

MEMORANDUM

FOR : ASSET DISPOSAL COMMITTEE

THRU : MA. CATALINA M. CRUZ
BBD – Head

: RODNEY M. JARDIEL
VisMin Region Head

FROM : DENNIE Y. SUICO
Branch Head

: Loresil M. Ybañez
BOO

SUBJECT : DISPOSAL OF VARIOUS FFE OF DAVAO BRANCH

DATE : June 18, 2025



PROPOSAL:

Respectfully requesting approval via referendum for the disposal of various FFEs of Davao Branch (list attached herewith).

BACKGROUND:

Davao Branch will disposed Unserviceable Items as part of COA Finding for the year 2024.

JUSTIFICATION:

- FFE items for disposal are stored in Records Vault that consumes space, thus the clean-up is necessary.
- This is to comply also for the COA audit observation of Davao Branch for the year 2024 – the disposal of Unserviceable FFE Items listed below.
- All FFEs fully served its purpose and already fully depreciated based on the net book value.
- If sold based on the salvage value, the Bank will have an additional income.

NEXT STEP/TIMELINE:

Once approved, the branch will coordinate with GSD and COA to expedite the disposal of the items.

For your consideration and approval please.

BRANCH FFE LISTING as of December 31, 2024 FOR DISPOSAL

ITEM / MODEL	PROPERTY CONTROL NUMBER	TYPE / BRAND	DATE ACQUIRED	ACQUISITION COST (PHP)	NET BOOK VALUE (P/P)	APPRAISED / SALVAGE VALUE (P/P)	CONDITION / STATUS
1 Unit Epson Fx1170 Printer	30-001	Epson	12/15/1999	11,426.38	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit 3.5 Internal Cd Writer	30-003	N/A	8/30/2004	8,230.00	1.00	100.00	DEFECTIVE / UNSERVICEABLE
1 Unit Lx300	30-012	N/A	10/14/2009	7,500.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit 3in1 Tx110 Printer	30-014	N/A	11/27/2009	3,750.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit Canon Pixma Mp 237 Inkjet Printer	20-024	Canon	1/13/2014	4,360.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit Procurve 25-30-24 Ports	30-018	N/A	3/25/2015	10,556.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit Canon Slide Scanner	20-001	Canon	11/4/2004	14,808.62	1.00	50.00	DEFECTIVE / UNSERVICEABLE
Adding Machine	20-004	N/A	3/25/2009	2,520.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
Fax Machine	20-006	N/A	3/25/2009	5,900.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit Brother Facsimile (Fax-878)	20-008	N/A	6/30/2011	4,950.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit Admiral Paper Shredding Machine	20-020	N/A	9/30/2012	10,800.00	1.00	150.00	DEFECTIVE / UNSERVICEABLE
Hamster	20-025	Hamster	10/24/2014	6,720.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Motolite Battery For Generator	20-027	Motolite	8/31/2015	6,000.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
Cost Of New Epson L220 Printer	30-024	Epson	1/31/2016	7,595.00	1.00	150.00	DEFECTIVE / UNSERVICEABLE
Cost Of 2 Helmet For Ms/Cs Use	30-025	N/A	1/31/2016	3,990.00	1.00	150.00	DEFECTIVE / UNSERVICEABLE
5 Unit Thin IBM Desktop	PCN-30-006	IBM	11/24/2004	252,400.00	1.00	750.00	DEFECTIVE / UNSERVICEABLE
1 Unit IBM Internal Tape Driver	PCN-30-007	IBM	8/19/2005	40,975.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit Olivetti Passbook Printer	30-002	Olivetti	1/23/2003	55,000.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 IBMX-Series 206 Server	30-004	IBM	11/24/2004	88,580.00	1.00	100.00	DEFECTIVE / UNSERVICEABLE
1 Unit Compuprint Passbook Printer	30-010	Compuprint	5/28/2009	36,000.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit Dell Optiplex 760 Minitower	30-013	Dell	11/25/2009	43,958.00	1.00	100.00	DEFECTIVE / UNSERVICEABLE
3 Units Computers	30-015	N/A	2/3/2010	137,841.00	1.00	450.00	DEFECTIVE / UNSERVICEABLE
1 Unit Checkwriter	20-002	N/A	2/28/2008	18,500.00	1.00	100.00	DEFECTIVE / UNSERVICEABLE
1 Unit Fuji System Machine For Clearing	20-003	Fuji System	3/17/2009	302,720.00	1.00	100.00	DEFECTIVE / UNSERVICEABLE
1 Unit Cumper Diesel Electric Generator	20-011	N/A	1/30/2009	500,000.00	1.00	2,500.00	DEFECTIVE / UNSERVICEABLE
1 UNIT HONDA MOTORCYCLE LA55784	60-070	Honda	4/11/2014	141,200.00	1.00	14,000.00	DEFECTIVE / UNSERVICEABLE
1 UNIT TOYOTA INNOVA PLATE#ZHL 260	60-064	Toyota	8/30/2010	590,831.21	1.00	120,000.00	DEFECTIVE / UNSERVICEABLE