 1" x 3/4"	30	pcs	110.00	3,300.00
	GI Elbow Reducer 1-1/4" x 1"	5	pcs	220.00	1,100.00
	GI Elbow 3/4" x 90 deg	150	pcs	70.00	10,500.00
	GI Elbow 1" x 90 deg	60	pcs	150.00	9,000.00
	GI Elbow 1 1/4" x 90 deg	4	pcs	170.00	680.00
	GI Bushing Reducer 1" x 3/4"	75	pcs	60.00	4,500.00
	GI Bushing Reducer 1- 1/4" x 1"	3	pcs	160.00	480.00
	SF Brass Coupling 3/4" ISO	20	pcs	350.00	7,000.00
	SF Brass Coupling 3/4" CTS	10	pcs	450.00	4,500.00
	SF Brass Coupling 1	10	pcs	850.00	8,500.00
	DF Brass Coupling 3/4" ISO	250	pcs	730.00	182,500.00
	DF Brass Coupling 3/4" CTS	50	pcs	670.00	33,500.00
	DF Brass Coupling 1	60	pcs	1,250.00	75,000.00
	PE Male Adaptor 3/4"	130	pcs	110.00	14,300.00
	PE Male Adaptor 1"	20	pcs	70.00	1,400.00
	CI Saddle Clamps 2" x 3/4"	4	pcs	850.00	3,400.00
	CI Saddle Clamps 2" x 1"	4	pcs	895.00	3,580.00
	CI Saddle Clamps 3" x 3/4"	4	pcs	1,250.00	5,000.00
	CI Saddle Clamps 3" x 1"	4	pcs	1,390.00	5,560.00
	CI Saddle Clamps 4" x 3/4"	4	pcs	1,120.00	4,480.00
	CI Saddle Clamps 4" x 1"	4	pcs	1,590.00	6,360.00
	CI Saddle Clamps 6" x 3/4"	4	pcs	1,770.00	7,080.00
	CI Saddle Clamps 6" x 1"	4	pcs	1,910.00	7,640.00
	GI Plug 1"	20	pcs	70.00	1,400.00
	GI Plug 3/4"	20	pcs	50.00	1,000.00
	PE Connector 3/4"	50	pcs	120.00	6,000.00
	PE Connector 1"	30	pcs	180.00	5,400.00
	PE Pipe 3/4" ISO	2000	meters	45.00	90,000.00
	PE Pipe 3/4" CTS	300	meters	45.00	13,500.00
	PE Pipe 1"	2500	meters	70.00	175,000.00
<b>Sub-Total</b>					<b>900,030.00</b>
<b>5-02-13-050-03</b>	<b>R&amp;M-MACHINERY &amp; EQUIPMENT- INFORMATION AND COMMUNICATION TECHNOLOGY EQUIPMENT</b>				
	Maintenance of Desktop Computer	1	l.s.	10,000.00	10,000.00
<b>Sub-Total</b>					<b>10,000.00</b>
<b>5-02-13-050-08</b>	<b>R&amp;M-MACHINERY AND EQUIPMENT - CONSTRUCTION AND HEAVY EQUIPMENT</b>				
	Maintenance of Backhoe (4W)	1	l.s.	100,000.00	100,000.00
<b>Sub-Total</b>					<b>100,000.00</b>
<b>5-02-13-230</b>	<b>R&amp;M - TECHNICAL &amp; SCIENTIFIC EQUIPMENT</b>				
	Maintenance of Real Time Kinematic (RTK)	1	l.s.	20,000.00	20,000.00
<b>Sub-Total</b>					<b>20,000.00</b>
<b>5-02-13-060-01</b>	<b>R&amp;M-TRANSPORTATION EQUIPMENT - MOTOR VEHICLES</b>				
	Maintenance of 4x2 utility vehicle - NHR	1	unit	70,000.00	70,000.00
	Maintenance of Single motor	4	units	20,000.00	80,000.00




	Maintenance of 4x4 utility vehicle - SingleCab, Multicab	3	units	70,000.00	210,000.00
	Maintenance of 4x4 Stake Truck	1	unit	118,000.00	118,000.00
	Oil filter/screen	40	pcs	600.00	24,000.00
	Fuel Filter	20	pcs	600.00	12,000.00
<b>Sub-Total</b>					<b>514,000.00</b>
<b>5-02-13-050-19</b>	<b>R&amp;M-TOOLS, SHOPS AND GARAGE EQUIPMENT</b>				
	Maintenance of all tools, machinery and equipment under Portable Generator 13 HP (Gasoline Engine) Portable Generator 13 HP (Diesel Engine) Welding Generator 5 KVA & Acetylene Welding Machine AC/500W w/ TIG Hand Tapping Machine RTEX Pneumatic Breaker (ATLAS COPCO) Compressor Jack Hammer Atlas COPCO (consumables) Concrete Compactor Portable Drill Breaker/Jackhammer Concrete Mixer Concrete Vibrator Concrete Cutter Water Pump 3" & 4" dia.	1	l.s	40,000.00	40,000.00
	Butt Fusion Power Wash Rotary Cutter Leak Detector Maintenance Piercing Tool Maintenance Hand Drill Flexible suction hose Foot Valve Compressor Hose				
<b>Sub-Total</b>					<b>40,000.00</b>
<b>5-02-13-210-16</b>	<b>R&amp;M - SEMI EXPENDABLES - MACHINERY AND EQUIPMENT - TOOLS, SHOPS AND GARAGE</b>				
	Maintenance of various handtools and power tools (angle grinder, hand saw, pipe wrenches, vice grips, pliers, toolbox,	1	lot	5,000.00	5,000.00
<b>Sub-Total</b>					<b>5,000.00</b>
<b>5-02-03-210-02</b>	<b>SEMI EXPENDABLES - MACHINERY AND EQUIPMENT EXPENSES Office Equipment</b>				
	Smart TV for GIS Monitoring	1	unit	40,000.00	40,000.00
<b>Sub-Total</b>					<b>40,000.00</b>
<b>5-02-03-210-03</b>	<b>SEMI EXPENDABLES - MACHINERY AND EQUIPMENT EXPENSES Information and Communication Technology Equipment</b>				
	Solid State Drive (SSD) 256GB to 1TB	1	l.s.	10,000.00	10,000.00
	Desktop Computer	1	L.S.	50,000.00	50,000.00
	3 in 1 Printer (Print and Scan)	1	unit	20,000.00	20,000.00
<b>Sub-Total</b>					<b>80,000.00</b>
<b>5-02-03-210-16</b>	<b>SEMI EXPENDABLES - MACHINERY AND EQUIPMENT EXPENSES Tools, Shops and Garage</b>				
	<b>Garage Equipments</b>				
	Impact Wrench	1	l.s.	20,000.00	20,000.00
	<b>Tools</b>				
	Pipe Wrench 10"				
	Pipe Wrench 12"				
	Pipe Wrench 14"				
	Chain Wrench 3"				
	Aluminum Rapidgrip Wrench Model No.14				
	Chain Tongs	1	l.s.	63,000.00	63,000.00
	Combination Wrench 6" - 32"				
	Adjustable Wrench 12				
	Adjustable Wrench 15				
	Vice Grip 10" - Straight Jaw				
	Plastic Pipe Cutter 1/2 - 1 7/8"	20	pcs	300.00	6,000.00
<b>Sub-Total</b>					<b>89,000.00</b>



<b>5-02-03-220</b>	<b>SEMI EXPENDABLES - FURNITURE AND FIXTURES EXPENSES</b>				
	Filing Cabinets/Steel	1	lot	20,000.00	20,000.00
<b>Sub-Total</b>					<b>20,000.00</b>
<b>5-02-99-030</b>	<b>REPRESENTATION EXPENSES</b>				
	Meals/Snacks				
	Section Meetings and Various Activities	1	lot	10,000.00	10,000.00
<b>Sub-Total</b>					<b>10,000.00</b>
<b>5-02-05-99-050</b>	<b>RENT</b>				
	Heavy Equipment Rental and Other Rental Services	1	l.s	20,000.00	20,000.00
<b>Sub-Total</b>					<b>20,000.00</b>
<b>5-02-99-990</b>	<b>OTHER MAINTENANCE AND OPERATING EXPENSES</b>				
	Testing Expenses (FDT, Compressive, Flexural, Etc.,)	1	lot	5,000.00	5,000.00
	Right of Way Misc. Expense	1	l.s.	50,000.00	50,000.00
					<b>55,000.00</b>
<b>OPEX TOTAL</b>					<b>5,459,268.00</b>

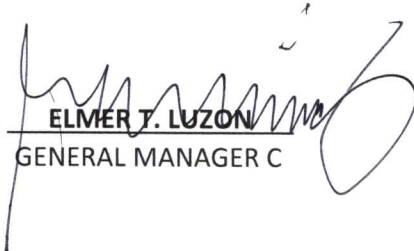
Prepared and Certified Correct by:

  
**DEESE MARIE T. ZABALA**  
 SENIOR ENGINEER A

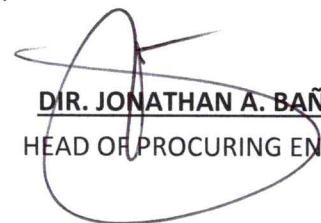
Recommending Approval:

"On Leave"  
**MAMRY B. PAYLANGCO**  
 Division Manager C

Approved:

  
**ELMER T. LUZON**  
 GENERAL MANAGER C

Noted:

  
**DIR. JONATHAN A. BAÑAS**  
 HEAD OF PROCURING ENTITY