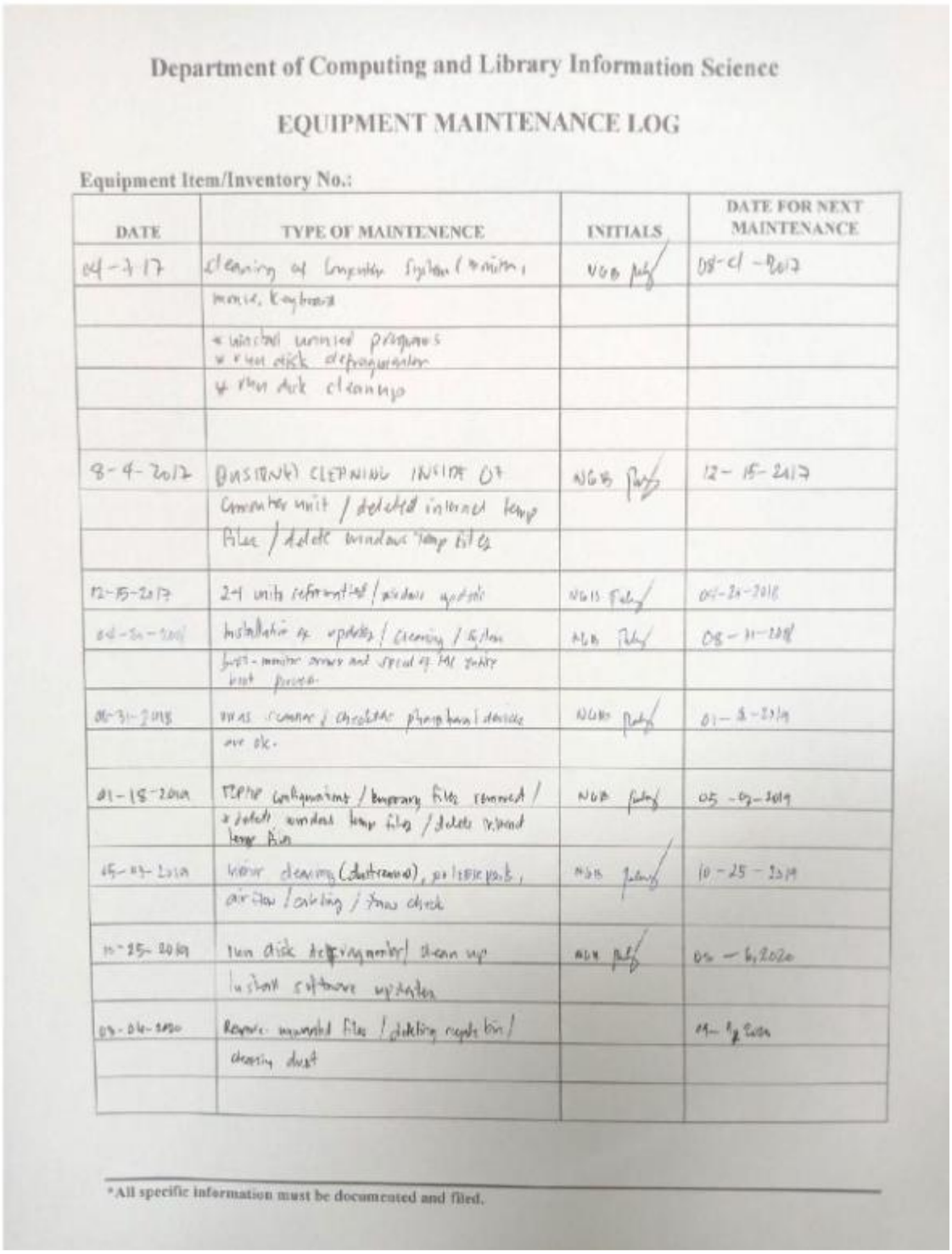
AREA IX
LABORATORIES

I.1. Equipment are well-maintained.



Department of Computing and Library Information Science

EQUIPMENT MAINTENANCE LOG

Equipment Item/Inventory No.:

DATE	TYPE OF MAINTENENCE	INITIALS	DATE FOR NEXT MAINTENANCE
04-7-17	cleaning of computer system (mouse, keyboard	VGB	08-01-2017
	* uninstall unneed programs * run disk defragmenter		
	* run disk cleanup		
8-4-2017	QUARTERLY CLEANING INSIDE OF	NGB	12-15-2017
	Computer unit / deleted internet temp		
	files / delete windows temp files		
12-5-2017	24 units reformatted / windows updated	NGB	04-24-2018
08-30-2018	installation of updates / cleaning / system	NGB	08-31-2018
	just - monitor screen and special of AC units kept power.		
08-31-2018	mass scanner / checked peripheral devices	NGB	01-3-2019
	are ok.		
01-15-2019	TEMP configurations / temporary files removed /	NGB	05-03-2019
	* delete windows temp files / delete recycle bin		
05-03-2019	mouse cleaning (dustremoval), system check,	NGB	10-25-2019
	airflow / cooling / fans check		
10-25-2019	run disk defragmenter/ clean up	NGB	05-6,2020
	install software updates		
03-06-2020	Remove unwanted files / deleting recycle bin /		09-8,2020
	cleaning dust		

*All specific information must be documented and filed.

Department of Computing and Library Information Science

EQUIPMENT MAINTENANCE LOG

Equipment Item/Inventory No.:

DATE	TYPE OF MAINTENENCE	INITIALS	DATE FOR NEXT MAINTENANCE
04-7-17	cleaning of Computer System (monitor,	NGB	08-01-2017
	mouse, keyboard		
	* uninstall unused programs * run disk defragmenter		
	* run disk cleanup		
8-9-2017	BIOSTAR) CLEANING INSIDE OF	NGB	12-15-2017
	Computer unit / deleted internet temp		
	files / delete windows temp files		
12-15-2017	24 units reformatted / windows updated	NGB	04-20-2018
04-30-2018	installation of updates / cleaning / System	NGB	08-31-2018
	test - monitor screen and speed of the entire		
	host printer.		
06-31-2018	virus remover / shortcuts plang ban / devices	NGB	01-18-2019
	are ok.		
01-18-2019	TCP/IP configurations / temporary files removed /	NGB	05-03-2019
	* delete windows temp files / delete internet		
	temp files		
05-03-2019	Mouse cleaning (Contreaux), no license yet,	NGB	10-25-2019
	air flow / cabling / fans check		
10-25-2019	run disk defragmenter / clean up	NGB	05-6,2020
	install software updates		
03-04-2020	Remove unwanted files / delete recycle bin /		09-1,2020
	cleaning dust		

*All specific information must be documented and filed.

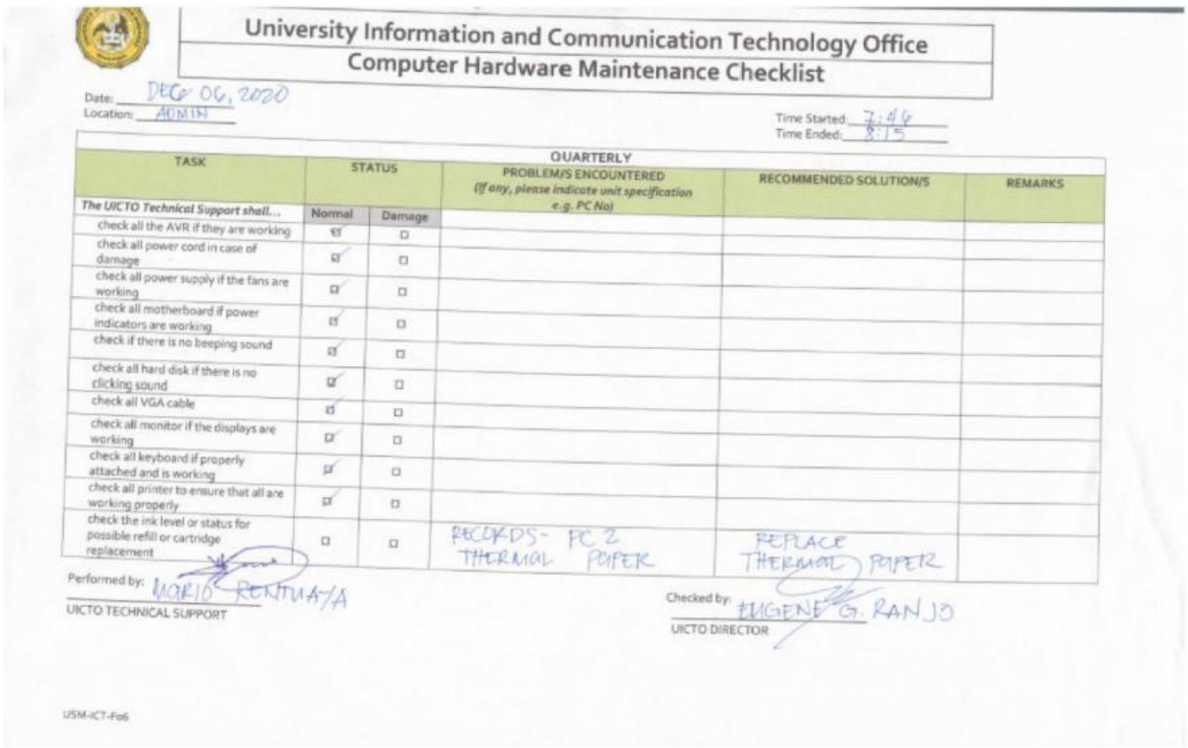
Department of Computing and Library Information Science

EQUIPMENT CALIBRATION LOG

Equipment Item/Inventory No.:

DATE	RESULTS OF CALIBRATION*	INITIALS	NEXT DATE FOR CALIBRATION
09-14-17	Monitor Displays adjusted to good Contrast		
	" " " " Set brightness		
	and good contrast	NGB Pably	01-02-2018
	* The color balance adjustment (shades of		
	green) was adjusted to neutral gray		
	* CLEARTYPE Calibration was done to reduce		
	screen strange, dizzy, and vacuum to		
	read.		
09-21-2017	* Printer Epson head cleaned calibrated (x)	NGB Pably	01-19-2018
	* Nozzle checked twice (x)		
01-12-2018	Printers are adjusted to good Contrast, brightness	NGB Pably	01-19-2019
	and contrast.		
01-19-2018	Printers are calibrated by nozzle check,	NGB Pably	01-9-2019
	head cleaning, power on Printing		
10-18-2019	MONITORS WERE CALIBRATED/ CLEARTYPE TEXTS	NGB Pably	10-30-2020
	CALIBRATED		
01-3-2020	PRINTERS WERE CALIBRATED	NGB Pably	01-24-2020
10-20-2020	Monitors, Printers ARE ADJUSTED TO NEW	NGB Pably	01-05-2021
01-24-2021	PRINTERS WERE CALIBRATED	NGB Pably	01-29-2021
01-28-2021	MONITORS WERE CALIBRATED	NGB Pably	01-21-2022
01-29-2021	PRINTERS WERE CALIBRATED	NGB Pably	01-22-2022

*All specific results and certifications must be documented and filed.



University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 06, 2020
Location: ADMIN

Time Started: 7:44
Time Ended: 8:15

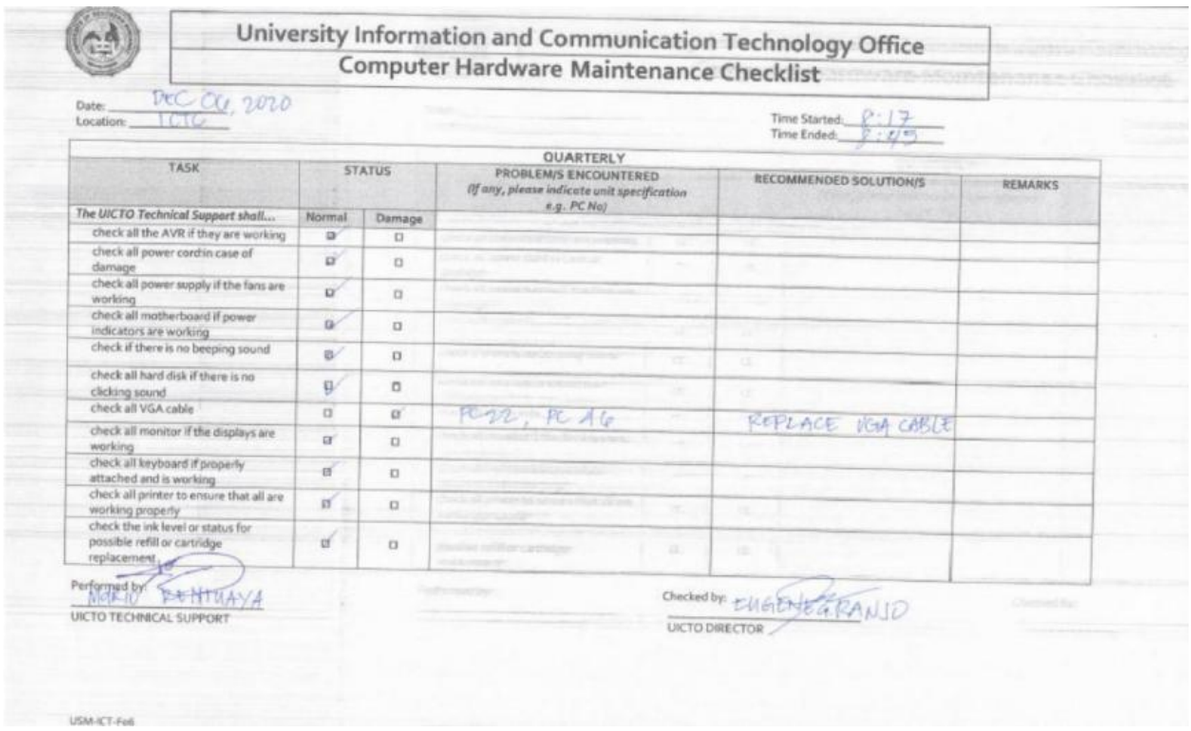
QUARTERLY

TASK	STATUS		PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☑	☐			
check the ink level or status for possible refill or cartridge replacement	☐	☐	RECORDS- PC 2 THERMAL PAPER	REPLACE THERMAL PAPER	

Performed by: MARIO RENTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-Fo6



University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 06, 2020
Location: ICTC

Time Started: 8:17
Time Ended: 8:45

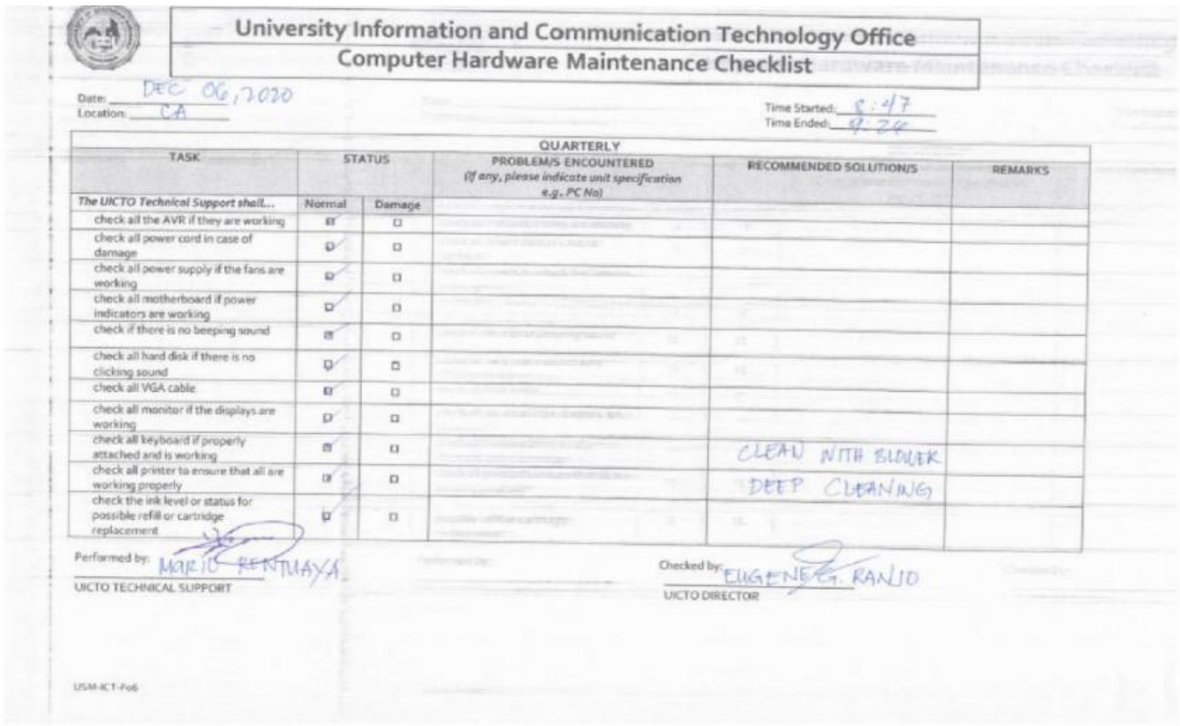
QUARTERLY

TASK	STATUS		PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cordin case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☐	☑	PC 22, PC 16	REPLACE VGA CABLE	
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☑	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: MARIO RENTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-Fo6



University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 06, 2020
Location: CA

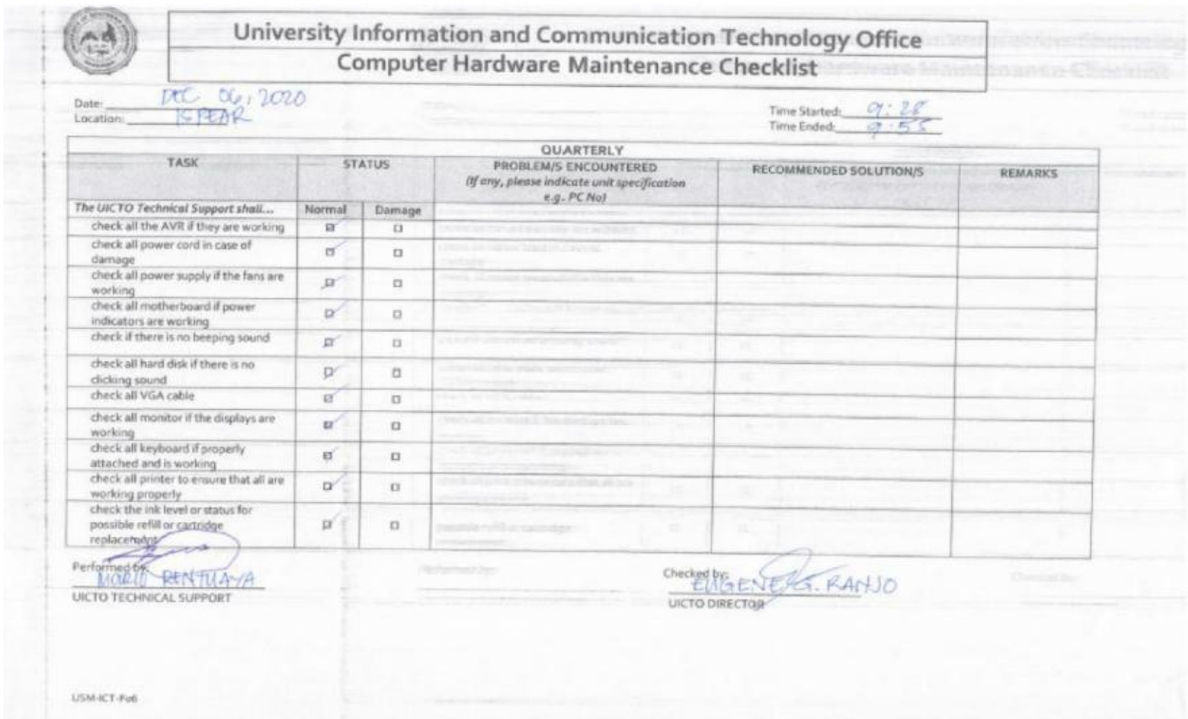
Time Started: 8:47
Time Ended: 9:26

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g., PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐		CLEAN WITH BLOWER	
check all printer to ensure that all are working properly	☑	☐		DEEP CLEANING	
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: MARIO RENTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-Fo6



University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 06, 2020
Location: IC PEAR

Time Started: 9:28
Time Ended: 9:55

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g., PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☑	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: MARIO RENTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-Fo6

University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 06, 2020
Location: CED

Time Started: 9:58
Time Ended: 10:20

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☐	☑	CHECK PC NO AVR	ADD AVR FOR SURGE	
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☑	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: MARJO REMADAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-Fo6

University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC. 06, 2020
Location: CTM

Time Started: 10:29
Time Ended: 10:57

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☑	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: MARJO REMADAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-Fo6

University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 06, 2020
Location: CHEES

Time Started: 11:01
Time Ended: 11:29

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☐	☐	ALWAY CHECK DISK	BACK UP FILES	
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☐	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: MARK BONTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-Fo6

University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 06, 2020
Location: CR1

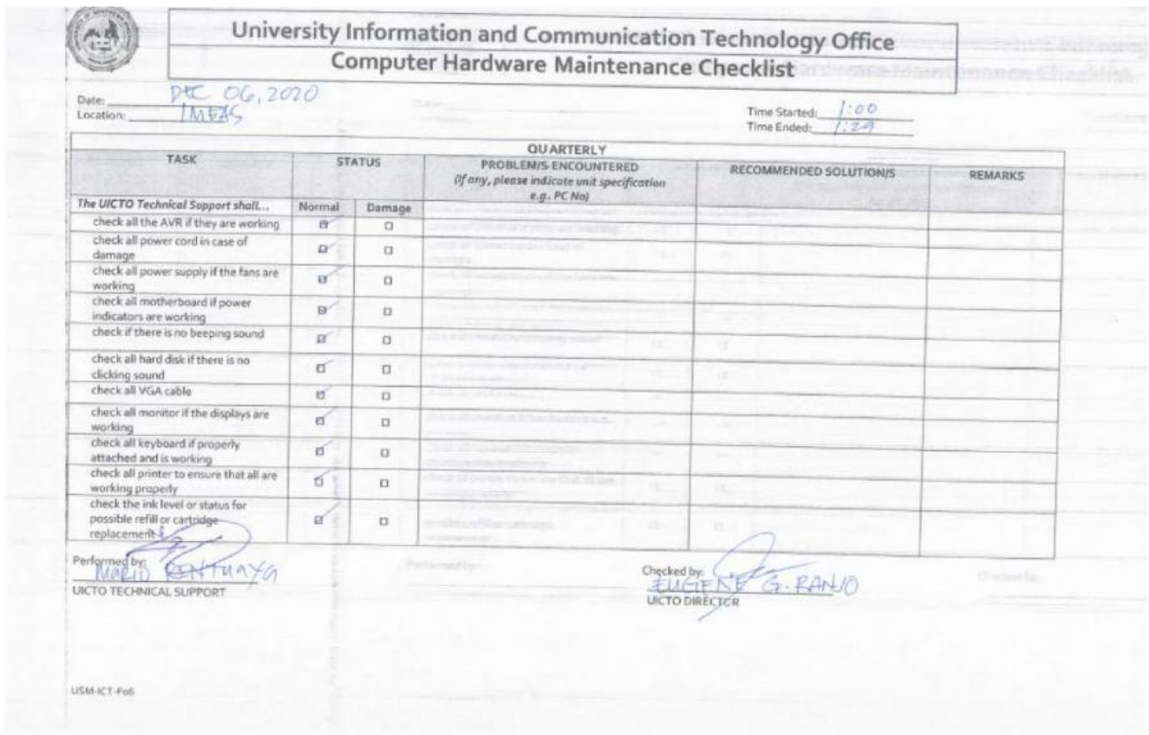
Time Started: 1:33
Time Ended: 1:59

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☑	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: MARK BONTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-Fo6



University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

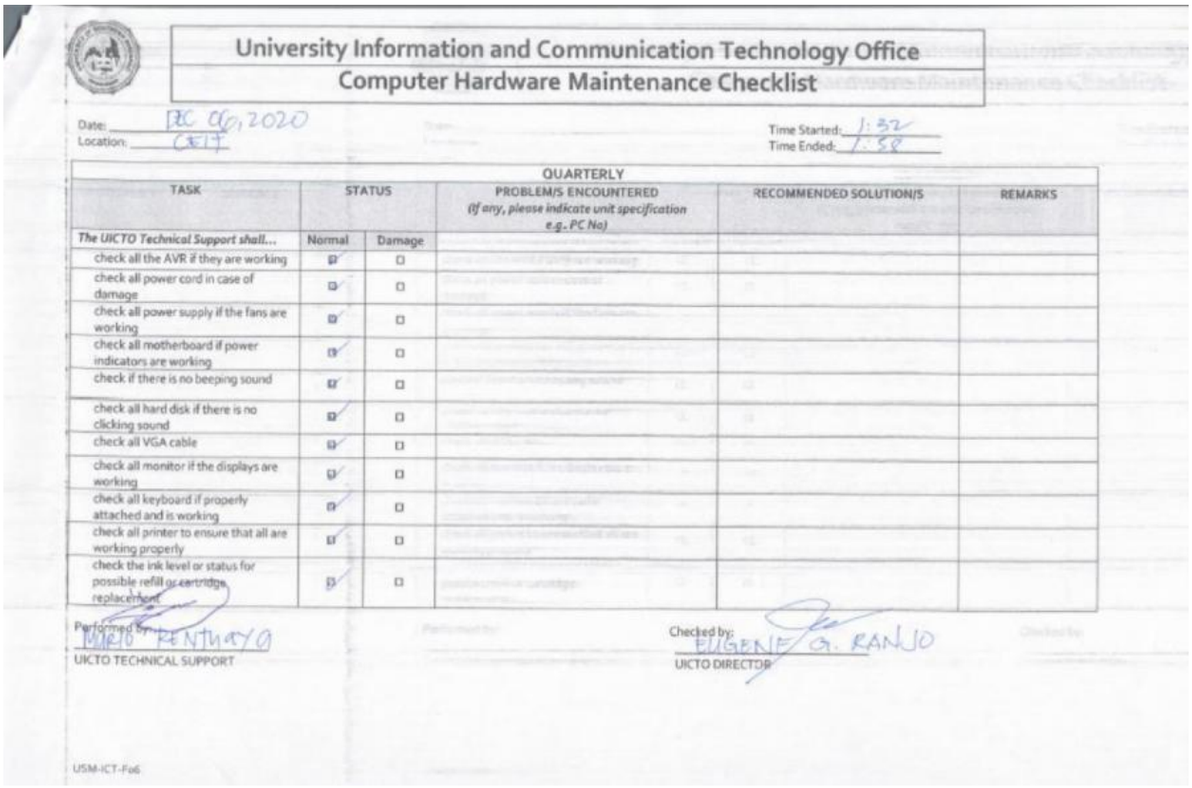
Date: DEC 06, 2020
Location: IMEAS
Time Started: 1:00
Time Ended: 1:29

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☐	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: MARIO RENTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-F06



University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

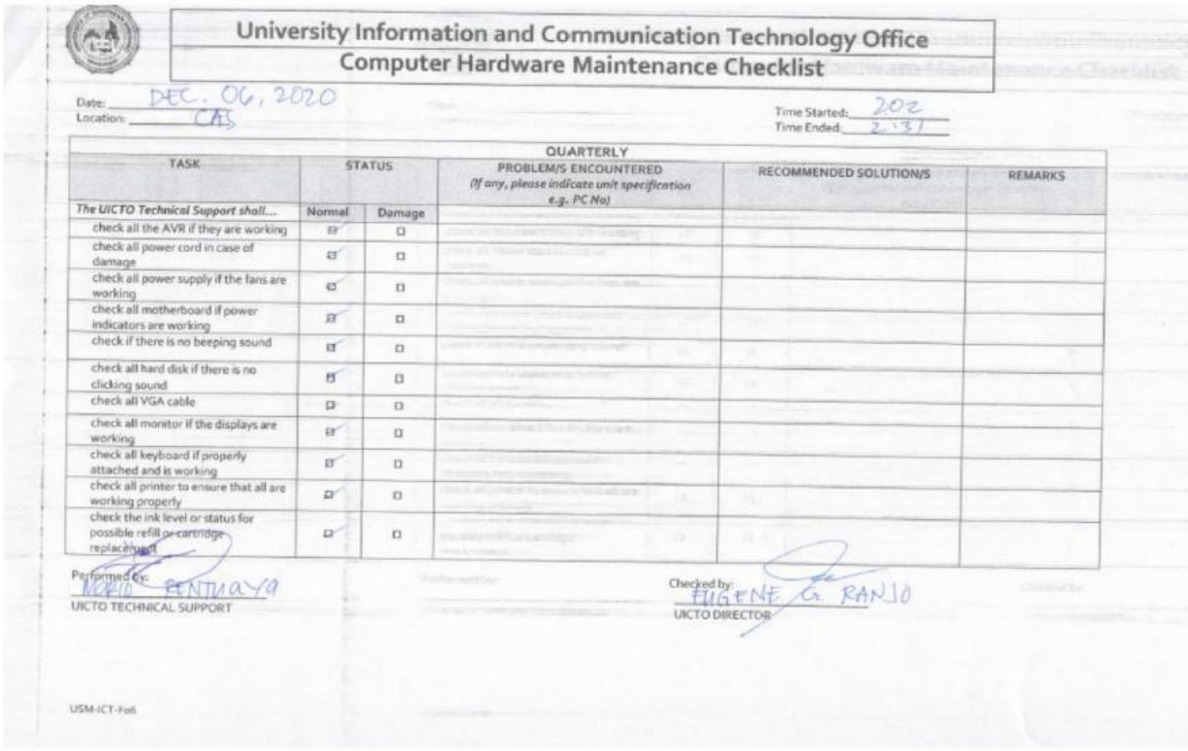
Date: DEC 06, 2020
Location: CEIT
Time Started: 1:32
Time Ended: 1:58

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☑	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: MARIO RENTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-F06



University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC. 06, 2020
Location: CAS

Time Started: 202
Time Ended: 2:37

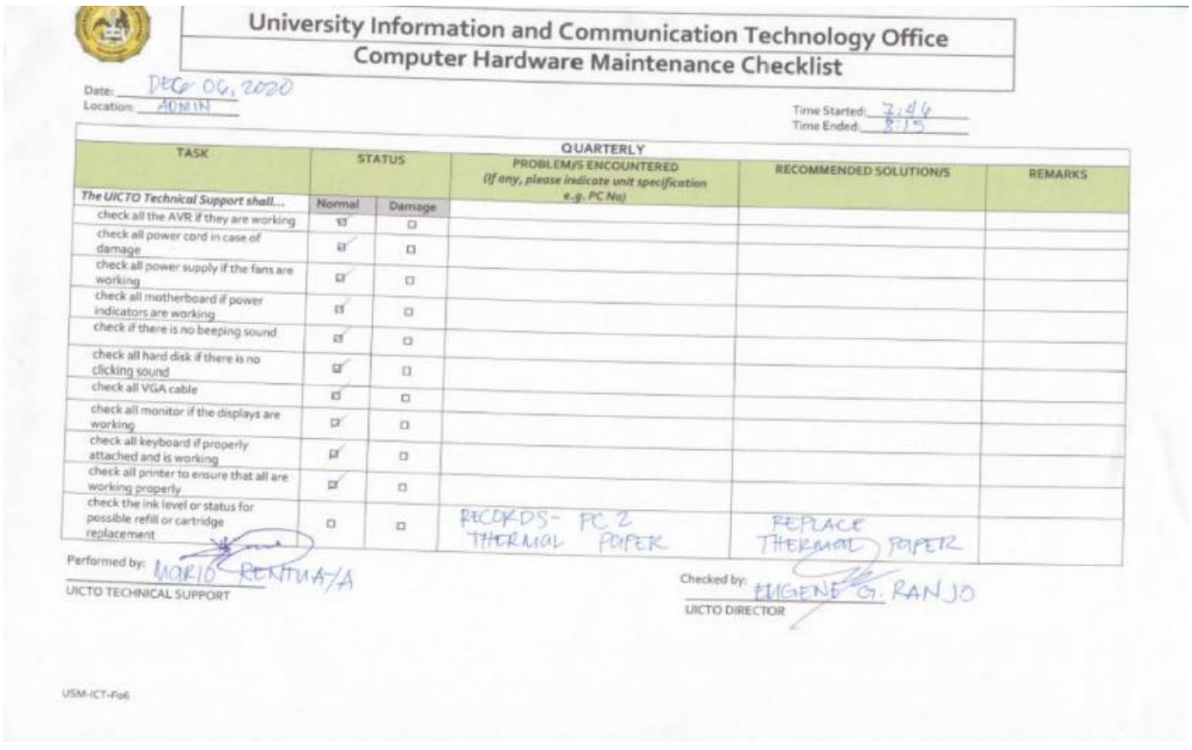
QUARTERLY

TASK	STATUS		PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☐	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☑	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: MARIO RENTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-Fo6



University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 06, 2020
Location: ADMIN

Time Started: 7:46
Time Ended: 8:15

QUARTERLY

TASK	STATUS		PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☑	☐			
check the ink level or status for possible refill or cartridge replacement	☐	☐	RECORDS- PC 2 THERMAL PAPER	REPLACE THERMAL PAPER	

Performed by: MARIO RENTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANJO
UICTO DIRECTOR

USM-ICT-Fo6

University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 08, 2020
Location: CHEES

Time Started: 11:01
Time Ended: 11:29

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☐	☐	ALWAY CHECK DISK	BACK UP FILES	
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☐	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by:
MARIO BONTUYA
UICTO TECHNICAL SUPPORT

Checked by:
EUGENE G. KANSO
UICTO DIRECTOR

USM-ICT-Fo6

University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 08, 2020
Location: CHEES

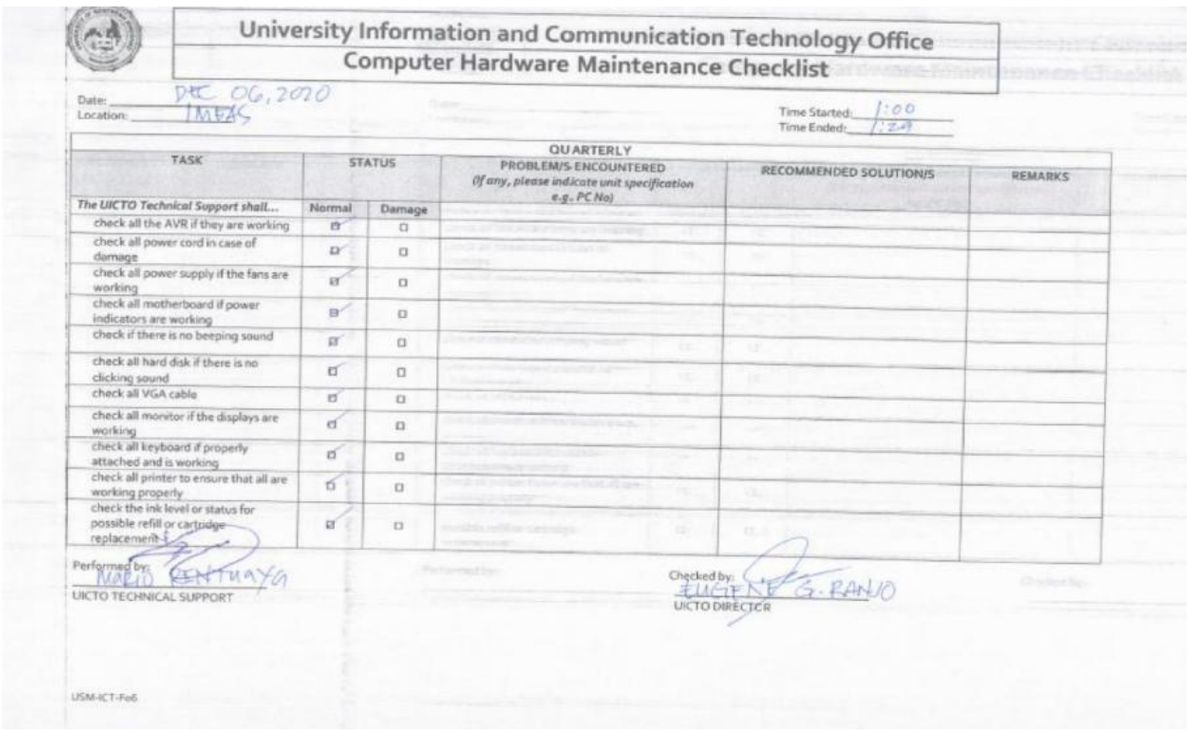
Time Started: 11:01
Time Ended: 11:29

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g. PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☐	☐	ALWAY CHECK DISK	BACK UP FILES	
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☐	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by:
MARIO BONTUYA
UICTO TECHNICAL SUPPORT

Checked by:
EUGENE G. KANSO
UICTO DIRECTOR

USM-ICT-Fo6



University Information and Communication Technology Office
Computer Hardware Maintenance Checklist

Date: DEC 06, 2020
Location: IMEAS

Time Started: 1:00
Time Ended: 1:29

TASK	STATUS		QUARTERLY PROBLEM/S ENCOUNTERED (If any, please indicate unit specification e.g., PC No)	RECOMMENDED SOLUTION/S	REMARKS
The UICTO Technical Support shall...	Normal	Damage			
check all the AVR if they are working	☑	☐			
check all power cord in case of damage	☑	☐			
check all power supply if the fans are working	☑	☐			
check all motherboard if power indicators are working	☑	☐			
check if there is no beeping sound	☑	☐			
check all hard disk if there is no clicking sound	☑	☐			
check all VGA cable	☑	☐			
check all monitor if the displays are working	☑	☐			
check all keyboard if properly attached and is working	☑	☐			
check all printer to ensure that all are working properly	☐	☐			
check the ink level or status for possible refill or cartridge replacement	☑	☐			

Performed by: NOEL RENTUAYA
UICTO TECHNICAL SUPPORT

Checked by: EUGENE G. RANIO
UICTO DIRECTOR

USM-ICT-Fo6

I.2. laboratory supplies and materials are wisely utilized.

COMPUTER LABORATORY



CE 10 Computer Laboratory









LABORATORIES





1	KEPLRC Viewing Room	For use by instructors and students for viewing related activities	

I.3. Licensed computer software are installed and utilized.

CERTIFICATE OF COMPLETION

SERVICE REQUEST: 1261424

This is to certify the licenses of Office 365

UNIVERSITY OF SOUTHERN MINDANAO

Located at

Kabacan, Cotabato

Office 365 License: 100 x A3 for Faculty I 2000x A3 for Students User Benefits

COMPLETION DATE: DECEMBER 22, 2020

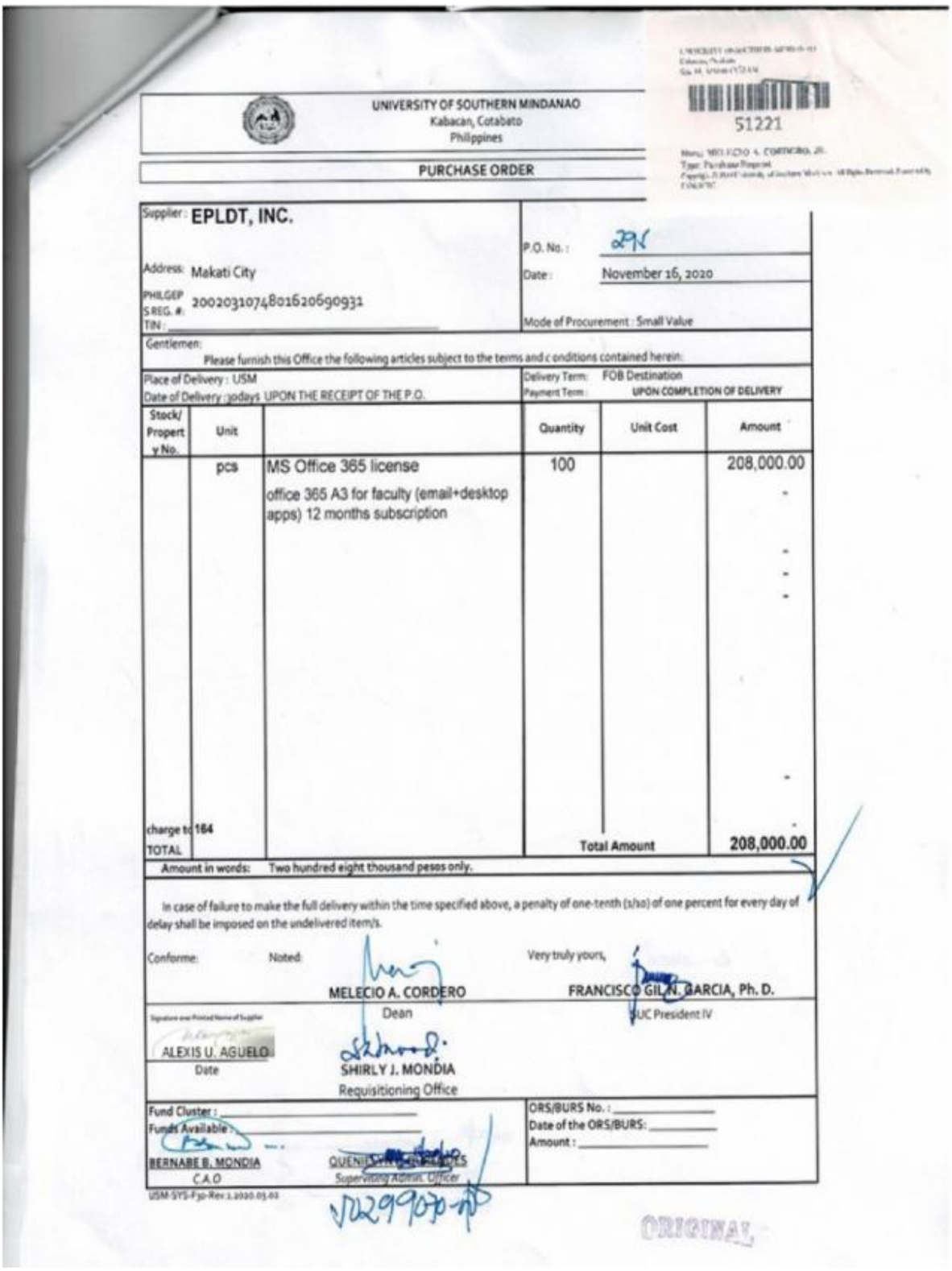
Project is Accepted and Approved by the following Authorized Representatives:

ePLDT Representative/s

MARY ANNE G. HEYRES
Project Manager
Signature over Printed Name

CLIENT Representative/s

EUGENE G. RANJO
Director, UICTO
Signature over Printed Name



UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

51221

PURCHASE ORDER

Supplier: EPLDT, INC.
Address: Makati City
PHILGEPS REG. #: 200203107480162069093 1
TIN:

P.O. No.: 294
Date: November 16, 2020
Mode of Procurement: Small Value

Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: USM
Date of Delivery: 30days UPON THE RECEIPT OF THE P.O.

Delivery Term: FOB Destination
Payment Term: UPON COMPLETION OF DELIVERY

Stock/ Property No.	Unit		Quantity	Unit Cost	Amount
	pcs	MS Office 365 license office 365 A3 for faculty (email+desktop apps) 12 months subscription	100		208,000.00
charge to: 164					
TOTAL				Total Amount	208,000.00

Amount in words: Two hundred eight thousand pesos only.

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:
ALEXIS U. AGUELO
Date

Noted:
MELECIO A. CORDERO
Dean
SHIRLY J. MONDIA
Requisitioning Office

Very truly yours,
FRANCISCO GIL N. GARCIA, Ph. D.
SUC President IV

Fund Cluster:
Funds Available:
BERNABE B. MONDIA
C.A.O

ORS/BURS No.:
Date of the ORS/BURS:
Amount:

QUENIE [illegible]
Supervising Admin. Officer

USM-SYS-F30-Rev.1.2020.03.03

ORIGINAL

List of Software and Application

CE – 11

Microsoft Windows 10	
Microsoft Office 365	
Dev C++ 4.9.9.2	
NetBeans	
MySQL	
MSSQL Server Express	
Microsoft Visual Studio 2013 Community Edition	
Xampp 1.7.1	
WireShark	
Typing Master	
GIMP	
Mozilla Firefox	
Google Chrome	
Visual Studio Code	
Sublime	
Winrar	
Foxit PDF Reader	

C. NON-COMMON USE OFFICE SUPPLIES, MATERIALS AND EQUIPMENT (NON-CSE)

Code (PAP)	Procurement Program/ Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (Brief Description of Program/Activity/Project)
				Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	EO	
	Computer Supplies & Equipment	Various Units	Shopping	N/A	N/A	N/A	N/A	GoP	24,300.00		24,300.00	Computer Supplies of CBDEM
C-N-CSE-0001	Office Equipment	Various Units	Public Bidding	1st and 2nd Qtr	1st Qtr	2nd Qtr	3rd Qtr	GoP	14,291,307.60		14,291,307.60	Office Equipment of CBDEM, CHEFS and IMEAS
C-N-CSE-0002	ICT Equipment	Various Units	Public Bidding	1st Quarter	1st Qtr	2nd Qtr	3rd Qtr	GoP	4,298,292.40		4,298,292.40	ICT Equipment of CBDEM, CHEFS, an IMEAS
	Janitorial Equipment	IMEAS	NP-53.9-Small Value Procurement	N/A	N/A	N/A	N/A	GoP	185,000.00		185,500.00	Janitorial Supplies for IMEAS
C-N-CSE-0004	Laboratory Equipment	Various Units	Public Bidding	1st and 2nd Qtr	1st Qtr	2nd Qtr	3rd Qtr	GoP	31,083,400.00		31,083,400.00	Laboratory Equipment of CBDEM, CHEFS, IMEAS and KCC
C-N-CSE-0006	Buildings	IMEAS	Public Bidding	1st Quarter	1st Qtr	3rd Qtr	3rd Qtr	GoP	25,000,000.00		25,000,000.00	Construction of IMEAS Building Phase II
C-N-CSE-0002	IT Equipment and Accessories (Software)	Various Units	NP-53.9-Small Value Procurement						408,000.00	408,000.00		Software License
C-N-CSE-0008	Books	Various Units	NP-53.9-Small Value Procurement	1st Quarter	N/A	N/A	N/A	GoP	300,000.00	300,000.00		Supply and Delivery of Books of Various units
C-N-CSE-0009	Other Supplies	Various Units	NP-53.9-Small Value Procurement/Shopping/Quarter	Quarterly	N/A	N/A	N/A	GoP	822,000.00	822,000.00		Supply and Delivery of Other Supplies of Various units
C-N-CSE-0010	Subscription Expense	Various Units	NP-53.9-Small Value Procurement/Shopping/Quarter	Quarterly	N/A	N/A	N/A	GoP	63,200.00	63,200.00		Supply and Delivery of Subscriptions of Various units

pmr 2ndsemester

ANNEX B

(University of Southern Mindanao) Procurement Monitoring Report as of December31/2020

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity?	Mode of Procurement	Actual Procurement Activity													Source of Funds	ABC (Php)			Contract Cost(PhP)			List of Invited Observers
					Pre-Proc Conference	Ads/Post of IB	Pre-Bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Date of BAC Resolution Recommending Award	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Inspection & Acceptance		Total	MOOE	CO	Total	MOOE	CO	
	RFQ 16046 S/D of Laboratory Materials	research	NO	NP-53.9 - Small Value Procurement		2/7/2020													164,000.00	164,000.00					2
	RFQ 16044 S/D of Construction Supplies & materials	PPDO	NO	NP-53.9 - Small Value Procurement		2/7/2020													234,000.00	234,000.00					2
	RFQ 16030 S/D of Construction Materials & Supplies	PPDO	NO	NP-53.9 - Small Value Procurement		2/7/2020			2/12/2020	2/17/2020	2/24-2/25/2020	2/25/2020							422,150.00	422,150.00		204,710.00 1,220.00 56,440.00	204,710.00 1,220.00 56,440.00		2 2 2
	RFQ 16038 S/D of CF Office Equipment Copier		NO	NP-53.9 - Small Value Procurement		2/6/2020													65,360.00	65,360.00					2
	RFQ 16040 S/D of Construction Materials & Supplies	PPDO	NO	NP-53.9 - Small Value Procurement		2/6/2020													138,200.00	138,200.00					2
	RFQ 16036 S/D of Laboratory Supplies and Equi.	Research	NO	NP-53.9 - Small Value Procurement		2/5/2020													139,200.00	139,200.00					2
	RFQ 16031 S/D of Laboratory Supplies & Equi	Research	NO	NP-53.9 - Small Value Procurement		2/5/2020			2/5/2020	2/7/2020	2/11-15/2020	2/19/20							115,100.00	115,100.00		16,300.00	16,300.00		2
	RFQ 16032 Laboratory Analysis	Research	NO	NP-53.9 - Small Value Procurement		2/25/2020													129,940.00	129,940.00					2
	RFQ 16033 S/D of Laboratory Supplies & Equi. (2019 bal)	Research	NO	NP-53.9 - Small Value Procurement		2/20/2020			2/3/2020	2/3/2020	2/5/6-2/7/2020	2/10/2020							115,400.00	115,400.00		63,960.00 5,100.00	63,960.00 5,100.00		2 2
	RFQ 16034 S/D of Furniture	CSSEM	NO	NP-53.9 - Small Value Procurement		2/24/2020			2/6/2020	2/6/2020	2/7-10/2020	2/12/2020							259,900.00	259,900.00		148,950.00	148,250.00		2
	RFQ 16035 S/D of Air-conditioning Unit	CHSTS	NO	NP-53.9 - Small Value Procurement		2/5/2020			2/6/2020	2/10/2020	2/11-13/2020	2/12/2020							220,900.00	220,900.00		78,900.00 139,000.00	78,900.00 139,000.00		2 2
	RFQ 17254 S/D of Electrical Supplies	PPDO	NO	NP-53.9 - Small Value Procurement		2/10/2020													159,262.43	159,262.43					2
	RFQ 17312 Plagiarism Software	ICM	NO	NP-53.9 - Small Value Procurement		2/24/2020					2/25-26/2020	2/27/2020							288,900.00	288,900.00		288,900.00	288,563.00		2
	RFQ 16032 major & maintenance warehouse - CBA	PPDO	NO	NP-53.9 - Small Value Procurement		2/24/2020			2/19/2020	2/19/2020	2/20-2/23/20	2/25/2020							55,200.00	55,200.00		50,900.00 4,274.00	50,900.00 4,274.00		2 2
	RFQ 17199 Blood	Faculty	NO	NP-53.9 - Small Value Procurement		2/4/2020													322,499.99	322,499.99					2
	RFQ 17268 S/D of Office Equipment	OVCTO	NO	NP-53.9 - Small Value Procurement		2/21/2020			2/18/2020	2/18/2020	2/20-2/23/20	2/24/2020							375,000.00	375,000.00		373,000.00	373,000.00		2
	RFQ 17241 Subscription of MS Office 365License	ICT3	NO	NP-53.9 - Small Value Procurement		2/21/2020			2/18/2020	2/18/2020	2/19-2/20/20	2/19/2020							210,000.00	210,000.00		208,000.00	208,000.00		2
	RFQ 17283 S/D of CeTag Functional Blank	CS	NO	NP-53.9 - Small Value Procurement		2/21/2020			2/18/2020	2/18/2020	2/19-2/24/20	2/24/2020							180,000.00	180,000.00		71,250.00	71,250.00		2
	RFQ 17286 S/D of Laboratory Supplies and Equipment	research	NO	NP-53.9 - Small Value Procurement		2/21/2020			2/21/2020	2/21/2020	2/23-2/24/20	2/25/2021							195,000.00	195,000.00		103,000.00	103,000.00		2

