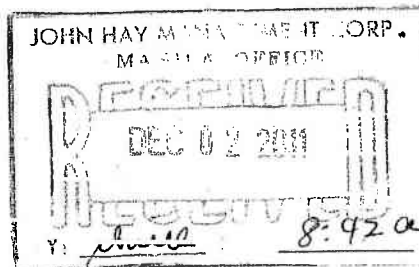




Bases Conversion and Development Authority

28 November 2011

Honorable **JAMIE ELIOSE M. AGBAYANI**  
President and CEO  
John Hay Management Corporation  
Camp John Hay, Baguio City



Jan 12/2011 RW

Dear President **Agbayani**:

We are pleased to inform you that the BCDA Board of Directors during the meeting held on 16 November 2011 has approved your CY 2012 budget in the amount of **EIGHTY-THREE MILLION TWENTY-THREE THOUSAND NINE HUNDRED THIRTY-EIGHT PESOS (Php83,023,938.00)** broken down as follows:

Particulars	Approved Budget
Personal Services (Annex I)	Php24,525,838
MOOE (Annex II)	37,336,100
Capital Outlay (Annex III)	2,546,000
BOD Expenses (Annex IV)	6,466,000
Capital Expenditure Projects (Annex V)	12,150,000
<b>TOTAL</b>	<b>Php83,023,938</b>

The approval of the CY 2012 budget is subject to the following conditions:

- The BCDA-approved budget should be re-confirmed by the JHMC Board prior to its implementation;
- All expenditures should be disbursed within the approved budget. Supplemental and realignment of budgets may only be allowed subject to the provision of Section 14 of BCDA Financial Policy No. 502-02;
- Budget for Personal Services should not be realigned for other expense items. Any changes in the organizational structure that has present or future financial impact or increases in salaries and compensation package shall require BCDA's written approval prior to its implementation pursuant to Section 6 (e) of Financial Policy No. 103-0;
- Authority to Purchase (ATP) should first be secured from BCDA prior to acquisition of motor/service vehicle;
- Release of funds should be subject to the submission of the documentary requirements embodied in the Memorandum of Agreement between BCDA and JHMC as extended;

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**Bases Conversion and Development Authority**

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- BCDA will not allow any budget carry-over from the previous year unless said expenses were already contracted and form part of the outstanding obligations; and
- Disbursement of the budget should be in accordance with the government accounting and auditing rules and regulations.

We are enclosing your CY 2012 approved budget for your reference.

Thank you.

Very truly yours,

  
**ARNEL PACIANO D. CASANOVA, Esq.**  
President and CEO

  
**BCDA**   
In replying, please refer to this number  
CB2011 - 1382

**JOHN HAY MANAGEMENT CORPORATION**  
**SUMMARY**  
 Budget Year 2012

PARTICULARS	2012	2011	Variance	
	Approved Budget	Approved Budget	Amount	% Inc(Dec)
Personnel Services (Annex I)	24,525,838	21,878,772	2,647,066	12%
Maintenance & Other Operating Expenses (Annex II)	37,336,100	31,863,254	5,472,846	17%
Capital Outlay (Annex III)	2,546,000	1,826,000	720,000	39%
BOD Expenses (Annex IV)	6,466,000	5,395,500	1,070,500	20%
Capital Expenditure Projects (Annex V)	12,150,000	7,637,000	4,513,000	59%
<b>TOTAL</b>	<b>83,023,938</b>	<b>68,600,526</b>	<b>14,423,412</b>	<b>21%</b>

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Annex III  
 JOHN HAY MANAGEMENT CORPORATION  
 Capital Outlays  
 Budget Year 2012

Equipment Item	Description	Quantity	Unit	Unit Cost	Amount	Inventory of Existing Similar Equipment	Justification
<b>A. Office Furniture and Fixtures</b>							
Server Cabinet Rack	Floor-mounted Data Cabinet w/ mounting rails detachable side panels, front, and rear back doors w/ lock and louvers, power strips w/ 220V convenient outlets, heavy duty caster wheels	1	unit	30,000	30,000	None	The rack contains multiple servers stacked one above the other, consolidating network resources and minimizing the required floor space. The rack server configuration also simplifies cabling among network components. To protect JHMC servers and other ICT equipment.
<b>Sub-total</b>					<b>30,000</b>		
<b>B. Office Equipment</b>							
CCTV Cameras	Outdoor, weatherproof CCTV Cameras with Night Vision and WIFI connectivity	3	unit	30,000	90,000	None	24 Hour monitoring of perimeter areas of JHMC Facilities (Lo# 6, Bell House, CCA)
Digital Video Recorder	Multi-Channel Network Digital Video Recorder for CCTV Security Systems	1	set	50,000	50,000	None	Needed for recording CCTV systems
Wifi Antenna	WiFi Sector Outdoor Antenna	2	unit	12,000	24,000	1	For CCTV camera setup and enhanced WIFI accessibility at CCA and Bell House
Portable Fire Pump	Portable Water Pressure Booster Pump for Fire Fighting	1	unit	100,000	100,000	None	John Hay Fire Hydrants have low water pressure particularly at yellow trail
Binoculars	Military-type binoculars with night vision	1	unit	50,000	50,000	None	Necessary during night-time inspections and security operations
Shredder	Automatic Feed Shredder with Bin	1	unit	12,000	12,000	2	Replacement of defective unit
Digital Camera	DSLR with Flash	1	set	15,000	15,000	3	For documentation and preparation of graphical reports regarding monitoring and inspection activities of JHMC infrastructure projects, inspections, monitoring activities, events, and other official functions of JHMC
Vacuum Cleaner	Heavy-duty vacuum cleaner	2	unit	15,000	30,000	2 (defective)	Replacement of old and defective units
Lawn Mower	Heavy-duty lawn mower	1	unit	15,000	15,000	None	For fast and tidy cleanup of weeds on flat surfaces
Safety Ladder	15 ft. adjustable aluminum / steel-type ladder	1	unit	20,000	20,000	1	To be used in pruning branches of high trees for the safety of persons and properties
Safety Belt / Harness	Lumberjack safety belt	1	unit	15,000	15,000	None	Necessary equipment for use by lumberjacks for tree-cutting and pruning, especially during emergencies
Photocopying Machine	Monochrome, Heavy Duty	1	unit	100,000	100,000	2	For Customs Clearance Area reproduction of documents to and from clients
<b>Sub-total</b>					<b>521,000</b>		

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Annex III  
 JOHN HAY MANAGEMENT CORPORATION  
 Capital Outlays  
 Budget Year 2012

Equipment Item	Description	Quantity	Unit	Unit Cost	Amount	Inventory of Existing Similar Equipment	Justification
<b>C. IT Equipment</b>							
<b>Hardware:</b>							
Desktop Computers	LED Monitor, CPU, Peripherals	3	set	25,000	75,000	33	To install in the Conference Room, Bellhouse Library, and the Multi-Purpose Building
Laptops	i5 2.53, 2ddr3, 500hdd, 14lcd, 512vga, reader, bluetooth, 6cell	2	units	40,000	80,000	9 (2 defective)	To replace existing laptops issued for high-end software utilization and mobile computing on the field
GIS Computer	Intel Core i7 2600 3.4GHZ, 4GB DDR3 #C10600/1333, 1TB WD HDD, DVDRW, ATX CASE, Intel BLKD H61 Express Chipset, USB Optical Mouse, 500W AVR, PS2 Keyboard, 1GB DDR5 PCIE 16x, LED Monitor (19" Not-Wide)	1	unit	35,000	35,000	None	For the GIS Software
Backup and Data Server	Backup Volume: 500 GB, RAID Internal Capacity: 1 TB	1	unit	150,000	150,000	None	For data backup, restore and security purposes
Barcode System Set	Barcode Reader, Barcode Scanner, Barcode Generator Software, Paper (w/ adhesive)	1	unit	80,000	80,000	None	For inventory and records management
Software							
Anti-virus	Anti-virus software (multi-client installation)	5	set (10-user license)	15,000	75,000	1 (10 user license); remaining for purchase 4th Qtr 2011	Security for office computer files
Operating Systems	Microsoft Windows	10	pc	10,000	100,000	20 (WinXP OEM)	To be installed on new and upgraded computers; Windows XP OS obtained in 2006 is OEM (license non-transferable)
<b>Sub-total</b>					<b>595,000</b>		
<b>D. Motor Vehicle</b>							
4X4 Vehicle	All terrain vehicle : 4x4 Manual transmission, Diesel	1	Unit	1,400,000	1,400,000	None	The vehicle shall be used in patrolling the zone and the reservation, and for deployment in emergency situations
<b>Sub-total</b>					<b>1,400,000</b>		
<b>Total</b>					<b>2,546,000</b>		

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