

SECRETARY'S CERTIFICATE

The undersigned, **ATTY. JANNEFER G. PELAYO**, Officer-in-Charge, Office of the Corporate Secretary, Philippine National Oil Company (hereinafter, PNOC), a corporation with original charter created under P. D. 334, as amended, with principal office at PNOC Building 6, Energy Center, Rizal Drive, Bonifacio Global City, Taguig, Metro Manila,

HEREBY CERTIFIES AND STATES THAT:

In a special meeting held on 16 June 2020, at which a quorum was present, the Governing Board of Directors of PNOC, upon the recommendation of the Management, approved for submission to the Department of Budget and Management the proposed corporate priorities and operating budget of approximately ₱640 million for CY 2021 of PNOC as follows:

2021 Corporate Priorities:

- i. Development of PNOC's Strategic Petroleum Reserve (SPR);
- ii. Possible investment in the Liquefied Natural Gas (LNG) Hub Project;
- iii. Continue the sale/optimization of the remaining 97.67 petajoules of PNOC's banked gas;
- iv. Continue the sale and optimization of PNOC's real estate assets;
- v. Continue to efficiently manage PNOC properties at the Energy Center;
- vi. Continue to efficiently manage and operate the Energy Supply Base (ESB) and proceed with the construction of new port facilities;
- vii. Continue to efficiently manage and operate the PNOC Industrial Park;
- viii. Approve and monitor the work plans and programs of PNOC Exploration Corporation and PNOC Renewables Corporation as well as its budget in compliance with their respective mandates;
- ix. Continue to implement the GCG-approved reorganization plan;
- x. Continue to comply with the requirements to maintain the ISO Certification for PNOC, Industrial Park and the ESB;
- xi. Ensure adequate and timely compliance with government oversight agencies' reportorial requirements.

2021 Corporate Operating Budget:

| | Amount in Pesos |
|---|--------------------|
| Personnel Services | 205,917,510 |
| Maintenance and Other Operating Expenses* | 360,730,560 |
| Capital Outlay | 72,940,000 |
| TOTAL | 639,588,070 |

*net of depreciation of ₱48,450,000 for 2020 and ₱51,928,589 for 2021.

Upon further request, the Board has also approved the proposed interim Annual Procurement Plan (APP) for 2021 of PNOC with a total amount of approximately ₱1.6 billion consisting of the following:

| | | Amount in Pesos |
|-------------------------------------|---------------|----------------------|
| MOOE | | 218,579,399 |
| Capital Outlay | | 72,940,000 |
| Multi Year Budget Authority | | |
| Construction of new pier | 1,206,318,740 | |
| Construction Management fee | 50,000,000 | |
| Transaction Advisor for SPR Project | 100,000,000 | 1,356,318,740 |
| TOTAL | | 1,647,838,139 |

The interim APP appears hereof as **Annexes "I" to "I-2"**.

In addition, the Board, during its regular meeting held on 27 May 2020, approved the proposed oil importation for the establishment of oil stockpiling program and/or Emergency Targeted Fuel Relief Program, and the inclusion of ₱2.5 billion contingency fund as special provision in the proposed 2021 corporate operating budget of PNOC for this purpose.


This Secretary's Certificate is hereby issued upon the request of the Treasury Department in advance and subject to the ratification of the minutes of 16 June 2020 special meeting.

Done this 17th day of June 2020 at Taguig City, Philippines.

ATTY. JANNEFER G. PELAYO
Officer-in-Charge
Office of the Corporate Secretary

SUBSCRIBED AND SWORN TO before me this JUN 17 2020 at Taguig, Metro Manila, Affiant, in her capacity as Officer-in-Charge, Office of the Corporate Secretary, PNOC, exhibiting to me her IBP ID with No. 012608.

Doc. No. 155;
Page No. 32;
Book No. I;
Series of 2020.


Attest:
Notary Public for Taguig
Unit VI
PNOC Manila, Inc.
Bantigue, Taguig
PTR No. A-47372900
IBP No. 012608
MCLE Compliance No. VI-0



PHILIPPINE NATIONAL OIL COMPANY
2021 INTERIM ANNUAL PROCUREMENT PLAN (APP)
JUNE 5, 2020

| CODE (PAP) | PARTICULARS | PMO/END-USER | MODE OF PROCUREMENT | ADS/POST OF IB/REI | SUB/OPEN OF BIDS | NOTICE OF AWARD | CONTRACT SIGNING | SOURCE OF FUNDS | Total | MOOE | CO | REMARKS |
|------------|---|---|---------------------|--------------------|---|-----------------|------------------|-----------------|-------------------|------|----|---------|
| | MAINTENANCE & OTHER OPERATING EXPENSES | | | | | | | | | | | |
| | Supplies & Materials Expenses | | | | | | | | 10,204,403 | | | |
| | Supplies & Materials | | | | | | | | 10,204,403 | | | |
| 21MO-01 | Office Supplies Expenses | PNOC | PB/NP-SVP/S/RO/DC | | 1st to 4th Quarter / as the need arises | | | COB | 1,407,312 | | | |
| 21MO-02 | Accountable Forms | PNOC | ATA/NP-SVP/DC/RO | | 1st to 4th Quarter / as the need arises | | | COB | 199,904 | | | |
| 21MO-03 | Non-Accountable Forms | PNOC | ATA/NP-SVP/DC/RO | | 1st to 4th Quarter / as the need arises | | | COB | 293,666 | | | |
| 21MO-04 | Medical, Dental and Laboratory Supplies | ESB/PSD/PROP | PB/NP-SVP/RO/DC | | 1st to 4th Quarter / as the need arises | | | COB | 2,150,000 | | | |
| 21MO-05 | Semi-Expendable - Machinery & Equipment | TREAS/ACCTG/PROP/GSD/SMO/OGC/DCS | PB/NP-SVP/RO/DC | | 1st to 4th Quarter / as the need arises | | | COB | 305,100 | | | |
| 21MO-06 | Semi-Expendable - Furniture, Fixtures & Books | OGC/IAO | PB/NP-SVP/RO/DC | | 1st to 4th Quarter / as the need arises | | | COB | 45,600 | | | |
| | Other Supplies & Materials | | | | | | | COB | 5,802,821 | | | |
| 21MO-07 | Computer-Related Supplies | PNOC | PB/NP-SVP/RO/DC/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 1,886,890 | | | |
| 21MO-08 | Corporate Tokens | PNOC | PB/NP-SVP/RO/DC/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 1,850,000 | | | |
| 21MO-09 | Other Supplies | ESB/TREAS/ACCTG/PSD/PROP/GSD/AMD/SMO/BOD/OC/COA/GAD | PB/NP-SVP/RO/DC/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 2,065,931 | | | |
| 21MO-10 | Other Supplies - Oil Importation | | | | 1st to 4th Quarter / as the need arises | | | COB | | | | |
| | Utility Expenses | | | | | | | | 433,740 | | | |
| 21MO-11 | Other Utility Expenses | ESB/GSD | NP-SVP | | 1st to 4th Quarter / as the need arises | | | COB | 433,740 | | | |
| | Communication | | | | | | | | 2,373,000 | | | |
| 21MO-12 | Other Communications - Internet Subscription | ESB/SMO | PB/NP-SVP/DC/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 2,373,000 | | | |
| | Professional Services | | | | | | | | 97,300,000 | | | |
| 21MO-13 | Consultancy Services | ESB/OTHER PROJ/OP | PB/NP-SVP/DC/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 92,460,000 | | | |
| 21MO-14 | Other Professional Services | | PB/NP-SVP/DC/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 4,840,000 | | | |
| 21MO-16 | Others | PSD/PROP/AMD/SMO | PB/NP-SVP/DC/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 4,840,000 | | | |
| | General Services | | | | | | | | 65,723,492 | | | |
| 21MO-17 | Janitorial Services | ESB/GSD/AMD | PB/NP-SVP/DC/2FB | | 4th Quarter of 2020 | | | COB | 10,387,278 | | | |
| 21MO-18 | Security Services | ESB/GSD/AMD | PB/NP-SVP/DC/2FB | | 4th Quarter of 2020 | | | COB | 31,417,902 | | | |
| 21MO-19 | Other General Services | | | | | | | | 23,918,312 | | | |
| 21MO-20 | Contractual - Office | ESB/PSD | PB/NP-SVP/2FB | | 4th Quarter of 2020 | | | COB | 8,145,540 | | | |
| 21MO-21 | Contractual - Maintenance | ESB/GSD | PB/NP-SVP/2FB | | 4th Quarter of 2020 | | | COB | 11,958,641 | | | |
| 21MO-22 | Messengerial Services | GSD | PB/NP-SVP/2FB | | 4th Quarter of 2020 | | | COB | 2,447,484 | | | |
| 21MO-23 | Photocopying services | PNOC | PB/NP-SVP/2FB | | 4th Quarter of 2020 | | | COB | 1,106,147 | | | |
| 21MO-24 | Others | ESB/TREAS/AMD | PB/NP-SVP/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 260,500 | | | |

ANNEX I-1

| CODE (PAP) | PARTICULARS | PMO/END-USER | MODE OF PROCUREMENT | ADS/POST OF IB/REI | SUB/OPEN OF BIDS | NOTICE OF AWARD | CONTRACT SIGNING | SOURCE OF FUNDS | Total | MOOE | CO | REMARKS |
|------------|--|--------------------------------|---------------------|---|------------------|-----------------|------------------|-----------------|--------------------|--------------------|-------------------|---------|
| | Repairs and Maintenance | | | | | | | | 12,953,078 | | | |
| 21MO-25 | Land Improvements | ESB | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 310,700 | | | |
| 21MO-26 | Buildings and Other Structures | ESB/GSD/AMD | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 6,737,078 | | | |
| 21MO-27 | Machinery and Equipment | ESB/ACCTG/PROP/SMO | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 1,520,000 | | | |
| 21MO-28 | Transportation Equipment | ESB/GSD | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 3,223,000 | | | |
| 21MO-29 | Furniture and Fixtures | ESB/PROP | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 1,162,300 | | | |
| | Other Maintenance & Operating Expenses | | | | | | | | 29,591,686 | | | |
| 21MO-30 | Advertising, Promotional & Mktg Expenses | PSD/PROP/OTHER PROJ/AMD/SMO | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 1,918,000 | | | |
| 21MO-31 | Printing and Publication | ESB/AMD/SMO/OGC | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 1,075,000 | | | |
| 21MO-32 | Subscription Expenses | GSD/BG/SMOBOD/OC /OP/EI/EB/FAS | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 12,345,000 | | | |
| 21MO-33 | Major Events and Conventions Expenses | ESB/PSD/SMO/GAD | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 4,844,600 | | | |
| 21MO-34 | Other Maintenance & Operating Expenses | PNOC | | | | | | | 9,409,086 | | | |
| | TOTAL MOOE (Net of Depreciation*) | | | | | | | | 218,579,399 | 218,579,399 | | |
| | CAPITAL OUTLAY | | | | | | | | | | 72,940,000 | |
| | Land and Land Improvement Outlay | | | | | | | | 350,000 | | | |
| 21CA-01 | Fencing of Parian, Calamba property | ESB | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 350,000 | | | |
| | Buildings and Structures Outlay | | | | | | | | 43,592,000 | | | |
| | Energy Center | | | | | | | | 17,925,000 | | | |
| 21CA-02 | Replacement of roll-up blinds to Combination blinds Bldg 6 | GSD | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 3,800,000 | | | |
| 21CA-03 | Replacement of Flotex Bldg 6 | GSD | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 4,000,000 | | | |
| 21CA-04 | Replacement of 1 unit STR Ceiling Mounted AC units at server room Bldg 6 | GSD | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 375,000 | | | |
| 21CA-05 | Replacement of 2 units STR Ceiling Mounted AC units at Mini Theater Bldg 6 | GSD | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 750,000 | | | |
| 21CA-06 | Exterior Repainting of Bldgs 5 & 6 | GSD | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 9,000,000 | | | |
| | Energy Supply Base | | | | | | | | 25,667,000 | | | |
| 21CA-07 | Construction Management | ESB | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 16,667,000 | | | |
| 21CA-08 | Repair of L8 & L7 for employees accomodation | ESB | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 500,000 | | | |
| 21CA-09 | Repair of Warehouse 1,2,3,&4 (Concrete | ESB | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 8,000,000 | | | |
| 21CA-10 | Repair of Fire Detection and Alarm System at Admin Building | ESB | PB/NP-SVP/2FB | 1st to 4th Quarter / as the need arises | | | | COB | 500,000 | | | |

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ANNEX I-2

| CODE (PAP) | PARTICULARS | PMO/END-USER | MODE OF PROCUREMENT | ADS/POST OF IB/REI | SUB/OPEN OF BIDS | NOTICE OF AWARD | CONTRACT SIGNING | SOURCE OF FUNDS | Total | MOOE | CO | REMARKS |
|------------|--|--------------|---------------------|--------------------|---|-----------------|------------------|-----------------|---------------|-------------|------------|---------|
| | Machinery and Equipment Outlay | | | | | | | | 1,498,000 | | | |
| | Communication Equipment | | | | | | | | 798,000 | | | |
| 21CA-11 | Base Marine Radio (including permits) | ESB | PB/NP-SVP/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 120,000 | | | |
| 21CA-12 | Upgrade of Gym Audio System | ESB | PB/NP-SVP/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 190,000 | | | |
| 21CA-13 | Supply of 3 units Smart TV for 3 SVPs | ESB | PB/NP-SVP/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 150,000 | | | |
| 21CA-14 | Upgrade of Outdoor/Lobby Audio System | ESB | PB/NP-SVP/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 194,000 | | | |
| 21CA-15 | Upgrade of BNB Audio System | ESB | PB/NP-SVP/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 28,000 | | | |
| 21CA-16 | Supply of projector screen and LED projector for Record Center | ESB | PB/NP-SVP/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 116,000 | | | |
| | Office Equipment & Other Tools | | | | | | | COB | 700,000 | | | |
| 21CA-17 | Airconditioning | ESB | PB/NP-SVP/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 700,000 | | | |
| | Transportation Equipment Outlay | | | | | | | | 27,500,000 | | | |
| 21CA-18 | Purchase, supply & delivery of 1 unit Fire Truck | PARK | PB/NP-SVP/2FB | | 1st to 4th Quarter / as the need arises | | | COB | 27,500,000 | | | |
| | TOTAL CO | | | | | | | | 72,940,000 | 218,579,399 | 72,940,000 | |
| | TOTAL BUDGET MOOE & CO | | | | | | | | 291,519,399 | | | |
| | MULTI YEAR BUDGET AUTHORITY | | | | | | | | | | | |
| | Construction of New Pier | | | | | | | | 1,206,318,740 | | | |
| | Construction Management | | | | | | | | 50,000,000 | | | |
| | Transaction Advisor (SPR Project) | | | | | | | | 100,000,000 | | | |
| | Total Multi Year Budget Authority | | | | | | | | 1,356,318,740 | | | |
| | TOTAL APP | | | | | | | | 1,647,838,139 | | | |

Breakdown:
MOOE 218,579,399
CAPEX 72,940,000.00
MULTI YEAR AUTHORITY 1,356,318,740.00
TOTAL 1,647,838,139.00

Prepared by:

R. G. Vergara

Recommending Approval: Bids and Awards Committee (BAC)

J. R. Racho

A. L. Endaya

J. J. G. Peláyo

E. R. Cruz

G. G. Martinez

Recommending Approval to the Board of Directors

ADM REUBEN S LISTA (Ret)