



Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE

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Trunk line: 889-7750 Direct line: 563-9365 & 563-9395



OED - CPBD

December 22, 2017

MEMORANDUM

FOR: HONORABLE BENJAMIN E. DIOKNO
Secretary

() Approved
() Disapproved

FROM: BINGLE B. GUTIERREZ
Executive Director

SUBJECT: FISCAL YEAR (FY) 2018 OPERATING BUDGET OF THE
PROCUREMENT SERVICE AND THE PHILIPPINE GOVERNMENT
ELECTRONIC PROCUREMENT SYSTEM (PS-PhilGEPS)

1.0 We are respectfully submitting herewith the FY 2018 Operating Budget of the PS-PhilGEPS for the Honorable Secretary's approval.

2.0 The Operating Budget contains following essential features:

2.1 *General Assumptions.* The following general assumptions were considered:

2.1.1 Four Percent (4%) service fee¹ shall continue to be imposed on all agency procurement requests, unless a different scheme is approved by the Secretary of the DBM for certain projects. As procuring agent for NCSE on which PS will conduct procurement activities for the client agency up to issuance of Notice of Award, a percentage scheme of 1%, 2%, 3% and 4% will be charged by PS as a service fee depending on the complexity of the contracts based on the provisions cited in the Memorandum of Agreement.

2.1.2 For regional requirements, freight costs shall be included in the transfer cost (selling prices in depots). Freight costs vary from one region to another depending on their distances from Manila where most primary suppliers hold business. PS-PHILGEPS, however, is studying schemes that will allow a more efficient system of transferring stocks down to the regions, such as shifting of the burden of freight costs to the primary suppliers without materially affecting the acquisition costs of the goods.

2.1.3 Sales target, for purposes of this budget, shall not include ongoing contracts although realizable during the budget year. Revenue

¹ Per its mandate, PS is authorized to charge up to 5% service fee

Projections cover only new procurement requests that are expected to be started and completed within 1 year.

2.2 **Target Revenues.** The PS-PhilGEPS Revenues come from three (3) major sources:

- 2.2.1 Sales from Common-use Supplies and Equipment (CSE);
- 2.2.2 Revenue from Services rendered for the procurement of Non-Common use Supplies and Equipment (NCSE), which include Goods, Civil Works and Consulting Services Contracts.
 - 2.2.2.1 End-to-End (i.e up to Contract Management and Administration)
 - 2.2.2.2 Procurement Only (i.e From pre-procurement to Recommendation of Notice of Award)
- 2.2.3 PhilGEPS Registration Certificate Fees.

Targeted Sales from Common Use Items as well as other contracts for goods and general services, civil works and consulting services to agencies is set at **P13.800 Billion for 2018**. This is higher by 20% from the 2017 Sales Target of P11.53 Billion (see comparative composite analysis of the Income Statement under Table 1).

Table 1: COMPARATIVE COMPOSITE INCOME STATEMENT

| PARTICULARS | ACTUAL | | | PROJECTED |
|-------------------|---------|---------|---------|-----------|
| | 2015 | 2016 | 2017 | 2018 |
| Net Sales | 100.00% | 100.00% | 100.00% | 100.00% |
| Gross Profit | 6.58% | 6.08% | 10.84% | 7.45% |
| Total Expenses | 2.83% | 3.54% | 4.03% | 7.07% |
| Add Other Income | 0.33% | 4.80% | | |
| Surplus (Deficit) | 4.08% | 3.02% | 6.81% | 1.74% |

The Revenue Performance trend is shown below:

Table 2: REVENUE GROWTH (In Billion Pesos)

| YEAR | SALES FIGURE | GROWTH (FROM PRECEDING OPERATING PERIOD) |
|------|--------------|--|
| 2013 | 4,531 | 2.46% |
| 2014 | 5,369 | 18.50% |
| 2015 | 7,683 | 43.10% |
| 2016 | 7,154 | -6.89% |
| 2017 | 6,952 | -2.81% |

The P13.8 Billion Sales/Revenue target is expected to be generated from the following key responsibility units:

Table 3: SALES/REVENUE TARGET ALLOCATION (In Billion Pesos)

| RESPONSIBILITY UNIT | CSE | NCSE | TOTAL |
|---------------------|-------|-------|--------|
| PS Main | 4.000 | 8.300 | 12.300 |
| Depots | 1.500 | | 1.500 |
| Total | 5.500 | 8.300 | 13.800 |

The PhilGEPS for its part projects to generate revenues out of Registration Certifications amounting to P95.00 Million for 2018.

- 2.3 Proposed Expenditure Program for 2018. In order to achieve the Targets set (both Physical and Financial Targets) for 2018, an expenditure program amounting to P975.43 Million is proposed. As may be gleaned from Table 5 below, the 2018 expenditure budget grew by about P481 Million. The increase is primarily to anticipate the upcoming upgrade in the salaries and compensation of government employees for 2018 and strengthening of PS Regional Depots.

Table 4: EXPENDITURE PROGRAM FOR 2018 (In Million Pesos)

| CLASS | PS Main | Depots | TOTAL |
|--------------------|---------|--------|--------|
| Personnel Services | 268.26 | 118.78 | 387.04 |
| MOOE | 104.07 | 34.14 | 136.91 |
| Capital Outlay | 448.07 | 2.11 | 451.48 |
| Totals | 776.82 | 36.25 | 975.43 |

The table below shows a comparison of the expenditure levels 2017 Budgeted, 2017 Actual, and 2018 Proposed.

Table 5: COMPARATIVE EXPENDITURE (In Million Pesos)

| CLASS | 2017 | | 2018 Proposed |
|--------------------|----------|--------|---------------|
| | Budgeted | Actual | |
| Personnel Services | 219.91 | 144.31 | 387.04 |
| MOOE | 197.30 | 130.77 | 136.91 |
| Capital Outlay | 77.34 | 5.12 | 451.48 |
| Totals | 494.55 | 280.19 | 975.43 |

- 2.4 *Personnel Services.* Total Personal Services Cost for 2018 is P387.04 Million. The proposed Personal Services Cost is now higher by about 76% or P167.13 Million from last year's budget due to the following factors: (a) 3rd tranche of SSL 4; (b) retirement of nine (9) employees, one (1) of which are under RA 1616; and lastly the management plan to fill up all vacant position in 2018. The staffing modifications, as a result of the approved Re-Organization Plan for PS Phase 2, are expected to be implemented in the Second Quarter of 2018. Presented under the following table is the summary of the PS workforce:

Table 6: PS WORKFORCE

| UNIT | 2017 | | | 2018 | | |
|---------|-------------|-----------|-------|-------------|-----------|-------|
| | Contractual | JOB ORDER | TOTAL | Contractual | JOB ORDER | TOTAL |
| PS MAIN | 267 | 53 | 320 | 339 | 43 | 382 |
| DEPOTS | 16 | 60 | 76 | 96 | 50 | 146 |
| TOTALS | 283 | 113 | 396 | 446 | 93 | 528 |

2.5 *Maintenance and Other Operating Expenses (MOOE).* On MOOE, we propose P138.21 Million for 2018. This figure is lower by 31% or P59.09 Million from 2017 budget. We have allocated substantial funds for the internet expenses amounting to P22.4 Million bulk of which represent payment to internet service provider for the PS-PhilGEPS Main and its regional depot to speed up reporting and communication processes. In addition, we also allocated P10 Million budget for the consultancy pools of experts to handle complex and highly technical projects.

2.6 *Capital Outlay.* We propose a Capital Outlay budget of P451.48 Million for 2018. This figure is higher by P374.13 Million or 484% from last year's approved budget. The bulk of the proposal shall be for strengthening of regional depots through investment in lots and building for the house of existing regional depots and new regional depots so that it will be more conducive to operate as central procuring entity for the whole of government. The fund will be sourced out from the unrestricted cash based on the accumulated surplus (deficit) as of July 31, 2017.

2.7 *Net Income.* All income goes straight to the Government Equity Account of the PS-PhilGEPS consistent with its authority to administer revolving fund. Although, a deficit of P349.66 will be foreseen because of the investment of PS to strengthen the regional operation thru expansion this will be charged to the unrestricted cash generated by PS from its previous and current operations as of July 31, 2017.

TABLE 7: COMPARATIVE GROWTH ANALYSIS

| PARTICULARS | ACTUAL | | | PROJECTED |
|---|---------------|---------------|---------------|----------------|
| | 2015 | 2016 | 2017 | 2018 |
| Net Sales | 7,683,382,617 | 7,158,734,720 | 6,952,435,155 | 13,800,000,000 |
| Less : Cost of Sales | 7,384,645,127 | 6,820,130,362 | 6,685,033,803 | 13,269,230,769 |
| Gross Profit | 298,737,490 | 338,604,358 | 267,401,352 | 530,769,231 |
| Add: Other Operating Income | | | 1,672,201 | |
| Revenue from GFA | | | 268,123,584 | |
| Revenue as Procurement Agent | | | 123,062,647 | |
| ASEAN | 113,599,557 | | | |
| APEC | 93,571,963 | 101,830,305 | 93,475,000 | 95,000,000 |
| PhilGEPS Users' Charge | | | | |
| Gross Income from Current Operations | 505,909,010 | 435,434,663 | 753,734,785 | 625,769,231 |
| Less : Expenditures | | | | |
| Personal Services | 73,794,351 | 130,408,520 | 144,307,563 | 387,043,458 |
| MOOE | 91,261,060 | 97,195,845 | 130,768,373 | 136,913,451 |
| Capital Outlay | 52,427,804 | 15,985,461 | 5,115,571 | 451,476,570 |
| Total Expenses | 217,483,216 | 243,589,826 | 280,191,507 | 975,433,479 |
| Add: Other Income | 28,728,316 | | | |
| Net Income (Loss) | 317,155,111 | 231,610,089 | 473,543,278 | (349,664,249) |
| Add: Unrestricted Cash as of July 31, 2017 based on Accumulated Surplus (Deficit)-Annex A | | | | 589,948,222 |
| Surplus (Deficit) After Consideration of Unrestricted Cash from Government Equity | 317,155,111 | 231,610,089 | 473,543,278 | 240,283,973 |

*2017 figures comprise of January to October actual expenditures and November to December estimates.

3.0 Budget Execution Directions.

3.1 Priority in the Use of Available Funds. Subject to the Availability of Funds, i.e. Realization of Sales Targets and Other Business Income, the following shall be the order of priority in the application of funds:

- 3.1.1 Personal Services and MOOE (Particularly "Wages" Requirement for the PS Main and the Depots);
- 3.1.2 Mandatory MOOE Items such as, but not limited to, Electricity, Water, Gasoline, Communication Expenses;
- 3.1.3 Other MOOE Items;
- 3.1.4 Capital Outlays Items; and
- 3.1.5 Other Items or expenditures that are authorized by law and that are chargeable against Savings².

3.2 Realignment of Expenditure Budgets. Having first-hand knowledge and appreciation of actual Office conditions and to effectuate requirements of exigencies, the Head of Office or the duly authorized representative shall

² Use of Savings shall follow the guidelines under the General Provisions of the General Appropriations Act for 2014 and other existing rules and regulations issued by the Department of Budget and Management.

approve realignments, upon recommendation of the Treasury Division of the PS, subject to existing rules and regulations.

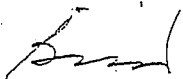
3.3 Validity of Budgets. Budgetary Items shall be valid for obligation up to December 31, 2018 only. Compliance with existing budgetary, procurement, accounting and auditing rules and regulations shall be observed in the implementation of the budgetary items.

3.4 Other Measures.

3.4.1 Job Order agreements are resorted whenever operational exigencies require. However, a review of the workloads-vis-à-vis the current number of Job Orders shall be periodically undertaken for the purpose of reducing the number of Job Orders as necessary.

3.4.2 Monitoring of MOOE requirements, specifically Supplies, shall be periodically done to ensure that releases approximate the actual needs of end-user units.

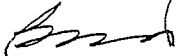
4.0 For the Honorable Secretary's consideration. Thank you.


BINGLE B. GUTIERREZ

PROCUREMENT SERVICE
Department of Budget and Management
PROJECTED STATEMENT OF SALES & EXPENDITURES (with CAPITAL OUTLAY)
FY 2018

| PARTICULARS | ACTUAL | | | APPROVED BUDGET | PROJECTED |
|---|---------------|---------------|---------------|-----------------|----------------|
| | 2015 | 2016 | 2017 | 2017 | 2018 |
| Net Sales | 7,683,382,617 | 7,153,734,720 | 6,952,435,155 | 11,531,755,522 | 13,800,000,000 |
| Less : Cost of Sales | 7,384,645,127 | 6,820,130,362 | 6,685,033,803 | 11,088,226,464 | 13,269,230,769 |
| Gross Profit | 298,737,490 | 333,604,358 | 267,401,352 | 443,529,059 | 530,769,231 |
| Add: Other Operating Income | | | | | |
| Revenue from GFA | | | 1,672,201 | | |
| Revenue as Procurement Agent | | | 268,123,584 | | |
| ASEAN | | | 123,062,647 | 213,219,168 | |
| APEC | 113,599,557 | | | | |
| PhilGEPS Users' Charge | 93,571,963 | 101,830,305 | 93,475,000 | 70,260,000 | 95,000,000 |
| Gross Income from Current Operations | 505,909,010 | 435,434,663 | 753,734,785 | 727,008,226 | 625,769,231 |
| Less : Expenditures | | | | | |
| Personal Services | 73,794,351 | 130,408,520 | 144,307,563 | 219,915,910 | 387,043,458 |
| MOOE | 91,261,060 | 97,195,845 | 130,768,373 | 197,303,647 | 136,913,451 |
| Capital Outlay | 52,427,804 | 15,985,461 | 5,115,571 | 77,338,293 | 451,476,570 |
| Total Expenses | 217,483,216 | 243,589,826 | 280,191,507 | 494,557,850 | 975,433,479 |
| Add: Other Income | 28,729,316 | 39,765,252 | | | |
| Net Income (Loss) | 317,155,111 | 231,610,089 | 473,543,278 | 232,450,376 | (349,664,249) |
| Add: Unrestricted Cash as of July 31, 2017 based on Accumulated Surplus (Deficit)-Annex A | | | | | 589,948,222 |
| Surplus (Deficit) After Consideration of Unrestricted Cash from Government Equity | | | | | 240,283,973 |

Recommending Approval :



BINGLE B. GUTIERREZ
Executive Director

Approved:



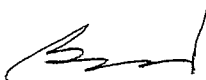
BENJAMIN E. DIOKNO
Secretary




PROCUREMENT SERVICE
Department of Budget and Management
PROJECTED FY 2018 SALES

| LOCATION | CSE | NON- CSE | TOTAL |
|------------------------|----------------------|----------------------|-----------------------|
| PS MAIN | 4,000,000,000 | 8,300,000,000 | 12,300,000,000 |
| REGIONAL DEPOTS | | | |
| NCR - QC | | | |
| CAR-BAGUIO CITY | 100,000,000 | | |
| R1 - LA UNION | 100,000,000 | | |
| R2 - TUGUEGARAO CITY | 100,000,000 | | |
| R3 - PAMPANGA | 255,000,000 | | |
| R5 - LEGASPI | 100,000,000 | | |
| R7 - CEBU CITY | 50,000,000 | | |
| R8 - TACLOBAN CITY | 70,000,000 | | |
| R10-CAG. DE ORO | 80,000,000 | | |
| R11- DAVAO CITY | 90,000,000 | | |
| R12- KORONADAL CITY | 100,000,000 | | |
| R13- BUTUAN | 100,000,000 | | |
| SUB DEPOTS | | | |
| CAR- BONTOC | 10,000,000 | | |
| R4B- PALAWAN | 20,000,000 | | |
| R6 - BACOLOD | 70,000,000 | | |
| R8 - BILIRAN | 10,000,000 | | |
| R8 - BORONGAN | 10,000,000 | | |
| R8 - CALBAYOG | 10,000,000 | | |
| R8 - CATARMAN | 10,000,000 | | |
| R8 - MAASIN | 10,000,000 | | |
| R9 - ZAMBOANGA | 60,000,000 | | |
| R9 - SIBUGAY | 50,000,000 | | |
| R10-BUKIDNON | 40,000,000 | | |
| R10-CAMIGUIN | 5,000,000 | | |
| R10-MISAMIS OCCIDENTAL | 20,000,000 | | |
| R10-MISAMIS ORIENTAL | 10,000,000 | | |
| R13-SURIGAO DEL NORTE | 20,000,000 | | |
| Sub Total | 1,500,000,000 | - | 1,500,000,000 |
| TOTAL | 5,500,000,000 | 8,300,000,000 | 13,800,000,000 |

Recommending Approval :


BINGLE B. GUTIERREZ
Executive Director

Approved:

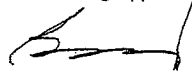

BENJAMIN E. DIOKNO
Secretary



PROCUREMENT SERVICE
 Department of Budget and Management
 PROPOSED FY 2018 EXPENDITURES (By OBJECT OF EXPENDITURE)

| OBJECT | CODE | EXPENDITURE | | BUDGET | |
|---|------------|--------------------|--------------------|--------------------|--------------------|
| | | ACTUAL | ACTUAL | CURRENT | PROPOSED |
| | | 2016 | 2017 | 2017 | 2018 |
| Repairs and Maintenance- ICT | 5021305003 | 20,865,430 | 53,322,770 | 61,518,600 | 1,746,680 |
| Repairs and Maintenance- Machinery and Equipment OME | 5021305099 | 2,708 | - | - | 5,000 |
| Repairs and Maintenance- Furniture and Fixtures | 50213070 | 940.00 | 50,000.00 | 50,000 | 70,000 |
| Repairs and Maintenance- Transportation Equipment | 5021306001 | 898,037 | 1,464,433 | 3,036,000 | 2,036,000 |
| Repairs and Maintenance- Construction and Heavy Equipment | 5021306002 | - | - | - | - |
| Repairs and Maintenance-Communication Equipment | 5021305099 | - | 18,500 | - | - |
| Depreciation Expense(Non-Cash Expenses) | 50501040 | - | - | - | - |
| Other Maintenance & Operating Expenses | 50299990 | 4,530,536 | 5,962,086 | 5,809,200 | 11,346,970 |
| Sub Total | | 97,195,845 | 130,768,373 | 197,303,647 | 136,913,451 |
| CAPITAL OUTLAY | | | | | |
| Buildings | 10604010 | 4,600,000 | - | 10,000,000 | 290,000,000 |
| Land | 10601010 | - | - | - | 62,500,000 |
| Office Equipment | 10605020 | 664,400 | 171,430 | 6,650,170 | 3,635,070 |
| Furniture and Fixtures | 10607010 | 79,770 | 444,067 | 734,000 | 57,913,500 |
| Information and Communication Technology Equipment | 10605030 | 9,635,871 | 4,464,674 | 50,736,123 | 34,093,000 |
| Other Machineries and Equipment | 10605990 | 28,500 | 35,400 | 38,000.00 | 3,200,000 |
| Other Property, Plant and Equipment | 10699990 | - | - | 180,000 | 135,000 |
| Motor Vehicle | 10606010 | 600,000.00 | - | 9,000,000 | - |
| Construction and Heavy Equipment | 10605080 | - | - | - | - |
| Communication Equipment | 10605070 | - | - | - | - |
| Sports Equipment | 10605130 | 376,920 | - | - | - |
| Sub Total | | 15,985,461 | 5,115,571 | 77,338,293 | 451,476,570 |
| Grand Total | | 243,589,826 | 280,191,507 | 494,557,850 | 975,433,480 |

Recommending Approval :



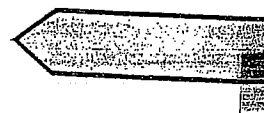
BINGLE B. GUTIERREZ
 Executive Director

Approved:



BENJAMIN E. DIOKNO
 Secretary

Department of Budget and Management



PROCUREMENT SERVICE
Department of Budget and Management
PROPOSED FY 2018 EXPENDITURES (By OBJECT OF EXPENDITURE)

| RESPONSIBILITY UNIT | PERSONNEL SERVICES | MOOE | CAPITAL OUTLAY | TOTAL |
|---|--------------------|--------------------|--------------------|--------------------|
| EXECUTIVE OFFICE | 5,801,130 | 195,731 | | 5,996,861 |
| CORPORATE PLANNING & BUSINESS DEVELOPMENT DIVISION | 6,076,848 | 14,092 | | 6,090,940 |
| LEGAL DIVISION | 3,847,784 | 729,953 | | 4,577,737 |
| INTERNAL AUDIT DIVISION | 3,903,253 | 6,400 | | 3,909,653 |
| OFFICE OF THE DEPUTY EXECUTIVE DIRECTOR | 3,210,735 | 5,291,333 | 174,132 | 8,676,200 |
| IT RESEARCH AND PLANNING DIVISION | 7,741,134 | 4,435 | | 7,745,569 |
| E-GOV PROCUREMENT DEVELOPMENT & OPERATIONS DIVISION | 7,821,546 | 19,339,865 | | 27,161,411 |
| IT SERVICES DIVISION | 9,941,082 | 5,507,865 | 34,093,000 | 49,541,947 |
| OFFICE OF THE DIRECTOR-OPERATION GROUP | 2,945,528 | 3,853 | | 2,949,381 |
| MARKETING DIVISION | 18,984,110 | 2,683,991 | 90,000 | 21,758,101 |
| SALES DIVISION | 16,225,398 | 10,053 | | 16,235,452 |
| INSPECTION DIVISION | 10,964,476 | 27,280 | 126,500 | 11,118,256 |
| DEPOT OPERATIONS DIVISION | 29,890,106 | 2,851,828 | 407,500,000 | 440,241,934 |
| WAREHOUSE & LOGISTICS DIVISION | 25,116,402 | 2,846,563 | 3,350,000 | 31,312,965 |
| OFFICE OF THE DIRECTOR-PROCUREMENT GROUP 1 | 3,755,181 | 133,831 | | 3,889,012 |
| PROCUREMENT DIVISION 1 | 7,169,305 | 18,523 | | 7,187,827 |
| PROCUREMENT DIVISION 2 | 7,169,305 | 26,214 | | 7,195,518 |
| PROCUREMENT DIVISION 3 | 7,169,305 | 23,395 | | 7,192,700 |
| PROCUREMENT DIVISION 4 | 7,169,305 | 17,528 | | 7,186,832 |
| PROCUREMENT DIVISION 5 | 7,169,305 | 11,314 | | 7,180,619 |
| OFFICE OF THE DIRECTOR-PROCUREMENT GROUP 2 | 3,755,181 | 117,600 | | 3,872,781 |
| PROCUREMENT DIVISION 6 | 7,169,305 | 26,727 | | 7,196,032 |
| PROCUREMENT DIVISION 7 | 7,169,305 | 27,906 | | 7,197,211 |
| PROCUREMENT DIVISION 8 | 7,169,305 | 20,658 | | 7,189,963 |
| PROCUREMENT DIVISION 9 | 7,169,305 | 11,683 | | 7,180,988 |
| PROCUREMENT DIVISION 10 | 7,169,305 | 24,537 | | 7,193,841 |
| OFFICE OF THE DIRECTOR-ADMINISTRATIVE AND FINANCE GROUP | 2,945,528 | 117,600 | | 3,063,128 |
| COMPTROLLER DIVISION | 11,589,251 | 614,952 | 38,500 | 12,242,703 |
| TREASURY DIVISION | 7,147,295 | 1,055,936 | | 8,203,231 |
| GENERAL ADMINISTRATIVE DIVISION | 17,726,570 | 57,219,962 | 3,978,438 | 78,924,971 |
| HUMAN RESOURCE DIVISION | 115,961,873 | 3,792,200 | 20,000 | 119,774,073 |
| REGIONAL DEPOTS AND SUB-DEPOTS | | 34,139,643 | 2,106,000 | 36,245,643 |
| GRAND TOTAL | 387,043,458 | 136,913,451 | 451,476,570 | 975,433,479 |

Recommending Approval :

Bingle B. Gutierrez
BINGLE B. GUTIERREZ
Executive Director

Approved:

Benjamin E. Diokno
BENJAMIN E. DIOKNO
Secretary



Proposed Budget For FY 2018
CORPORATE PLANNING & BUSINESS DEVELOPMENT

| OBJECT | CODE | CURRENT | PROPOSED |
|---|------------------|---------------------|---------------------|
| | | 2017 | 2018 |
| PERSONNEL SERVICES | | | |
| Salaries & Wages - Contractual | 50101020 | 3,456,504.00 | 3,750,732.00 |
| Personnel Economic Relief Allowance | 50102010 | 192,000.00 | 192,000.00 |
| Representation Allowance | 50102020 | 60,000.00 | 60,000.00 |
| Transportation Allowance | 50102030 | 60,000.00 | 60,000.00 |
| Clothing Allowance | 50102040 | 40,000.00 | 40,000.00 |
| Productivity Incentive Allowance | 50102080 | | |
| Cash Gift | 50102140 | 40,000.00 | 40,000.00 |
| Mid Year & Year End Bonus | 50102150 | 576,084.00 | 625,122.00 |
| Life & Retirement Insurance Cont. | 50103010 | 414,780.48 | 450,087.84 |
| Pag-Ibig Contribution | 50103020 | 9,600.00 | 9,600.00 |
| PhilHealth Contribution | 50103030 | 34,650.00 | 35,250.00 |
| ECC Contribution | 50103040 | 9,600.00 | 9,600.00 |
| Longevity Pay | 50102120 | | |
| Terminal Leave Benefit | 50104030 | 223,383.83 | |
| Retirement Gratuity | 50104020 | 3,712,024.90 | |
| Overtime and Night Pay | 50102130 | | |
| Other Personnel Benefits | 50104990 | 288,042.00 | 804,455.76 |
| Lumpsum For Step Increment | | | |
| | Sub Total | 9,116,669.21 | 6,076,847.60 |
| MAINTENANCE & OTHER OPERATING EXPENSES | | | |
| Other General Services - Job Order | 50211990 | | |
| Janitorial Services | 50212020 | | |
| Security Services | 50212030 | | |
| Legal Services | 50211010 | | |
| Consultancy Services | 50211030 | | |
| Other Professional Services | 50211990 | | |
| Extraordinary & Miscellaneous Expenses | 50210030 | | |
| Traveling Expense - Local | 50201010 | | |
| Traveling Expense - Foreign | 50201020 | | |
| Training Expense | 50202010 | 176,611.05 | |
| Office Supplies Expense | 50203010 | 33,551.67 | |
| Accountable Forms | 50203020 | | |
| Non Accountable Forms | 50203030 | | |
| Semi-Expendable Machinery and Equipment Expense | 50203210 | 10,000.00 | 14,092.00 |
| Fuel, Oil and Lubricants Expenses | 50203090 | | |
| Electricity Expense | 50204020 | | |
| Water Expense | 50204010 | | |
| Subscription Expense | 50299070 | | |
| Telephone Expense | 50205020 | | |
| Internet Expense | 50205030 | | |
| Postage & Deliveries | 50205010 | | |
| Advertising Expense | 50299010 | | |
| Printing and Publication Expenses | 50299020 | | |
| Representation Expense | 50299030 | | |
| Fidelity Bond Premium | 50215020 | | |
| Insurance Expense | 50215030 | | |

**Proposed Budget For FY 2018
CORPORATE PLANNING & BUSINESS DEVELOPMENT**

| OBJECT | CODE | <u>CURRENT</u> | <u>PROPOSED</u> |
|---|------------|---------------------|---------------------|
| | | 2017 | 2018 |
| Taxes,Duties & Licenses | 50215010 | | |
| Bank Charges | 50301040 | | |
| Rent/Lease Expense | 50299050 | | |
| Repairs and Maintenance- Buildings and Other Structures | 5021304001 | | |
| Repairs and Maintenance- Machinery and Equipment OE | 5021305002 | | |
| Repairs and Maintenance- Machinery and Equipment IT | 5021305003 | | |
| Repairs and Maintenance- Machinery and Equipment OME | 5021305099 | | |
| Repairs and Maintenance- Furniture and Fixtures | 50213070 | | |
| Repairs and Maintenance- Transportation Equipment | 5021306001 | | |
| Repairs and Maintenance- Construction and Heavy Equipment | 5021306002 | | |
| Repairs and Maintenance-Communication Equipment | 5021305099 | | |
| Depreciation Expense(Non-Cash Expenses) | 50501040 | | |
| Other Maintenance & Operating Expenses | 50299990 | | |
| Sub Total | | 220,162.72 | 14,092.00 |
| CAPITAL OUTLAY | | | |
| Buildings | 10604010 | | |
| Land | 10601010 | | |
| Office Equipment | 10605020 | | |
| Furniture and Fixtures | 10607010 | | |
| Information and Communication Technology Equipment | 10605030 | | |
| Other Machineres and Equipment | 10605990 | | |
| Other Property, Plant and Equipment | 10699990 | | |
| Motor Vehicle | 10606010 | | |
| Construction and Heavy Equipment | 10605080 | | |
| Communication Equipment | 10605070 | | |
| Sports Equipment | 10605130 | | |
| Sub Total | | - | - |
| Grand Total | | 9,336,831.93 | 6,090,939.60 |