September 05, 2018

MEMORANDUM

TO : **ALL CONCERNED USERS**

SUBJECT : **CY 2018 ANNUAL PROCUREMENT PLAN (APP) AMENDMENT (4th Batch)**

In order to ensure the effective and efficient delivery of public service and to reflect the necessary adjustments/revision from factors beyond reasonable planning such as, among others, price fluctuations and introduction of new or complementary programs/projects, these require corresponding adjustment in the Approved Annual Procurement Plan (APP).

After judicious review and evaluation, the requested revision/modification in programs and projects by end-users in the APP were deemed significant and necessary for the effective and efficient delivery of public service by the Corporation. In order to reflect these adjustments/revisions, this APP Amendment is hereby issued.

As mandated, the PhilHealth Regional Office V - Bids and Awards Committee deliberated on, determined and recommended the appropriate method of procurement covering the various projects/programs/activities included in the APP Amendment, in accordance with the parameters set in the R.A. 9184 and its Revised IRR.

Section 7.4 of the Revised IRR provides:

"7.4 updating of individual PPMPs, and the consolidated APP for each Procuring Entity shall be undertaken every six-(6) months or as often as may be required by the Head of the Procuring Entity..."

Accordingly and under the authority granted to the Regional Vice President as Head of the Procuring Entity, this Order is hereby issued approving the attached 2018 Annual Procurement Plan Amendment (4th Batch).

Be it noted that all procurement based on the approved 2018 APP and its amendment must be undertaken strictly in accordance with the terms, conditions and requirements provided in the law, its Revised IRR as well as relevant government and corporate procurement policies, rules and regulations, subject to usual government auditing and accounting rules and regulations.

For information and guidance of all concerned.

ORLANDO D. IÑIGO, JR.
Regional Vice President, PRO V

Republic of the Philippines

PHILIPPINE HEALTH INSURANCE CORPORATION

PHILHEALTH REGIONAL OFFICE 5

LEGAZPI CITY

MASTER DOCUMENT

DC: dt Date: 9/13/14

ANNUAL PROCUREMENT PLAN (APP) AMENDMENT FOR CY 2018
FOURTH (4TH) BATCH

Code (PAP)	Procurement of Program/Project	Qty.	PMO/End User	Mode of Procurement	Schedule For Each Procurement Activity				SOURCE OF FUND			Estimated Budget (PhP)			Remarks (brief description of Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing	Qty.	Procurement of Program/Project	Estimated Budget	Total	MOOE	CO	
PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)															
BAC - GOODS AND SERVICES															
Marketing and Promotional															
	COLLATERAL: Eco Bag	235	PRO V - PAU	Small Value Procurement					500	COLLATERAL: Eco Bag	35,000.00	35,000.00	35,000.00		
	STICKER PAPER, for IDs	5 packs	PRO V - Albay	Shopping						COB for Marketing and Promotional of LHIO - Albay		250.00	250.00		Materials to be used for TSeKaP Forum 2018
	PARCHMENT PAPER, for Certificates	6 packs										360.00	360.00		
	STICKER PAPER, for IDs	5 packs	PRO V - Albay	Shopping						COB for Marketing and Promotional of LHIO - Albay		250.00	250.00		Materials to be used for Government Employers' Forum 2018
	PARCHMENT PAPER, for Certificates	6 packs										600.00	600.00		
	STICKER PAPER, for IDs	10 packs	PRO V - Albay	Shopping						COB for Marketing and Promotional of LHIO - Albay		500.00	500.00		Materials to be used for Private Employers' Forum 2018
	PARCHMENT PAPER, for Certificates	20 packs										1,200.00	1,200.00		
	HONORARIA, for TESDA participants	1	PRO V - Albay							COB for Marketing and Promotional of LHIO - Albay		5,000.00	5,000.00		To be used for LHIO - Albay's Araw ng Katandaang Pilipino Activity
	TOKEN, for Facilitator	1		Shopping								1,000.00	1,000.00		
	SNACKS, packed, for Participants	160 pax		Small Value Procurement								16,000.00	16,000.00		
	MEALS, lunch, for Facilitators	40 pax										14,000.00	14,000.00		
	PRIZES	1		Shopping								2,000.00	2,000.00		
	PRINTABLE MATERIAL: Tarpaulin	1 pc		Small Value Procurement								1,500.00	1,500.00		
	CAPS, sun visor	160 pcs										8,000.00	8,000.00		
	BALLOONS, for decorations	4 doz		Shopping								2,000.00	2,000.00		
	Various Materials for Stage Decorations	4 doz										2,500.00	2,500.00		
	Miscellaneous Expenses	160 pcs										1,500.00	1,500.00		
	PRINTABLE MATERIAL: Tarpaulin	1	PRO V - LHIO Catanduanes	Small Value Procurement						COB for Marketing and Promotional of LHIO - Catanduanes		1,500.00	1,500.00		To be used for LHIO - Catanduanes' Araw ng Katandaang Pilipino Activity
Sub-total												**93,160.00**	**93,160.00**	-	
Corporate Forum															
	FOD FORUM: Food, Venue and Accommodation	27	PRO V - FOD	Negotiated Procurement - Privately Owned Venue						COB for FOD Forum		48,600.00	48,600.00		Technical specification of the item proposed in PPMP
	FOD FORUM: Supplies			SVP / Shopping								5,800.00	5,800.00		
	FOD FORUM: Incidental Expenses (Mugs, tumblers & assorted groceries)											5,000.00	5,000.00		
Sub-total												**59,400.00**	**59,400.00**	-	

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DC: [illegible] Date: [illegible]

Code (PAP)	Procurement of Program/Project	Qty.	PMO/End User	Mode of Procurement	Schedule For Each Procurement Activity: Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing	SOURCE OF FUND: Qty.	Procurement of Program/Project	Estimated Budget	Estimated Budget (PhP): Total	MOOE	CO	Remarks (brief description of Program/Project)
Training Activities															
	BASIC FIRST-AID TRAINING - Food and Venue	289	PRO V - Admin Sec.	Negotiated Procurement, Privately-owned Venue						BRO # V-18-237-16		216,750.00		216,750.00	Technical specification for the Conduct of Basic Life Support
	BASIC FIRST-AID TRAINING - Supplies & Training Materials	100		Shopping / SVP								7,250.00		7,250.00	
	BASIC FIRST-AID TRAINING - Honorarium for Speakers	6										30,000.00		30,000.00	
	BASIC FIRST-AID TRAINING - Miscellaneous			Shopping / SVP								6,000.00		6,000.00	
Sub-total												**260,000.00**	**-**	**260,000.00**	
Procurement of Regular Office Supplies															
5020301001	PAPER bond, multicopy, 80 gsm, A4, 210mm x 297mm, 500 sheets per ream	6,164	PRO V - Admin Sec	Shopping					11,572	PAPER bond, multicopy, 80 gsm, A4, 210mm x 297mm, 500 sheets per ream	1,224,664.76	1,220,472.00	1,220,472.00		Unit price per APP is lower than the latest price; with adjusted budget
	PAPER bond, multicopy, 70 gsm, A4, 210mm x 297mm, 500 sheets per ream	1,532							2,000	PAPER bond, multicopy, 70 gsm, A4, 210mm x 297mm, 500 sheets per ream	183,880.00	183,840.00	183,840.00		
	HARDWARE SUPPLY Freon, R22 (13.6kg)	2	PRO V - Admin Sec	PS-DBM / Shopping					2	HARDWARE SUPPLY Freon, 22 (22.7kg)	10,428.00	10,428.00	10,428.00		Change in product description
Sub-total												**1,414,740.00**	**1,414,740.00**		
Procurement of IT Supplies															
	INK CARTRIDGE for LEXMARK 14N1092 (100XLA), Black, for S405	30	PRO V - Admin Sec.	Public Bidding					1	INK CARTRIDGE for HP Colored Laser Jet CPN3525N, CE253A Magenta	10,551.84	39,000.00	39,000.00		Unit price per APP is lower than the latest market price; with adjusted budget
									2	INK CARTRIDGE for HP Colored Laser Jet CPN3525N, CE253A, Black	10,714.08				
									1	INK CARTRIDGE for HP Colored Laser Jet CPN3525N, CE253A Cyan	10,551.84				
	INK CARTRIDGE for LEXMARK 14N1093 (100XLA), Cyan, for S405	32							2	INK CARTRIDGE for HP Colored Laser Jet CPN3525N, CE253A Yellow	21,103.68	28,800.00	28,800.00		
									31	INK CARTRIDGE for LEXMARK 14N1092 (100XLA), Black, for S405	27,900.00				
									31	INK CARTRIDGE for LEXMARK 14N1093 (100XLA), Cyan, for S405	18,600.00				
	INK CARTRIDGE for LEXMARK 14N1094 (100XLA), Magenta, for S405	32							31	INK CARTRIDGE for LEXMARK 14N1094 (100XLA), Magenta, for S405	18,600.00	28,800.00	28,800.00		
									31	INK CARTRIDGE for LEXMARK 14N1095 (100XLA), Yellow, for S405	18,600.00				
									4	INK CARTRIDGE for LEXMARK PREVAIL SE PRO 708, 105XL, Black	5,160.00				
	INK CARTRIDGE for LEXMARK 14N1095 (100XLA), Yellow, for S405	32							4	INK CARTRIDGE for LEXMARK PREVAIL SE PRO 708, 105XL, Cyan	4,300.00	28,800.00	28,800.00		
									4	INK CARTRIDGE for LEXMARK PREVAIL SE PRO 708, 105XL, Magenta	4,300.00				
									4	INK CARTRIDGE for LEXMARK PREVAIL SE PRO 708, 105XL, Yellow	4,300.00				
	RIBBON for EPSON LQ CS13S015584 (SO 15327), EPSON LQ 2180 / 2190	205							62	RIBBON for EPSON LQ300+	9,411.60	184,500.00	184,500.00		
									30	RIBBON for EPSON LQ CS13S015584 (SO 15327), EPSON LQ 2180 / 2190	22,800.00				
	RIBBON for EPSON LX310 S015632	24							108	RIBBON for EPSON LQ CS13S015531 (SO 26096), EPSON LQ 2070/20180/2180	78,287.04	3,360.00	3,360.00		
									17	RIBBON for EPSON LQ CS13S015516 (NO8750), EPSON LX-300+/300+II	2,040.00				
	TONER CARTRIDGE for HP Laser Jet 600 HP90A	160							84	TONER CARTRIDGE for HP Laser Jet Enterprise 600M601N	835,800.00	1,760,000.00	1,760,000.00		
									100	TONER CARTRIDGE for HP Laser Jet 600 HP90A	924,000.00				
									15	TONER CARTRIDGE for HP 64A	111,450.00				

Code (PAP)	Procurement of Program/Project	Qty.	PMO/End User	Mode of Procurement	Schedule For Each Procurement Activity				SOURCE OF FUND			Estimated Budget (PhP)			Remarks (brief description of Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing	Qty.	Procurement of Program/Project	Estimated Budget	Total	MOOE	CO	
	DC: 9/13/18 TONER CARTRIDGE for HP Laser Jet M604 CF281A	47							10 14 2 6	TONER CARTRIDGE for HP CF281A (HP81A), Black, HP Printer M604DN TONER CARTRIDGE for HP Laser Jet 600 (CE390A) HP90A FUSER ASSEMBLY, for HP P3015N FUSER ASSEMBLY, for HP M601 Printer	144,000.00 107,800.00 50,000.00 150,000.00	517,000.00	517,000.00		
	TONER CARTRIDGE, HP 508A-CF362A (Yellow), for Printer Colored HP Lazerjet M553 Ent.500	2	PRO V - Admin Sec	Public Bidding					2	DRUM KIT, for Kyocera FA-1300D, DK-130	20,000.00	20,000.00	20,000.00		Unit price per APP is lower than the latest market price; with adjusted budget
	TONER CARTRIDGE, HP 508A-CF362A (Magenta), for Printer Colored HP Lazerjet M553 Ent.501	2							1	MAINTENANCE KIT, for Kyocera Printer FS 4020DN	29,653.00	20,000.00	20,000.00		
	TONER CARTRIDGE, HP 508A-CF362A (Cyan), for Printer Colored HP Lazerjet M553 Ent 502	2							3	TONER CARTRIDGE, for Kyocera Network Printer, Model: TK 330	25,500.00	20,000.00	20,000.00		
	TONER CARTRIDGE, HP 508A-CF362A (Black), for Printer Colored HP Lazerjet M553 Ent.503	2							2	PHOTO DRUM, Panasonic KXMB2170 Multifunction Printer	6,000.00	19,000.00	19,000.00		
	CLEANING KIT, Cleaning Swab-105912-057	1										1,929.00	1,929.00		
												2,671,189.00	2,671,189.00		
Procurement of Semi-Expendable Machinery and Equipment															
	Prepaid Wifi Router	3	PRO V-LHIO Cam Sur	Small Value Procurement					1	HDD EXTERNAL PORTABLE, High Capacity	6,000.00	6,000.00	6,000.00		For the exclusive use of GOA Satellite Office, Sipocot P-Express and ALAGA KA Caravan 2018
Sub-total												6,000.00	6,000.00	-	
	TOTAL											4,504,489.00	4,244,489.00	260,000.00	

REALIGNMENT OF FUNDS

Code (PAP)	Object of Expenditures	Qty.	PMO/End User	Mode of Procurement	Schedule For Each Procurement Activity				Source of Fund			Estimated Budget (PhP)			Remarks (brief description of Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing	Code (PAP)	Object of Expenditures	Amount	Total	MOOE	CO	
50215030	Insurance Premiums		PRO V-FMS						5029901001	Advertising Expense	102,816.00	24,265.97	24,265.97		To augment budget for insurance due to increase
1521199004B	Project-based Overtime Pay											49,504.34	49,504.34		March and April overtime services pay for Project-based
	CHAIR, 5 seater, Gang Chair for One-Look Policy (OO#91 s.2009) Gang chair using at least 1.5mm thickness stainless steel, with armrest and perforated back rest, 2.00mm thick connectors	5	PRO V - LHIO Sorsogon	Public Bidding					2 3	CHAIR, Gang Chair made of stainless steel metal with leather cushion, overall size 71.5 inc wide x 25 inch depth x 31.5 inch height, Detail size: seat wide 66 inch (20.5 inch per seat), seat depth 17.5 inch, seat height 17.5 inch, armrest height 22.5 STORAGE CABINET with 4 adjsutable shelves with stiffeners, made of gauge no. 20 cold rolled steel sheets, powder coated color light grey finish, swing out doors controlled by handle connected to a bar locking mechanism minimum, dimension 72 inch	40,000.00 33,000.00	60,000.00	60,000.00		Additional chair for client's convenience
	Marketing & Promotional Expense: Sponsorship of Events	2	PRO V - PAU							Advertising Expense: Outdoor Electronic Billboards	60,000.00	60,000.00	60,000.00		No available distributor of outdoor electronic billboards. Hence, the budget will be diverted to sponsorship of events to strengthen customer relations and increase visibility.
	TOTAL											193,770.31	193,770.31	-	

Code (PAP)	Procurement of Program/Project	Qty.	PMO/End User	Mode of Procurement	Schedule For Each Procurement Activity				SOURCE OF FUND			Estimated Budget (PhP)			Remarks (brief description of Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing	Qty.	Procurement of Program/Project	Estimated Budget	Total	MOOE	CO	

Prepared and Consolidated By:

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BAC Chairperson

Approved By:

ORLANDO D. IÑIGO, JR.
Regional Vice President/HOPE, PRO V

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nC: 01 Date: 9/13/18