



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
 Area Office for Mindanao
 Earth corner Libra Street, GSIS Heights
 Matina, Davao City

ANNUAL PROCUREMENT PLAN FOR C.Y. 2025
 (Changes within the 2nd Semester)

CODE	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
1. MACHINERY & EQUIPMENT												
I.I. OFFICE EQUIPMENT												
2025-OFE-0001	Voice Recorders	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	360,000.00	360,000.00		
2025-OFE-0002	Electric Stand Fans, Low-Noise	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		2nd Quarter		GoP	50,400.00	50,400.00		
2025-OFE-0003	Camera Telephoto Zoom Lens	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	75,000.00		75,000.00	For Field Investigation
2025-OFE-0005	Money Counterfeit Detector and Bill Counting Machine	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		2nd Quarter		GoP	30,000.00	30,000.00		
2025-OFE-0007	Queuing Management System	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	500,000.00		500,000.00	
2025-OFE-0008	UHD 4K Screen Monitor	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	45,000.00	45,000.00		For Editing Purposes
2025-OFE-0009	Wireless Microphones with Receivers	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	80,000.00	80,000.00		Two (2) Units per Set
2025-OFE-0010	Audio and Video and Data Cables and Accessories with Labor	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	25,000.00	25,000.00		
2025-OFE-0011	Ultra High Definition Smart Television	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	65,000.00		65,000.00	Frameless, at least 55"
2025-OFE-0013	Micro Secure Digital (SD) - 32 GB	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	24,000.00	24,000.00		Updated as per SPPMP No. 1
2025-OFE-0014	Portable Vacuum Cleaners - 800w	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	7,500.00	7,500.00		Updated as per SPPMP No. 1
2025-OFE-0016	Go Bag Kit	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	12,000.00	12,000.00		For Field Investigation
2025-OFE-0017	Document Bags, Heavy Duty	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	25,000.00	25,000.00		
2025-OFE-0018	Water Dispenser - Top Load, Hot and Cold	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	6,000.00	6,000.00		
2025-OFE-0019	Classic Umbrellas - Large	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	7,000.00	7,000.00		For Office Vehicles
2025-OFE-0020	Security Door Access Replacement, Upgrade and Expansion for OMB-MIN Building	OMB-MIN	Competitive Bidding	PhilGEPS/OMB-Website		3rd Quarter		GoP	2,500,000.00		2,500,000.00	For OMB-MIN Building
2025-OFE-0021	A3 Document Scanners, High speed, Heavy Duty ADF and Flatbed Scanners	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	985,000.00		985,000.00	
2025-OFE-0022	Rechargeable Electric Fans with Light	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	93,000.00	93,000.00		For Power Interruption Purposes
2025-OFE-0023	Heavy Duty Ream Cutters (Paper Cutters)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	27,000.00	27,000.00		Updated as per SPPMP No. 1
2025-OFE-0024	Airconditioner, Wall-Mounted Split Type 2.5HP, Inverter	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		2nd Quarter		GoP	75,000.00		75,000.00	
2025-OFE-0025	Airconditioner, Wall-Mounted Split Type 2.0HP, Inverter	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		2nd Quarter		GoP	65,000.00		65,000.00	
2025-OFE-0026	CCTV and Biometric Attendance for Sta. Ana Lot, Security Access Doors for Sta. Ana and GSIS Lot Container Vans	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	350,000.00		350,000.00	
2025-OFE-0029	Live Stream Switcher	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	50,000.00		50,000.00	as per SPPMP No. 1
2025-OFE-0030	Powered Loud Speakers	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	110,000.00		110,000.00	as per SPPMP No. 1
2025-OFE-0031	Audio Wireless System for Powered Loud Speakers (Transceiver and Receiver)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		4th Quarter		GoP	40,000.00	40,000.00		as per SPPMP No. 1
2025-OFE-0032	USB External Audio Cards	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	7,500.00	7,500.00		as per SPPMP No. 1
2025-OFE-0033	Megaphone	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	5,000.00	5,000.00		as per SPPMP No. 1
2025-OFE-0034	Headset w/ Microphone	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter		GoP	57,000.00	57,000.00		USB-Type as per SPPMP No. 1
2025-OFE-0035	Classic Umbrella - Large	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		4th Quarter		GoP	4,000.00	4,000.00		For Field Investigation as per SPPMP No. 1



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CODE	Procurement Program/Project	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
			Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
I. MACHINERY & EQUIPMENT											
I.I. INFORMATION & COMMUNICATION TECHNOLOGY EQUIPMENT											
2025-ICT-0001	PC Desktop Workstation Sets (High end) for heavy computer processing	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	180,000.00		180,000.00	For Video/Audio Editing, Graphics Designing, Programming, Virtual Machine, etc.
2025-ICT-0002	Desktop Computers w/ Licensed Software and Accessories	OMB-MIN		Delegated to Management Information System Service (MISS)			GoP	1,400,000.00		1,400,000.00	
2025-ICT-0003	Special Purpose: PC Desktop	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	130,000.00		130,000.00	for Official Activities and Events
2025-ICT-0004	A3+ Borderless, 6-Colour Ink System Photo Printer	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	40,000.00	40,000.00		
2025-ICT-0005	Multifunction Inkjet Printers/Scanners, Networked	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	525,000.00	525,000.00		
2025-ICT-0007	Portable Scanners, Printer, Photocopier, 3-in-1 with WiFi	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		2nd Quarter	GoP	150,000.00	150,000.00		For Field Investigation
2025-ICT-0008	6TB NAS Drives for NAS Storage Expansion	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	240,000.00	240,000.00		
2025-ICT-0009	Wireless Network Routers	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	15,000.00	15,000.00		
2025-ICT-0011	External Hard Drives, Portable, Heavy Duty - 2TB	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	168,000.00	168,000.00		
2025-ICT-0012	SSD Upgrade for Desktop Computers	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	80,000.00	80,000.00		2019 and older units as per SPPMP No. 1
2025-ICT-0013	Dual Band Wifi LTE Router	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	10,000.00	10,000.00		as per SPPMP No. 1
2025-ICT-0014	Subscriber Identity Module (SIM) Card	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	200.00	200.00		as per SPPMP No. 1
2025-ICT-0015	Powerbank (20,000 mAh)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	15,000.00	15,000.00		as per SPPMP No. 1
2025-ICT-0016	External Solid State Drive (SSD) 2T	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	10,000.00	10,000.00		as per SPPMP No. 1
I.II. COMMUNICATION EQUIPMENT											
2025-CME-0003	Centralize Management System	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	545,000.00		545,000.00	
I.III. MEDICAL EQUIPMENT											
2025-MDE-0002	Standard First Aid Kits	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	6,000.00	6,000.00		For Field Investigation Updated as per SPPMP No. 1
2025-MDE-0003	Automatic Upper Arm Blood Pressure Monitors (BPM) Digital Sphygmomanometer	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	15,000.00	15,000.00		For Field Investigation Updated as per SPPMP No. 1
2025-MDE-0004	Rechargeable Pulse Oximeters	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	1,400.00	1,400.00		For Field Investigation
I.IV. OTHER MACHINERY & EQUIPMENT											
2025-OME-0001	Car Vacuum Cleaner	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	5,000.00	5,000.00		Portable, 12V
2025-OME-0002	Crocodile Jacks - Weight Capacity: 2 Tonnes (Small)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	16,000.00	16,000.00		
2025-OME-0003	Roller Lid - Ford Ranger Wildtrak	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	60,000.00		60,000.00	For Office Vehicle
2. FURNITURE, FIXTURES & BOOKS											
2.I. FURNITURE & FIXTURES											
2025-FFX-0001	Heavy Duty Push Carts, Platform Trolley	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	30,000.00	30,000.00		
2025-FFX-0002	Heavy Duty Utility Carts	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	105,000.00	105,000.00		



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2. FURNITURE, FIXTURES & BOOKS											
2.I. FURNITURE & FIXTURES (CONT'D)											
2025-FFX-0003	Executive Chairs	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		1st Quarter	GoP	84,000.00	84,000.00		
2025-FFX-0004	Wall-Mounted Data Cabinet with Installation	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	15,000.00	15,000.00		
2025-FFX-0005	Heavy Duty Ladders, 4-Step	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	40,000.00	40,000.00	Updated as per SPPMP No. 1	
2025-FFX-0007	Office Tables	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	30,000.00	30,000.00		
2025-FFX-0008	Office Chairs	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	6,000.00	6,000.00		
2025-FFX-0009	Steel Shelves	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	110,000.00	110,000.00		
2025-FFX-0010	Steel Cabinets	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	520,000.00	520,000.00	Updated as per SPPMP No. 1	
2025-FFX-0012	Rolling Tool Cart, 2-Tier	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	6,000.00	6,000.00		
2025-FFX-0013	Metal Cabinet with Lock (5-Layer)	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	60,000.00	60,000.00		
2025-FFX-0014	Metal Storage Shelves, 5-Layer	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	36,000.00	36,000.00		
2025-FFX-0015	Big Plastic Boxes, Capacity, 70 Liters	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website		3rd Quarter	GoP	2,000.00	2,000.00	For Storage of Documents during Field Investigation	
3. LAND IMPROVEMENTS											
3.I. OTHER LAND IMPROVEMENTS											
2025-OLI-0001	Supply of labor and materials for the construction of perimeter fence around OMB-MIN at GSIS Heights, Matina, Davao City	OMB-MIN	Competitive Bidding	PhilGEPS/OMB-Website		1st Quarter	GoP	3,200,000.00		3,200,000.00	
4. BUILDINGS & OTHER STRUCTURES											
4.I. OTHER STRUCTURES											
2025-BOS-0001	Supply, Delivery and Installation of 4 units Streamline Canopy Tents for the Office of the Ombudsman - Mindanao	OMB-MIN	Competitive Bidding	PhilGEPS/OMB-Website		3rd Quarter	GoP	1,500,000.00		1,500,000.00	
5. MAINTENANCE & OTHER OPERATING EXPENSES											
5.I. TRAVELING EXPENSES											
2025-TRV-0001	Traveling Expenses	OMB-MIN					Delegated to Administrative Services	GoP	5,600,000.00	5,600,000.00	
5.II. TRAINING EXPENSES											
2025-TRN-0001	Training Expenses	OMB-MIN						Delegated to Administrative Services	GoP	1,415,500.00	
2025-TRN-0002	GAD Capacity Building Programs (Seminars, Workshops, Trainings) - Local & Foreign	OMB-MIN						Delegated to Administrative Services	GoP	2,000,000.00	
5.III. COMMUNICATION EXPENSES											
2025-CMN-0001	Postage & Courier Services	OMB-MIN						Delegated to Administrative Services	GoP	578,000.00	



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5. MAINTENANCE & OTHER OPERATING EXPENSES											
5.III. COMMUNICATION EXPENSES (CONT'D)											
2025-CMN-0002	Telephone Expenses (Mobile/Landline)	OMB-MIN	Delegated to Administrative Services				GoP	380,000.00	380,000.00		
2025-CMN-0003	Internet Subscription Expenses	OMB-MIN	Delegated to Administrative Services				GoP	520,000.00	520,000.00		
5.IV. GENERAL SERVICES											
2025-JNT-0001	Janitorial Services	OMB-MIN	Delegated to Administrative Services				GoP	2,400,000.00	2,400,000.00		
2025-SEC-0001	Security Services	OMB-MIN	Delegated to Administrative Services				GoP	6,400,000.00	6,400,000.00		
2025-GNS-0001	Other General Services	OMB-MIN	Delegated to Administrative Services				GoP	3,000,000.00	3,000,000.00		
5.V. REPAIRS & MAINTENANCE											
2025-RPM-0001	Repairs & Maintenance - Buildings & Other Structures	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	as the need arises		GoP	3,856,000.00	3,856,000.00		
2025-RPM-0002	Repairs & Maintenance - Machinery & Equipment	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	as the need arises		GoP	250,000.00	250,000.00		
2025-RPM-0003	Repairs & Maintenance - Transportation Equipment	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	as the need arises		GoP	660,000.00	660,000.00		
5.VI. TAXES, INSURANCE PREMIUMS & OTHER FEES											
2025-TIO-0001	Taxes, Duties and Licenses	OMB-MIN	Delegated to Administrative Services				GoP	100,000.00	100,000.00		
2025-TIO-0002	Fidelity Bond Premiums	OMB-MIN	Delegated to Administrative Services				GoP	40,000.00	40,000.00		
2025-TIO-0003	Insurance Expenses	OMB-MIN	Delegated to Administrative Services				GoP	2,500,000.00	2,500,000.00		
5.VII. OTHER MAINTENANCE & OPERATING EXPENSES											
5.VII.A. PRINTING & PUBLICATION EXPENSES											
2025-PRP-0001	Printing & Publication Expenses	OMB-MIN	Delegated to Administrative Services				GoP	40,000.00	40,000.00		
5.VII.B. REPRESENTATION EXPENSES											
2025-REP-0001	Representation Expenses	OMB-MIN	Delegated to Administrative Services				GoP	50,000.00	50,000.00		
5.VII.C. TRANSPORTATION & DELIVERY EXPENSES											
2025-TRD-0001	Transportation & Delivery Expenses	OMB-MIN	Delegated to Administrative Services				GoP	150,000.00	150,000.00		
5.VII.D. RENT & LEASE EXPENSES											
2025-RNT-0001	Rents - Buildings & Structures	OMB-MIN	Delegated to Administrative Services				GoP	2,640,000.00	2,640,000.00		



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5. MAINTENANCE & OTHER OPERATING EXPENSES											
5.VII.D. RENT & LEASE EXPENSES (CONT'D)											
2025-RNT-0002	Rents - Equipment	OMB-MIN	Delegated to Administrative Services				GoP	490,000.00	490,000.00		
5.VII.E. OTHER MAINTENANCE & OPERATING EXPENSES											
2025-OMO-0001	Other Maintenance & Operating Expenses	OMB-MIN	Delegated to Administrative Services				GoP	350,000.00	350,000.00		
6. UTILITY EXPENSES											
6.I WATER EXPENSES											
2025-WTR-0001	Water Expenses	OMB-MIN	Delegated to Administrative Services				GoP	350,000.00	350,000.00		
6.II ELECTRICITY EXPENSES											
2025-ELC-0001	Electricity Expenses	OMB-MIN	Delegated to Administrative Services				GoP	8,000,000.00	8,000,000.00		
7. SUPPLIES & MATERIALS EXPENSES											
7.I OFFICE SUPPLIES EXPENSES											
2025-OFS-0001	Accountable Forms Expenses	OMB-MIN	Delegated to Administrative Services				GoP	5,000.00	5,000.00		
2025-OFS-0002	Drugs & Medicines Expenses	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	as the need arises		GoP	5,000.00	5,000.00		
2025-OFS-0003	Medical, Dental and Laboratory Supplies Expenses	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	as the need arises		GoP	5,000.00	5,000.00		
2025-OFS-0004	Fuel, Oil and Lubricants Expenses	OMB-MIN	Delegated to Administrative Services				GoP	1,500,000.00	1,500,000.00		
7.II OTHER SUPPLIES & MATERIALS EXPENSES											
2025-OSM-0001	Other Supplies & Materials Expenses	OMB-MIN	NP-SVP	PhilGEPS/OMB-Website	as the need arises		GoP	506,000.00	506,000.00		Updated as per SPPMP No. 1



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MAINTENANCE & OTHER OPERATING EXPENSES (MOOE)

A. MACHINERY & EQUIPMENT	P	3,246,000.00
B. TRAVELING EXPENSES		5,600,000.00
C. TRAINING EXPENSES		3,415,500.00
D. COMMUNICATION EXPENSES		1,478,000.00
E. GENERAL SERVICES		11,800,000.00
F. REPAIRS & MAINTENANCE		4,766,000.00
G. TAXES, INSURANCE PREMIUMS & OTHER FEES		2,640,000.00
H. PRINTING & PUBLICATION EXPENSES		40,000.00
I. REPRESENTATION EXPENSES		50,000.00
J. TRANSPORTATION & DELIVERY EXPENSES		150,000.00
K. RENT & LEASE EXPENSES		3,130,000.00
L. OTHER MAINTENANCE & OPERATING EXPENSES		350,000.00
M. UTILITY EXPENSES		8,350,000.00
N. SUPPLIES & MATERIALS EXPENSES		2,021,000.00
	P	<u>47,036,500.00</u>

CAPITAL OUTLAY (CO)

A. OTHER OFFICE EQUIPMENT, FURNITURE & FIXTURES, I.C.T. EQUIPMENT & OTHER EXPENSES	P	<u>11,790,000.00</u>
	P	<u>11,790,000.00</u>



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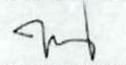
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Ad Hoc Committee Secretariat:

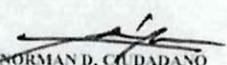

MARIANNE M. MACAYRA
 Head, Ad Hoc Committee Secretariat/GIPO III

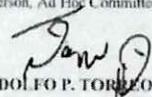

DAVID G. A. MORALES
 Member, Ad Hoc Committee Secretariat/GIPO II

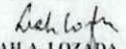

CARELL R. Z. MARTATEZ
 Member, Ad Hoc Committee Secretariat/GIPO II


ELOIDA MAE R. MORENO
 Member, Ad Hoc Committee Secretariat/Administrative Assistant V

Ad Hoc Committee:


GIL NORMAN D. CIUDADANO
 Chairperson, Ad Hoc Committee/GIPO III


RODOLFO P. TORDEON, JR.
 Member, Ad Hoc Committee/Administrative Officer III


LEAH A. LOZADA
 Vice Chairperson, Ad Hoc Committee/Acting Chief Administrative Officer

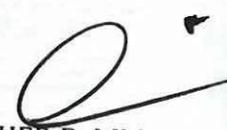

LIN JUN R. SULAGAS
 Member, Ad Hoc Committee/Administrative Aide VI

Recommending Approval/Disapproval:


ANDERSON L. O.
 District Ombudsman for Mindanao

Certified Funds Available/
 Certified Appropriate Funds Available:

ADORIE T. CORNITO
 Officer-In-Charge
 Finance and Management Information Office
 per Office Order No. 238, s. 2023 dat. August 15, 2023


CHRISTOPHER B. LIM
 Director IV, FMS

Approved/Disapproved:


JESUS ESPIN C. REMULLA
 Ombudsman
 Head of Office/Agency