



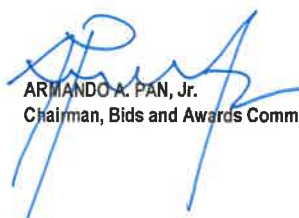
SECURITIES AND EXCHANGE COMMISSION
 Secretariat Building, PICC Complex, Pasay City
SUPPLEMENTAL ANNUAL PROCUREMENT PLAN No. 2021-13

CODE	Program/Activity/Project	PMO/End-user	Mode of Procurement	Is this an Early Procurement Activity	Schedule of Each Procurement Activity				Funding Source	Estimated Budget (PHP)			Remarks
					Ads/Post of ITB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
II. ALTERNATIVE METHODS OF PROCUREMENT													
F.	<i>Code (PAP)</i>	<i>SUPPLIES, EQUIPMENT and SERVICES</i>											
100010000	18	Supply and Delivery of Twenty Three (23) units of Customized Wrist Watch for loyalty awardees of SEC	HRAD	Direct Contracting	N	4th Quarter			RCC	165,000.00	165,000.00		
TOTAL										165,000.00	165,000.00		

Prepared and submitted by:


 NORLAN M. DE LAS ALAS
 BAC Secretariat

Recommending Approval:
 For the Bids and Awards Committee:


 ARMANDO A. PAN, Jr.
 Chairman, Bids and Awards Committee

Approved By:


 EMILIO B. AGUINO
 Chairperson

Date: _____



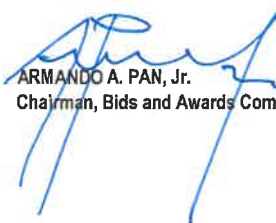
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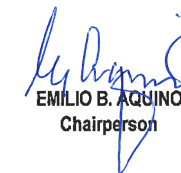
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 EMILIO B. AQUINO
 Chairperson

Date: _____



FINANCIAL MANAGEMENT DEPARTMENT

MEMORANDUM

FOR : **Commission Secretary ARMANDO A. PAN, Jr.**
Chairman, Bids and Awards Committee

FROM : The Officer-In-Charge, FMD

SUBJECT : **FY 2021 SUPPLEMENTAL LIST OF PROJECTS TO BE INCLUDED IN
THE ANNUAL PROCUREMENT PLAN (APP)**

DATE : December 20, 2021

In compliance with the Revised Implementing Rules and Regulations (IRR) of RA 9184, we are forwarding herewith the **Supplemental List of Projects No. 14** for inclusion in the *FY 2021 Annual Procurement Plan*. Attached also for your immediate references are the following: a) Project Procurement Management (PPMP) of the project submitted by the concerned department; b) Terms of Reference (TOR)/Technical Specifications presented by project, and c) SEC Resolution indicating the approval for funding.

We are only forwarding projects to the Bids and Awards Committee (BAC) that can be immediately procured since the appropriate terms or specifications for the project/s have already been included.

In view of the foregoing, we urge the immediate preparation and presentation of the APP to the Commission En Banc for the commencement of the procurement process.

For your appropriate action, please.


DONNIE Q. ESGUERRA

CC : Office of COMMISSIONER KARLO S. BELLO



HUMAN RESOURCE AND ADMINISTRATIVE DEPARTMENT

MEMORANDUM

TO : Officer-in-Charge **DONDIE Q. ESGUERRA**
Financial Management Department

FROM : *Romualdo C. Padilla*
Atty. ROMUALDO C. PADILLA
Officer-in-Charge, HRAD

SUBJECT : *Submission of HRAD PPMP for Customized Watches*

DATE : **16 December 2021**

This is to transmit to your Department the Project Procurement Management Plan (PPMP) of the Human Resource and Administrative Department Supply and Delivery of Twenty-Three (23) Units of Customized Wrist Watch for the Loyalty Awardees of the Securities and Exchange Commission.

Attached are the resolution and the Technical Specifications for your reference.

For your consideration please.

Thank you.



SECURITIES AND EXCHANGE COMMISSION
 Secretariat Building, PICC Complex, Roxas Boulevard, Pasay City

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END-USER/UNIT : HUMAN RESOURCE AND ADMINISTRATIVE DEPARTMENT

Charged to RCC

Projects, Programs and Activities (PAPs)

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES												
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	
	Supply and Delivery of Twenty-Three (23) Units of Customized Wrist Watch for the Loyalty Awardees of the Securities and Exchange Commission		165,000.00														

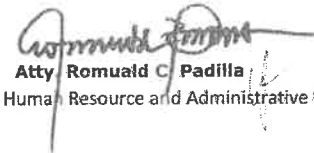
TOTAL BUDGET: 165,000.00

NOTE: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared By:


Fatima Diane D. Rempillo
 SEC Administrative Officer II, OD-HRAD

Submitted By:


Atty. Romuald C. Padilla
 Officer-in-Charge, Human Resource and Administrative Department

Project: Supply and Delivery of Twenty-Three (23) units of Customized Wrist Watch for the Loyalty Awardees of the Securities and Exchange Commission

SUMMARY MARKET SURVEY

COMPANY	ITEM DESCRIPTION	COST / UNIT ()
Newtrends International Corporation	ESPRIT EES1G258M0045	5,190.00
	TIMEX TW2U10900	7,120.00
The Worldwide Lifestyle Timepieces, Inc.	SEIKO SNKL17	7,600.00
Average Cost / unit		6,636.67
Total Quantity		23 units
Cost		152,643.33
Contingency/Delivery Fee		10,000.00
Total Cost		162,643.33
Round off to		165,000.00

Technical Specification

I. Project Title

Supply and Delivery of Twenty-Three (23) units of Customized Wrist Watch for the Loyalty Awardees of the Securities and Exchange Commission

II. Requirements

SEC Employees

	Description	Quantity
1	Customized wrist watch for men	9
2	Customized wrist watch for women	14
	Total	23

III. Objective

To purchase customized wrist watch for the SEC Loyalty Awardees.

IV. Item/Product Specifications

Bidder should be capable of providing the following items with their corresponding features and capabilities or higher.

1. Customized wrist watch for men

	Minimum Product Specifications
1	All stainless steel
2	40mm round size
3	Mineral Glass
4	With SEC Logo
5	With Box
6	Two (2) years warranty on mechanical parts

2. Customized wrist watch for women

	Minimum Product Specifications
1	All stainless steel
2	32mm round size
3	Mineral Glass
4	With SEC Logo
5	With Box
6	Two (2) years warranty on mechanical parts



V. Delivery Schedule

Delivery of Twenty-Three (23) units of Customized Wrist, within sixty (60) days upon receipt of notice to proceed.

Qty	Office	Address
20	SEC Head Office	3 rd Floor Secretariat Building, PICC Complex, Pasay City
1	SEC-Cebu Extension Office	SEC Bldg. V. Rama Ave., Guadalupe, Cebu City
1	SEC-Iloilo Extension Office	SEC Bldg., Gen. Hughes St., Iloilo City
1	SEC-Cagayan De Oro City Extension Office	SEC Building, 14 th St. cor. Tomasaco Del Lara St., Cagayan De Oro City

VI. Evidence, Verification and Quality Assurance

Bidder must submit a Proof-of-concept (POC) or conduct a Product Demonstration or any equivalent form of trial/testing to the BAC and End-user during the post-qualification for verification of the product specification and quality.



Office of the Commission Secretary

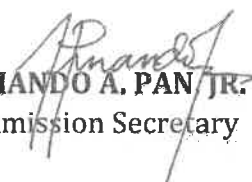
MEMORANDUM

F O R : Human Resource and Administrative Department (HRAD)
Financial Management Department (FMD)
F R O M : Office of the Commission Secretary
S U B J E C T : Watches for SEC Loyalty Awardees
D A T E : 17 December 2021

Quoted below is the Resolution from the Minutes of the Meeting of the Commission *En Banc* held on 09 December 2021 which reads:

“RESOLVED, To APPROPRIATE the total estimated amount of One Hundred Sixty-Five Thousand Pesos (Php165,000.00) to cover the twenty-three (23) units of Customized Wrist Watch for the Loyalty Awardees of the SEC at an estimated cost of Php6,636.67 per unit, as well as the cost of contingency and delivery fee.

The foregoing amount shall be appropriated as an additional/ supplemental to the FY 2021 SEC Budget, and shall be charged against the retained income of the Revised Corporation Code, subject to the availability of funds, the usual accounting and auditing rules and procedures.”


ARMANDO A. PAN JR.
Commission Secretary