



February 1, 2019

MEMORANDUM
PRO XII NO. 2019 - 0002

IMPORTANT!

TO : ALL CONCERNED END-USERS
 PhilHealth Regional Office XII

SUBJECT : ANNUAL PROCUREMENT PLAN FOR CY 2019

Under the authority granted by the PhilHealth Board of Directors through PBR No. 731 s. 2004 to the Regional Vice President as Head of the Procuring Entity and Section IV.9 of Corporate Order on the Preparation and Approval of the Annual Procurement and consistent with Section 7.1 of the Republic Act No. 9184 and its Revised Implementing Rules and Regulation (RIRR), 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 2019 Annual Procurement Plan (APP) as recommended by the PhilHealth Regional Office XII-Bids and Awards Committee (PRO XII-BAC).

The APP is a consolidation of various Project Procurement Management Plan (PPMPs), and anchored on the approved Corporate Operating Budget for CY 2019. The PRO XII-BAC deliberated, determined and recommended the appropriate method of procurement covering the various project/programs/activities under Goods and Services and Information Technology portion of the APP, in accordance with the parameters set forth by RA 9184 and its RIRR.

All procurement must be undertaken strictly in accordance with the terms, conditions, and requirements provided in RA 9184, its RIRR 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 be met:

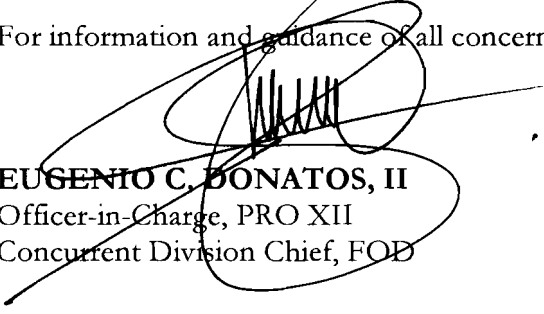
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 DC [Signature] Date: 02/08/19

- a) Procurement of Common-Used Supplies, Office Supplies and Materials with mode of procurement indicated as PS-DBM/Shopping may utilize Shopping upon presentation and submission of Certification of Non-Availability of Stock (CNAS) issued by the PS-DBM for items that are carried and/ or included in the PhilGEPS catalogue.
- b) For consumables and common office supplies and material that are not carried by PS-DBM and/or not shown in the PhilGEPS catalogue and in consideration that the PS-DBM will not issue CNAS for the purpose, a screenshot from the PS-DBM and/or PhilGEPS search utility may suffice (search utility will turn red if not available or not carried).

c) Procurement of good determined as through “Direct Contracting” must comply with the requisites of Sec. 50 of RA 9184 and its RIRR as well as that of COA Circular 2012-001. It shall likewise be supported by the appropriate certification from the exclusive dealer or manufacturer, duly authenticated by the Philippines Consulate/Embassy where the Head Office is located, if foreign goods.

Updating of the PMPs and consolidated APP shall be undertaken when there is change in project, programs and activities contained in the 2019 APP following procedures defined in RA 9184, its RIRR and relevant and appropriate internal issuances.

For information and guidance of all concerned.


EUGENIO C. DONATOS, II
Officer-in-Charge, PRO XII
Concurrent Division Chief, FOD

Date Signed: 02 07 2019

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ANNUAL PROCUREMENT PLAN FOR CY 2019

PHILHEALTH REGIONAL OFFICE 12

GOODS AND SERVICES

Republic of the Philippines
Philippine Health Insurance Corporation
ANNUAL PROCUREMENT PLAN
Calendar Year 2019

BAC Goods and Services

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		CO
Procurement of Office Equipment																			
1st Quarter																			
Philhealth Regional Office XII		Public Bidding	JAN	JAN	JAN		JAN		JAN	FEB	FEB	MAR	MAR	MAR	COB	1,109,660.00		1,109,660.00	
2nd Quarter																			
Philhealth Regional Office XII		Public Bidding Negotiated Procurement - Small Value Procurement	JAN	JAN	FEB		FEB		FEB	MAR	MAR	MAR	APR	APR	COB	1,253,000.82		1,253,000.82	
3rd Quarter																			
Philhealth Regional Office XII		Public Bidding	MAY	MAY	MAY		MAY		JUN	JUN	JUN	JUL	JUL	JUL	COB	25,000.00		25,000.00	
																2,387,660.82	0.00	2,387,660.82	
Procurement of Medical Equipment																			
1st Quarter																			
Philhealth Regional Office XII		Public Bidding	JAN	JAN	JAN		JAN		JAN	FEB	FEB	MAR	MAR	MAR	COB	15,937.50		15,937.50	
																15,937.50	0.00	15,937.50	
Procurement of Furniture and Fixtures																			
1st Quarter																			
Philhealth Regional Office XII		Public Bidding	JAN	JAN	JAN		JAN		JAN	FEB	FEB	MAR	MAR	MAR	COB	393,602.00		393,602.00	
2nd Quarter																			
Philhealth Regional Office XII		Public Bidding Negotiated Procurement - Small Value Procurement	JAN	JAN	FEB		FEB		FEB	MAR	MAR	MAR	APR	APR	COB	340,901.00		340,901.00	
																734,503.00	0.00	734,503.00	
Procurement of Regular Office Supplies																			
2nd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM Shopping Negotiated Procurement - PS-DBM Direct Contracting Negotiated Procurement - Lease of Real Property and Venue	APR	APR									APR	APR	COB	1,251,473.44	1,251,473.44		
3rd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM Negotiated Procurement - PS-DBM Shopping Direct Contracting	JUL	JUL									JUL	JUL	COB	544,386.81	544,386.81		
4th Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM Shopping Negotiated Procurement - PS-DBM Direct Contracting	OCT	OCT									OCT	OCT	COB	486,266.84	486,266.84		
																2,282,127.09	2,282,127.09	0.00	
Procurement of Accountable Forms																			
2nd Quarter																			
Philhealth Regional Office XII		Direct Contracting	MAR	MAR						MAR	MAR	APR	APR	APR	COB	31,763.75	31,763.75		
3rd Quarter																			
Philhealth Regional Office XII		Direct Contracting	JUN	JUN						JUN	JUN	JUL	JUL	JUL	COB	6,063.75	6,063.75		

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BAC Goods and Services

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		CO
4th Quarter																			
Philhealth Regional Office XII		Direct Contracting	SEP	SEP					SEP	SEP	OCT	OCT	OCT	COB	12,127.50	12,127.50			
															49,955.00	49,955.00	0.00		
Procurement of Drug and Medicines																			
2nd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	MAR	MAR						MAR		APR	APR	COB	50,848.10	50,848.10			
3rd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	JUN	JUN						JUN		JUL	JUL	COB	35,185.35	35,185.35			
4th Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	SEP	SEP						SEP		OCT	OCT	COB	71,156.34	71,156.34			
															157,189.79	157,189.79	0.00		
Procurement of Medical, Dental and Laboratory Supplies																			
2nd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	APR	APR								APR	APR	COB	12,713.06	12,713.06			
3rd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	JUN	JUN						JUN		JUL	JUL	COB	240.00	240.00			
4th Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	SEP	SEP						SEP		OCT	OCT	COB	300.00	300.00			
															13,253.06	13,253.06	0.00		
Procurement of Gasoline, Oil and Lubricants																			
Philhealth Regional Office XII		Public Bidding	JAN	JAN	JAN		JAN		JAN	FEB	FEB	MAR	MAR	MAR	COB	2,072,640.00	2,072,640.00		
															2,072,640.00	2,072,640.00	0.00		
Procurement of Textbooks and Instructional Materials																			
2nd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM/Shopping	APR	APR								APR	APR	COB	5,441.30	5,441.30			
															5,441.30	5,441.30	0.00		
Procurement of Semi-Expendable Machinery and Equipment Expenses																			
2nd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	MAR	MAR								APR	APR	COB	83,425.94	83,425.94			
3rd Quarter																			

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Philippine Health Insurance Corporation
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BAC Goods and Services

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		CO
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	JUL	JUL									JUL	JUL	COB	46,514.75	46,514.75		
4th Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	SEP	SEP						SEP			OCT	OCT	COB	1,149.50	1,149.50		
																131,090.19	131,090.19	0.00	
Procurement of Semi-Expendable Furniture, Fixtures and Book Expense																			
1st Quarter																			
Philhealth Regional Office XII		Public Bidding	JAN	JAN	JAN		JAN			JAN	FEB	FEB	MAR	MAR	MAR	COB	104,500.00	104,500.00	
2nd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM/Shopping Public Bidding Negotiated Procurement - Small Value Procurement	JAN	JAN	FEB		FEB			FEB	MAR	MAR	MAR	APR	APR	COB	419,312.58	419,312.58	
																523,812.58	523,812.58	0.00	
Procurement of Water Services																			
Philhealth Regional Office XII		Direct Contracting	JAN	JAN						FEB	FEB	MAR	MAR	MAR	COB	81,156.48	81,156.48		
																81,156.48	81,156.48	0.00	
Procurement of Electricity																			
Philhealth Regional Office XII		Direct Contracting	JAN	JAN						FEB	FEB	MAR	MAR	MAR	COB	5,303,448.00	5,303,448.00		
																5,303,448.00	5,303,448.00	0.00	
Procurement of Postage and Delivery Services																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	JAN	JAN									FEB	MAR	MAR	COB	447,750.00	447,750.00	
																447,750.00	447,750.00	0.00	
Procurement of Cable, Satellite, Telegraph and Radio Services																			
Philhealth Regional Office XII		Direct Contracting	JAN	JAN						FEB	FEB	MAR	MAR	MAR	COB	12,000.00	12,000.00		
																12,000.00	12,000.00	0.00	
Procurement of Janitorial Services																			
Philhealth Regional Office XII		Public Bidding	JAN	JAN	JAN		JAN			JAN	FEB	FEB	MAR	MAR	MAR	COB	2,259,805.20	2,259,805.20	
																2,259,805.20	2,259,805.20	0.00	
Procurement of Security Services																			
Philhealth Regional Office XII		Public Bidding	JAN	JAN	JAN		JAN			JAN	FEB	FEB	MAR	MAR	MAR	COB	5,572,819.32	5,572,819.32	
																5,572,819.32	5,572,819.32	0.00	
Repair and Maintenance of Office Equipment																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	JAN	JAN									FEB	MAR	MAR	COB	457,156.69	457,156.69	
																457,156.69	457,156.69	0.00	
Repair and Maintenance of Motor Vehicles																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	JAN	JAN									FEB	MAR	MAR	COB	686,000.00	686,000.00	
																686,000.00	686,000.00	0.00	
Repair and Maintenance of Furniture and Fixtures																			

Republic of the Philippines
Philippine Health Insurance Corporation
ANNUAL PROCUREMENT PLAN
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BAC Goods and Services

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		CO
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	JAN	JAN						FEB		MAR	MAR	COB	202,059.92	202,059.92			
															202,059.92	202,059.92	0.00		
Procurement of Advertising Services																			
Philhealth Regional Office XII		Direct Contracting	JAN	JAN					JAN	FEB	FEB	MAR	MAR	COB	3,181,999.92	3,181,999.92			
															3,181,999.92	3,181,999.92	0.00		
Marketing and Promotional																			
Philhealth Regional Office XII		Negotiated Procurement - Lease of Real Property and Venue Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN		FEB	FEB	COB		2,575,800.00	2,575,800.00			
															2,575,800.00	2,575,800.00	0.00		
Procurement of Printing and Binding Services																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	JAN	JAN						FEB		MAR	MAR	COB	322,183.17	322,183.17			
															322,183.17	322,183.17	0.00		
Procurement of Transportation and Delivery Services																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	JAN	JAN						FEB		MAR	MAR	COB	1,000,000.00	1,000,000.00			
															1,000,000.00	1,000,000.00	0.00		
Procurement of Rental Services																			
Philhealth Regional Office XII		Public Bidding	JAN	JAN	JAN		JAN		JAN	FEB	FEB	MAR	MAR	MAR	COB	20,370,392.75	20,370,392.75		
															20,370,392.75	20,370,392.75	0.00		
Procurement of Subscription Services																			
Philhealth Regional Office XII		Direct Contracting	JAN	JAN					JAN	FEB	FEB	MAR	MAR	COB	43,200.00	43,200.00			
															43,200.00	43,200.00	0.00		
Other Corporate Activities																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	FEB	FEB						FEB		MAR	APR	COB	243,400.00	243,400.00			
															243,400.00	243,400.00	0.00		
Corporate Forum																			
Philhealth Regional Office XII		Negotiated Procurement - Lease of Real Property and Venue Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN	JAN	FEB	FEB	FEB	COB	1,162,381.88	1,162,381.88			
															1,162,381.88	1,162,381.88	0.00		
Medical Expenses																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	JAN	JAN						FEB		MAR	MAR	COB	538,692.57	538,692.57			
															538,692.57	538,692.57	0.00		
														Total	52,833,856.23	49,695,754.91	3,138,101.32		

Note: System generated report.



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ANNUAL PROCUREMENT PLAN FOR CY 2019

PHILHEALTH REGIONAL OFFICE 12

INFORMATION TECHNOLOGY RESOURCES

Republic of the Philippines
Philippine Health Insurance Corporation
ANNUAL PROCUREMENT PLAN
Calendar Year 2019

BAC Information and Technology Resources

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		CO
Procurement of IT Equipment and Software																			
2nd Quarter																			
Philhealth Regional Office XII		Public Bidding Negotiated Procurement - PS-DBM/Shopping	JAN	JAN	FEB		FEB		FEB	MAR	MAR	MAR	APR	APR	COB		7,141,654.69		7,141,654.69
																7,141,654.69	0.00	7,141,654.69	
Procurement of IT Supplies																			
2nd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement Negotiated Procurement - PS-DBM Negotiated Procurement - PS-DBM/Shopping Public Bidding	JAN	JAN	FEB		FEB		FEB	MAR	MAR	MAR	APR	APR	COB		2,035,091.63	2,035,091.63	
3rd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - PS-DBM Negotiated Procurement - PS-DBM/Shopping	JUL	JUL									JUL	JUL	COB		645,315.75	645,315.75	
4th Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - PS-DBM/Shopping	OCT	OCT									OCT	OCT	COB		883,725.50	883,725.50	
																3,564,132.88	3,564,132.88	0.00	
Procurement of Semi-Expendable Machinery and Equipment Expenses																			
2nd Quarter																			
Philhealth Regional Office XII		Public Bidding	JAN	JAN	FEB		FEB		FEB	MAR	MAR	MAR	APR	APR	COB		84,000.00	84,000.00	
3rd Quarter																			
Philhealth Regional Office XII		Negotiated Procurement - PS-DBM/Shopping	JUL	JUL									JUL	JUL	COB		11,000.00	11,000.00	
																95,000.00	95,000.00	0.00	
Procurement of Internet Services																			
Philhealth Regional Office XII		Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	FEB	COB		816,000.00	816,000.00	
																816,000.00	816,000.00	0.00	
Repair and Maintenance of IT Equipment and Software																			
Philhealth Regional Office XII		Negotiated Procurement - Small Value Procurement	MAR	MAR							MAR		APR	APR	COB		284,000.00	284,000.00	
																284,000.00	284,000.00	0.00	
															Total	11,900,787.57	4,759,132.88	7,141,654.69	

Note: System generated report.