



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**  
**PHILHEALTH REGIONAL OFFICE - 1**

EMDC Building, Sec. Francisco Q. Duque Jr. Road, Tapuac District, Dagupan City, Pangasinan  
Trunkline: (075) 515-3333/ Telefax: (075) 522-9691  
Email: [region1@philhealth.gov.ph](mailto:region1@philhealth.gov.ph); [www.philhealth.gov.ph](http://www.philhealth.gov.ph)



January 21, 2019

**CORPORATE MEMORANDUM**

PRO 1 No. 2018 0009

**TO :** **ALL CONCERNED END-USERS**  
PhilHealth Regional Office 1

**SUBJECT :** **Approval of the CY 2019 Annual Procurement Plan (APP)**

In acquiescence with Sections 7.1 and 7.2 of Republic Act 9184, otherwise known as "Government Procurement Reform Act of 2003" and its 2016 Revised Implementing Rules and Regulations, all procurement of PhilHealth shall be within its approved budget and no procurement shall be undertaken unless it is in accordance with the duly approved Annual Procurement Plan (APP).

Upon approval of the Corporate Operating Budget (COB) of CY 2019 and consistent with the provisions of Republic Act No. 9184 and its RIRR, the BAC Secretariat using the Financial Management Information System – PhilHealth Budget System (FMIS-PBS) consolidated the Project Procurement Management Plan (PPMP) of all concerned end-users in PhilHealth Regional Office 1 into the CY 2019 Annual Procurement Plan (APP).

The PhilHealth Regional Office 1-Bids and Awards Committee, deliberated on, determined and recommended the appropriate method of procurement covering the various projects, activities and programs (PAPs) included in the APP. In accordance with the parameters set forth by RA 9184 and its 2016 RIRR.

It is emphasized that all procurement based on the approved CY 2019 APP must be undertaken strictly in accordance with the terms, conditions and requirements provided in the law, its RIRR as well as relevant 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:

- 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 Certificate 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 materials that are not carried by PS-DBM and / or not shown in PhilGEPS catalogue and in consideration that the PS-DBM will not issue CNAS for the purposed, a screen shot 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 goods whose mode of procurement determined to be through "Direct Contracting" must comply with the requirements of Section 50 of RA 9184 and its 2016 RIRR as well as COA Circular 2012-001. It shall likewise be supported by the appropriate certification from the exclusive dealer or manufacturer, duly authenticated by the Philippine

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Consulate / Embassy / Labor Office where the Head Office of the dealer or manufacturer is located, if foreign goods.

Under the authority granted by the PhilHealth Board of Directors to the Regional Vice President as Head of Procuring Entity, the attached CY 2019 APP is hereby approved and enjoined all to facilitate procurement and implementation of the PAPs thereat. Procurement of all the items in the CY 2019 APP particularly those under the Capital Expenditures (CAPEX) should end October 31, 2019.

For information and strict compliance of all concerned.

  
**ALBERTO C. MANDURIAO**

Regional Vice President

Date Signed: 1-22-19





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# **CY 2019 ANNUAL PROCUREMENT PLAN**

## **PHILHEALTH REGIONAL OFFICE 1**

### **GOODS AND SERVICES**



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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													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	Fund Source	Total	MOOE	CO	
Procurement of Office Equipment																			
1st Quarter																			
Philhealth	Regional Office I	Public Bidding Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	1,283,083.79		1,283,083.79	
																1,283,083.79	0.00	1,283,083.79	
Procurement of Furniture and Fixtures																			
1st Quarter																			
Philhealth	Regional Office I	Public Bidding Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	1,066,527.00		1,066,527.00	
																1,066,527.00	0.00	1,066,527.00	
Procurement of Regular Office Supplies																			
1st Quarter																			
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM Shopping Negotiated Procurement - Small Value Procurement Direct Contracting Negotiated Procurement - Agency to Agency	MAR	MAR									MAR	APR	COB	2,272,719.40	2,272,719.40		
2nd Quarter																			
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM Shopping Negotiated Procurement - Small Value Procurement Direct Contracting Negotiated Procurement - Agency to Agency	JUN	JUN									JUN	JUL	COB	1,023,486.20	1,023,486.20		
3rd Quarter																			
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM Shopping Direct Contracting Negotiated Procurement - Small Value Procurement Negotiate Procurement - Agency to Agency	SEP	SEP									SEP	OCT	COB	1,132,056.24	1,132,056.24		
4th Quarter																			
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM Shopping Direct Contracting Negotiated Procurement - Agency to Agency	NOV	NOV									DEC	DEC	COB	252,016.06	252,016.06		
																4,680,277.90	4,680,277.90	0.00	
Procurement of Accountable Forms																			
1st Quarter																			
Philhealth	Regional Office I	Negotiated Procurement - Agency to Agency	JAN	JAN						JAN			FEB	MAR	COB	38,001.25	38,001.25		



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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	
															38,001.25	38,001.25	0.00	
Procurement of Drug and Medicines																		
1st Quarter																		
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping	MAR	MAR							MAR	APR	COB	23,176.73	23,176.73			
2nd Quarter																		
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping	JUN	JUN							JUN	JUL	COB	22,911.89	22,911.89			
3rd Quarter																		
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping	SEP	SEP							SEP	OCT	COB	2,151.61	2,151.61			
4th Quarter																		
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping	NOV	NOV							DEC	DEC	COB	35.80	35.80			
															48,276.03	48,276.03	0.00	
Procurement of Medical, Dental and Laboratory Supplies																		
1st Quarter																		
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping	MAR	MAR							MAR	APR	COB	53,177.12	53,177.12			
2nd Quarter																		
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping	JUN	JUN							JUN	JUL	COB	20,292.97	20,292.97			
3rd Quarter																		
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping	SEP	SEP							SEP	OCT	COB	18,499.84	18,499.84			
4th Quarter																		
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping	NOV	NOV							DEC	DEC	COB	4,277.54	4,277.54			
															96,247.47	96,247.47	0.00	
Procurement of Gasoline, Oil and Lubricants																		
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	2,165,820.00	2,165,820.00		
															2,165,820.00	2,165,820.00	0.00	
Procurement of Semi-Expendable Machinery and Equipment Expenses																		
1st Quarter																		
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	137,073.44	137,073.44		
3rd Quarter																		
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement	AUG	AUG						AUG		SEP	OCT	COB	653.12	653.12		
															137,726.56	137,726.56	0.00	
Procurement of Semi-Expendable Machinery and Equipment Expenses																		
1st Quarter																		





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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 I		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB		35,750.00	35,750.00	
																35,750.00	35,750.00	0.00	
Procurement of Semi-Expendable Machinery and Equipment Expenses																			
1st Quarter																			
Philhealth Regional Office I		Negotiated Procurement - Small Value Procurement	FEB	FEB							FEB		MAR	APR	COB		21,193.75	21,193.75	
																21,193.75	21,193.75	0.00	
Procurement of Semi-Expendable Furniture, Fixtures and Book Expense																			
1st Quarter																			
Philhealth Regional Office I		Negotiated Procurement - Small Value Procurement	FEB	FEB							FEB		MAR	APR	COB		130,882.15	130,882.15	
																130,882.15	130,882.15	0.00	
Procurement of Semi-Expendable Furniture, Fixtures and Book Expense																			
1st Quarter																			
Philhealth Regional Office I		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB		17,181.14	17,181.14	
																17,181.14	17,181.14	0.00	
Procurement of Water Services																			
Philhealth Regional Office I		Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB		477,739.36	477,739.36	
																477,739.36	477,739.36	0.00	
Procurement of Electricity																			
Philhealth Regional Office I		Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB		5,748,942.72	5,748,942.72	
																5,748,942.72	5,748,942.72	0.00	
Procurement of Postage and Delivery Services																			
Philhealth Regional Office I		Negotiated Procurement - Agency to Agency Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB		6,047,125.00	6,047,125.00	
																6,047,125.00	6,047,125.00	0.00	
Procurement of Cable, Satellite, Telegraph and Radio Services																			
Philhealth Regional Office I		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB		13,200.00	13,200.00	
																13,200.00	13,200.00	0.00	
Procurement of Janitorial Services																			
Philhealth Regional Office I		Negotiated Procurement - Small Value Procurement Public Bidding	JAN	JAN							JAN		FEB	MAR	COB		4,217,214.12	4,217,214.12	
																4,217,214.12	4,217,214.12	0.00	
Procurement of Security Services																			
Philhealth Regional Office I		Negotiated Procurement - Small Value Procurement Public Bidding	JAN	JAN							JAN		FEB	MAR	COB		5,977,159.02	5,977,159.02	





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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		
																	5,977,159.02	5,977,159.02	0.00	
Repair and Maintenance of Office Equipment																				
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	1,043,200.00	1,043,200.00			
																	1,043,200.00	1,043,200.00	0.00	
Repair and Maintenance of Communication Equipment																				
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	10,000.00	10,000.00			
																	10,000.00	10,000.00	0.00	
Repair and Maintenance of Motor Vehicles																				
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	916,084.20	916,084.20			
																	916,084.20	916,084.20	0.00	
Repair and Maintenance of Furniture and Fixtures																				
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement Negotiate Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	85,200.00	85,200.00			
																	85,200.00	85,200.00	0.00	
Procurement of Advertising Services																				
Philhealth	Regional Office I	Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	JAN	JAN						JAN			FEB	MAR	COB	364,000.00	364,000.00			
																	364,000.00	364,000.00	0.00	
Marketing and Promotional																				
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement Negotiate Procurement - Lease of Real Property and Venue	JAN	JAN						JAN			FEB	MAR	COB	7,498,730.60	7,498,730.60			
																	7,498,730.60	7,498,730.60	0.00	
Procurement of Printing and Binding Services																				
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	431,000.00	431,000.00			
																	431,000.00	431,000.00	0.00	
Procurement of Transportation and Delivery Services																				
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	499,000.00	499,000.00			
																	499,000.00	499,000.00	0.00	
Procurement of Rental Services																				
Philhealth	Regional Office I	Negotiated Procurement - Lease of Real Property and Venue	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	13,077,803.58	13,077,803.58			



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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		
																13,077,803.58	13,077,803.58	0.00		
Procurement of Subscription Services																				
Philhealth Regional Office I		Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN			FEB	MAR	COB		13,800.00	13,800.00			
																13,800.00	13,800.00	0.00		
Other Corporate Activities																				
Philhealth Regional Office I		Negotiated Procurement - Small Value Procurement	FEB	FEB					FEB			MAR	APR	COB		259,000.00	259,000.00			
																259,000.00	259,000.00	0.00		
Registration of Motor Vehicle																				
Philhealth Regional Office I		Negotiated Procurement - Agency to Agency	JAN	JAN					JAN			FEB	MAR	COB		16,694.42	16,694.42			
																16,694.42	16,694.42	0.00		
Corporate Forum																				
Philhealth Regional Office I		Negotiated Procurement - Lease of Real Property and Venue Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN	JAN	FEB	FEB	MAR	COB		2,132,400.00	2,132,400.00			
																2,132,400.00	2,132,400.00	0.00		
Medical Expenses																				
Philhealth Regional Office I		Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN			FEB	MAR	COB		500,000.00	500,000.00			
																500,000.00	500,000.00	0.00		
Note: System generated report.																Total	59,049,260.06	56,699,649.27	2,349,610.79	





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# **CY 2019 ANNUAL PROCUREMENT PLAN**

## **PHILHEALTH REGIONAL OFFICE 1**

### **INFORMATION & TECHNOLOGY RESOURCES**

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Republic of the Philippines  
Philippine Health Insurance Corporation  
ANNUAL PROCUREMENT PLAN  
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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																			
1st Quarter																			
Philhealth	Regional Office I	Public Bidding	JAN	JAN	JAN		JAN		FEB	FEB	FEB	MAR	MAR	APR	COB	5,877,464.55		5,877,464.55	
															5,877,464.55	0.00	5,877,464.55		
Procurement of IT Supplies																			
1st Quarter																			
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - PS-DBM/Shopping Public Bidding Negotiated Procurement - Small Value Procurement	MAR	MAR									MAR	APR	COB	2,919,295.11	2,919,295.11		
2nd Quarter																			
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - PS-DBM/Shopping	JUN	JUN									JUN	JUL	COB	1,432,340.90	1,432,340.90		
3rd Quarter																			
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - PS-DBM/Shopping	SEP	SEP									SEP	OCT	COB	1,371,510.30	1,371,510.30		
4th Quarter																			
Philhealth	Regional Office I	Negotiated Procurement - PS-DBM/Shopping	NOV	NOV									DEC	DEC	COB	253,995.00	253,995.00		
															5,977,141.31	5,977,141.31	0.00		
Procurement of Semi-Expendable Machinery and Equipment Expenses																			
1st Quarter																			
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	284,762.30	284,762.30		
															284,762.30	284,762.30	0.00		
Procurement of Internet Services																			
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	1,116,672.00	1,116,672.00		
															1,116,672.00	1,116,672.00	0.00		
Repair and Maintenance of IT Equipment and Software																			
Philhealth	Regional Office I	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	370,260.00	370,260.00		
															370,260.00	370,260.00	0.00		
															Total	13,626,300.16	7,748,835.61	5,877,464.55	
Note: System generated report.																			

Note: System generated report.





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# **CY 2019 ANNUAL PROCUREMENT PLAN**

## **PHILHEALTH REGIONAL OFFICE 1**

### **INFRASTRUCTURE**



Republic of the Philippines  
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BAC Infrastructure

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			
Repair and Maintenance for Building																					
Philhealth Regional Office I		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN			FEB	MAR	COB	1,695,700.00	1,695,700.00			
																	1,695,700.00	1,695,700.00	0.00		
Note: System generated report.																	Total	1,695,700.00	1,695,700.00	0.00	