



BUTUAN CITY WATER DISTRICT

Gov. Jose A. Rosales Avenue, Butuan City
Tel. Nos. (085) 342-3145/46 (Bayantel) 815-9904 (Philcom) 225-2232-1622 (Cruztelco)
Fax Nos. (085) 815-1268 / 341-5008 / 341-4298



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BCWD RECORDS SECTION
DATE: 13 2025 TIME: 11:19
BY: [Signature]

March 11, 2025

ATTY. ROWENA CANDICE M. RUIZ

Executive Director

Government Procurement Policy Board-Technical Support Office (GPPB-TSO)

Unit 2504, Raffles Corporate Center

F. Ortigas Road, Ortigas Center

Pasig City

Subject : Submission of Approved Annual Procurement Plan FY 2025

Dear Atty. Ruiz:

The Butuan City Water District (BCWD) is submitting herewith the requirements for the FY 2025 Annual Procurement Plan (APP), to wit:

1. Electronic copy of Annual Procurement Plan in Microsoft Excel file;
2. Scanned copy of Annual Procurement Plan in PDF File; and
3. Certification attesting that the APP submitted is posted on your agency website

Hoping that you find the abovementioned documents complete and in order.

Thank you very much.

Very truly yours,

[Signature]
ENGR. JOHN MICHAEL Y. BENITO
General Manager

" Replicating Nature 's Way "