



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 – CARAGA**

## **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																				
	1 Total Cost	Philhealth Regional Office CARAGA	Public Bidding	21-Jan	22-Jan	29-Jan		30-Jan		13-Feb	20-Feb	23-Feb	20-Mar	23-Mar	07-Apr	COB		1,590,000.00	1,590,000.00	
Repair and Maintenance of IT Equipment and Software																				
	1 Repair of Laptop	Philhealth Regional Office CARAGA	Negotiated Procurement - Small Value Procurement	31-Mar	01-Apr							10-Apr		06-May	21-May	COB		100.00	100.00	
	1 Repair of printer	Philhealth Regional Office CARAGA	Negotiated Procurement - Small Value Procurement	04-Mar	05-Mar							12-Mar		06-Apr	21-Apr	COB		2,000.00	2,000.00	
	1 Repair of surveillance camera	Philhealth Regional Office CARAGA	Negotiated Procurement - Small Value Procurement	04-Mar	05-Mar							12-Mar		06-Apr	21-Apr	COB		500.00	500.00	
1st Quarter																				
Procurement of IT Equipment and Software																				
	1 CARD READER Flask Media Card Reader	Philhealth Regional Office CARAGA	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		2,500.00		2,500.00
	5 unit COMMUNICATION DEVICE Pocket WIFI, online	Philhealth Regional Office CARAGA	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB		24,172.50		24,172.50
	33 unit COMPUTER Desktop Computer , Regular	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		2,310,000.00		2,310,000.00
	1 unit COMPUTER Desktop Computer, Multimedia	Philhealth Regional Office CARAGA	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
	2 unit COMPUTER Laptop, High- end	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		190,000.00		190,000.00
	1 unit COMPUTER Laptop, Regular	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		60,000.00		60,000.00
	6 unit IT DEVICE Network Attached Storage Device, Low Capacity	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB		360,000.00		360,000.00

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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	
1st Quarter																				
Procurement of IT Equipment and Software																				
	2 unit IT TOOLS LAN Tester for UTP Cable	Philhealth Regional Office CARAGA	Negotiated - Small Value Procurement	14-Jan	15-Jan						22-Jan		16-Feb	03-Mar	COB		2,000.00		2,000.00	
	5 unit NETWORK SWITCH Layer 3 Switch, Manageable	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	1,000,000.00		1,000,000.00	
	4 unit PATCH PANEL_ Rack mountable on a 19 standard Telco Rack	Philhealth Regional Office CARAGA	Negotiated - Small Value Procurement	14-Jan	15-Jan						22-Jan		16-Feb	03-Mar	COB		20,000.00		20,000.00	
	8 unit PRINTER Dot Matrix, 132 columns	Philhealth Regional Office CARAGA	Public Bidding	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	
	1 unit PRINTER Dot Matrix, Line Impact	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	270,000.00		270,000.00	
	1 PRINTER Inkjet, Multifunction for A3 Size	Philhealth Regional Office CARAGA	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	
	2 unit PRINTER InkJet, Standalone	Philhealth Regional Office CARAGA	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	
	14 unit PRINTER Laser, Network, Black	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	1,260,000.00		1,260,000.00	
	10 unit PRINTER Laser, Standalone, Black	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	120,000.00		120,000.00	
	3 unit SCANNER Barcode Scanner, Handheld, stable	Philhealth Regional Office CARAGA	Negotiated - Small Value Procurement	14-Jan	15-Jan						22-Jan		16-Feb	03-Mar	COB		60,000.00		60,000.00	
	2 unit SCANNER Barcode Scanner, Mobile (2D & 1D ID Scan Device)	Philhealth Regional Office CARAGA	Negotiated - Small Value Procurement	14-Jan	15-Jan						22-Jan		16-Feb	03-Mar	COB		180,000.00		180,000.00	
	8 unit SCANNER Flatbed	Philhealth Regional Office CARAGA	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	

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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 lot	SERVER General Purpose Servers	Philhealth Regional Office CARAGA	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	
	1	SOFTWARE 3D Graphic Design Modeling Software	Philhealth Regional Office CARAGA	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	57,000.00		57,000.00	
	1 lot	SOFTWARE Adobe CS 3 or latest version	Philhealth Regional Office CARAGA	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	30,000.00		30,000.00	
	5 set	SOFTWARE Desktop Publishing Software	Philhealth Regional Office CARAGA	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	250,000.00		250,000.00	
	1 set	SOFTWARE Diagramming Software (Single User License)	Philhealth Regional Office CARAGA	Negotiated Procurement - PS-DBM/Shoppin	06-Feb	09-Feb									16-Feb	03-Mar	COB	30,000.00		30,000.00	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 lot	SOFTWARE Web Development Tools	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	250,000.00		250,000.00	
	11 unit	SURVEILLANCE CAMERA Closed Circuit Television (CCTV) System	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	660,000.00		660,000.00	
	16 unit	UPS_ Rack Mount Type, 1.5 KVA	Philhealth Regional Office CARAGA	Public Bidding	07-Jan	08-Jan	15-Jan		16-Jan		30-Jan	06-Feb	09-Feb	06-Mar	09-Mar	24-Mar	COB	800,000.00		800,000.00	
	5 unit	WIRELESS ACCESS POINT Access Point, High-end	Philhealth Regional Office CARAGA	Negotiated Procurement - Small Value Procurement	14-Jan	15-Jan							22-Jan		16-Feb	03-Mar	COB	225,000.00		225,000.00	
Note: System generated report.																	Total	10,640,272.50	1,592,600.00	9,047,672.50	