

Department of Agrarian Reform Albay Provincial Office Indicative Annual Procurement Plan for FY 2023

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)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Travelling Expenses	GASS										
	Travelling Expenses- Local	GASS	Reimbursement	N/A	N/A	N/A	N/A	GoP	200,000.00	200,000.00		
	Supplies and Materials Expenses	GASS										
	ICT Office Supplies Expenses	GASS	Shopping	1st Qtr 2023	1st Qtr 2023	1st Qtr 2023	1st Qtr 2023	GoP	100,000.00	100,000.00		
	Office Supplies Expenses	GASS	Shopping	1st Qtr 2023	1st Qtr 2023	1st Qtr 2023	1st Qtr 2023	GoP	100,000.00	100,000.00		
	Other Office Supplies Expenses	GASS										
	Accountable Forms Expenses	GASS	Direct Contracting	N/A	1st Qtr 2023	1st Qtr 2023	1st Qtr 2023	GoP	50,000.00	50,000.00		
	Fuel, Oil and Lubricants Expenses	GASS	Direct Contracting	N/A	1st Qtr 2023	1st Qtr 2023	1st Qtr 2023	GoP	700,000.00	700,000.00		
	Utility Expenses	GASS										
	Water Expenses	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	75,000.00	75,000.00		
	Electricity Expenses	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	1,500,000.00	1,500,000.00		
	Communication Expenses	GASS										
	Postage and Deliveries	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	55,000.00	55,000.00		
	Telephone Expenses- Mobile	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	400,000.00	400,000.00		
	Telephone Expenses- Landline	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
	Internet Subscription Expenses	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	500,000.00	500,000.00		
	Cable, Satellite, Telegraph and Radio	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	11,000.00	11,000.00		
	Professional Services	GASS										
	Legal Services	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
	General Services	GASS										
	Janitorial Services	GASS	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	400,000.00	400,000.00		
	Security Services	GASS	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	650,000.00	650,000.00		
	Other General Services	GASS	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	600,000.00	600,000.00		
	Repairs and Maintenance	GASS										
	RM-Office Equipment	GASS	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	GoP	50,000.00	50,000.00		
	RM-ICT Equipment	GASS	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	GoP	50,000.00	50,000.00		
	RM-Motor Vehicles	GASS	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	GoP	200,000.00	200,000.00		
	RM-Other PPE	GASS	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	GoP	500,000.00	500,000.00		
	Taxes, Insurance Premiums and Other Fees	GASS										
	Taxes, Duties and Licences	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	100,000.00	100,000.00		
	Fidelity Bond Premiums	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
	Insurance Expenses	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00		
	Other Maintenance and Operating Expenses	GASS										
	Rents-Building & Structures	GASS	Direct Contracting	N/A	N/A	N/A	N/A	GoP	3,000,000.00	3,000,000.00		
	Rents-ICT Machinery	GASS	Competitive Bidding	1st Qtr 2023	1st Qtr 2023	1st Qtr 2023	1st Qtr 2023	GoP	70,000.00	70,000.00		
	LAD Acquisition and Distribution	LTID										
	Travelling Expenses-local	LTID	Reimbursement	N/A	N/A	N/A	N/A	GoP	1,000,000.00	1,000,000.00		
	Training Expenses	LTID	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	175,000.00	175,000.00		
	Supplies and Materials Expenses	LTID	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	1,711,000.00	1,711,000.00		
	ICT Office Supplies Expense	LTID	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	388,000.00	388,000.00		
	Office Supplies Expense	LTID	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	189,000.00	189,000.00		
	Accountable forms	LTID	Direct Contracting	N/A	N/A	N/A	N/A	GoP	500,000.00	500,000.00		
	Other supplies and materials expense	LTID	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	278,000.00	278,000.00		
	Postage and Courier Services	LTID	Direct Contracting	N/A	N/A	N/A	N/A	GoP	52,000.00	52,000.00		
	Mobile	LTID	Direct Contracting	N/A	N/A	N/A	N/A	GoP	304,000.00	304,000.00		
	Land Survey	LTID	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	2,172,000.00	2,172,000.00		
	Repairs and Maintenance - Furniture and Fixtures	LTID	NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	GoP	144,000.00	144,000.00		

Representation Expenses	LTID	Direct Contracting	N/A	N/A	N/A	N/A	GoP	400,000.00	400,000.00
Non - Land Transfer Activities	LTID								
Travelling Expenses - Local	LTID	Reimbursement	N/A	N/A	N/A	N/A	GoP	680,000.00	680,000.00
ICT Office Supplies Expense	LTID	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	79,000.00	79,000.00
Office Supplies Expense	LTID	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	100,000.00	100,000.00
Representation Expenses	LTID	Direct Contracting	N/A	N/A	N/A	N/A	GoP	112,000.00	112,000.00
Post - Land Distribution	LTID								
Travelling Expenses - Local	LTID	Reimbursement	N/A	N/A	N/A	N/A	GoP	877,000.00	877,000.00
ICT Office Supplies Expense	LTID	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	33,000.00	33,000.00
Office Supplies Expenses	LTID	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	212,000.00	212,000.00
Other supplies and materials expense	LTID	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	22,000.00	22,000.00
SUPERVISION	PBDD								
Travel Expenses-Local	PBDD	Reimbursement	N/A	N/A	N/A	N/A	GoP	267,000.00	267,000.00
ICT Office Supplies Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	20,000.00	20,000.00
Office Supplies Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	15,000.00	15,000.00
Telephone Expenses-Mobile	PBDD	Reimbursement	N/A	N/A	N/A	N/A	GoP	48,000.00	48,000.00
Other General Services	PBDD	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	188,000.00	188,000.00
RM-ICT Equipment	PBDD	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	20,000.00	20,000.00
RM-Motor Vehicles	PBDD	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	50,000.00	50,000.00
Representation Expenses	PBDD	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	120,000.00	120,000.00
S I B	PBDD								
Travel Expenses-Local	PBDD	Reimbursement	N/A	N/A	N/A	N/A	GoP	327,000.00	327,000.00
Training Expenses	PBDD	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	675,000.00	675,000.00
ICT Office Supplies Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	10,000.00	10,000.00
Office Supplies Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	20,000.00	20,000.00
Semi-Expendable - ICT Equipment	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	10,000.00	10,000.00
Other Supplies and Materials Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	53,000.00	53,000.00
RM-ICT Equipment	PBDD	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	20,000.00	20,000.00
RM-Motor Vehicles	PBDD	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	20,000.00	20,000.00
Representation Expenses	PBDD	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	70,000.00	70,000.00
Rents-ICT Equipment	PBDD	Competitive Bidding	1st Quarter 2023	1st Quarter 2023	1st Quarter 2023	1st Quarter 2023	GoP	90,000.00	90,000.00
EDES	PBDD								
Travel Expenses-Local	PBDD	Reimbursement	N/A	N/A	N/A	N/A	GoP	459,000.00	459,000.00
Training Expenses	PBDD	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	826,000.00	826,000.00
ICT Office Supplies Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	81,000.00	81,000.00
Office Supplies Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	206,000.00	206,000.00
Other Supplies and Materials Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	213,000.00	213,000.00
Other General Services	PBDD	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	15,000.00	15,000.00
Subsidies- Others	PBDD	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	700,000.00	700,000.00
Representation Expenses	PBDD	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	364,000.00	364,000.00
Rents-ICT Equipment	PBDD	Competitive Bidding	1st Quarter 2023	1st Quarter 2023	1st Quarter 2023	1st Quarter 2023	GoP	464,000.00	464,000.00
CRFPS	PBDD								
Travel Expenses-Local	PBDD	Reimbursement	N/A	N/A	N/A	N/A	GoP	210,000.00	210,000.00
Training Expenses	PBDD	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	475,000.00	475,000.00
ICT Office Supplies Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	7,000.00	7,000.00
Office Supplies Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	13,000.00	13,000.00
Semi-Expendable - ICT Equipment	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	15,000.00	15,000.00
Other Supplies and Materials Expenses	PBDD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	40,000.00	40,000.00
Subsidies- Others	PBDD	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	1,550,000.00	1,550,000.00

Rents-ICT Equipment	PBDD	Competitive Bidding	1st Quarter 2023	1st Quarter 2023	1st Quarter 2023	1st Quarter 2023	GoP	50,000.00	50,000.00
RESOLUTION OF ALI CASES	LEGAL								
Travel Expenses	LEGAL	Reimbursement	N/A	N/A	N/A	N/A	GoP	113,000.00	113,000.00
Training Expenses	LEGAL	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	30,000.00	30,000.00
Office supplies expenses	LEGAL	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	50,000.00	50,000.00
Postage and Courier Services	LEGAL	Direct Contracting	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00
Other General Services	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	50,000.00	50,000.00
RM-Office Equipment	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	27,000.00	27,000.00
RM-ICT Equipment	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	15,000.00	15,000.00
Representation Expenses	LEGAL	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	50,000.00	50,000.00
CASE RESOLUTION OF ALI CASES	LEGAL								
Travel Expenses	LEGAL	Reimbursement	N/A	N/A	N/A	N/A	GoP	113,000.00	113,000.00
Training Expenses	LEGAL	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	30,000.00	30,000.00
Postage and Courier Services	LEGAL	Direct Contracting	N/A	N/A	N/A	N/A	GoP	14,000.00	14,000.00
Other General Services	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	50,000.00	50,000.00
RM-Office Equipment	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	27,000.00	27,000.00
RM-ICT Equipment	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	5,000.00	5,000.00
Representaion Expenses	LEGAL	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	50,000.00	50,000.00
CANCELLATION OF APPLICATIONS	LEGAL								
Office supplies expenses	LEGAL	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	50,000.00	50,000.00
RM-ICT Equipment	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	10,000.00	10,000.00
REFERRAL CASES	LEGAL								
Postage and Courier Services	LEGAL	Direct Contracting	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00
PROVISION OF AGRARIAN LEGAL ASSISTANCE	LEGAL								
Travel Expenses	LEGAL	Reimbursement	N/A	N/A	N/A	N/A	GoP	460,000.00	460,000.00
Training Expenses	LEGAL	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	50,000.00	50,000.00
ICT Office supplies expenses	LEGAL	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	50,000.00	50,000.00
Office Supplies Expenses	LEGAL	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	50,000.00	50,000.00
Semi-Expendables Machinery and Equipment	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	70,000.00	70,000.00
Postage and Courier Services	LEGAL	Direct Contracting	N/A	N/A	N/A	N/A	GoP	8,000.00	8,000.00
Legal Services	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	775,000.00	775,000.00
Other General Services	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	320,000.00	320,000.00
RM-Office Equipment	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	20,000.00	20,000.00
RM-ICT Equipment	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	20,000.00	20,000.00
RM-Motor Vehicles	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	60,000.00	60,000.00
Representation Expenses	LEGAL	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	100,000.00	100,000.00
ARB REPRESENTATION - JUDICIAL COURTS	LEGAL								
Legal Services	LEGAL	Direct Contracting	N/A	N/A	N/A	N/A	GoP	403,000.00	403,000.00
ARB REPRESENTATION - QUASI JUDICIAL COURTS	LEGAL								
Travel Expenses	LEGAL	Reimbursement	N/A	N/A	N/A	N/A	GoP	121,000.00	121,000.00
Semi-Expendable Machinery and Equipment Expenses	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	20,000.00	20,000.00
Postage and Courier Services	LEGAL	Direct Contracting	N/A	N/A	N/A	N/A	GoP	8,000.00	8,000.00
Legal Services	LEGAL	Direct Contracting	N/A	N/A	N/A	N/A	GoP	110,000.00	110,000.00
LAND TRANSFER CLEARANCE	LEGAL								
Travel Expenses	LEGAL	Reimbursement	N/A	N/A	N/A	N/A	GoP	274,000.00	274,000.00

Other General Services	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	120,000.00	120,000.00
RM-Motor Vehicles	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	60,000.00	60,000.00
Representation Expenses	LEGAL	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	50,000.00	50,000.00
MONITORING OF GRANTED CONVERSION	LEGAL								
Travel Expenses	LEGAL	Reimbursement	N/A	N/A	N/A	N/A	GoP	12,000.00	12,000.00
MEDIATION	LEGAL								
Travel Expenses	LEGAL	Reimbursement	N/A	N/A	N/A	N/A	GoP	53,000.00	53,000.00
Training Expenses	LEGAL	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	50,000.00	50,000.00
ICT Office Supplies Expense	LEGAL	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	50,000.00	50,000.00
Office Supplies Expense	LEGAL	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	50,000.00	50,000.00
Semi-Expendable Machinery and Equipment Expenses	LEGAL								50,000.00
	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	50,000.00	
Legal Services	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	262,000.00	262,000.00
Other General Services	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	200,000.00	200,000.00
RM-Office Equipment	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	20,000.00	20,000.00
RM-ICT Equipment	LEGAL	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	20,000.00	20,000.00
Representaion Expenses	LEGAL	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	50,000.00	50,000.00
	PARAD								
Travel Expense	PARAD	Reimbursement	N/A	N/A	N/A	N/A	GoP	70,000.00	70,000.00
Mobile	PARAD	Direct Contracting	N/A	N/A	N/A	N/A	GoP	24,000.00	24,000.00
Postage and Courier Services	PARAD	Direct Contracting	N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00
Other General Services	PARAD	NP-53.9 - Small Value Procurement	As the need arise	As the need arise	As the need arise	As the need arise	GoP	215,000.00	215,000.00
Representation Expenses	PARAD	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	120,000.00	120,000.00
MEDIATION	PARAD								
Travel Expense	PARAD	Reimbursement	N/A	N/A	N/A	N/A	GoP	80,000.00	80,000.00
POST JUDGEMENT	PARAD								
Office Supplies Expense	PARAD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	21,000.00	21,000.00
REGISTRATION OF JUDGEMENT	PARAD								
Mobile	PARAD	Direct Contracting	N/A	N/A	N/A	N/A	GoP	46,000.00	46,000.00
EXECUTION	PARAD								
Travel Expense	PARAD	Reimbursement	N/A	N/A	N/A	N/A	GoP	153,000.00	153,000.00
Training Expense	PARAD	Competitive Bidding	2022 October	2022 October	2022 January	2022 January	GoP	20,000.00	20,000.00
ICT Office Supplies Expense	PARAD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	10,000.00	10,000.00
Office Supplies Expense	PARAD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	49,000.00	49,000.00
Other Supplies and Materials Expense	PARAD	Shopping	Every Quarter	Every Quarter	Every Quarter	Every Quarter	GoP	50,000.00	50,000.00
ADMINISTRATION OF OATHS	PARAD								
Travel Expense	PARAD	Reimbursement	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00
ADMINISTRATION OF OATHS	PARAD								
Travel Expense	PARAD	Reimbursement	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00
SUMMARY									
GASS								9,561,000.00	9,561,000.00
LTID								7,717,000.00	7,717,000.00
PBDD								7,711,000.00	7,711,000.00
LEGAL								1,983,000.00	1,983,000.00
PARAD								910,000.00	910,000.00
GRAND TOTAL								27,882,000.00	27,882,000.00

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