



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

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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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Bawat Pilipino **MIYEMBRO**  
Bawat miyembro **PROTEKTADO**  
Kalusugan natin **SEGURADO**

# **ANNUAL PROCUREMENT PLAN for CY 2015**

## **PHILHEALTH REGIONAL OFFICE – ARMM**

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

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**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 Internet Services																				
	10 Total Cost	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		2,594,116.80	2,594,116.80	
Repair and Maintenance of IT Equipment and Software																				
	1 Computer and other IT equipments repair	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	09-Jan	12-Jan							19-Jan		13-Feb	02-Mar	COB		4,000.00	4,000.00	
	1 COMPUTERS	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		10,800.00	10,800.00	
	1 Desktop Computer	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	09-Jan	12-Jan							19-Jan		13-Feb	02-Mar	COB		2,000.00	2,000.00	
	1 Dot Matrix Printer	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	13-Feb	16-Feb							23-Feb		20-Mar	06-Apr	COB		2,000.00	2,000.00	
	1 ID Printer & Laminator	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	09-Jan	12-Jan							19-Jan		13-Feb	02-Mar	COB		2,500.00	2,500.00	
	1 Laptop	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	09-Jan	12-Jan							19-Jan		13-Feb	02-Mar	COB		1,000.00	1,000.00	
	1 Laser Jet Network Printer	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	06-Feb	09-Feb							16-Feb		13-Mar	30-Mar	COB		7,200.00	7,200.00	
	1 Printer	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	09-Jan	12-Jan							19-Jan		13-Feb	02-Mar	COB		2,000.00	2,000.00	
	1 Printer Maintenance	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	06-Feb	09-Feb							16-Feb		13-Mar	30-Mar	COB		9,000.00	9,000.00	
	1 Repair Desktop PC (includes labor and material cost)	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	02-Jan	05-Jan							12-Jan		06-Feb	23-Feb	COB		40,000.00	40,000.00	

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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	
Repair and Maintenance of IT Equipment and Software																				
	1 Repair Laptop (includes labor and material cost)	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	02-Jan	05-Jan							12-Jan		06-Feb	23-Feb	COB	20,000.00	20,000.00		
	1 Repair of Computers	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	05-Feb	06-Feb							13-Feb		11-Mar	26-Mar	COB	30,000.00	30,000.00		
	1 REPAIR OF DESKTOP,PRINTERS,LAPTOP BEYOND 2 YEARS	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	08-Jan	09-Jan							16-Jan		12-Feb	27-Feb	COB	24,000.00	24,000.00		
	1 Repair of Printers	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	05-Feb	06-Feb							13-Feb		11-Mar	26-Mar	COB	60,000.00	60,000.00		
	1 Repair Printer(includes labor and material cost)	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	02-Jan	05-Jan							12-Jan		06-Feb	23-Feb	COB	60,000.00	60,000.00		
	1 Repair router	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	02-Jan	05-Jan							12-Jan		06-Feb	23-Feb	COB	976.00	976.00		
	1 Repair UPS(includes labor and material cost)	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	02-Jan	05-Jan							12-Jan		06-Feb	23-Feb	COB	44,000.00	44,000.00		
1st Quarter																				
Procurement of IT Equipment and Software																				
	2 unit CARD READER Contactless, 848KBP Transmission Rate	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	30,000.00		30,000.00	
	1 lot COMMUNICATION DEVICE Analog VOIP Gateway - High	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	140,000.00		140,000.00	
	42 unit COMPUTER Desktop Computer , Regular	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	2,940,000.00		2,940,000.00	
	5 unit COMPUTER Desktop Computer, High-end	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	450,000.00		450,000.00	

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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	
1st Quarter																				
Procurement of IT Equipment and Software																				
	1 unit COMPUTER Desktop Computer, Multimedia	Philhealth Regional Office ARMM	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		
	4 unit COMPUTER Laptop, High- end	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	380,000.00	380,000.00		
	10 unit COMPUTER Laptop, Regular	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	600,000.00	600,000.00		
	3 unit HDD External, Portable, 1 TB	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	18,000.00	18,000.00		
	4 unit IT DEVICE Network Attached Storage Device, High Capacity	Philhealth Regional Office ARMM	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		
	4 set IT TOOLS CRIMPING TOOL, heavy-duty	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	68,000.00	68,000.00		
	2 unit IT TOOLS LAN Tester for UTP Cable	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	2,000.00	2,000.00		
	4 unit IT TOOLS Professional PC Tool Kit with Precision Screws	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	14,000.00	14,000.00		
	12 pc MEMORY DDR3, 4GB	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	48,000.00	48,000.00		
	6 unit PRINTER Dot Matrix, 132 columns	Philhealth Regional Office ARMM	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		
	8 unit PRINTER Dot Matrix, 80 columns	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	80,000.00	80,000.00		
	1 PRINTER Inkjet, Multifunction for A3 Size	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	22,000.00	22,000.00		

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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	
1st Quarter																				
Procurement of IT Equipment and Software																				
	2 unit PRINTER InkJet, Standalone	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	25,000.00	25,000.00		
	19 unit PRINTER Laser, Network, Black	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	1,710,000.00	1,710,000.00		
	13 unit PRINTER Laser, Standalone, Black	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	156,000.00	156,000.00		
	2 unit PROJECTOR Multimedia Projector, for Large Area / Outdoor	Philhealth Regional Office ARMM	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		
	1 unit PROJECTOR Multimedia Projector, for Small Room	Philhealth Regional Office ARMM	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	80,000.00	80,000.00		
	3 unit RACK CABINET ENCLOSURE Rack for hub/router, cabinet-type	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	30,000.00	30,000.00		
	1 pc RACK CABINET ENCLOSURE Server Rack	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	70,000.00	70,000.00		
	1 lot ROUTER For PRO Firewall VPN/UTM w/ Load Balancer	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	100,000.00	100,000.00		
	3 lot ROUTER For SO Firewall VPN/UTM w/ Load Balancer	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	120,000.00	120,000.00		
	2 unit ROUTER Wireless Router	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	12,000.00	12,000.00		
	11 unit SCANNER Flatbed	Philhealth Regional Office ARMM	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	55,000.00	55,000.00		
	1 lot SERVER General Purpose Servers	Philhealth Regional Office ARMM	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		

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**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	
1st Quarter																					
Procurement of IT Equipment and Software																					
		1 unit SERVER Single-Socket Rack Server with Cabinet		Philhealth Public Regional Bidding Office ARMM	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	400,000.00		400,000.00	
		5 license SOFTWARE Windows 7 (or latest version), single license		Philhealth Regional Procurement Office - PS-DBM ARMM	06-Feb	09-Feb									16-Feb	03-Mar	COB	150,000.00		150,000.00	
		4 unit SURVEILLANCE CAMERA Closed Circuit Television (CCTV) System		Philhealth Regional Procurement Office - Small Value Procurement ARMM	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	240,000.00		240,000.00	
		15 unit UPS_ Rack Mount Type, 1.5 KVA		Philhealth Public Regional Bidding Office ARMM	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	750,000.00		750,000.00	
Note: System generated report.																	Total	12,953,592.80	2,913,592.80	10,040,000.00	