



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

Citystate Centre, 709 Shaw Boulevard, Pasig City
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www.philhealth.gov.ph



18 December 2014

OFFICE ORDER
NO. 0127-2014

TO : **ALL CONCERNED END-USERS
HEAD OFFICE AND REGIONAL OFFICES**

SUBJECT : **ANNUAL PROCUREMENT PLAN FOR CY 2015**

Under the authority granted by the PhilHealth Board of Directors to the President and CEO as Head of the Procuring Entity and consistent with Section 7.1 of Republic Act No. 9184 which states that "All procurement shall be within the approved budget of the procuring entity and should be meticulously and judiciously planned by the Procuring Entity. xxx", this Order is hereby issued approving the attached 2015 Annual Procurement Plan (APP), as recommended by the Head Office Bids and Awards Committees for Goods and Services, Information Technology Resources, Infrastructure and Consulting Services.

The APP is a consolidation of the various Project Procurement Management Plans (PPMPs) and anchored on the approved Corporate Operating Budget for CY 2015. The Bids and Awards Committees for Goods and Services, Information Technology Resources, Infrastructure and Consulting Services deliberated on, determined and recommended the appropriate method of procurement covering the various projects / programs / activities included in the APP, in accordance with the parameters set forth by RA 9184 and its Revised Implementing Rules and Regulations (RIRR).

All procurement must be undertaken strictly in accordance with the terms, conditions and requirements provided in RA 9184, its RIRR as well as relevant government and corporate procurement policies, rules and regulations, subject to usual government auditing and accounting rules and regulations. Moreover, the following specific requirements should also be met:

- Procurement of Common-Use Office Supplies and Materials with mode of procurement indicated as PS-DBM / Shopping may utilize Shopping upon presentation and submission of Certificate of Non-Availability of Stock (CNAS) issued by the PS-DBM; and
- Procurement of goods determined as through "Direct Contracting" must be supported by the appropriate certification from the exclusive dealer or manufacturer, duly authenticated by the Philippine Consulate / Embassy where the Head Office is located.

Updating of the PPMPs and the consolidated APP shall be undertaken when there is change in projects, programs and activities contained in the 2015 APP following procedures defined in R.A. 9184, its RIRR and relevant and appropriate internal issuances.

For information and guidance of all concerned.

ALEXANDER A. PADILLA
President and CEO

Date: _____



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Healthline 441-7444 www.philhealth.gov.ph



ANNUAL PROCUREMENT PLAN for CY 2015

**PHILHEALTH REGIONAL OFFICE –
OAVP – NORTHERN AND CENTRAL
LUZON
BAC – GOODS AND SERVICES**

Republic of the Philippines
Philippine Health Insurance Corporation
ANNUAL PROCUREMENT PLAN
Calendar Year 2015

BAC Goods and Services

| 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 | |
| Local Trainings | | | | | | | | | | | | | | | | | | | | |
| | 1 External CSC-sponsored training courses | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - Agency to Agency | 26-Feb | 27-Feb | | | | | | | 06-Mar | | 31-Mar | 15-Apr | COB | | 20,000.00 | 20,000.00 | |
| | 1 External Leadership Development | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - Small Value Procurement | 26-Feb | 27-Feb | | | | | | | 06-Mar | | 31-Mar | 15-Apr | COB | | 20,000.00 | 20,000.00 | |
| | 1 External PAGBA, GACPA, AGAP (& Government) Convention | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - Small Value Procurement | 26-Feb | 27-Feb | | | | | | | 06-Mar | | 31-Mar | 15-Apr | COB | | 9,600.00 | 9,600.00 | |
| | 1 External Team Building | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - Small Value Procurement | 26-Feb | 27-Feb | | | | | | | 06-Mar | | 31-Mar | 15-Apr | COB | | 30,000.00 | 30,000.00 | |
| Procurement of Telephone Landline Services | | | | | | | | | | | | | | | | | | | | |
| | 1 Total Cost | Office of the Area Vice President for Northern and Central Luzon | Direct Contracting | 05-Jan | 06-Jan | | | | | | 13-Jan | 16-Jan | 10-Feb | 13-Feb | 02-Mar | COB | | 60,000.00 | 60,000.00 | Per GPPB Resolution No. 19, s. 2006 |
| Procurement of Subscription Services | | | | | | | | | | | | | | | | | | | | |
| | 1 Newspaper Subscription | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - Small Value Procurement | 09-Jan | 12-Jan | | | | | | | 19-Jan | | 13-Feb | 02-Mar | COB | | 8,400.00 | 8,400.00 | |

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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 |
| Corporate | Forum | | | | | | | | | | | | | | | | | | | |
| | 1 | LHIO Operations Summit | Office of the Vice President for Northern and Central Luzon | Negotiated Procurement - Lease of Real Property and Venue | 19-Feb | 20-Feb | | | | | | 27-Feb | 02-Mar | 27-Mar | 31-Mar | 15-Apr | COB | 612,000.00 | 612,000.00 | |
| | 1 | Meeting/Forum with Stakeholders | Office of the Vice President for Northern and Central Luzon | Negotiated Procurement - Lease of Real Property and Venue | 19-Jan | 20-Jan | | | | | | 27-Jan | 30-Jan | 24-Feb | 27-Feb | 16-Mar | COB | 319,600.00 | 319,600.00 | |
| | 1 | Mid Year Assessment | Office of the Vice President for Northern and Central Luzon | Negotiated Procurement - Lease of Real Property and Venue | 21-May | 22-May | | | | | | 29-May | 01-Jun | 26-Jun | 30-Jun | 15-Jul | COB | 459,000.00 | 459,000.00 | |
| | 1 | Operational Planning | Office of the Vice President for Northern and Central Luzon | Negotiated Procurement - Lease of Real Property and Venue | 21-May | 22-May | | | | | | 29-May | 01-Jun | 26-Jun | 30-Jun | 15-Jul | COB | 333,200.00 | 333,200.00 | |
| 1st Quarter | | | | | | | | | | | | | | | | | | | | |
| Procurement of Office Equipment | | | | | | | | | | | | | | | | | | | | |
| | 1 unit | CAMERA CAMERA; Compact, Digital, 16.1 megapixel | Office of the Vice President for Northern and Central Luzon | Negotiated Procurement - Small Value Procurement | 04-Feb | 05-Feb | | | | | | | 12-Feb | | 09-Mar | 24-Mar | COB | 5,498.90 | | 5,498.90 |
| | 1 unit | FAN Industrial Fan, stand 18 | Office of the Vice President for Northern and Central Luzon | Negotiated Procurement - Small Value Procurement | 04-Feb | 05-Feb | | | | | | | 12-Feb | | 09-Mar | 24-Mar | COB | 1,245.00 | | 1,245.00 |

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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 Furniture and Fixtures | | | | | | | | | | | | | | | | | | | | |
| | 1 unit CHAIR Junior Executive Chair for SG 18-25 and LHIO Heads, Ergonomic designed high-back office chairs with integrated armrest, lockable rocking/tilting and adjustable gas-lift mechanism, with at least 50mm. thick seat | Office of the Area Vice President for Northern and Central Luzon | Public Bidding | 07-Jan | 08-Jan | 15-Jan | | 16-Jan | | 30-Jan | 06-Feb | 09-Feb | 06-Mar | 09-Mar | 24-Mar | COB | | 15,884.00 | | 15,884.00 |
| | 1 unit CHAIR Senior Executive chairs for SG 26-27, Ergonomic designed high-back office chairs with armrest, adjustable seat height using gas-lift mechanism, with at least 50mm. thick seat and back cushion made up of high | Office of the Area Vice President for Northern and Central Luzon | Public Bidding | 07-Jan | 08-Jan | 15-Jan | | 16-Jan | | 30-Jan | 06-Feb | 09-Feb | 06-Mar | 09-Mar | 24-Mar | COB | | 23,639.00 | | 23,639.00 |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | | |
| | 15 BALLPOINT PEN Fine point, Black | Office of the Area Vice President for Northern and Central Luzon | Shopping | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | | 316.50 | 316.50 | |
| | 5 BALLPOINT PEN Fine point, Blue | Office of the Area Vice President for Northern and Central Luzon | Shopping | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | | 105.50 | 105.50 | |
| | 5 BALLPOINT PEN Fine point, Red | Office of the Area Vice President for Northern and Central Luzon | Shopping | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | | 105.50 | 105.50 | |

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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 | Fund Source | Total | MOOE | | CapEx |
| 1st Quarter | | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | | |
| | 5 pc CORRECTION PEN Waterbased | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 60.20 | 60.20 | | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 5 box DATA FILE BOX Closed ends with finger ring, 127mm x 229mm x 400mm (5' x 9' x 15-3/4') | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 306.80 | 306.80 | | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 10 pc DATA FILE FOLDER With finger ring and clear plastic pocket for labels, 76mm x 229mm x 381mm (3' x 9' x 15') | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 624.00 | 624.00 | | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 50 ENVELOPE Documentary, for A4 size paper/document, kraft, 229mm x 324mm, min. weight of 150gsm (9 x 12) | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 43.50 | 43.50 | | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 1 box ENVELOPE Documentary, golden kraft, 150 gsm., 254mm x 381mm (10' x 15'), 500s/box | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 496.41 | 496.41 | | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |

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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 | Fund Source | Total | MOOE | | CapEx |
| 1st Quarter | | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | | |
| | 1 box ENVELOPE Expanding, kraft board, min. of 285gsm for legal size papers/documents, 100s/box | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 577.20 | 577.20 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 50 pc ENVELOPE Expanding, kraft board, min. of 285gsm for short size papers/documents | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 375.50 | 375.50 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 20 pc ENVELOPE Expanding, plastic, with rubber strap, for legal size papers/documents, assorted colors | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 694.40 | 694.40 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 3 pc FILE ORGANIZER Expanding, with 13 inside pockets and index tabs, 216mm. x 330mm. (legal size), assorted colors | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 259.89 | 259.89 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 6 FILE ORGANIZER Expanding, with 13 inside pockets and index tabs, assorted colors, A4 | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 519.78 | 519.78 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |

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BAC Goods and Services

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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 | |
| 1st Quarter | | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | | |
| | 40 FOLDER Plastic, A4_ | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 144.40 | 144.40 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue | |
| | 40 FOLDER Plastic, Legal | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 230.00 | 230.00 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue | |
| | 1 pack FOLDER Pressboard, plain, for legal size papers/documents, 100s/box | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 842.40 | 842.40 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue | |
| | 40 pc FOLDER Pressboard, plain, for letter size papers/documents | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 280.00 | 280.00 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue | |
| | 20 FOLDER Slidein, Transparent, A4 | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 71.60 | 71.60 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue | |

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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 | Fund Source | Total | MOOE | | CapEx |
| 1st Quarter | | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | | |
| | 19 FOLDER Slidein, Transparent, Legal | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | | 185.25 | 185.25 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 1 pack FOLDER Tagboard, 14 points, for A4 size paper/document, 0.36mm thickness, 100s/box | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | | 296.40 | 296.40 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 1 pack FOLDER Tagboard, 14 points, for legal size papers/documents, 100s/box | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | | 236.08 | 236.08 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 1 pack INDEX CARD Plain, 5x8, plain, 127mm x 203mm (5 x 8), 500s/pack | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | | 128.96 | 128.96 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 10 pc MARKER Permanent, Black, bullet tip, non-toxic, medium point | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | | 121.50 | 121.50 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |

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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 | |
| 1st Quarter | | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | | |
| | 8 pc MARKER Permanent, Blue, bullet tip, non-toxic, medium point | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 97.20 | 97.20 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue | |
| | 5 pc MARKER Whiteboard, Black | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 61.35 | 61.35 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue | |
| | 3 MEMO PAD 8.5 x 5.5, 100 sheets/pad | Office of the Area Vice President for Northern and Central Luzon | Shopping | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 831.60 | 831.60 | | |
| | 5 METACARD Assorted colors, 3" x 5" (100/bundle) | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 825.00 | 825.00 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue | |
| | 6 pc NOTEBOOK Stenographer's, GSP bond, 40 leaves,ruled, spiral, 55 gsm. | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 48.66 | 48.66 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue | |

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| 1st Quarter | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | |
| | 40 ream PAPER bond, multicity, 80 gsm, A4 | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 4,255.60 | 4,255.60 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 5 pack PAPER Parchment, Multi-purpose, A4 size (297mm x 210mm), 75 gsm., fine, translucent, suitable for pen and ink drawing, 100 sheets per ream | Office of the Area Vice President for Northern and Central Luzon | Shopping | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 618.20 | 618.20 | Subject to submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and/or screenshot of non-availability of stock in the PS-DBM Catalogue |
| | 99 PENCIL Lead with eraser, medium size | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 166.32 | 166.32 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 1 box PENCIL Mechanical, .7MM lead point | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 23.82 | 23.82 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 10 POST-IT FLAG Small, | Office of the Area Vice President for Northern and Central Luzon | Shopping | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | 2,480.00 | 2,480.00 | |

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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 | |
| 1st Quarter | | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | | |
| | 10 POST-IT FLAG Standard flags, | | Office of Shopping the Area Vice President for Northern and Central Luzon | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 780.00 | 780.00 | |
| | 10 unit RING BINDER Three (3) Hole Binder, A4, 7 inches capacity w/ plastic lamination, white | | Office of Negotiated the Area Vice President for Northern and Central Luzon | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 1,501.50 | 1,501.50 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 10 unit RING BINDER Three (3) Hole Binder, Legal size w/ plastic lamination | | Office of Negotiated the Area Vice President for Northern and Central Luzon | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 1,674.80 | 1,674.80 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 10 pc SIGN PEN High tech pen, Black | | Office of Negotiated the Area Vice President for Northern and Central Luzon | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 425.20 | 425.20 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 12 pc SIGN PEN High tech pen, Blue | | Office of Negotiated the Area Vice President for Northern and Central Luzon | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 510.24 | 510.24 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |

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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 | Fund Source | Total | MOOE | CapEx | |
| 1st Quarter | | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | | |
| | 5 STAPLE WIRE For industrial stapler model 23/13 | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 154.70 | 154.70 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 5 box STAPLE WIRE For Industrial Stapler, Model: 23/10 | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 154.70 | 154.70 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 5 box STAPLE WIRE For Industrial Stapler, Model: 23/17 | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 202.20 | 202.20 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 6 box STAPLE WIRE For Standard Stapler, no.35, 500s/box | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 134.04 | 134.04 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 10 STICKER Paper, A4, 10 pcs/pack | Office of the Area Vice President for Northern and Central Luzon | Shopping | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | 350.00 | 350.00 | |

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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 | Fund Source | Total | MOOE | CapEx | | |
| 1st Quarter | | | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | | | |
| | 10 pad STICK-ON NOTE PAD 51mm x 51mm (2x2), 400 sheets per pad, assorted colors | | Office of Shopping the Area Vice President for Northern and Central Luzon | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | | 1,123.20 | 1,123.20 | |
| | 10 pad STICK-ON NOTE PAD 75mm x 102mm (3x4) | | Office of Shopping the Area Vice President for Northern and Central Luzon | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | | 572.00 | 572.00 | |
| | 10 pad STICK-ON NOTE PAD 76mm x 76mm (3' x 3') | | Office of Shopping the Area Vice President for Northern and Central Luzon | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | | 343.20 | 343.20 | |
| | 10 roll TAPE TRANSPARENT, Size: 1 (24mm) 50M | | Office of Negotiated the Procurement Area - PS- Vice DBM/Shoppin President for Northern and Central Luzon | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | | 153.90 | 153.90 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| Procurement of IT Supplies | | | | | | | | | | | | | | | | | | | | | |
| | 2 unit MOUSE USB with scroller optical | | Office of Negotiated the Procurement Area - PS- Vice DBM/Shoppin President for Northern and Central Luzon | 06-Feb | 09-Feb | | | | | | | | | | 16-Feb | 03-Mar | COB | | 360.00 | 360.00 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |

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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 | Fund Source | Total | MOOE | CapEx | |
| 1st Quarter | | | | | | | | | | | | | | | | | | | | |
| Procurement of IT Supplies | | | | | | | | | | | | | | | | | | | | |
| | 5 cart TONER CARTRIDGE_ For HP Laserjet Network Printer 4015n, CC364A | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 06-Feb | 09-Feb | | | | | | | | | 16-Feb | 03-Mar | COB | | 32,240.00 | 32,240.00 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| 2nd Quarter | | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | | |
| | 5 BALLPOINT PEN Fine point, Blue | Office of the Area Vice President for Northern and Central Luzon | Shopping | 07-May | 08-May | | | | | | | | | 15-May | 01-Jun | COB | | 105.50 | 105.50 | |
| | 5 BALLPOINT PEN Fine point, Red | Office of the Area Vice President for Northern and Central Luzon | Shopping | 07-May | 08-May | | | | | | | | | 15-May | 01-Jun | COB | | 105.50 | 105.50 | |
| | 5 pc CORRECTION PEN Waterbased | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 07-May | 08-May | | | | | | | | | 15-May | 01-Jun | COB | | 60.20 | 60.20 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 2 pc DATA FILE FOLDER With finger ring and clear plastic pocket for labels, 76mm x 229mm x 381mm (3' x 9' x 15') | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 07-May | 08-May | | | | | | | | | 15-May | 01-Jun | COB | | 124.80 | 124.80 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |

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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 | Fund Source | Total | MOOE | |
| 2nd Quarter | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | |
| | 50 ENVELOPE Documentary, for A4 size paper/document, kraft, 229mm x 324mm, min. weight of 150gsm (9 x 12) | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 07-May | 08-May | | | | | | | | | 15-May | 01-Jun | COB | 43.50 | 43.50 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 3 pc FILE ORGANIZER Expanding, with 13 inside pockets and index tabs, 216mm. x 330mm. (legal size), assorted colors | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 07-May | 08-May | | | | | | | | | 15-May | 01-Jun | COB | 259.89 | 259.89 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| | 5 pc MARKER Permanent, Blue, bullet tip, non-toxic, medium point | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 07-May | 08-May | | | | | | | | | 15-May | 01-Jun | COB | 60.75 | 60.75 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| 3rd Quarter | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | |
| | 2 pc DATA FILE FOLDER With finger ring and clear plastic pocket for labels, 76mm x 229mm x 381mm (3' x 9' x 15') | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS-DBM/Shoppin | 07-Aug | 10-Aug | | | | | | | | | 17-Aug | 01-Sep | COB | 124.80 | 124.80 | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS-DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| 4th Quarter | | | | | | | | | | | | | | | | | | | |
| Procurement of Regular Office Supplies | | | | | | | | | | | | | | | | | | | |

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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 | |
| | 2 pc DATA FILE FOLDER With finger ring and clear plastic pocket for labels, 76mm x 229mm x 381mm (3' x 9' x 15') | Office of the Area Vice President for Northern and Central Luzon | Negotiated Procurement - PS- DBM/Shoppin | 06-Nov | 09-Nov | | | | | | | | | 16-Nov | 01-Dec | COB | 124.80 | 124.80 | | Subject to Submission of Certificate of Non-Availability of Stock (CNAS) issued by PS- DBM and or Screenshot of Non-Availability of Stock in the PS-DBM Catalogue |
| Note: System generated report. | | | | | | | | | | | | | | | | Total | 1,976,185.84 | 1,929,918.94 | 46,266.90 | |