Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
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Bawat Pilipino MIYEMBRO
Bawat miyembro PROTEKTADO
Kalusugan natin SEGURADO

December 20, 2018

MEMORANDUM

TO : **ALL CONCERNED USERS**

SUBJECT : **CY 2018 ANNUAL PROCUREMENT PLAN (APP) AMENDMENT (7th 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 (7th 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

MASTER DOCUMENT

DC. 9 Date: 12/20/2018

Republic of the Philippines

PHILIPPINE HEALTH INSURANCE CORPORATION

PHILHEALTH REGIONAL OFFICE 5

LEGAZPI CITY

ANNUAL PROCUREMENT PLAN (APP) AMENDMENT FOR CY 2018
SEVENTH (7TH) 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	Sub/Open of	Notice of	Contract	Qty.	Procurement of Program/Project	Estimated Budget	Total	MOOE	CO	
PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)															
BAC - GOODS AND SERVICES															
Marketing and Promotional															
	Tokens: Corporate Mugs	143 pcs	PRO V - PAU	Small Value Procurement					167 pcs	Tokens: Corporate Mugs	10,020.00	10,020.00	10,020.00		Change in unit cost; unit price in PPMP is lower than the market price
	Tokens: Corporate Mugs	143 pcs	PRO V - PAU	Small Value Procurement					200 pcs	Tokens: Corporate Mugs	10,000.00	10,000.00	10,000.00		Change in unit cost; unit price in PPMP is lower than the market price
	Meals: Updates on Accreditation of HCIs for 2018	120	PRO V LHIO Cam Sur	Small Value Procurement						Health Care Providers: Meals	22,500.00	16,500.00	16,500.00		For the conduct of Updates on Accreditation of HCIs for 2018
Sub-total												**36,520.00**	**36,520.00**	-	
Corporate Forum															
	Year-end Assessment: Honorarium, for the conduct of 2018 Pre-year-end Consultative Meeting in the ORVP	32pax		Lease of Venue						Year-end Assessment: Meals, for the conduct of 2018 Pre-year-end Consultative Meeting in the ORVP	10,000.00	10,000.00	10,000.00		Technical specifications of items proposed in PPMP; for the conduct of Pre-Year-end Consultative Meeting in the ORVP
	Year-end Assessment: Miscellaneous (fruits, chocolates & candies, finger foods & drinks)	32 pax		Shopping						Year-end Assessment: Miscellaneous, for the conduct of 2018 Pre-year-end Consultative Meeting in the ORVP	6,560.00	6,560.00	6,560.00		
Sub-total												**16,560.00**	**16,560.00**	-	
Other Corporate Activities															
	Fooad and venue, for PRO V and LHIO Albay Employees & Speakers	180 pax	PRO V - GAD Committee	Lease of Venue						Participation to 18-day Campaign on VAWC	20,000.00	108,000.00	108,000.00		Technical specifications of items proposed in PPMP; for the GAD Family Orientation Day and Anti-Sexual Harassment Training
	Meals, Film Showing for LHIOs	92 pax		Small Value Procurement								23,000.00	23,000.00		
	Tarpaulin	1 pc		Small Value Procurement								1,300.00	1,300.00		
	Honorarium for Speakers	3										8,000.00	8,000.00		
	Plaque of Appreciation	3		Small Value Procurement								1,000.00	1,000.00		
	Tokens	177		Shopping								17,700.00	17,700.00		
	Prizes for Games			Shopping						GAD Family Orientation Day	156,000.00	10,000.00	10,000.00		
	Decoration			Shopping								3,000.00	3,000.00		
	Contingency			Shopping								4,000.00	4,000.00		
	Food, for Christmas Celebration of PRO V Employees	334	PRO V -									61,790.00		61,790.00	For Christmas Celebration for PRO V Employees; for BRO V-18-605-37
	Gift Packs, for Christmas Celebration of PRO V Employees	176		Small Value Procurement								157,000.00		157,000.00	
	Raffle & Games, for Christmas Celebration of PRO V Employees	40		Small Value Procurement								15,700.00		15,700.00	
	Videoke, for Christmas Celebration of PRO V Employees	1		Small Value Procurement								1,500.00		1,500.00	

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Code (PAP)	Procurement Program/Project	Qty.	PMO/End User	Mode of Procurement	Schedule For Each Procurement Activity: Ads/Post	Sub/Open of	Notice of	Contract	SOURCE OF FUND: Qty.	Procurement of Program/Project	Estimated Budget	Estimated Budget (PhP): Total	MOOE	CO	Remarks (Brief Description of Program / Project)
	Decorations, for Christmas Celebration of PRO V Employees		Christmas Celebration Committee	Small Value Procurement						Athletic: Christmas Celebration	320,400.00	2,000.00		2,000.00	
	Contingency, for Christmas Celebration of PRO V Employees			Small Value Procurement								2,410.00		2,410.00	
	Food, for ALAGA KA Activity	180		Small Value Procurement								32,400.00		32,400.00	For ALAGA KA Activity in connection with PRO V Christmas Celebration
	Gift Packs, for ALAGA KA Activity	150		Small Value Procurement								37,500.00		37,500.00	
	Prizes, for ALAGA KA Activity	50		Small Value Procurement								5,000.00		5,000.00	
	Contingency, for ALAGA KA Activity			Small Value Procurement								2,100.00		2,100.00	
	Tarpaulin	2		Small Value Procurement								3,000.00		3,000.00	
	Updates & Capability Building Workshop	31 pax	PRO V FOD	Lease of Venue						Updates & Cabability Building Workshop of FOD	25,750.00	15,500.00		15,500.00	
	Honorarium for Resource Person	1										4,000.00		4,000.00	
	Incidental Expenses			Shopping								6,250.00		6,250.00	
	Food & Venue for Employee Orientation	1	PRO V HRU Admin	Small Value Procurement						PRO V Employee Orientation	20,500.00	16,500.00		16,500.00	
	Certificates	22		Shopping								300.00		300.00	
	Prizes and Candies	30		Shopping								2,700.00		2,700.00	
	Contingency Fund			Shopping								1,000.00		1,000.00	
Sub-total												542,650.00	176,000.00	366,650.00	
	Procurement of Regular Office Supplies														
										Post-it Flag, small flags (sign here), 1x1.7	3,570.00				
	Eraser, felt, for blackboard/whiteboard, thickness:19mm, size:122mm x 42mm	4	PRO V - Admin. Sec.	Shopping					4	Eraser, felt, for blackboard/whiteboard, thickness:19mm, size:122mm x 42mm	44.44	72.00	72.00		Unit price in APP is lower than the latest market price
	Electrical Tape, 18mm x 16m, assorted color	15							15	Electrical Tape, 18mm x 16m, assorted color	273.00	450.00	450.00		
	Marker, permanent pen, black, broad tip, non-toxic	24							24	Marker, permanent pen, black, broad tip, non-toxic	696.00	760.08	760.08		
	Marker, permanent pen, black, broad tip,	48							48	Marker, permanent pen, black, broad tip, non-toxic	1,392.00	1,520.16	1,520.16		
	Marker, permanent pen, black, broad tip, non-toxic	48							48	Marker, permanent pen, black, broad tip, non-toxic	1,392.00	1,520.16	1,520.16		
	Record Book, 300 pages, 215mm x 275mm, 55gsm, smythe, sewn, w/ "Official Record Book" printing	30							30	Record Book, 300 pages, 215mm x 275mm, 55gsm, smythe, sewn, w/ "Official Record Book" printing	1,809.60	3,150.00	3,150.00		
Sub-total												7,472.40	7,472.40		
	Procurement of Semi-Expendable Machinery and Office Equipment														
									0	Paper Cutter, 350 mm	7,058.25				
	Money Detector, counterfeit	1	PRO V MSD						1	Money Detector, counterfeit	522.50	798.75	798.75		Unit price in APP is lower than the latest market price
Sub-total												798.75	798.75	-	
	Procurement of Medical Supplies														
	Alcohol, 500 ml, 68-72% Ethanol, ethyl alcohol	18	PRO V MSD	Shopping					100	Alcohol, 500 ml, 68-72% Ethanol, ethyl alcohol	4,782.00	1,440.00	1,440.00		Unit price in APP is lower than the latest market price
	Cotton, 100 balls/pack	8							7	Cotton, 100 balls/pack	269.50	480.00	480.00		
	Elastic Bandage, 4 x 5 inc	3							7	Elastic Bandage, 4 x 5 inc	202.16	180.00	180.00		
	Hot water bag, size: large	3							10	Hot water bag, size: large	1,250.00	480.00	480.00		
	Stethoscope (Classic II S.E.) Diaphragm and Rim Kit	2							8	Stethoscope (Classic II S.E.) Diaphragm and Rim Kit	6,000.00	10,000.00	10,000.00		
	Thermometer, digital	3							7	Thermometer, digital	336.00	240.00	240.00		
Sub-total												12,820.00	12,820.00	-	
	Procurement of Medical Supplies														
	Nifuroxazide, 200 mg	25	PRO V MSD	Shopping					25	Nifuroxazide, 200 mg	905.25	3,000.00	3,000.00		Unit price in APP is lower than the
	Butamirate Citrate, 50 mg	190							900	Butamirate Citrate, 50 mg	11,079.00	4,750.00	4,750.00		

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DC Date: 12/20/2018

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	Roxithromycin, 200 mg	150	PRO V MSD	Shopping					200	Roxithromycin, 200 mg	7,000.00	10,500.00	10,500.00		latest market price
	Clobetasol Propionate, cram, 5 g	7							7	Clobetasol Propionate, cram, 5 g	1,845.90	2,450.00	2,450.00		
Sub-total												20,700.00	20,700.00	-	
Procurement of Rent Services															
	Sound System									Building Rental - LHIO Cam Sur	10,000.00	10,000.00	10,000.00		For the conduct of Alaga Ka Activity in LHIO Catanduanes
Sub-total												10,000.00	10,000.00	-	
TOTAL												647521.15	280871.15	366,650.00	

REALIGNMENT OF FUNDS

Code (PAP)	Object of Expenditures	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: Code (PAP)	Object of Expenditures	Amount	Estimated Budget (PhP): Total	MOOE	CO	Remarks (Brief Description of Program / Project)
Printing & Binding Services	Business Cards, PAMMS	300	PRO V - Col Sec	Small Value Procurement					Marketing & Promotional	Meals Members	62,800.00	4,500.00	4,500.00		Additonal budget for the PAMS Business Card for 2018
Marketing & Promotional	Corporate Calendar 2019	600 pcs	PRO V - PAU	Small Value Procurement					Advertising Expense	Advertising Expense(Masbate)	80,000.00	112,000.00	112,000.00		To utilize unused budget for advertsing for the Province of Masbate & Catanduanes for lack of qualified providers
	Collateral: Corporate Mug, with two sides full color print	630		Small Value Procurement						Advertising Expense(Catanduanes)	70,000.00	38,000.00	38,000.00		
Transportation & Delivery	Labor for hauling of records, supplies, furniture, equipment & other properties	1	PRO V MSD, Admin Section	Small Value Procurement								300,000.00	300,000.00		For the transfer of PRO V Office
R & M Office Equipment:	Dismantling & reinstallation of gen set	1		Small Value Procurement								450,000.00	450,000.00		
	R & M Office Equipment: Dismantling & reinstallation of aircon	1		Small Value Procurement								500,000.00	500,000.00		
R & M Furniture &	Dismantling & reinstallation of signage	1		Small Value Procurement								250,000.00	250,000.00		
IT Supplies	RJ45 @ 100pvxs/box	10		Shopping								5,500.00	5,500.00		
	UTP Cable CAT 6	30		Shopping								195,000.00	195,000.00		
Office Supplies	Cable tie (3.6mm x 300mm) @ 100 pcs/pck	50		Shopping								16,000.00	16,000.00		
	Cable tie (2.5mm x 200mm) @ 100 pcs/pck	50		Shopping						Rent Services	1,812,000.00	11,000.00	11,000.00		
	Cable organizer, spiral wrapping band (15mm x	150		Shopping						Transportation & Delivery	270,000.00	82,500.00	82,500.00		
	Cable ducting, 4 in x 2 in	10		Shopping								20,000.00	20,000.00		
	Cable ducting, 2 in x 2 in	20		Shopping								12,000.00	12,000.00		
	Cable ducting, 1 in x 2 in	50		Shopping								20,000.00	20,000.00		
Internet Expense	Transfer of Fiber Optic Cable - IPVPN Globe	1		Small Value Procurement								50,000.00	50,000.00		
	Transfer of Fiber Optic Cable - IPVPN PLDT Line	1		Small Value Procurement								50,000.00	50,000.00		
	Transfer of Telephone Lines & Internet Lines	1		Small Value Procurement								20,000.00	20,000.00		

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DC: [signature]

Date: 12/20/2018

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	
Marketing & Promotional	Corporate Shirts for PRO V employees	1008 pcs	PRO V Admin Sec	Small Value Procurement					Marketing & Promotional	Corporate Shirts for PRO V employees	192,290.00	353,290.00		192,290.00	For the purchase of PhilHealth Corporate Shirts; from BRO V-18-673-39
									Rent Services	Building Rental	161,000.00		161,000.00		
Rental Expenses	Photobooth	1	PRO V PAU	Small Value Procurement						Marketing & Promotional	1,305,000.00	5,000.00	5,000.00		Photo documentation and souvenirs of participants during PCARES Retooling
	TOTAL											2,749,790.00	2,557,500.00	192,290.00	

Prepared and Consolidated By:

RITCHEL C. SOLIBAGA
Asst. BAC Secretariat

Certified Correct as to Consolidation:

MARIA-ROSARIO C. SERRANO
Head, BAC Secretariat

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BAC Chairperson

Approved By:

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