

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

APPROVED
MINUTES OF THE 51ST (SPECIAL) MEETING OF THE VISCA
BOARD OF TRUSTEES HELD ON JANUARY 12, 1983
AT THE PASUC CONFERENCE ROOM
MECS, METRO MANILA



DECISIONS/AGREEMENTS MADE BY THE BOARD OF TRUSTEES

<u>RESOLUTION NO.</u>	<u>ITEMS</u>	<u>PAGE</u>
1.	<u>RESOLUTION NO. 1, s. 1983</u> Operating Budget & Plans for the Incoming Calendar year 1983	3
2.	<u>RESOLUTION NO. 2, s. 1983</u> Approval of contract awards in favor of G. Araos Construction for CHB Fencing (labor only) & construction of Drainage System	4
3.	<u>RESOLUTION NO. 3, s. 1983</u> Approval of contract awards in favor of Gerent Builders Inc. for the construction of Two Obelisk Foundations & Columns (labor only); for the Steel Fencing along the Highway; and the Remodelling of the Social Hall	4
4.	<u>RESOLUTION NO. 4, s. 1983</u> Approval of contract awards in favor Leoncio Nazareno General Merchandise for the construction of Foot Bridge and the construction of Chemical Storage	5
5.	<u>RESOLUTION NO. 5, s. 1983</u> Approval of construct awards in favor of PROGOSONS Construction & Development Corporation for the construction of Farm Products Outlet Building; Waiting Sheds & Guard Posts; and the construction of Twenty-door Bachelorette Quarters (labor only)	5
6.	<u>RESOLUTION NO. 6, s. 1983</u> Approval of contract awards in favor of Unimaster Conglomeration, Inc. for the Concreting of VISCA Mall (Phases I & II) and the construction of River Control	6
7.	<u>RESOLUTION NO. 7-A, s. 1983</u> Permanent appointment of Ms. Jeanette B. Israel as Accounting Clerk I	6
8.	<u>RESOLUTION NO. 7-B, s. 1983</u> Permanent appointment of Dr. C. B. Carcallas & Dr. J. S. Tan as Associate Professors	6

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MINUTES OF THE 51ST (SPECIAL) MEETING OF THE VISCA
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Present:

Hon. Abraham I. Felipe	Presiding Officer	1
Deputy Minister		2
Ministry of Education, Culture		3
and Sports		4
Hon. F. A. Bernardo	Vice Chairman	5
College President		6
Visayas State College of Agriculture		7
		8
Mr. Nestor R. Mijares (Represented Hon. Jose M. Lawas)		9
Supervising Economist		10
RDS, NEDA		11

Others Present:

Dr. Vedasto G. Suarez	Representative	12
Assistant Minister		13
Ministry of Education, Culture		14
and Sports		15
Mr. John S. Imlan	Representative	16
Executive Assistant		17
PASUC, MECS		18
Prof. Andres F. Duatin	Secretary	19
College Secretary		20
Visayas State College of Agriculture		21

Call to Order:

Hon. Abraham I. Felipe, the presiding officer, called the meeting
to order at 12:35 p.m.

Preliminary Matter:

A. Approval of Agenda

The agenda were approved as presented.



II. Brief Report of the College President

1. Year-End Bonus

Pres. F. A. Bernardo informed the Board that ViSCA gave its personnel the one-week year-end bonus in accordance with the provisions of MCC 23, instead of two-week incentive because the former scheme was more beneficial to the low-salaried employees.

2. Cooking Dorm and Administration Building

The cooking dormitory and the administration building which are being constructed by Administration are nearing completion but funds are not sufficient and so the College intends to use part of its savings to complete the said buildings.

3. Scientific Equipment for PCARRD

ViSCA recently received from PCARRD, with USAID fundings, various pieces of scientific equipment for agricultural research, including four (4) units of vehicles consisting of two (2) Ford pick-ups, one (1) Ford Jeep, and a Ford (Furtura) Sedan.

4. DYAC now operational

DYAC, the ViSCA radio, is now operational spending sixteen hours for broadcasting everyday. A radio station manager was appointed and trained devcasters from the different departments/offices/centers of the College help in the broadcasting work.

III. Ratification/Approval of the Minutes of the Previous Meeting:

The minutes of the previous meeting held on December 16, 1982 were approved after the following correction was made:

Page 2, lines 4 & 5 — The sentence was reworded to read: "The
Land Bank designated ViSCA to handle the rural development projects in
the land resettlement in Tabaño, Leyte."

Matters Arising from the Approved Minutes:

N o n e

For Approval/Ratification/Confirmation:

A. Administrative Matters:

1. Presentation/approval of operating budget and plans for the
incoming calendar year 1983

In presenting the operating budget and plans, programs,
projects, activities for the incoming calendar year 1983,
Pres. Bernardo pointed out the programs with high (25% to 50%)
mandatory reserves such as the appropriations for (1) new
positions, (2) construction of permanent improvements, and
(3) acquisition of new equipment. The Board observed that
even on maintenance and other operating expenses (MOE) so
much per cent (9%) are reserved.

The total programmed appropriation for calendar year 1983
amounts to P53,593,000.00, with a total reserve of P9,348,000.00,
or a net budget program of P43,245,000.00. Appendix A

After an inquiry from the presiding officer, the Board
passed:

BOARD RESOLUTION NO. 1, s. 1983

Approving in toto the ViSCA operating budget and plans,
programs, projects, activities for calendar year, 1983.
Appendix A

Approved

2. Awards of Contracts for the Construction of Various College Projects:

The following contracts for the construction of College projects were presented for Board approval:

a. Approval of contract awards in favor of G. Araos Construction for the CHB fencing (labor only) at P84,000.00; and the construction of the drainage system at P140,000.00.

Appendix B

The Board passed:

BOARD RESOLUTION NO. 2, s. 1983

Approving the contract awards to G. Araos Construction for the CHB Fencing (labor only) costing P84,000.00 and the construction of the Drainage System at P140,000.00, subject to rules and regulations on contracted government projects and COA regulation.

Approved

b. Approval of contract awards in favor of Gerent Builders, Inc. for the construction of the obelisk foundations and columns (labor only) at P53,464.00; steel fencing along the highway at P158,230.00; and the remodelling of the Social Hall at P517,500.00. Appendix C

The Board passed:

BOARD RESOLUTION NO. 3, s. 1983

Approving the contract awards to Gerent Builders, Inc. for the construction of two obelisk foundations and columns (labor only) at P53,464.00; for the steel fencing along the highway at P158,230.00; and the remodelling the Social Hall at P517,500.00, subject to rules on contracted government projects and COA regulations. Appendix C

Approved

c. Approval of contract awards in favor of Leoncio Nazareno General Merchandise for the construction of the foot bridge at P77,700.00 and the construction of a chemical storage at P68,240.00. Appendix D

The Board passed:

BOARD RESOLUTION NO. 4, s. 1983

Approving the contract awards to Leoncio Nazareno General Merchandise for the construction of a Foot Bridge at P77,700.00 and the construction of a Chemical Storage at P68,240.00, subject to rules on contracted government projects and COA rules and regulations. Appendix D

Approved

d. Approval of contract awards in favor of PROGOSONS Construction & Development Corporation for the construction of a Farm Products Outlet Building costing P458,925.00; the construction of a waiting shed and guard post at P225,492.00; and the construction of a twenty-door Bachelorettes Quarters (labor only) at P212,000.00. Appendix E

The Board passed:

BOARD RESOLUTION NO. 5, s. 1983

Approving the contract awards to PROGOSONS Construction and Development Corporation for the construction of a Farm Products Outlet Building at P458,925.00; the construction of a Waiting Shed and Guard Posts at P225,492.00; and the construction of a Twenty-door Bachelorette Quarters (labor only) at P212,000.00; subject to rules on contracted government projects and COA rules and regulations. Appendix E

Approved

e. Approval of contract awards in favor of Unimaster Conglomeration, Inc. for the concreting works of the ViSCA

Mall (Phases I & II) at P1,117,000.00; and the construction
of the River Control at P212,000.00. Appendix F

The Board passed:

BOARD RESOLUTION NO. 6, s. 1983

Approving the contract awards to Unimaster Conglomeration,
Inc. for the Concreting Works of the ViSCA Mall (Phases I & II)
at P1,117,000.00 and the construction of the River Control at
P212,000.00, subject to rules on contracted government projects
and COA rules and regulations. Appendix F

Approved

3. Appointment of Personnel

The appointment of personnel, change of status from
temporary to permanent, and reclassification of position titles
of full-time researchers in the Research Centers were presented
for Board action. Appendix G

The Board passed the following resolutions:

BOARD RESOLUTION NO. 7-A, s. 1983

Approving the permanent appointment of Ms. Jeanette B.
Israel as Accounting Clerk I at P5,382.00 p.a., effective
December 1, 1982; subject to approval of the Civil Service
Commission. Appendix G

Approved

BOARD RESOLUTION NO. 7-B, s. 1983

Approving the permanent appointment of Dr. Jose S. Tan as
Associate Professor effective January 1, 1983 and the permanent
appointment of Dr. Casimiro D. Carcallas as Associate Professor
effective January 1, 1983, subject to CSC approval. Appendix G

Approved

BOARD RESOLUTION NO. 7-C, s. 1983

Approving the reclassification of position titles of
faculty members concerned on full-time research work in the
ViSCA research centers, as follows:

Mr. Osea Catalino E. Diongson from Instructor to Science Research Specialist III;	1
Mr. Nestor L. Pido from Instructor to Science Research Specialist III;	2
Ms. Antonietta E. Zablan from Instructor to Science Research Specialist III;	3
Mr. Salvador C. Dagoy from Instructor to Science Research Specialist II; and	4
Mr. Beverlo P. Pascual from Instructor to Science Research Specialist II. Appendix G	5
All to take effect upon approval.	6

Approved 12

Other Matters: 13

A. Designation and Honorarium for Radio Station Personnel: 14

1. Designation of Mr. Patricio Sedigo as Radio Station Manager 15

Pres. F. A. Bernardo recommended the designation of Mr. Patricio Sedigo as the ViSCA Radio Station Manager with monthly honorarium of P400.00 a month. 16

The Board passed: 17

BOARD RESOLUTION NO. 8-A, s. 1983 18

Approving the designation of Mr. Patricio C. Sedigo as the ViSCA Radio Station Manager with monthly honorarium of P400.00 effective January 1, 1983, subject to adjustment in amount depending on the number of days served in case of absence of more than one half of the usual working days within the month, and availability of funds and COA rules. 19

Approved 20

2. Designation of Devcasters 21

It was recommended that faculty/staff members designated as devcasters shall be given monthly honorarium ranging from P100-200 a month depending on their involvement in the radio work 22

The Board passed: 23

BOARD RESOLUTION NO. 8-D, s. 1983

Approving in principle the giving of monthly honorarium ranging from P100 to P200 each to ViSCA devcasters depending on the magnitude of their involvement and responsibility as may be decided by the radio station manager, the line-up of such devcasters' names, rates and criteria used to be submitted to the College President for final approval, subject to availability of funds and COA rules and regulations.

Approved

Use of Savings from the ViSCA Budget:

The College President presented to the Board for action the recommended use of the savings from the previous year's budget for specific projects. Appendix H.

After a couple of questions, the Board passed:

BOARD RESOLUTION NO. 9, s. 1983

Approving the use of savings from the ViSCA budget of 1982 as proposed (Appendix H), subject to COA rules and regulations.

Approved

Merit Increase for the ViSCA President

Cognizant of the exemplary leadership and the laudable accomplishment of Dr. F. A. Bernardo that led to the phenomenal growth of the Visayas State College of Agriculture, the ViSCA Board of Trustees, in accordance with the provisions of Civil Service Memorandum Circular No. 8, s. 1982 and National Budget Circular No. 363, dated April 5, 1982, agreed to pass the following resolution:

BOARD RESOLUTION NO. 10, s. 1983

Approving the merit increase of three (3) salary steps of the ViSCA College President, Dr. F. A. Bernardo, for his exemplary leadership and laudable accomplishments in the development of plans, programs and projects and the implementation of the same that led to the phenomenal growth that this educational institution has attained, such increase in salary to take effect June 1, 1982.

Approved

There being no other matter to discuss, the presiding officer adjourned the meeting at 1:50 p.m.

CERTIFIED TRUE AND CORRECT:


ANDRES F. QUATIN
Secretary

ATTESTED:

HON. ABRAHAM I. FELIPE
Presiding Officer

Expense Classification	New Appropriation	Automatic Appropriation	Total Programmed Appropriation	RESERVE		Budget Program
				Amount	%	
CURRENT OPERATING EXPENDITURES						
I. PERSONAL SERVICES	18,364	821	19,185	722	4	18,463
Regular Positions (458)	7,628		7,628	-		7,628
New Positions	692		692	346	50	346
Emergency Laborers & Contractual Services	2,438		2,438	295	12	2,143
Terminal Leave	122		122	30	25	92
Loan Proceeds - WB 1374 PH	500		500			500
USAID 492-7-066	2,473		2,473			2,473
PCARR GIA	1,985		1,985			1,985
Others	2,526		2,526	51	2	2,475
GSIS Life & Retirement Insurance Premium		821	821			821
II. MAINTENANCE & OTHER OPERATING EXPENSES	18,384		18,384	1,674	9	16,710
Regular	10,661		10,661	1,443	14	9,218
Special Account	1,293		1,293			1,293
Loan Proceeds - WB 1374 PH	2,500		2,500			2,500
USAID 492-7-066	1,620		1,620			1,620
PCARR GIA	2,310		2,310	231	10	2,079
Total Current Operating Expenditures	36,748	821	37,569	2,396		35,173
CAPITAL OUTLAYS						
I. Construction of Permanent Improvements	12,150		12,150	6,075	50	6,075
II. Acquisition of Equipment						
Regular	1,755		1,755	877	50	878
Loan Proceeds - WB 1374 PH	11,119		1,119			1,119
Total Capital Outlays	15,024		15,024	6,952	46	8,072
TOTAL FOR THE AGENCY	51,772	821	52,593	9,348		43,245

2.0 CAPITAL OUTLAYS

2.1.1	Completion of Library (Phase III)			
2.1.2	Construction of Gymnasium (1)	4,150,000	2,075,000	2,075,000
2.1.3	Completion of Agro-Reforestation Building (Phase II)	2,000,000		2,000,000
2.1.4	Construction of Students Dormitories (Phase IV)	2,000,000	2,000,000	
2.1.5	Construction of Staff Housing (Phase IV)	2,000,000	2,000,000	
	Sub-Total - Project 2.1	12,150,000	6,075,000	6,075,000
2.2.1	Acquisition of Equipment	1,755,000	877,000	878,000
2.2.2	Acquisition of Equipment (Loan Proceeds, IBRD Loan No. 1374 PH)	1,119,000	-	1,119,000
	Sub-Total - Project 2.2	2,874,000	877,000	1,997,000

TOTAL, CAPITAL OUTLAYS

15,024,000	6,952,000	8,072,000
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PERSONAL SERVICES

Number of Authorized Positions (3)

01 - Total Salaries - Permanent	98,000	98,000	98,000
Student Laborers	30,000	30,000	30,000
Substitute Instructors/Teachers	59,000	59,000	59,000
Honoraria	45,000	45,000	25,000
Cost of Living Allowance	4,000	4,000	4,000
Net Salaries & Wages	236,000	236,000	216,000
Fixed Expenditures	9,000	9,000	9,000
Total Personal Services	245,000	245,000	225,000

MAINTENANCE & OTHER OPERATING EXPENSES:

02 - Traveling Expenses	20,000	2,000	18,000
03 - Communication Services	2,000	1,000	1,000
04 - Repairs & Maint. of Gov't Facilities	30,000	30,000	30,000
05 - Transportation Services	1,000	1,000	1,000
06 - Other Services	102,000	12,000	50,000
07 - Supplies and Materials	150,000	15,000	95,000
17 - Maint. of Motor Vehicles Used for Official Travels of Officials & Employees	25,000	10,000	15,000
Total M.O.O.E.	330,000	40,000	210,000
Total Obligations	575,000	40,000	435,000
Total Appropriation	566,000	40,000	426,000

Personal Services
Number of Authorized Positions (175)

01 -- Total Salaries -- Permanent	3,606,000	3,606,000	3,606,000	3,606,000
Wages	165,000	15,000	150,000	150,000
Wages of Contractual/Consultants	-			
Student Laborers	53,000		53,000	53,000
Substitute Instructors/Teachers	85,000		85,000	85,000
Honoraria	600,000		600,000	50,000
Merit Increase	10,000		10,000	10,000
Faculty/Staff Development	200,000		200,000	200,000
Cost of Living Allowance	220,000		220,000	220,000
Terminal Leave	75,000	20,000	55,000	55,000

Net Salaries & Wages	5,014,000	35,000	4,979,000	500,000	4,429,000	50,000
Fixed Expenditures	343,000		343,000		343,000	

Total Personal Services	5,357,000	35,000	5,322,000	500,000	4,772,000	50,000
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Maintenance & Other Operating Expenses

02 -- Traveling Expenses	320,000	20,000	300,000	200,000	50,000	50,000
03 -- Communication Services	17,000	2,000	15,000	10,000	5,000	
04 -- Repairs & Maintenance	100,000	30,000	70,000		40,000	30,000
05 -- Transportation Services	2,000		2,000		2,000	
06 -- Other Services	1,900,000	50,000	1,850,000	1,500,000	300,000	50,000
07 -- Supplies and Materials	1,540,000	73,000	1,467,000	590,000	727,000	150,000
17 -- Maint. of Motor Vehicles	260,000	10,000	250,000	200,000	30,000	20,000

Total M.O.O.E.	4,139,000	185,000	3,954,000	2,500,000	1,154,000	300,000
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Total Obligations	9,496,000	220,000	9,276,000	3,000,000	5,926,000	350,000
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Total Appropriations	9,153,000	220,000	8,933,000	3,000,000	5,583,000	350,000
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PERSONAL SERVICES

Number of Authorized positions (38)

01 - Total Salaries - Permanent				
Wages	676,000	676,000	676,000	676,000
Student Laborers	75,000	65,000	65,000	65,000
Substitute Instructors/Teachers	39,000	33,000	33,000	33,000
Honoraria	53,000	53,000	53,000	53,000
Merit Increase	15,000	15,000	5,000	10,000
Faculty/Staff Development	10,000	10,000	10,000	10,000
Cost of Living Allowance	40,000	40,000	40,000	40,000
Terminal Leave	44,000	44,000	44,000	44,000
	24,000	19,000	19,000	19,000
Net Salaries & Wages	976,000	955,000	945,000	10,000
Fixed Expenditures	66,000	66,000	66,000	66,000
Total Personal Services	1,042,000	1,021,000	1,011,000	10,000

MAINTENANCE & OTHER OPERATING EXPENSES

02 - Traveling Expenses	20,000	20,000	10,000	10,000
03 - Communication Services	2,000	1,000	1,000	1,000
04 - Repairs & Maintenance of Gov't. Facilities	100,000	100,000	90,000	10,000
05 - Transportation Services	1,000	1,000	1,000	1,000
06 - Other Services	100,000	90,000	70,000	20,000
07 - Supplies and Materials	192,000	165,000	115,000	50,000
17 - Maintenance of Motor Vehicles	25,000	10,000	10,000	10,000
Total M.O.O.E.	440,000	387,000	297,000	90,000
Total Obligations	1,482,000	1,408,000	1,308,000	100,000
Total Appropriation	1,416,000	1,342,000	1,242,000	100,000

PERSONAL SERVICES

Number of Authorized Positions (9)

01 - Total Salaries - Permanent	191,000	191,000	191,000
Wages	180,000	150,000	150,000
Wages of Contractual/Consultants	150,000	150,000	150,000
Student Laborers	30,000	25,000	25,000
Substitute Instructors/Teachers	30,000	30,000	30,000
Honoraria	110,000	110,000	110,000
Merit Increase	10,000	10,000	10,000
Faculty/Staff Development	100,000	100,000	100,000
Cost of Living Allowance	14,000	14,000	14,000
Lumpsum subject to Special Budget	80,000	40,000	40,000

Net Salaries & Wages	895,000	820,000	820,000
Fixed Expenditures	24,000	24,000	24,000

Total Salaries & Wages	919,000	844,000	844,000
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MAINTENANCE & OTHER OPERATING EXPENSES

02 - Traveling Expenses	70,000	5,000	55,000	10,000
03 - Communication Services	5,000	1,000	4,000	4,000
04 - Repairs & Maintenance of Gov't. Facilities	40,000	40,000	35,000	5,000
05 - Transportation Services	2,000	1,000	1,000	1,000
06 - Other Services	100,000	10,000	90,000	10,000
07 - Supplies and Materials	208,000	33,000	175,000	15,000
17 - Maintenance of Motor Vehicle	30,000	30,000	20,000	10,000

Total M.O.O.V.	455,000	30,000	405,000	50,000
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Total Obligations	1,374,000	125,000	1,249,000	50,000
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Total Appropriations	1,350,000	125,000	1,225,000	50,000
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PERSONAL SERVICES

Mages	500,000	50,000	450,000
Mages of Contractual/Consultants	1,100,000		1,100,000
Student Laborers	35,000		35,000
Monoraria	350,000		350,000
Total Salaries and Mages	1,985,000	50,000	1,935,000

MAINTENANCE AND OTHER OPERATING EXPENSES

Traveling Expenses	300,000	30,000	270,000
Communication Services	10,000	3,000	7,000
Repairs and Maintenance of Government Facilities	20,000		20,000
Transportation Services	5,000	1,000	4,000
Other Services	1,075,000	107,000	968,000
Supplies and Materials	800,000	80,000	720,000
Maintenance of Motor Vehicles Used for Official Travel	100,000	10,000	90,000
Total M.O.O.E.	2,310,000	231,000	2,079,000
Total Obligation	4,295,000	281,000	4,014,000
Total Appropriation	4,295,000	281,000	4,014,000

PERSONAL SERVICES

Number of Authorized Positions (23)

01 -- Total Salaries -- Permanent	397,000		397,000	397,000
Wages	357,000	50,000	307,000	307,000
Wages of Contractual/Consultants	704,000	50,000	654,000	654,000
Student Laborers	24,000		24,000	24,000
Substitute Instructors/Teachers	48,000		48,000	48,000
Honoraria	100,000		100,000	100,000
Merit Increase	10,000		10,000	10,000
Faculty/Staff Development	50,000		50,000	50,000
Cost of Living Allowance	30,000		30,000	30,000
Lumpsum Subject to Special Budget	112,000	56,000	56,000	56,000

Net Salaries and Wages	1,832,000	156,000	1,676,000	1,676,000
Fixed Expenditures	40,000		40,000	40,000

Total Personal Services	1,872,000	156,000	1,716,000	1,716,000
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MAINTENANCE & OTHER OPERATING EXPENSES

02 -- Traveling Expenses	310,000	60,000	250,000	250,000
03 -- Communication Services	10,000	5,000	5,000	5,000
04 -- Repairs and Maintenance	300,000	60,000	240,000	190,000
05 -- Transportation Services	10,000	5,000	5,000	5,000
06 -- Other Services	1,351,000	111,000	1,240,000	1,240,000
07 -- Supplies and Materials	850,000	50,000	800,000	800,000
17 -- Maint. of Motor Vehicles	170,000	70,000	100,000	100,000

Total M.O.O.F.	3,001,000	361,000	2,640,000	2,590,000
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Total Obligations	4,873,000	517,000	4,356,000	4,306,000
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Total Appropriation	4,833,000	517,000	4,316,000	4,266,000
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PERSONAL SERVICES

Wages of Contractual/Consultants
Honoraria
Faculty/Staff Development

7,000
1,061,000
874,000

7,000
1,061,000
874,000

Total Personal Services

1,942,000

1,942,000

MAINTENANCE & OTHER OPERATING EXPENSES

Supplies and Materials

1,120,000

1,120,000

Total M.O.O.E.

1,120,000

1,120,000

Total Obligation

3,062,000

3,062,000

Total Appropriation

3,062,000

3,062,000

Expense Classification

PERSONAL SERVICES

Wages of Contractual/Consultants	50,000	50,000
Honoraria	119,000	119,000
Staff Development	362,000	362,000
Total Personal Services	531,000	531,000

MAINTENANCE AND OTHER OPERATING EXPENSES

Traveling Expenses	35,000	35,000
Communication Services	5,000	5,000
Other Services	300,000	300,000
Supplies and Materials	60,000	60,000
Maintenance of Motor Vehicles Used for Official Travel	100,000	100,000
Total M.O.O.E.	500,000	500,000
Total Obligation	1,031,000	1,031,000
Total Appropriation	1,031,000	1,031,000

Expense Classification		Appropriation	Reserve	Allotment	General	Special
PERSONAL SERVICES						
Number of Authorized Positions (25)						
01 - Total Salaries - Permanent		394,000		394,000	394,000	
Wages		85,000		70,000	70,000	
Student Laborers		20,000	15,000	20,000	20,000	
Substitute Instructors/Teachers		25,000		25,000	25,000	
Honoraria		60,000		60,000	60,000	
Merit Increase		5,000		5,000	5,000	
Faculty/Staff Development		30,000		30,000	30,000	
Cost of Living Allowance		30,000		30,000	30,000	
Net Salaries and Wages		649,000	15,000	634,000	634,000	
Fixed Expenditures		52,000		52,000	52,000	
Total Personal Services		701,000	15,000	686,000	686,000	
MAINTENANCE & OTHER OPERATING EXPENSES						
02 - Traveling Expenses		110,000	10,000	100,000	80,000	20,000
03 - Communication Services		5,000		5,000	5,000	
04 - Repairs & Maint. of Gov't. Facilities		100,000	14,000	86,000	86,000	
05 - Transportation Services		2,000		2,000	2,000	
06 - Other Services		120,000	40,000	80,000	70,000	10,000
07 - Supplies and Materials		320,000	13,000	307,000	287,000	20,000
17 - Maintenance of Motor Vehicles		80,000	10,000	70,000	70,000	
Total M.O.O.E.		737,000	87,000	650,000	600,000	50,000
Total Obligations		1,438,000	102,000	1,336,000	1,286,000	50,000
Total Appropriation		1,386,000	102,000	1,284,000	1,234,000	50,000

Expenses Classification		Appropriation	Reserve	Allotment	General	Special
PERSONAL SERVICES						
Number of Authorized Positions (27)						
01 -- Total Salaries - Permanent		306,000		306,000	306,000	
Wages		67,000	10,000	57,000	57,000	
Student Laborers		50,000		50,000	40,000	10,000
Honoraria		20,000		20,000	10,000	10,000
Merit Increase		5,000		5,000	5,000	
Faculty/Staff Development		15,000		15,000	15,000	
Cost of Living Allowance		33,000		33,000	33,000	
Net Salaries and Wages		496,000	10,000	486,000	466,000	20,000
Fixed Expenditures		29,000		29,000	29,000	
Total Salaries and Wages		525,000	10,000	515,000	495,000	20,000
MAINTENANCE & OTHER OPERATING EXPENSES						
02 -- Traveling Expenses		36,000			24,000	10,000
03 -- Communication Services		5,000	2,000	34,000	5,000	
04 -- Repairs & Maintenance of Gov't. Facilities		90,000		5,000	5,000	
05 -- Transportation Services		1,000		90,000	40,000	50,000
06 -- Other Services		75,000	15,000	1,000	1,000	
07 -- Supplies and Materials		330,000	30,000	60,000	40,000	20,000
07 -- Maintenance of Motor Vehicles		35,000	15,000	300,000	250,000	50,000
				20,000	10,000	10,000
Total M.O.O.E.		572,000	62,000	510,000	370,000	140,000
Total Obligations		1,097,000	72,000	1,025,000	865,000	160,000
Total Appropriation		1,068,000	72,000	996,000	836,000	160,000

Expense Classification	Appropriation	Reserve	Allotment	General	Special
PERSONAL SERVICES					
Number of Authorized Positions (158)					
01 -- Total Salaries -- Permanent	1,960,000		1,960,000	1,960,000	
Wages	655,000	65,000	590,000	590,000	
Student Laborers	140,000	40,000	100,000	100,000	
Honoraria	110,000		110,000	110,000	
Merit Increase	25,000		25,000	25,000	
Faculty/Staff Development	90,000		90,000	90,000	
Cost of Living Allowance	230,000		230,000	230,000	
Lumpsum Subject to Special Budget	500,000	250,000	250,000	250,000	
Representation/Transportation Allowance	75,000		75,000	75,000	
Terminal Leave	23,000	5,000	18,000	18,000	
Net Salaries and Wages	3,808,000	360,000	3,448,000	3,448,000	
Fixed Expenditures	258,000		258,000	258,000	
Total Personal Services	4,066,000	360,000	3,706,000	3,706,000	
MAINTENANCE & OTHER OPERATING EXPENSES					
02 -- Traveling Expenses	350,000	50,000	300,000	300,000	
03 -- Communication Services	35,000	10,000	25,000	20,000	5,000
04 -- Repairs & Maintenance	500,000	50,000	450,000	400,000	50,000
05 -- Transportation Services	15,000		15,000	15,000	
06 -- Other Services	400,000		400,000	350,000	50,000
07 -- Supplies and Materials	607,000	60,000	547,000	484,000	63,000
14 -- Illumination, Power & Water Services	2,573,000	385,000	2,188,000	1,973,000	215,000
17 -- Maintenance of Motor Vehicles	300,000	50,000	250,000	200,000	50,000
Total M.O.O.E.	4,780,000	605,000	4,175,000	3,742,000	433,000
Total Obligations	8,846,000	965,000	7,881,000	7,448,000	433,000
Total Appropriation	8,588,000	965,000	7,623,000	7,190,000	433,000

APPENDIX B

VISAYAS STATE COLLEGE OF AGRICULTURE
ViSCA, Leyte 7127-A

December 23, 1982

MEMORANDUM:

FOR: The College President
ViSCA, Baybay, Leyte

FROM: The Chairman, CBA

SUBJECT: Approval of Contract Award in Favor of G. Araos Construction for the CHB Fencing (labor only) in accordance with the Public Bidding held last December 21, 1982



We would like to recommend the approval of contract award to G. Araos Construction for CHB Fencing (labor only) at ViSCA, Baybay, Leyte in the total amount of EIGHTY FOUR THOUSAND PESOS (P84,000.00).

Out of the Seven (7) prequalified bidders who secured bidding documents, only three (3) submitted their corresponding bids.

Listed hereunder are the bids submitted:

CHB Fencing

Government Estimate P84,000.00

1. G. Araos Construction P 97,000.00
2. Unimaster Conglomeration, Inc. P219,250.00
3. Progosons Const. & Dev. Corporation.... P 25,000.00

In awarding of contract, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the Approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982. In this case, the bid of G. Araos Construction, Unimaster Conglomeration, Inc. and Progosons Const. & Dev. Corporation are non-responsive. The bids of the former two bidders are higher than 15% of the AAE, while the bid of the latter bidder is lower than 30% of the Approved Agency Estimate.

By applying PD 1594 Implementing Guidelines as amended, G. Araos Construction was called to a conference to find out if said bidder is willing to reduce his bid at the Approved Agency Estimate. In a given case like this, the aforesaid decree gives a special treatment for a conference only to a complying bidder whose bid is higher than 15% of the AAE and not to a bidder whose bid is lower than 30% of the AAE.

Mr. Genaro Araos, Proprietor of the G. Araos Construction signified his willingness to reduce his bid at EIGHTY FOUR THOUSAND PESOS (P84,000.00), the Approved Agency Estimate.

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

VISYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 23, 1982

MEMORANDUM:

F O R: The College President
ViSCA, Baybay, Leyte

F R O M: The Chairman, CBA

SUBJECT: Approval of Contract Award in Favor of G.
Araos Construction for the construction of the
Drainage System in accordance with the Public
Bidding held last December 21, 1982

We would like to recommend the approval of contract award to G. Araos Construction for the construction of the Drainage System in the old campus of the College in the total amount of ONE HUNDRED FORTY THOUSAND PESOS (P140,000.00) as negotiated price.

Out of the seven (7) prequalified bidders who secured bidding documents, only (1), G. Araos, submitted the bid for the project at ONE HUNDRED FIFTY FOUR THOUSAND PESOS (P154,000.00). Since the rest of the prequalified bidders were not interested in the project, and reasonably sensing that a rebid of the same would necessarily entail another delay and additional expenses of the government, the members of the Committee on Bids & Awards called Mr. Genaro Araos, Proprietor to a brief conference if he could lower his price to conform to the Approved Agency Estimate. Mr. Genaro Araos, Proprietor of G. Araos Construction signified his willingness to lower his bid price for the project at P140,000.00, the Approved Agency Estimate of the College.

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

Board Action: APPROVED

Date: Jan. 12, 1983

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 23, 1982

MEMORANDUM:

FOR: The College President
ViSCA, Baybay, Leyte

FROM: The Chairman, CBA

SUBJECT: Approval of contract award in favor of
Gerent Builders Inc. for the construction of
the Column & Foundations - Obelisk (labor only)
in accordance with the Public Bidding held last
December 21, 1982

We would like to recommend the approval of Contract Award to Gerent Builders, Inc. for the construction of the Column & Foundation - Obelisk (labor only) in the total amount of FIFTY THREE THOUSAND PESOS FOUR HUNDRED SIXTY FOUR (P53,464.00) at ViSCA, Baybay, Leyte.

Out of the seven (7) prequalified bidders who secured bidding documents, only four (4) submitted their corresponding bids.

Listed hereunder are the bids submitted:

Column & Foundation-Obelisk (labor only)

Government Estimate	P66,200.00
1. Gerent Builders, Inc.	P53,464.00
2. Leoncio Nazareno Gen.	
Merchandise	P57,000.00
3. Unimaster Conglomeration, Inc. .	P161,500.00
4. Progosons Const. & Dev. Corp. . .	P45,000.00

In awarding of contract, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the Approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982. In this case, the bid

of Unimaster Conglomeration, Inc. & Progosons Const. & Dev. Corporation are non-responsive for being higher than 15% and lower than 30% respectively of the Approved Agency Estimate.

By applying PD 1594 Implementing Guidelines as amended, the bid of Gerent Builders, Inc. is the lowest and most responsive/ advantageous to the government as shown in the following computation:

Approved Agency Estimate	- P66,200.00	
+ 15% of AAE		P76,130.00)
- 30% of AAE		P46,340.00)
		} allowable range

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

Board Action: APPROVED

Date: Jan. 12, 1983

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 23, 1982

MEMORANDUM:

F O R : The College President
F R O M : The Chairman, CBA
S U B J E C T : Approval of Contract Award in Favor of Gerent Builders, Inc. for Steel Fencing-Highway approaching Mall in accordance with the Public Bidding held last December 21, 1982

We would like to recommend the approval of contract award to Gerent Builders, Inc. for the Steel Fencing, along the National Highway approaching the ViSCA Mall Project at ViSCA, Baybay, Leyte in the total amount of One Hundred Fifty Eight Thousand Two Hundred Thirty Pesos (P158,230.00).

Out of the seven (7) prequalified bidders who secured bidding documents, only two (2) submitted their corresponding bids.

Listed hereunder are the bids submitted:

Steel Fencing

Government Estimate - - - - - P217,000.00
1. Gerent Builders, Inc. - - - - - P158,230.00
2. Unimaster Conglomeration, Inc. - - - 478,000.00

In awarding of contract, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the Approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982.

By applying PD 1594 Implementing Guidelines as amended, the bid of Gerent Builders, Inc. is the most responsive and advantageous to the government as shown in the following computation:

Approved Agency Estimate - - - - - P217,000.00
+ 15% of AAE - - - - - 249,550.00 } Allowable
- 30% of AAE - - - - - 151,900.00 } range

The bid of Gerent Builders, Inc. is within the allowable range per PD 1594.

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
C B A Chairman

Board Action: APPROVED

Date: Jan. 12, 1983

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December

MEMORANDUM:

F O R : The College President

FROM : The Chairman, CBA

SUBJECT: Approval of Contract Award in Favor of Gerent Builders, Inc. for the Remodelling of ViSCA Social Hall in Accordance with the Public Bidding held last December 21, 1982

We would like to recommend the approval of contract award to Gerent Builders, Inc. for the Social Hall Remodelling in the total amount of FIVE HUNDRED SEVENTEEN THOUSAND FIVE HUNDRED PESOS (P517,500.00) at ViSCA, Baybay, Leyte

Out of the seven (7) prequalified bidders who secured bidding documents, only three (3) submitted their corresponding bids.

Listed hereunder are the bids submitted:

- Government Estimate P450,000.00
1. Gerent Builders, Inc P818,172.00
 2. Progosons Const. & Dev. Corporation 910,735.00
 3. Codilla Enterprises 1,331,750.00

In awarding of contract, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the Approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982. In this case, all bids are non-responsive for being higher than 15% of the Approved Agency Estimate. Since the bid of Gerent Builders, Inc. is the lowest, a conference was called between its representative and the CBA members to negotiate the project at the Approved Agency Estimate.

Fortunately, Engr. Douglas Danao, representing Gerent Builders, Inc. signified his willingness to reduce and accept the project at FIVE HUNDRED SEVENTEEN THOUSAND, FIVE HUNDRED PESOS (P517,500.00) which is within the range allowable by PD 1594 as shown in the following computations:

Approved Agency Estimate. . . . P450,000.00

+ 15% of AAE P67,500.00

= P517,500.00)

- 30% of AAE

= P135,000.00

= 315,000.00)

} allowable range

In view of the foregoing, it is anticipated that this recommendation merits your favorable endorsement and approval by the College Board of Trustees.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

Board Action: APPROVED

Date: Jan. 12, 1983

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 23, 1982

MEMORANDUM:

F O R: The College President
ViSCA, Baybay, Leyte

FROM : The Chairman, CBA

SUBJECT: Approval of contract award in Favor of
Leoncio Nazareno General Merchandise in
accordance with the Public Bidding held
last December 21, 1982

We would like to recommend the approval of contract award to Leoncio Nazareno General Merchandise for the construction of the Foot Bridge - Arts & Letters Building to the Agricultural Chemistry Building of ViSCA in the total amount of SEVENTY SEVEN THOUSAND SEVEN HUNDRED PESOS (P77,700.00) at ViSCA, Baybay, Leyte.

Out of the seven (7) prequalified bidders who secured bidding documents, only three (3) submitted their corresponding bids.

Listed hereunder are the bids submitted:

FOOT BRIDGE PROJECT

Government Estimate. . . . P96,410.00

1. Leoncio Nazareno General
Merchandise P77,700.00
2. Unimaster Conglomeration, Inc.. P88,450.00
3. Progosons Const. & Dev. Corp... P120,000.00

In awarding of contract, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the Approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982. In this case, the bid of Progosons was non-responsive for being higher than 15% of the Approved Agency Estimate.

By applying PD 1594 Implementing Guidelines as amended, the bid of Leoncio Nazareno Gen. Merchandise is the lowest and most responsive of all the bids as shown in the following computations:

Approved Agency Estimate - P96,410.00

+ 15% of AAE	P110,871.50	} allowable range
- 30% of AAE	P67,487.00	

the bid of Leoncio Nazareno Gen. Merchandise is within the allowable range per PD 1594.

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

Board Action: APPROVED

Date: Jan. 12, 1983

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 23, 1982

MEMORANDUM:

F O R: The College President
FROM : The Chairman, CBA
SUBJECT: Approval of Contract Award in Favor of
Leoncio Nazareno General Merchandise in
accordance with the Public Bidding held
last December 21, 1982

We would like to recommend the approval of contract award to Leoncio Nazareno General Merchandise for the construction of the Chemical Storage in the total amount of SIXTY EIGHT THOUSAND, TWO HUNDRED FORTY PESOS (P68,240.00).

Out of the Seven (7) prequalified bidders who secured bidding documents four (4) submitted their corresponding bids for the project.

Listed hereunder are the bids submitted:

CHEMICAL STORAGE

Government Estimate . . .	P88,140.00
1. Leoncio Nazareno General Merchandise . .	P68,240.00
2. Progosons Const. & Dev. Corp.	P85,952.00
3. Unimaster Conglomeration, Inc.	P99,585.00
4. Codilla Enterprises	P170,776.00

In awarding of contracts, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the Approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982. In this, the bid of Codilla Enterprises was non-responsive for being 15% higher than the AAE.

By applying PD 1594 Implementing Guidelines as amended, the bid of Leoncio Nazareno Gen. Merchandise is the lowest and most responsive of all the bids as shown in the following computations:

Approved Agency Estimate . . .	P88,140.00	
+ 15% of AAE	P101,361.00	} allowable range
- 30% of AAE	P 61,698.00	

The bid of Leoncio Nazareno General Merchandise is within the allowable range per PD 1594.

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

Board Action: APPROVED
Date: Jan. 12, 1983

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 23, 1982

MEMORANDUM:

F O R : The College President
FROM : The Chairman, CBA
SUBJECT : Approval of Contract Award in Favor of
PROGOSONS Const. & Dev. Corporation in
Accordance with the Public Bidding held
last December 21, 1982

We would like to recommend the approval of contract award to PROGOSONS Construction & Development Corporation for the construction of the Farm Products Outlet Building in the total amount of FOUR HUNDRED FIFTY EIGHT THOUSAND NINE HUNDRED TWENTY FIVE PESOS & TEN CENTAVOS (P458,925.10) at VisCA, Baybay, Leyte.

All the seven (7) prequalified bidders who secured bidding documents submitted their corresponding bids for the project.

Listed hereunder are the bids submitted:

FARM PRODUCTS OUTLET BUILDING

Government Estimate	P600,000.00
1. Progosons Const. & Dev. Corporation	P458,925.10
2. Leoncio Nazareno General Merchandise	743,300.00
3. Unimaster Conglomeration, Inc. .	795,490.00
4. Gerent Builders, Inc.	883,818.82
5. Cari Construction	1,168,000.00
6. Codilla Enterprises	1,704,960.00
7. G. Araos Construction	2,150,000.00

In awarding of contracts, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982. In this case, the bids of Nazareno, Unimaster, Gerent, Cari, Codilla & g. Araos Construction were declared non-responsive for being higher than 15% of the Approved Agency Estimate.

By applying PD 1594 Implementing Guidelines as amended, the bid of Progosons Const. & Dev. Corporation is the lowest and most responsive of all the bids as shown in the following computations:

Approved Agency Estimate.	P600,000.00	
+ 15% of AAE	P960,000.00	} allowable range
- 30% of AAE	420,000.00	

the bid of Progosons Const. & Dev. Corporation is within the allowable range per PD 1594.

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

Board Action: APPROVED

Date: Jan. 12, 1983

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 23, 1982

MEMORANDUM:

F O R: The College President
ViSCA, Baybay, Leyte

FROM : The Chairman, CBA

SUBJECT : Approval of Contract Award in favor of Progosons
Construction & Dev. Corporation for the
construction of the Waiting Sheds & Guard Post
in accordance with the Public Bidding held last
December 21, 1982

We would like to recommend the approval of contract award to Progosons Construction and Dev. Corporation for the construction of the Waiting Sheds and Guard Posts in the total amount of TWO HUNDRED TWENTY FIVE THOUSAND, FOUR HUNDRED NINETY TWO PESOS (P225,492) at ViSCA, Baybay, Leyte.

Out of seven (7) prequalified bidders who secured bidding documents only four) submitted their corresponding bids for the project.

Listed hereunder are the bids submitted:

WAITING SHEDS AND GUARD POSTS

Government Estimate	P313,000.00
1. Progosons Const. & Dev. Corp.	P225,492.00
2. Gerent Builders, Inc.	P184,506.00
3. Leoncio Nazareno Gen. Merchandise . .	P237,400.00
4. Unimaster Conglomeration, Inc.	P338,000.00

In awarding of contract, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the Approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982. In this case, the bid of Gerent Builders, Inc. is non-responsive for being lower than thirty percent (30%) of the AAE.

By applying PD 1594 Implementing Guidelines as amended, the bid of Progosons Construction & Dev. Corporation is the lowest and most responsive to the Approved Agency Estimate as shown in the following computation:

Approved Agency Estimate . . .	P313,000.00	
+ 15% of AAE	P359,950.00	} allowable range
- 30% of AAE	P219,100.00	

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

Board Action: APPROVED

Date: Jan. 12, 1983

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 23, 1982

MEMORANDUM:

F O R: The College President
ViSCA, Baybay, Leyte

FROM : The Chairman, CBA

SUBJECT : Approval of Contract Award in Favor of
Progosons Construction and Dev. Corporation
for the construction of the 20 Door
Bachelorettes Quarter (labor only) in accordance
with the Public Bidding held last December
21, 1982

We would like to recommend the approval of contract award to Progosons Construction and Dev. Corporation for the construction of the 20 Door Bachelorettes Quarter (labor only) at ViSCA, Baybay, Leyte in the total amount of TWO HUNDRED TWELVE THOUSAND PESOS (P212,000.00).

Out of seven (7) prequalified bidders who secured bidding documents, only four (4) submitted their corresponding bids.

List hereunder are the bids submitted:

CONSTRUCTION OF 20 DOOR BACHELORETTES QUARTER

Government Estimate	P272,460.00
1. Progosons Const. & Dev. Corp.	P212,000.00
2. Codilla Enterprises	P245,000.00
3. Unimaster Conglomeration, Inc.	P268,000.00
4. Gerent Builders, Inc.	P319,022.55

In awarding of contract, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the Approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982. In this case, the bid of Gerent Builders, Inc. is non-responsive for being higher than 15% of the Approved Agency Estimate.

By applying PD 1594 Implementing Guidelines as amended, the bid of Progocons Construction and Development Corporation is the lowest, most responsive and advantageous to the government as shown in the following computation:

Approved Agency Estimate	P272,460.00	
+ 15% of AAE	P313,329)	allowable range
- 30% of AAE	P190,722.00)	

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

Board Action: APPROVED
Date: Jan. 12, 1983

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 23, 1982

MEMORANDUM:

F O R: The College President
FROM : The Chairman, CBA
SUBJECT: Approval of Contract Award in Favor of Unimaster
Conglomeration, Inc. for the Concreting Works
of the ViSCA Mall (Phase I & Phase II) at ViSCA,
Baybay, Leyte

We would like to recommend the approval of contract award to UNIMASTER CONGLOMERATION, Inc. for the concreting works of the ViSCA Mall, Phase I & II at ViSCA, Baybay, Leyte in the total amount of One Million One Hundred Seventeen Thousand, Two Hundred Pesos (P1,117,200.00).

Out of the seven (7) prequalified bidders who secured bidding documents, only two (2) submitted their corresponding bids.

Listed hereunder are the bids submitted:

CONCRETING WORKS -- ViSCA MALL

Government Estimate	P1,053,500.00
1. Unimaster Conglomeration, Inc.	P1,117,200.00
2. Codilla Enterprises	1,406,300.00

In awarding of contract, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the Approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982.

In this case, the bid of Codilla Enterprises is non-responsive for being higher than 15% of the Approved Agency Estimate.

By applying PD 1594 Implementing Guidelines as amended, the bid of Unimaster Conglomeration, Inc. is the most responsive and advantageous to the government as shown in the following computation:

Approved Agency Estimate	P1,053,500.00	
+ 15% of AAE	P1,211,525.00	} allowable range
- 30% of AAE	737,450.00	

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

Board Action: APPROVED
Date: Jan. 12, 1983

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 24, 1982

MEMORANDUM:

F O R : The College President
FROM : The Chairman, CBA
SUBJECT : Approval of Contract Award in Favor of
Unimaster Conglomeration, Inc. in accor-
dance with the Public Bidding held last
December 21, 1982

We would like to recommend the approval of Contract Award to Unimaster Conglomeration, Inc. for the River Control at ViSCA in the total amount of TWO HUNDRED TWELVE THOUSAND PESOS (P212,000.00).

Out of the Seven (7) prequalified bidders who secured bidding documents, only four (4) submitted their corresponding bids.

Listed hereunder are the bids submitted:

River Control

Government Estimate - - - - - P220,000.00

1. Unimaster Conglomeration, Inc. - - P212,000.00
2. G. Araos Construction - - - - - 218,000.00
3. Leoncio Nazareno Gen. Merchandise- 138,300.00
4. Progosons Const. & Dev. Corp. - - 100,000.00

In awarding of contract, no award shall be made above fifteen percent (15%) higher or thirty percent (30%) lower than the Approved Agency Estimate (AAE) per PD 1594 Implementing Guidelines as amended in June, 1982. In this case, the bid of Progosons Const. & Dev. Corporation and Leoncio Nazareno Gen. Merchandise were declared non-responsive for being lower than 30% of the Approved Agency Estimate.

By applying PD 1594 Implementing Guidelines as amended, the bid of Unimaster Conglomeration, Inc. is the most responsive to the AAE and advantageous to the government

as shown in the following computations:

Approved Agency Estimate	--	P220,000.00	
+ 15% of AAE	-- --	253,000.00)	allowable
- 30% of AAE	-- --	154,000.00)	range

The bid of Unimaster Conglomeration, Inc. is within the allowable range per PD 1594.

In view of the foregoing premises, it is anticipated that this recommendation merits your favorable endorsement and approval by the Board of Trustees of the College.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
CBA Chairman

Board Action: APPROVED
Date: Jan. 12, 1983

Appendix G

Appointments of College Personnel for Confirmation

I - Recruitment

A. Accounting Division

- | | |
|----------------------------|---------------------------|
| 1. Ms. Jeanette B. Israel* | Accounting Clerk I |
| BS in Commerce | Salary: P5,382.00 p.a. |
| FCIC 1971 | Effectivity: Dec. 1, 1982 |
| Age: 31 yrs. old | Status: Permanent |

II - For Permanent Status

- | | |
|--|---------------------------|
| 1. Dr. Jose S. Tan | Associate Professor |
| Ph. D. in Development Communication | Dept. of Ag. Dev. Educ. |
| No. of years in the position - 1 yr. | Effectivity: Jan. 1, 1983 |
| Performance Rating - Very Satisfactory | |
| 2. Dr. Casimiro D. Carcallas | Associate Professor |
| Ph. D in Agronomy | Dept. of Horticulture |
| No. of years in the position - 1 yr. | Effectivity: Jan. 1, 1983 |
| Performance Rating - Satisfactory | |

III - Reclassification of Position Title of Full-time Researchers in Research Centers

	<u>Name</u>	<u>Present Position Title</u>	<u>Proposed Position Title</u>
1.	Diongzon, Osea Catalino E	Instructor	Sci. Res. Spec. III
2.	Pido, Nestor L	Instructor	Sci. Res. Spec. III
3.	Zablan, Antonietta E	Instructor	Sci. Res. Spec. III
4.	Dagoy, Salvador C	Instructor	Sci. Res. Spec. II
5.	Pascual, Beverlo P	Instructor	Sci. Res. Spec. II

Note: Effectivity upon approval. Only position titles are changed, salaries are at the same rate.

* The proposed appointment had been passed upon and recommended by the Selection Board.

VISAYAS STATE COLLEGE OF AGRICULTURE
ViSCA, Leyte 7127-A

OFFICE OF THE PRESIDENT

December 20, 1982

Dr. Manuel S. Alba
Minister of the Budget
Office of Budget and Management
Malacañang, Manila

Dear Minister Alba:

We wish to request authority to use savings from personal services for the completion of ongoing projects which need additional funding. Since the programmed amount released to ViSCA is 20% less than what was appropriated in CY 1982, the completion of these projects could not be fully implemented as planned. The appropriation for the dormitories in CY 1983 could not be used because it will be all charged to reserves due to the 50% reserve imposed on capital outlays. Priority was given to the three projects, namely: Library, Gymnasium and Forestry Building. The savings from personal services of One Million Three Hundred Thirteen Thousand Seven Hundred Thirty Three Pesos and 31/100 (P1,313,733.13) shall be used for the following projects:

Cooking Dormitory	-	P 92,000
Administration Building	-	651,733
Social Hall Renovation	-	370,000
Sawmill Building	-	<u>200,000</u>
Total	-	<u>P1,313,733</u>

Said savings were realized due to the following: (1) granting of scholarship to many staff members who were on leave without pay; (2) some senior staff members are on special detail to other agencies without receiving their salaries from ViSCA; (3) some administrative positions could not be readily filled up because of low salaries and those who are willing lack the educational qualification required; and (4) from lumpsum appropriation for new positions due to delayed approval.

In view of the foregoing, we hereby request that an Advice of Allotment and Notice of Cash Disbursement Ceiling be issued to reflect the above adjustments.

We hope for a favorable response. Thank you and warm regards.

Very truly yours,

(SGD.) F. A. BERNARDO
President

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WORK PLAN

Work Unit 1:
Work Unit 2:

Total Man-Years/Quarters (Divide by 4)
BILGALATIONAL AUTHORITY

1. Current Operating Expenditures:

Personal Services (Itemized)

Other Personal Services

Maint. & Other Operating Expenses

Equipment (MOE)

Others

2. Capital Outlays:

Land & Land Improvements Outlays

Buildings & Structures Outlays

Equipment Outlay

Loans Outlay

Total

CASH FLOW

1. Current Operating Expenditures:

Personal Services (Itemized)

Other Personal Services

Maint. & Other Operating Expenses

Equipment (MOE)

Others

Accounts Payable

3. Capital Outlays:

Land & Land Improvements Outlay

Buildings & Structure Outlay

Equipment Outlay

Loans Outlay

Accounts Payable

Total

Approved:

(SGD.) F. A. BERNARDO, President
Head of Agency

Date:

Ministry of Budget

Date:

STATE UNIVERSITIES AND COLLEGE
Office: Visayas State College of Agriculture

K B I Code	A C T I V I T I E S	Allot- ment Code	FINANCIAL REQUIREMENTS (OBLIGATIONAL AUTHORITY)				MANPOWER REQUIRE		
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	01	02	03
11	Reprogramming of personal services savings to completion of ongoing Capital Outlay Projects	100				(79,876.10)			
11		100				(537,578.21)			
11		100				(120,031.60)			
11		100				(50,074.98)			
11		100				(122,070.99)			
11		100				(404,101.43)			
8	Administration Building (completion)	300-32				651,733.00			
8	Dormitories (completion)	300-32				92,000.00			
8	Major renovation of social hall	300-32				370,000.00			
8	Construction of sawmill building	300-34				200,000.00			

pared by:

Concurred in:

Approved:

(SCD.) NORMA V. CALA
Budget Officer

Agency Planning Officer

(SCD.) F. A. BERNARDO, Ph.D.
Ministry/Head of Agency

Date:

Date:

Date:

STATE UNIVERSITIES AND COLLEGE
Office: Visayas State College of Agriculture

K B I Code	A C T I V I T I E S	Allot- ment Code	FINANCIAL REQUIREMENTS (OBLIGATIONAL AUTHORITY)				MANPOWER REQUIREMENTS		
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	01	02	03
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8	Major renovation of social hall	300-32				370,000.00			
8	Construction of sawmill building	300-34				200,000.00			

Prepared by:

Concurred in:

Approved:

(SGD.) NORMA V. CALA
Budget Officer

(SGD.) F. A. BERNARDO, Ph.D.
Ministry/Head of Agency

Date:

Date:

Date:

VISAYAS STATE COLLEGE OF AGRICULTURE
ViSCA, Leyte 7127--A

C E R T I F I C A T I O N

TO WHOM THIS MAY CONCERN:

This is to CERTIFY that the following are savings
realized from Personal Services for the calendar year
1982:

Project 1.1.1	-	P 79,876.10
1.2.1	-	537,578.21
1.3.1	-	120,031.60
1.4.1	-	50,074.98
1.5.1	-	122,070.99
1.7.1	-	404,101.43
		<u>P1,313,733.31</u>

Issued this 15th day of December, 1982.

(SGD.) BEATRIZ P. MODINA
Chief Accountant I

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BREAKDOWN OF ADDITIONAL FINANCIAL REQUIREMENTS
FOR CAPITAL OUTLAY PROJECTS

Cooking Dormitory:

1. Lumber Materials	- P 5,000.00	
2. Paints and Varnishes	- 8,000.00	
3. Interlink Wires	- 5,000.00	
4. Plumbing Fittings	- 2,000.00	
5. Contract Labor for Cabinets	- 32,000.00	
6. Finishing Labor	- <u>40,000.00</u>	
Total	-	P 92,000.00

Administration Building:

1. Steel Casement Windows and Glasses	- P140,000.00	
2. Additional for Marble Finishes (Change Order)	- 3,000.00	
3. Pebble Finishes	- 2,500.00	
4. Additional Lumber	- 5,000.00	
5. Additional Narra Panels	- 2,000.00	
6. Plumbing Fittings	- 500.00	
7. Tinting Colors/Paints/ Varnishes	- 11,000.00	
8. Labor for Finishing	- <u>50,000.00</u>	
Sub-Total	- 214,000.00	
9. Site Development (Flagpole, Stage, Terraces, Electri- cals, drainage and Landscaping)	- <u>438,000.00</u>	
Total	-	652,000.00

Sawmill - 200,000.00

Additional for Social Hall Renovation 370,000.00

Grand Total - P1,314,000.00

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Republic of the Philippines
OFFICE OF BUDGET AND MANAGEMENT
Malacañang, Manila

CIVIL SERVICE MEMORANDUM CIRCULAR NO. 8. S. 1982
and
NATIONAL BUDGET CIRCULAR NO. 363
April 5, 1982

SUBJECT: CLARIFYING AND SUPPLEMENTING CERTAIN PROVISIONS
OF CIVIL SERVICE MEMORANDUM CIRCULAR NO. 1, S.
1982 AND NBC NO. 340, DATED FEBRUARY 27, 1981
AND BUDGET CIRCULAR NO. 286 AND CIVIL SERVICE
MEMORANDUM CIRCULAR NO. 3, DATED JANUARY 1, 1978

PURPOSE:

This circular is being issued to supplement certain provision and to clarify, modify existing provisions as originally provided for the implementation of the merit increase program.

2.0 The following new section are hereby added to the existing provisions of CS Memo Circular No. 1, s. 1981 and NBC No. 340 dated February 27, 1981 to read as follows;

Section 2.1 Teacher's Qualifications Credited under the Teacher's Preparation Pay Schedule.

Positions which have already been upgraded as a result of earning additional educational qualifications/preparation, training and experience and such other credit allowances based on the Teacher's Preparation Pay Schedule may no longer be entitled to merit increase using the same factors/qualification.

Section 2.2 Automatic Carry Over

A merit increase may be automatically earned over as a result of the reclassification of the incumbent's position provided that said duties and responsibilities which serve as the basis for the reclassification have been discharge by the employer for at least two ratings periods prior to the implementation of said reclassification.

3.0 The following section of CS Memo Circular No. 1, s. 1981 and NBC No. 340 dated February 27, 1981 and BC No. 286 and CS Memo Circular No. 3 dated January 1, 1978 are hereby modified to read as follows.

3.1 On CS Memo Circular No. 1, s. 1981 and NBC No. 340 dated February 27, 1981.

3.1.1 Section 9 Merit increase for SUC Presidents

The governing board of state university or college may recommend a merit increase for the President of said university or college based on the attainment of goals and objectives of the university of college and subject to the approval of the Minister of Education and Culture.

3.1.2 Section 14 (c) No Automatic Carry Over

A merit increase received by an employee shall not be automatically carried over to a higher position to which the same employee had been promoted.

3.2 On BC No. 286 and CS Memo Circular No. 3 dated January 1, 1978

3.2.1 Section 8/Salary Ceiling

Merit increase may be authorized for members whose salary have exceeded the maximum of their salary rates/ranges by operation of the standardized salary adjustment by appropriate regulations as follows:

a) Those occupying position with salary range of 38 to 42 and whose salaries were affected by the Minimum Wage Law under NBC No. 313 as adjusted under NCC No. 16 P5383 p.a. may be allowed a merit increase salary steps over and above the maximum of the range.

b) Those occupying positions with salary range of 43 to 54 may be allowed an additional 3 salary steps over and above the maximum of their present range and likewise salary range 55 to 85, an additional 2 salary steps, in view of the partial implementation of the 1979 salary survey results.

c) Those occupying positions which may be granted full implementation and 1979 salary survey results shall follow the maximum of their upgraded ranges.

d) Those occupying teaching positions on SCU's whose salaries have already exceeded the maximum of their salary grade allocations as a result of salary adjustments authorized under previous circular may be authorized merit increase in excess of the maximum of the range in accordance with the provisions of this circular.

4.0 All existing provisions pertinent to those modified/amended in this Circular are hereby superseded and shall take effect immediately.

(SGD.) MANUEL S. ALBA
Minister of the Budget

(SGD.) ALBINA MANALO DANS
Commissioner
Civil Service Commission

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