

OFFICE ORD	<b>DER</b> 5. 2012	
то	:	ALL CONCERNED END-USERS HEAD OFFICE AND REGIONAL OFFICES
SUBJECT	:	CY 2013 CORPORATE ANNUAL PROCUREMENT PLAN (APP)

In consonance with Sections 7.1 and 7.2 of the Revised Implementing Rules and Regulations of RA 9184, all procurement shall be within the approved budget of the procuring entity and should be meticulously and judiciously planned by the Corporation. Likewise, no procurement shall be undertaken unless it is in accordance with the approved Annual Procurement Plan (APP).

The Project Procurement Management Plans (PPMPs), submitted by the end-users through the Fund Management Information System – PhilHealth Budget System (FMIS-PBS) were reviewed and evaluated as to the technical specifications, standards and necessity by the Technical Working Group – Planning and Budget Committee and subsequently used as basis in the approval of the Corporate Operating Budget (COB) for CY 2013.

Accordingly, the Bids and Awards Committees for Goods and Services, Information Technology Resources, Infrastructure / Civil Works, and Consulting Services reviewed and confirmed the appropriate method of procurement for the items / services / projects and programs that shall be procured by the Corporation and is further recommending the approval of the CY 2013 Corporate APP.

Under the authority granted by the PhilHealth Board of Directors to the President and CEO as Head of the Procuring Entity, this Order is hereby issued approving the CY 2013 Corporate APP.

Upon effectivity of this Order, and pursuant to the following provisions of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003" and corporate related policies, the procurement planning and related activities shall be guided by the following provisions:

- 1. PhilHealth Regional Offices CY 2013 APP was consolidated in the same manner and procedure in the Head Office CY 2013 APP;
- 2. Updating of the PPMP and consolidated CY 2013 Corporate APP should be in accordance with Office Order No. 03, s. 2009 entitled as "Guidelines on Annual Procurement Plan (APP) Updating";
- 3. The use of Report on Realignment of Funds (ReReF) and Request for Change of Specifications Form (RCSF) shall be guided by Office Order 71, s. 2012 entitled "Omnibus Budget Implementing Guidelines";
- 4. For changes only in the technical specifications of an item included in the CY 2013 Corporate APP without increase in the budget and /or change in quantity resulting therefrom, the concerned end-user shall accomplish the attached form Annex "A" to be evaluated by the PRID or ITMD, as the case maybe, and if allowed, to be included in the CY 2013 Corporate APP amendment;



- 5. If the method of procurement indicated in the CY 2013 Corporate APP is public bidding but cannot be ultimately pursued, the respective BAC through a resolution shall recommend change in the method of procurement to be approved by the President and CEO in the Head Office and Regional Vice President in the PhROs, provided that the conditions and requirements for resorting to alternative methods of procurement are complied with; and
- 6. To eliminate the possibility of violation of splitting of contracts, all concerned are enjoined to observe procurement of items of the same category or classification through bulk purchase.

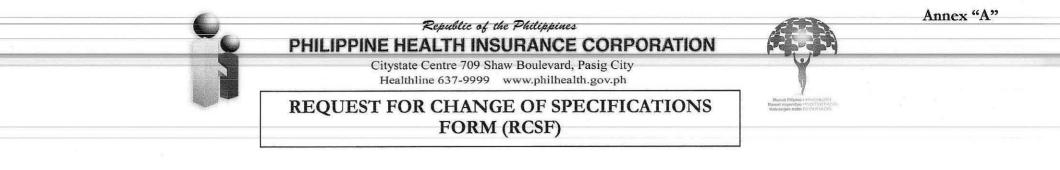
The approved CY 2013 Corporate APP shall be posted within three (3) days upon its approval in the PhilHealth Website and Online Monitoring Evaluation System (OMES) of the Government Procurement Policy Board (GPPB), pursuant to the revised IRR of RA 9184 and E.O. 662, s. 2007 as amended by E.O. 662-A and 662-B, otherwise known as "Enhancing Transparency Measures under RA 9184 and Creating the Procurement Transparency Group".

This Order shall take effect immediately.

For information and guidance of all concerned.

DR. EDUARDO P. BANZON President and CEO Date: December 26, 2012

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## **OFFICE:**

We would like to request for changes in the technical specifications of the following items included in the approved Annual Procurement Plan (APP) for CY\_\_\_\_\_

	FROM				то		
ITEM/S	DESCRIPTION	QTY	APPROVED BUDGET FOR THE CONTRACT	DESCRIPTION	QTY	APPROVED BUDGET FOR THE CONTRACT	REASON/JUSTIFICATION

Prepared by:

Approved By:

**Recommended for Updating:** 

Designated Budget Officer

Head of Office Sector/Group/Department/Office PRID/ITMD PRAES



Republic of the Philippines PHILIPPINE HEALTH INSURANCE CORPORATION Citystate Centre Building, 709 Shaw Boulevard, Pasig City Healthline 441-7444 actioncenter@philhealth.gov.ph



## CORPORATE ANNUAL PROCUREMENT PLAN FOR CY 2013

# BAC-GOODS AND SERVICES (CAPEX/MOOE) REGIONAL OFFICES

AC Goods	and Services								Calendar										
ode PAP P	Procurement Program/Project	t PMO / Mode of	Pre-Proc	Ads/Post of			Sub/Open		ROCUREMEN Post Qual	Notice of	Contract	Notice to	Delivery Completion	Acceptance	Fund Source	E Total	stimated Budget MOOE	CapEx	Remar
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curement	of water services			North College	terre ter				chairten ag				Salated						
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1 T	otal Cost	Office of Direct the Contracting Area Vice President for Visayas	01-Feb	04-Feb					5	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	СОВ	600.00	600.00		
curement	of Electricity																		
1 T	otal Cost	Office of Direct the Contracting Area Vice President for Visayas	01-Feb	04-Feb						11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	216,000.00	216,000.00		
curement	of Rental Services																		and the second second
1	otal Cost	Office of Negotiated the Procurement Area - Lease of Vice Real President Property for and Venue Visayas	01-Feb	04-Feb			•			11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	СОВ	427,200.00	427,200.00		
curement	of Office Equipment																	WIND ROUTE AND	
С	APER SHREDDER can cut Ds, paperclips, and lastic cards	Office of Negotiated the Procurement Area - Small Vice Value President Procurement for Visayas	07-Feb	08-Feb							15-Feb		14-Mar	29-Mar	COB	12,600.00		12,600.00	
ocurement	of Furniture and Fixtures	and the second in the second																	ANTE OF ALL AND ADDRESS OF
lif	HAIR Clerical, swivel, gas- ft, ergonomic, midback, rith armrest	Office of Negotiated the Procurement Area - Small Vice Value President Procurement for Visayas	07-Feb	08-Feb							15-Feb		14-Mar	29-Mar	СОВ	3,000.00		3,000.00	

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C Goods and Services																	
de PAP Procurement Program/F	roject PMO / Mode of End-User Procurement		Ads/Post of ITB	Pre-Bid Conference	Eligibility Check		FOR EACH PRO Bid F Evaluation	ACTIVITY Notice of Award	Contract Signing	Notice to Proceed	Delivery Completion			Total	Estimated Budget MOOE	CapEx	Remark
curement of Furniture and Fix	tures		a feat						an ta sa sa								
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					and the				AF Fal		44 Мат	20 Mar	СОВ	10,500.00		10,500.00	Tallenetty 2
1 STORAGE CABINET All steel, double door, 5 adjacent shelves gauge #20, duplica keys, wrinkled green plote arou, finish	;, Vice Value te President Procurement or for		08-Feb						15-Feb		14-Mar	29-Mar	COB	10,500,00		10,500,00	
laminate finish), dimer	nel, Area - Small Vice Value ay President Procurement Islon: for		08-Feb			<u></u> 			15-Feb		14-Mar	29-Mar	СОВ	15,000.00		15,000.00	
main table(1200mm x 600mm x 750mm), side/return table (900r x 450mm x 750mm), mobile pedes	N 20012002103001																
1 TABLE Jr. Executive Table, w/ wood mode panel and side/return/ with mobile pedestal gray laminate finish), dimension: main table(1400mm x 700m 750mm), side/return t (900mm x 450mm x 750mm), mobile p	desk Vice Value (in President Procurement for Visayas m x		08-Feb	i2	2				15-Feb		14-Mar	29-Mar	СОВ	20,000.00		20,000.00	
I Trainings																	
1 External Leadership and Management	Office of Negotiated the Procurement Area - Smail Vice Value President Procurement for Visayas		08-Feb					n a se	15-Feb		14-Mar	29-Mar	СОВ	50,000.00	50,000.00		
1 External PAGBA, GACI AGAP (& Governme Convention		01-Feb	04-Feb					11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	СОВ	28,800.00	28,800.00		
1 External SRTC Training:	Office of Direct the Contracting Area Vice President for Visayas	01-Feb	04-Feb					11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	100,000.00	100,000.00		

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AC Goods and Services						Calendar	1601 2013									
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al Trainings																
1 External Training for Executive Assistants and Secretaries	Vice Value President Procurement for Visayas		08-Feb					15-Feb		14-Mar	29-Mar	COB	24,000.00	24,000.00		
curement of Telephone Landline Se	rvices							din generalis. An instantist								
1 Telefax NDD	Office of Direct the Contracting Area Vice President for Visayas	01-Feb	04-Feb				11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	СОВ	72,000.00	72,000.00		
urement of Regular Office Supplie									MANGGARAN							
1 DRUM KIT For BROTHER Fax Machine, 2820 Part No. DR2025	Office of Negotlated the Procurement Area - PS-DBM Vice President for Visayas	06-Mar	07-Mar							14-Mar	29-Mar		5,355.00	5,355.00		
60 ENVELOPE Brown, A4	Office of Negotiated the Procurement Area - PS-DBM Vice President for	06-Mar	07-Mar							14-Mar	29-Mar		58.80	58.80		
60 ENVELOPE Brown, A4	Visayas Office of Negotiated the Procurement Area - PS-DBM Vice President for Visayas	06-Sep	09-Sep							16-Sep	01-0ct	6	58.80	58.80		
40 ENVELOPE Brown, Long	Office of Negotiated the Procurement Area - PS-DBM Vice President for Visayas	06-Mar	07-Mar			annegde - e - a				14-Mar	29-Mar	1	40.40	40.40		
9 ENVELOPE Brown, Long	Office of Negotiated the Procurement Area - PS-DBM Vice President for Visayas	06-Dec	09-Dec							16-Dec	31-Dec		9.09	9.09		

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irement of Regular Office Supplie	15																	
40 ENVELOPE Brown, Long	Office of Negotiated the Procurement Area - PS-DBM Vice President for Visayas	06-Sep	09-Sep									16-Sep	01-Oct		40.40	40.40		
2 SELF-INKING STAMP TRODAT PRINTY, 5460 with rubber inscription	Office of Negotiated the Procurement Area - PS-DBM Vice President for Visayas	06-Mar	07-Mar							2,1,1,1,1,1,2,2		14-Mar	29-Mar		3,528.00	3,528.00		
8 SIGN PEN Pilot V5, Black	Office of Negotiated the Procurement Area - PS-DBM Vice President for Visayas	06-Mar	07-Mar	S.								14-Mar	29-Mar		453.60	453.60		
8 SIGN PEN Pilot V5, Black	Office of Negotlated the Procurement Area - PS-DBM Vice President for Visayas	06-Jun	07-Jun					J				14-Jun	01-Jul		453.60	453.60		
8 SIGN PEN Pilot V5, Black	Office of Negotiated the Procurement Area - PS-DBM Vice President for Visayas	06-Sep	09-Sep	4					0			16-Sep	01-Oct	7.	453.60	453.60		
5 SIGN PEN Pilot V5, Black	Office of Negotiated the Procurement Area - PS-DBM Vice President for Visayas	06-Dec	09-Dec			1						16-Dec	31-Dec		283.50	283.50		
1 TONER CARTRIDGE_For BROTHER Fax Machine TN 2025	Office of Negotiated the Procurement	06-Mar	07-Mar									14-Mar	29-Mar		2,677.50	2,677.50		
1 TONER CARTRIDGE_For BROTHER Fax Machine TN 2025	Office of Negotiated the Procurement	06-Sep	09-Sep								-	16-Sep	01-Oct		2,677.50	2,677.50		

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BAC Goods and Services							Calendar	rear 2015									
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WALLCLOCK Telesonic 8142	Area - PS-DBM Vice President for	nt	07-Mar								14-Mar	29-Mar		840.0	00 840.00		
rocurement of IT Supplies	Visayas			C. Harris		and the second			New Johnson								
Phaser 4600	Office of Negotiated the Procureme Area - PS-DBM Vice President for Visayas	nt	07-Mar					-			14-Mar	29-Mar		16,550.0	16,550.00		
TONER CARTRIDGE For KYOCERA Mita Network Printer, Model: ECOSYS FS-	Office of Negotlated the Procureme Area - PS-DBM	nt	09-Sep								16-Sep	01-Oct		5,985.0	00 5,985. <b>0</b> 0		
TONER CARTRIDGE For KYOCERA Mita Network Printer, Model: ECOSYS FS- 1030D	Office of Negotiated the Procureme Area - PS-DBM	nt	07-Mar								14-Mar	29-Mar		5,985.0	00 5,985.00	16	
2 TONER CARTRIDGE For Network Printer Model: Phaser 4600	Office of Negotiated the Procureme Area - PS-DBM Vice President for Visayas	nt	07-Mar								14-Mər	29-Mar	81	18,600.	00 18,600.00		
1 TONER CARTRIDGE For Network Printer Model: Phaser 4600	Office of Negotiated the Procureme Area - PS-DBM Vice President for Visayas	nt	09-Sep								16-Sep	01-Oct		9,300.	00 9,300.00		
1 DRUM_KIT For Network Printer Model: Phaser 4600	Office of Negotiated the Procureme	nt	07-Mar			e en		5 6 6 ()			14-Mar	29-Mar		16,550.	00 16,550.00		

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de PAP Procurement Program/Project	t PMO / Mode End-User Procure		oc Ads/Posto nce ITB	F Pre-Bld Conference	Eligibility Check		Bid Post Q Evaluation	al Notice of Award	Contract Signing	Notice to Proceed		Acceptance Turnover	Fund Source	Total	MOOE	CapEx	Remarks
curement of Subscription Services																	
Total Cost	Office of Negotia the Procure Area - Smal Vice Value President Procure for Visayas	ment I	b 08-Feb						15-Feb		14-Mar	29-Mar	СОВ	6,600.00	6,600.00		5
orate Forum	riba yos																
Area II Officers' Conference	Office of Negotia the Procure Area - Lease Vice Real President Property for and Ve Visayas	ment e of /	b 04-Feb					11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	СОВ	1,198,500.00	1,198,500.00		
FOD Chiefs and ColSec Heads Forum	Office of Negotia the Procure Area - Lease Vice Real President Property for and Ve Visayas	ment e of /	b 04-Feb					11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	СОВ	125,400.00	125,400.00		
HCDMD Forum	Office of Negotia the Procure Area - Lease Vice Real President Property for and Ve Visayas	ment e of /	b 04-Feb					11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	СОВ	186,000.00	186,000.00		
1 MSD Officers Forum	Office of Negotia the Procure Area - Lease Vice Real President Property for and Ve	ment e of	b 04-Feb			<sup>1</sup> s		11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	СОВ	93,000.00	93,000.00		
e: System generated report.	Visayas		an a		and the second			and the second					Total	2,679,099.79	2,617,999.79	61,100.00	na strati