



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

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[www.philhealth.gov.ph](http://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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# **ANNUAL PROCUREMENT PLAN**

## **for CY 2015**

### **PHILHEALTH REGIONAL OFFICE – V**

#### **BAC – INFORMATION TECHNOLOGY RESOURCES**

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

**BAC Information and Technology Resoources**

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 Internet Services																				
	8 Total Cost	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		938,400.00	938,400.00	
Repair and Maintenance of IT Equipment and Software																				
	1 LHIO Cam Norte it equipment repair	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		5,000.00	5,000.00	
	1 LHIO Cam Sur it equipment repair	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		5,000.00	5,000.00	
	1 LHIO Catanduanes it equipment repair	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		5,000.00	5,000.00	
	1 LHIO Catanduanes repair of it equipment	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	10-Apr	13-Apr							20-Apr		15-May	01-Jun	COB		5,000.00	5,000.00	
	1 PRO it equipment repair	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	10-Apr	13-Apr							20-Apr		15-May	01-Jun	COB		40,000.00	40,000.00	
	1 Repair of IT equipment	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	20-Mar	23-Mar							30-Mar		24-Apr	11-May	COB		30,000.00	30,000.00	
	1 Repair of IT equipment LHIO Sorsogon	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	12-Mar	13-Mar							20-Mar		15-Apr	30-Apr	COB		5,000.00	5,000.00	
	1 Repair of IT equipment of LHIO Albay	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	25-Feb	26-Feb							05-Mar		30-Mar	14-Apr	COB		5,000.00	5,000.00	
1st Quarter																				
Procurement of IT Equipment and Software																				
	1 lot COMMUNICATION DEVICE IP-PBX	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		2,500,000.00		2,500,000.00
	2 unit COMMUNICATION DEVICE Pocket WiFi, openline	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		9,669.00		9,669.00

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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 IT Equipment and Software																					
	48 unit COMPUTER Desktop Computer , Regular	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		3,360,000.00		3,360,000.00	
	5 unit COMPUTER Laptop, Regular	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		300,000.00		300,000.00	
	5 unit HDD External, Portable, 1 TB	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		30,000.00		30,000.00	
	1 HDD HDD Multi Docking Station	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		3,500.00		3,500.00	
	3 unit PRINTER Dot Matrix, 132 columns	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		150,000.00		150,000.00	
	1 unit PRINTER Dot Matrix, 80 columns	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		10,000.00		10,000.00	
	8 unit PRINTER InkJet, Standalone	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		100,000.00		100,000.00	
	9 unit PRINTER Laser, Network, Black	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		810,000.00		810,000.00	
	1 unit PROJECTOR Document Projector/Camera	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		40,000.00		40,000.00	
	2 unit PROJECTOR Multimedia Projector, for Large Area / Outdoor	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		350,000.00		350,000.00	
	2 unit PROJECTOR Multimedia Projector, for Small Room	Philhealth Regional Office V	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		160,000.00		160,000.00	
	1 lot ROUTER For SO Firewall VPN/UTM w/ Load Balancer	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		40,000.00		40,000.00	
	1 unit SCANNER Document Scanner, Auto-document Feeder (7,000-10,000 pages above)	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		200,000.00		200,000.00	
	1 unit SCANNER Fingerprint Scanner	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		25,000.00		25,000.00	

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1st Quarter																					
Procurement of IT Equipment and Software																					
	3 unit SCANNER Flatbed	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan								22-Jan		16-Feb	03-Mar	COB	15,000.00	15,000.00		
	1 unit SURVEILLANCE CAMERA Closed Circuit Television (CCTV) System	Philhealth Regional Office V	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan								22-Jan		16-Feb	03-Mar	COB	60,000.00	60,000.00		
Note: System generated report.																		Total	9,201,569.00	1,038,400.00	8,163,169.00