



# PLARIDEL WATER DISTRICT

A.C. Reyes St., Poblacion, Plaridel, Bulacan 3004  
Tel. Nos. (044) 795-0102 / 795-1613; Fax No. (044) 760-0229  
Email Address: [plaridel\\_water\\_district1987@yahoo.com](mailto:plaridel_water_district1987@yahoo.com)  
Website: [plaridelwaterdistrict.ph](http://plaridelwaterdistrict.ph)



Management System  
ISO 9001:2015  
[www.tuv.com](http://www.tuv.com)  
ID: 9126633953



## POSTING CERTIFICATION

This is to certify that the Plaridel Water District has posted its Supplemental Annual Procurement Plan #35 on its agency website and can be accessible through this link:<https://plaridelwaterdistrict.ph/bac2024/>

This certification is being issued in compliance with GPPB Circular No. 02-2020, this 29 of September, 2025.

**Elias G. Vinta**

Head, Bids and Awards Committee Secretariat

# Supplemental Annual Procurement Plan #35

Code (PAP)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds		Estimated Budget (PhP)		Remarks (Brief description of Project)
					Advertisement/Posting of IBREI	Submission/Opening of Bids	Notice of Award	Contract Signing	Total	MOOE	CO	
50213050/621	Repair and Maintenance - Office Equipment											
	Repair of Aircon (Window Type and Split Type)	Admin	NO	NP-53.2 Emergency Cases	Sept.	N/A	Sept.	Sept.	Corporate Budget	10,159.00	10,159.00	
	Part of Repair of Aircon	Admin	NO	NP-53.9 - Small Value Procurement	Sept. - Dec.	N/A	Sept. - Dec.	Sept. - Dec.	Corporate Budget	3,285.00	3,285.00	
<b>TOTAL BUDGET:</b>										<b>13,444.00</b>		

Prepared By:  
  
 Elias G. Vinita  
 BAC Head Secretariat

Check and Verified By:  
  
 Justin Michael B. Berango  
 BAC Chairperson

  
 Charlie A. Felicitas  
 BAC Vice Chairperson

  
 Elmer C. Marcello  
 BAC Member

  
 Alberto A. Mendoza  
 BAC Member

Review and Recommended By:  
  
 Alvin S. Chinchuntic  
 BAC Member

  
 Edgardo N. De Leon  
 BAC Member

  
 Aquilino U. Del Rosario  
 BAC Member

Approved By:  
  
 NATHANIEL ANDRES S. BERNABE JR.  
 Head of Procuring Entity





Code (FAP)	Procurement Project	FMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Advertisement/Posting of Bids (IB/RE)	Schedule for Each Procurement Activity			Source of Funds	Estimated Budget: (PHP)		Remarks (brief description of Project)
						Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	
60201010781	Traveling Expenses-Local	ADMINISTRATIVE	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	Jan.-Dec.	Jan.-Dec.	Corporate Budget	1,500,000.00	1,500,000.00		
60202010783	Training Expenses	ADMINISTRATIVE	NO			Jan.-Dec.	Jan.-Dec.	Corporate Budget	800,000.00	800,000.00		
60211010791	Legal Services	ADMINISTRATIVE	NO			Jan.-Dec.	Jan.-Dec.	Corporate Budget	260,000.00	260,000.00		
60211030799	Consultancy Services	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	260,000.00	260,000.00		
60212030797	Security Services 2025	ADMINISTRATIVE	YES	Competitive Bidding	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	4,000,000.00	4,000,000.00		
60213040811	Repair and Maintenance - Blinds & Other Structures	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	150,000.00	150,000.00		
60213050821	Repair and Maintenance - Office Equipment	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	90,000.00	90,000.00		
	Cleaning of Aircon	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Feb-Jun-Oct	Feb-Jun-Oct	Feb-Jun-Oct	Corporate Budget	30,000.00	30,000.00		
	Repair of Aircon	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	30,000.00	30,000.00		
60213070822	Repair and Maintenance - Furniture and Fixtures	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	30,000.00	30,000.00		
60213060840	Repair and Maintenance - Other Machinery and Equipment	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	30,000.00	30,000.00		
	Generator Set (PLAVD Office Building)	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	50,000.00	50,000.00		
	REPAIR AND MAINTENANCE OF OTHER MACHINERIES & EQUIPMENT	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	200,000.00	200,000.00		
	Repairs & Maint - Other Mach. & Equip.	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	150,000.00	150,000.00		
	Calibration of Weighing Scale	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	June	June	June	Corporate Budget	14,000.00	14,000.00		
60213060841	Repair and Maintenance - Motor Vehicles	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	200,000.00	200,000.00		
	Motorcycles	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	100,000.00	100,000.00		
	Tricycles	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	350,000.00	350,000.00		
	4-Wheels	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	500,000.00	500,000.00		
60215030893	Insurance Expenses	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	80,000.00	80,000.00		
60299030783	Representation Expenses	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	220,000.00	220,000.00		
	a. Staff Meeting	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	120,000.00	120,000.00		
	b. Other Representation	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	1,040,000.00	1,040,000.00		
	c. Board Meetings	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	5,000.00	5,000.00		
6023020756	ACCOUNTABLE FORMS	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	80,000.00	80,000.00		
	Sales Invoice	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	220,000.00	220,000.00		
60299010780	ADVERTISING, PROMOTIONAL & MARKETING	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	120,000.00	120,000.00		
	Citizen's Charter	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	1,040,000.00	1,040,000.00		
	Terpaullin & leaflets	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	5,000.00	5,000.00		
		COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	Corporate Budget	80,000.00	80,000.00		

*Handwritten signature and date: 1/10/2025*

*Handwritten mark*



# EXTREME COOL

## Ref and Airconditioning Services and Trading

Royal Family Homes Subd. Brgy. San Vicente, Apalit, Pampanga

☎ (045) 981.0059 ☎ 0943-130-6568 / 0919-000-9552

✉ extreme\_cool@gmail.com 📍 Extreme Cool Ref & Airconditioning Services & Trading

Setember 15, 2025

### QUOTATION

**PLARIDEL WATER DISTRICT**

Plaridel, Bulacan

**RE: REPAIR OF AIRCONDITIONING UNITS**

We are pleased to submit to you our offer for your airconditioning requirements as follows:

QTY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
<b>Engineering Department - Wall Mounted</b>				
1	set	Ball Bearing		
1	lot	Supply of labor for the replacement of ball bearing to repair Outdoor Fan Motor	3,745.00	3,745.00
<b>Stock Room - Window Type</b>				
1	set	Ball Bearing	2,889.00	2,889.00
1	lot	Supply of labor for the replacement of ball bearing to repair Outdoor Fan Motor	2,675.00	2,675.00
1	lot	Supply of labor for the bypass of compressor wirings	850.00	850.00
			<b>TOTAL AMOUNT .....</b>	<b>10,159.00</b>

**Warranty:**

**PARTS:** NO WARRANTTY

**SERVICE:** Thirty (30) days warranty on service

*\*Other parts found defective on the airconditioning unit is not included on our quotation & warranty*

Terms of payment: 7 days

If the terms & conditions indicated in this proposal merits your approval, please sign on the space provided below as this would serves as our contract.

Thank you for giving us the oppurtunity to quote on your requirements.

Prepared by:

Checked by:

CONFORME:

Rosalie Y. Dungo  
Sales Asst.

Ellaine D. Esguerra  
Sales & Operations Manager

Printed name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_





<b>FROM THE OFFICE OF THE ADMINISTRATIVE DIVISION MANAGER</b>	<b>FOR CONSIDERATION OF THE INTERIM GENERAL MANAGER</b>
<b>SUBJECT REQUEST FOR EMERGENCY REPAIR OF LG AIRCON OF ENGINEERING DIVISION AND CARRIER AIRCON OF STOCKROOM</b>	<b>DATE SEPTEMBER 15, 2025</b>

**BACKGROUND**

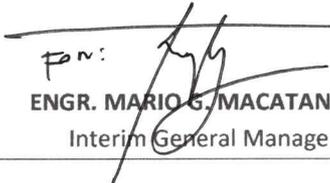
On September 12, 2025, the LG Aircon at the Engineering Division and the Carrier Aircon at the Stockroom were reported as not properly working. The General Services Section called an aircon technician to check the units. Upon inspection, the technician found that the ball bearings of the two aircon units need to be replaced to restore functionality.

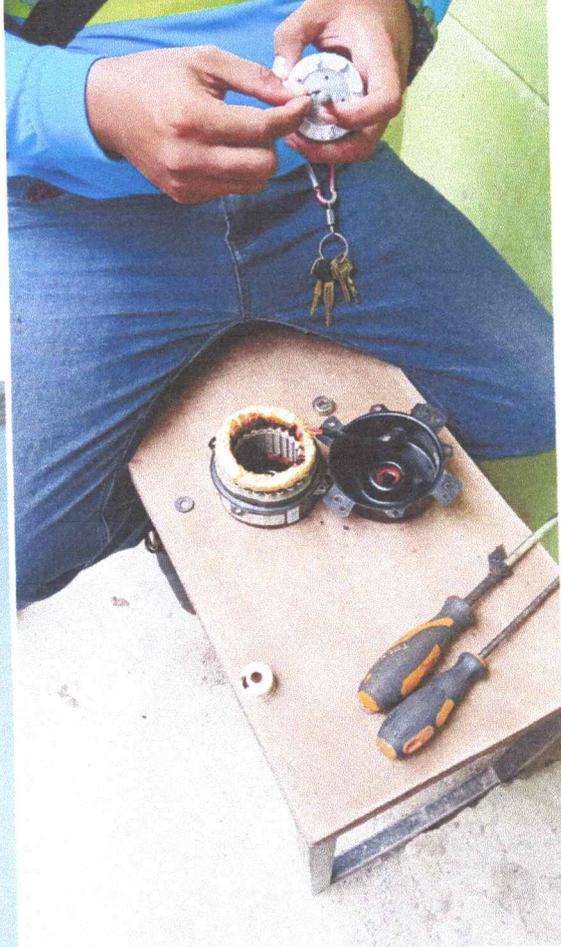
**JUSTIFICATION**

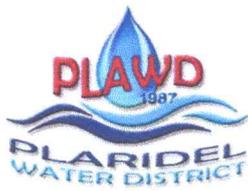
The emergency repair of the LG Aircon at the Engineering Division and the Carrier Aircon at the Stockroom is necessary to ensure a comfortable working environment and to prevent further damage to the units, which may result in higher repair costs or replacement.

**RECOMMENDATION**

It is therefore recommended by the Administrative Division that the Interim General Manager approve the emergency repair of the LG Aircon at the Engineering Division and the Carrier Aircon at the Stockroom, to be charged under Repair and Maintenance of Office Equipment (GL# 821).

<b>PREPARED BY:</b>	<b>RECOMMENDING APPROVAL:</b>	<b>APPROVED BY:</b>
 <b>RAYMOND M. CAAMPUED</b> Administration Services Assistant B	 <b>JUSTIN MICHAEL B. BERANGO</b> Division Manager B, Admin	 <b>ENGR. MARIO G. MACATANGAY</b> Interim General Manager





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ID: 9109631993



## Incident Report

**Item:** Two (2) units Aircon (LG and Carrier)

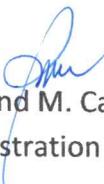
### Background:

On September 12, 2025, the LG Aircon at the Engineering Division and the Carrier Aircon at the Stockroom were reported as not properly working. The General Services Section called an aircon technician to check the units. Upon inspection, the technician found that the ball bearings of the two aircon units need to be replaced to restore functionality.

### Action taken:

A recommendation has been submitted to the Interim General Manager requesting the approval of an emergency repair for the two (2) affected air conditioning units to ensure the continuity of operations.

### Prepared by:

  
Raymond M. Caampued  
Administration Services Assistant B

