

PALACIO DEL GOBERNADOR CONDOMINIUM CORPORATION
CORPORATED OPERATING BUDGET
CY 2024


Description	CORPORATE OPERATING BUDGET FOR CY2024					
	CY 2024 Budget	Procurement Method	Q1	Q2	Q3	Q4
I. Personal Services	3,993,098.04		861,542.40	1,053,850.40	826,542.40	1,251,162.83
a. Salaries and Wages	2,719,614.00		679,903.50	679,903.50	679,903.50	679,903.50
b. Other Compensation	886,928.43		85,000.00	277,308.00	50,000.00	474,620.43
Personnel Economic Relief Allowance	120,000.00		30,000.00	30,000.00	30,000.00	30,000.00
Cash Gift	25,000.00		-	-	-	25,000.00
Clothing Allowance	35,000.00		35,000.00	-	-	-
Mid Year/Year End Bonus	454,616.00		-	227,308.00	-	227,308.00
Others (Allowances & Other Compensation)	252,312.43		20,000.00	20,000.00	20,000.00	192,312.43
Overtime Pay	80,000.00		20,000.00	20,000.00	20,000.00	20,000.00
Anniversary Bonus (Every 5th Year)	0.00		-	-	-	-
Productivity Enhancement Incentive	25,000.00		-	-	-	25,000.00
Performance Based Bonus System per annum	147,312.43		-	-	-	147,312.43
c. Mandatory Contributions	386,555.61		96,638.90	96,638.90	96,638.90	96,638.90
SSS Premium Contribution	244,765.26		61,191.32	61,191.32	61,191.32	61,191.32
PAG-IBIG Premium Contribution	72,000.00		18,000.00	18,000.00	18,000.00	18,000.00
PHILHEALTH Premium Contribution	67,990.35		16,997.59	16,997.59	16,997.59	16,997.59
ECC Contribution	1,800.00		450.00	450.00	450.00	450.00
II. Office Supplies, Furniture, Equipment	661,868.65		440,461.41	73,802.41	73,802.41	73,802.41
a. Office Supplies	295,209.65	Shopping/PS	73,802.41	73,802.41	73,802.41	73,802.41
b. Procurement of 1 unit Laptop and 4 units desktop computer	361,960.00	Small Value P.	361,960.00	-	-	-
c. Microsoft 365 Annual Subscription	4,699.00	Small Value P.	4,699.00	-	-	-
III. Transportation & Communication	241,008.00		66,050.00	57,050.00	60,858.00	57,050.00
a. Telephone - Land line/DSL line & 2 Sim Card	55,200.00	Continuing	13,800.00	13,800.00	13,800.00	13,800.00
b. Communication Allowance (5 PDG Staff & 5 Admin Comm)	168,000.00	Continuing	42,000.00	42,000.00	42,000.00	42,000.00
c. Transportation and Delivery	5,000.00	Continuing	1,250.00	1,250.00	1,250.00	1,250.00
d. Web Hosting	3,808.00	Continuing	-	-	3,808.00	-
e. Zoom Hosting	9,000.00	Continuing	9,000.00	-	-	-
IV. Contracted Services	13,335,860.00		3,333,965.00	3,333,965.00	3,333,965.00	3,333,965.00
a. Security Services	4,710,000.00	Bidding	1,177,500.00	1,177,500.00	1,177,500.00	1,177,500.00
b. Janitorial Services/Elevator Operators	5,400,000.00	Bidding	1,350,000.00	1,350,000.00	1,350,000.00	1,350,000.00
c. Pest/Insect & Termite Control Services	78,000.00	Small Value P.	19,500.00	19,500.00	19,500.00	19,500.00
d. Elevator Preventive Maintenance	296,520.00	Direct Contracting	74,130.00	74,130.00	74,130.00	74,130.00
e. Water Treatment & General Cleaning of 31 Cooling Towers	285,000.00	Small Value P.	71,250.00	71,250.00	71,250.00	71,250.00
f. Quarterly Preventive Maintenance of X-Ray Machine XRC 5030	66,340.00	Small Value P.	16,585.00	16,585.00	16,585.00	16,585.00
g. Preventive Maintenance of MEFPS (Mechanical, Electrical, Fire Protection, FDAS, Sanitary) System	2,500,000.00	Bidding	625,000.00	625,000.00	625,000.00	625,000.00
V. Building Structure	1,060,000.00		-	1,060,000.00	-	-
a. Procurement of One (1) unit Earthquake Recorder Instrument	1,060,000.00	Bidding	-	1,060,000.00	-	-
VI. Mechanical	785,000.00		196,250.00	196,250.00	196,250.00	196,250.00
a. Replacement of parts of Elevator No. 1-4	785,000.00	Direct Contracting	196,250.00	196,250.00	196,250.00	196,250.00
VII. Plumbing	1,400,000.00		1,400,000.00	-	-	-
a. Replacement of sewer line from 4th floor to 8th floor male and female comfort room	1,400,000.00	Bidding	1,400,000.00	-	-	-
VII. Building Fire Protection	-		-	-	-	-
VIII. Electrical	-		-	-	-	-
IX. Continuous Maintenance Work of Bldg. Facilities at Common Area	735,500.00		177,000.00	177,000.00	204,500.00	177,000.00
a. Plumbing Fixtures & Supplies	350,000.00		87,500.00	87,500.00	87,500.00	87,500.00
b. Office Equipment/Electrical Fixtures/devices/Material and hardware supplies	350,000.00		87,500.00	87,500.00	87,500.00	87,500.00
c. Annual Cleaning of Three Sets Chandelier	27,500.00		-	-	27,500.00	-
d. Cleaning of airconditioner	8,000.00		2,000.00	2,000.00	2,000.00	2,000.00
X. Other MOE	5,325,779.77		3,284,225.54	581,851.41	802,851.41	656,851.41
a. Per Diem of Board of Director	960,000.00		240,000.00	240,000.00	240,000.00	240,000.00
b. Honoraria to Administrative Committee	300,000.00		75,000.00	75,000.00	75,000.00	75,000.00
c. Audit Fee	180,000.00		180,000.00	-	-	-
d. Building & Machinery Insurance	2,522,374.13		2,522,374.13	-	-	-
e. Fidelity Bond	82,125.00		20,531.25	20,531.25	20,531.25	20,531.25
f. G.A.D.	100,000.00		25,000.00	25,000.00	25,000.00	25,000.00
g. Laguna Lake Development Authority	5,000.00		-	-	5,000.00	-
h. Meetings	274,080.00		68,520.00	68,520.00	68,520.00	68,520.00
i. Planning Conference	135,000.00		-	-	135,000.00	-

j Taxes Duties and Licenses	5,000.00		1,250.00	1,250.00	1,250.00	1,250.00
k Training/Seminars	150,250.00		37,562.50	37,562.50	37,562.50	37,562.50
l Travel Expense	35,000.00		8,750.00	8,750.00	8,750.00	8,750.00
m Vehicle Insurance	6,000.00		-	-	6,000.00	-
n Anniversary Celebration	50,000.00		-	-	50,000.00	-
o PDG Christmas Party	75,000.00		-	-	-	75,000.00
p Genset and Car Fuel	160,000.00		40,000.00	40,000.00	40,000.00	40,000.00
q Preventive Maintenance of Motor Vehicles	50,000.00		12,500.00	12,500.00	12,500.00	12,500.00
r Annual Physical Examination	25,000.00		-	-	25,000.00	-
s Contingency fund	210,950.64		52,737.66	52,737.66	52,737.66	52,737.66
GRAND TOTAL	27,538,114.46	-	9,759,494.36	6,533,769.23	5,498,769.23	5,746,081.65

Recommending Approval


EDUARDO ANTHONY G. MARIÑO, III
Treasurer, PDGCC

Approved By:


SHARON P. ALMANZA
Head of the Procuring Entity