



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION


Citystate Centre Building, 709 Shaw Boulevard, Pasig City
Healthline 441-7444 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;

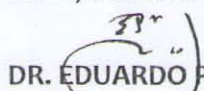


5. If the method of procurement indicated in the CY 2013 Corporate APP is public bidding but cannot be ultimately pursued, the respective BAC through a resolution shall recommend change in the method of procurement to be approved by the President and CEO in the Head Office and Regional Vice President 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]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	Total	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			MOOE	CapEx	
Procurement of IT Equipment and Software																				
	1 BARCODE SCANNER Handheld, mobile (2D & 1D ID Scan Device)	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	90,000.00		90,000.00	
	9 UNIT BARCODE SCANNER Handheld, stable	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	180,000.00		180,000.00	
	7 COMPUTER Desktop Personal Computer, for IT Applications use	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	490,000.00		490,000.00	
	319 UNIT COMPUTER Desktop Personal Computer, Standard	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	19,140,000.00		19,140,000.00	
	7 UNIT COMPUTER Laptop, Standard	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	280,000.00		280,000.00	
	122 UNIT COMPUTER THIN CLIENT	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	4,880,000.00		4,880,000.00	
	1 DVD WRITER External, 16x with vertical stand and powercord	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	5,500.00		5,500.00	
	1 HDD External, Portable 1 Tera Byte	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	6,000.00		6,000.00	
	7 HDD External, Portable 500GB	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	42,000.00		42,000.00	
	1 INTERACTIVE WHITEBOARD Electronic Panaboard, plain paper electronic printboard, with accessories, 4 panels with stand, roll film, and adapter plug	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	120,000.00		120,000.00	
	3 IT DEVICE/ APPLIANCE	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	225,000.00		225,000.00	
	20 IT DEVICE/ APPLIANCE	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	400,000.00		400,000.00	

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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			MOOE	CapEx	
Procurement of IT Equipment and Software																				
	10	IT DEVICE/ APPLIANCE	PhilHealth Public Regional Bidding Office - NCR	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	
	5	IT DEVICE/ APPLIANCE	PhilHealth Public Regional Bidding Office - NCR	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	
	2	IT DEVICE/ APPLIANCE	PhilHealth Public Regional Bidding Office - NCR	14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	280,000.00		280,000.00	
	8	IT DEVICE/ APPLIANCE IP-Phone for IPBX High End	PhilHealth Public Regional Bidding Office - NCR	14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	320,000.00		320,000.00	
	7	IT DEVICE/ APPLIANCE IP-Phone for IPBX Mid End	PhilHealth Public Regional Bidding Office - NCR	14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	210,000.00		210,000.00	
	3	IT TOOLS CRIMPING TOOL, heavy-duty	PhilHealth Public Regional Bidding Office - NCR	14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	51,000.00		51,000.00	
	3	IT TOOLS Gun Tacker for UTP Cable	PhilHealth Public Regional Bidding Office - NCR	14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	12,459.00		12,459.00	
	3	UNIT IT TOOLS LAN Tester for UTP Cable	PhilHealth Public Regional Bidding Office - NCR	14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	3,000.00		3,000.00	
	1	NETWORK SWITCH At least 4 ports	PhilHealth Public Regional Bidding Office - NCR	14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	3,000.00		3,000.00	
	6	NETWORK SWITCH For PRO, 24 ports 10/100 ; Manageable	PhilHealth Public Regional Bidding Office - NCR	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	
	14	NETWORK SWITCH For PRO, 24 ports 10/100 ; Manageable	PhilHealth Public Regional Bidding Office - NCR	14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	1,400,000.00		1,400,000.00	
	15	NETWORK SWITCH For Service Office, 24 ports 10/100	PhilHealth Public Regional Bidding Office - NCR	14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	525,000.00		525,000.00	
	1	NETWORK SWITCH Internet Load Balancer (VPN-Ready)	PhilHealth Public Regional Bidding Office - NCR	14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	20,000.00		20,000.00	

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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			MOOE	CapEx	
Procurement of IT Equipment and Software																				
	1 NETWORK SWITCH Load Balancer (VPN-Ready)	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	20,000.00		20,000.00	
	7 NETWORK SWITCH Network Switch, 24 Ports	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	840,000.00		840,000.00	
	7 OUTDOOR WIRELESS RADIO ANTENNA Network Connectivity	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	3,500,000.00		3,500,000.00	
	4 OUTDOOR WIRELESS RADIO ANTENNA Outdoor Wireless Connectivity	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	2,800,000.00		2,800,000.00	
	5 PATCH PANEL Rack mountable on a 19 standard Telco Rack	PhilHealth Public Regional Bidding Office - NCR		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	
	57 UNIT PRINTER Colored Printer, Heavy Duty	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	718,200.00		718,200.00	
	3 PRINTER Colored Printer, Standard	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	16,170.00		16,170.00	
	6 PRINTER Dot Matrix Printer, Basic (at least 9 pins)	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	60,000.00		60,000.00	
	51 UNIT PRINTER Dot Matrix Printer, Heavy Duty (at least 24 pins)	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	2,570,400.00		2,570,400.00	
	20 PRINTER Dot Matrix, 24 pins	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	841,400.00		841,400.00	
	16 UNIT PRINTER Heavy-duty 4-in-1 Network Printer (Multi-function network printer; can print, copy, scan, fax)	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	4,000,000.00		4,000,000.00	
	66 UNIT PRINTER Laser Printer, Network	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	5,874,000.00		5,874,000.00	

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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																				
	40 UNIT PRINTER Laser Printer, Standalone	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		400,000.00		400,000.00
	8 UNIT PROJECTOR Small Room Multimedia Projector	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		640,000.00		640,000.00
	1 ROUTER Broadband Router, at least 3 ports; Manageable	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		7,995.00		7,995.00
	2 LOT ROUTER For PRO Firewall VPN/UTM w/ Load Balancer	PhilHealth Public Regional Bidding Office - NCR		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
	6 LOT ROUTER For SO Firewall VPN/UTM w/ Load Balancer	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		240,000.00		240,000.00
	1 ROUTER Wireless Router	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		6,000.00		6,000.00
	7 UNIT SCANNER Flatbed - PDF Output Support	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		105,000.00		105,000.00
	3 UNIT SCANNER Scanner, Heavy Duty	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		390,000.00		390,000.00
	7 UNIT SCANNER Scanner, Standard, Flatbed	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		33,670.00		33,670.00
	1 SERVER General Purpose Servers	PhilHealth Public Regional Bidding Office - NCR		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
	3 LOT SERVER PC Server (entry-level general purpose application servers and small databases)	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB		540,000.00		540,000.00
	5 SURVEILLANCE CAMERA IP Camera PTZ	PhilHealth Public Regional Bidding Office - NCR		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

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Procurement of IT Equipment and Software																				
	17 UNIT SURVEILLANCE CAMERA IP Camera, wireless capable; High Resolution; Manageable	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	680,000.00		680,000.00	
	8 UNIT UPS Rack Mount-Type, 1500VA	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	400,000.00		400,000.00	
	2 UNIT WIRELESS ACCESS POINT Access Point Management Device	PhilHealth Public Regional Bidding Office - NCR		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	
	6 UNIT WIRELESS ACCESS POINT High-end Access Point	PhilHealth Public Regional Bidding Office - NCR		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	
	2 FLASH/THUMB DRIVE 16.0 GB capacity, USB 2.0 plug and play, complete with standard accessories	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	1,320.00		1,320.00	
	5 FLASH/THUMB DRIVE 4.0 GB capacity, USB 2.0 plug and play, complete with standard accessories	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	1,500.00		1,500.00	
	4 FLASH/THUMB DRIVE 8.0 GB capacity, USB 2.0 plug and play, complete with standard accessories	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	1,600.00		1,600.00	
	9 LOT STRUCTURED CABLING Structured Cabling	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	4,500,000.00		4,500,000.00	
Procurement of Internet Services																				
	4 Total Cost	PhilHealth Public Regional Bidding Office - NCR		14-Jan	15-Jan	22-Jan		23-Jan		04-Feb	11-Feb	14-Feb	11-Mar	14-Mar	29-Mar	COB	1,606,880.00	1,606,880.00		
Repair and Maintenance of IT Equipment and Software																				
	1 PRINTERS/DESKTOP	PhilHealth Negotiated Regional Procurement Office - Small Value Procurement		07-Feb	08-Feb					15-Feb		14-Mar	29-Mar	COB		50,000.00	50,000.00			

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Repair and Maintenance of IT Equipment and Software																					
1	Various equipments	PhilHealth Regional Office - NCR	Negotiated - Small Value Procurement	07-Feb	08-Feb							15-Feb		14-Mar	29-Mar	COB	50,000.00	50,000.00			
1	Various IT Equipment	PhilHealth Regional Office - NCR	Negotiated - Small Value Procurement	07-Feb	08-Feb							15-Feb		14-Mar	29-Mar	COB	30,000.00	30,000.00			
Note: System generated report.																	Total	61,580,844.00	1,736,880.00	59,843,964.00	

Note: System generated report.