



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**


Citystate Centre Building, 709 Shaw Boulevard, Pasig City  
Healthline 441-7444 [actioncenter@philhealth.gov.ph](mailto:actioncenter@philhealth.gov.ph)



December 26, 2012

**OFFICE ORDER**

NO. 0161, S. 2012

TO  : **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;

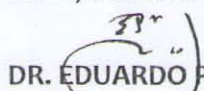


5. If the method of procurement indicated in the CY 2013 Corporate APP is public bidding but cannot be ultimately pursued, the respective BAC through a resolution shall recommend change in the method of procurement to be approved by the President and CEO in the Head Office and Regional Vice President 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







## OFFICE: \_\_\_\_\_

[illegible]

**Recommended for Updating:**

Head of Office  
Sector/Group/Department/Office

PRID/ITMD  
PRAES



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# **CORPORATE ANNUAL PROCUREMENT PLAN FOR CY 2013**

## **BAC-INFORMATION TECHNOLOGY RESOURCES (CAPEX/MOOE) REGIONAL OFFICES**

Republic of the Philippines  
Philippine Health Insurance Corporation  
ANNUAL PROCUREMENT PLAN  
Calendar Year 2013

**BAC Information and Technology Resources**

Code PAP	Procurement Program/Project	PMO / End-User	Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY											Fund Source	Estimated Budget			Remarks	
				Pre-Proc Conference	Ads/Post of ITB	Pre-Bid Conference	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery Completion		Acceptance Turnover	Total	MOOE		CapEx
Procurement of IT Equipment and Software																				
	50 COMPUTER Desktop Personal Computer, Standard	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		3,000,000.00		3,000,000.00
	1 DOCUMENT SCANNER High- speed Document Imaging Scanner (for HRD)	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		500,000.00		500,000.00
	12 HDD External, Portable 1 Tera Byte	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		72,000.00		72,000.00
	10 HDD Internal SATA, 160GB 7200rpm	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		30,000.00		30,000.00
	1 IT DEVICE/ APPLIANCE	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		75,000.00		75,000.00
	10 IT DEVICE/ APPLIANCE IP- Phone for IPBX Mid End	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		300,000.00		300,000.00
	5 IT DEVICE/ APPLIANCE Print Server	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		50,000.00		50,000.00
	1 IT TOOLS CRIMPING TOOL, heavy-duty	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		17,000.00		17,000.00
	1 IT TOOLS Gun Tacker for UTP Cable	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		4,153.00		4,153.00
	4 IT TOOLS LAN Tester for UTP Cable	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		4,000.00		4,000.00
	8 NETWORK SWITCH For PRO, 24 ports 10/100 ; Manageable	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		800,000.00		800,000.00
	10 NETWORK SWITCH For Service Office, 16 ports 10/100	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		250,000.00		250,000.00
	5 NETWORK SWITCH For Service Office, 24 ports 10/100	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		175,000.00		175,000.00
	5 PATCH PANEL Rack mountable on a 19 standard Telco Rack	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		23,750.00		23,750.00
	2 PRINTER Colored Printer, Heavy Duty	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		25,200.00		25,200.00

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				Pre-Proc Conference	Ads/Post of ITB	Pre-Bid Conference	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery Completion	Acceptance Turnover		Total	MOOE	CapEx	
Procurement of IT Equipment and Software																				
	8 PRINTER Dot Matrix Printer, Basic (at least 9 pins)	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	80,000.00		80,000.00	
	10 PRINTER Dot Matrix Printer, Heavy Duty (at least 24 pins)	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	504,000.00		504,000.00	
	2 PRINTER Laser Printer, Colored (for Engineering Division)	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	57,000.00		57,000.00	
	10 PRINTER Laser Printer, Network	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	890,000.00		890,000.00	
	2 PROJECTOR Small Room Multimedia Projector	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	160,000.00		160,000.00	
	4 RACK Rack for hub/router, cabinet-type	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	40,000.00		40,000.00	
	2 ROUTER For SO Firewall VPN/UTM w/ Load Balancer	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	80,000.00		80,000.00	
	2 SCANNER Flatbed - PDF Output Support	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	30,000.00		30,000.00	
	5 SCANNER Scanner, Standard, Flatbed	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	24,050.00		24,050.00	
	2 SERVER General Purpose Servers	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	600,000.00		600,000.00	
	12 SURVEILLANCE CAMERA IP Camera, wireless capable; High Resolution; Manageable	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	480,000.00		480,000.00	
	4 UPS Rack Mount-Type, 1500VA	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	200,000.00		200,000.00	
	4 WIRELESS LAN Access Point, 2.4GHz; 802.11g; 108MBS data rate	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	18,400.00		18,400.00	
	9 UNIT FLASH/THUMB DRIVE 16.0 GB capacity, USB 2.0 plug and play, complete with standard accessories	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	5,940.00		5,940.00	

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Procurement of IT Equipment and Software																				
	4 UNIT FLASH/THUMB DRIVE 4.0 GB capacity, USB 2.0 plug and play, complete with standard accessories	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	1,200.00		1,200.00	
	10 UNIT FLASH/THUMB DRIVE 8.0 GB capacity, USB 2.0 plug and play, complete with standard accessories	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	4,000.00		4,000.00	
Procurement of Internet Services																				
	6 Total Cost	Philhealth Public Regional Bidding Office X		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	1,064,313.60	1,064,313.60		
Repair and Maintenance of IT Equipment and Software																				
	1 Computer Repair	Philhealth Negotiated Regional Procurement Office X - Small Value Procurement		07-Feb	08-Feb							15-Feb		14-Mar	29-Mar	COB	75,000.00	75,000.00		
	1 Repair of Printer	Philhealth Negotiated Regional Procurement Office X - Small Value Procurement		07-Feb	08-Feb							15-Feb		14-Mar	29-Mar	COB	75,000.00	75,000.00		
	1 Repair of UPS	Philhealth Negotiated Regional Procurement Office X - Small Value Procurement		07-Feb	08-Feb							15-Feb		14-Mar	29-Mar	COB	15,000.00	15,000.00		
Total																	9,730,006.60	1,229,313.60	8,500,693.00	
Note: System generated report.																				

Note: System generated report.