



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
PhilHealth Regional Office II
The Builders Place, Del Rosario Street, Tuguegarao City
www.philhealth.gov.ph



January 23, 2019

MEMORANDUM

No. PRO II – 2019 0006

**SUBJECT: APPROVAL OF ANNUAL PROCUREMENT PLAN (APP)
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 Procuring Entity and Section IV.9 of Corporate Order on the Preparation and Approval of the Annual Procurement Plan (APP) and consistent with Section 7.1 of Republic Act No. 9184 and its Revised Implementing Rules and Regulations, 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 End-Users"**, this Order is hereby issued approving the attached 2019 APP as recommended by the PRO II Bids and Awards Committee (PRO-BAC).

The APP is a consolidation of various Project Procurement Management Plans (PPMPs), and anchored on the approved Corporate Operating Budget for CY 2018. The PRO II Bids and Awards Committee deliberated on, determined and recommended the appropriate method of procurement covering the various projects / programs / activities under Goods and Services, Information Technology Resources, Consulting Services, and Infrastructure portion of the APP, in accordance with the parameters set forth by RA 9184 and its Revised Implementing Rules and Regulations (RIRR).

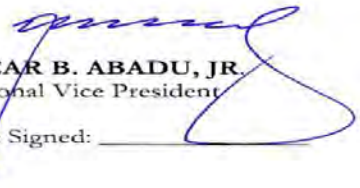
All procurement must be undertaken strictly in accordance with the terms, conditions, and requirements provided in RA 9184, its RIRR as well as relevant government and corporate procurement policies, rules and regulations, subject to usual government auditing and accounting rules and regulations. Moreover, the following specific requirements should also be met:

- 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 purpose, 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 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 Philippine Consulate/Embassy where the Head Office is located, if foreign goods.

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


OSCAR B. ABADU, JR.
Regional Vice President

Date Signed: _____



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ANNUAL PROCUREMENT PLAN for CY 2019

BAC - GOODS AND SERVICES

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												Estimated Budget				CO	Remarks
Pre-Proc Conference	Advs/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						
Procurement of Office Equipment																				
3rd Quarter																				
Philhealth Regional Office II	Public Bidding	JUL	JUL	JUL	JUL	JUL	JUL	AUG	AUG	AUG	SEP	COB	2,545,496.29		2,545,496.29					
													2,545,496.29	0.00	2,545,496.29					
Procurement of Furniture and Fixtures																				
3rd Quarter																				
Philhealth Regional Office II	Public Bidding	JUL	JUL	JUL	JUL	JUL	JUL	AUG	AUG	AUG	SEP	COB	926,684.00		926,684.00					
													926,684.00	0.00	926,684.00					
Procurement of Regular Office Supplies																				
1st Quarter																				
Philhealth Regional Office II	Negotiated Procurement - PS-DBM/Shopping/Negotiated Procurement - Small Value Procurement/Direct Contracting	FEB	FEB							FEB	FEB	COB	1,016,023.86	1,016,023.86						
2nd Quarter																				
Philhealth Regional Office II	Negotiated Procurement - PS-DBM/Shopping/Negotiated Procurement - Small Value Procurement	APR	APR							APR	MAY	COB	411,180.35	411,180.35						
3rd Quarter																				
Philhealth Regional Office II	Negotiated Procurement - PS-DBM/Shopping/Negotiated Procurement - Small Value Procurement/Direct Contracting	JUL	JUL							AUG	AUG	COB	545,968.84	545,968.84						
4th Quarter																				

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Procurement Program/Project			PMO / End-User	Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY												Fund Source	Estimated Budget		CO	Remarks
					Pre-Proc Conference	Ads/Post of ITD	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		
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping	OCT	NOV									NOV	NOV	COB	232,922.53	232,922.53				
																2,206,095.58	2,206,095.58	0.00			
Procurement of IT Supplies																					
1st Quarter																					
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping	FEB	FEB									FEB	FEB	COB	55,000.00	55,000.00				
2nd Quarter																					
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping	MAY	MAY									MAY	MAY	COB	44,000.00	44,000.00				
3rd Quarter																					
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping	AUG	AUG									AUG	AUG	COB	44,000.00	44,000.00				
4th Quarter																					
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping	OCT	NOV									NOV	NOV	COB	44,000.00	44,000.00				
																187,000.00	187,000.00	0.00			
Procurement of Accountable Forms																					
1st Quarter																					
Philhealth Regional Office II		Negotiated Procurement - Agency to Agency	JAN	JAN								JAN	FEB	FEB	COB	6,352.75	6,352.75				
2nd Quarter																					
Philhealth Regional Office II		Negotiated Procurement - Agency to Agency	APR	APR								APR	MAY	MAY	COB	6,352.75	6,352.75				
3rd 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 II			Negotiated Procurement to Agency - Agency	JUL	JUL							JUL		AUG	AUG	COB	6,352.75	6,352.75		
4th Quarter																				
Philhealth Regional Office II			Negotiated Procurement to Agency - Agency	OCT	OCT							OCT		NOV	NOV	COB	14,437.75	14,437.75		
																	33,496.00	33,496.00	0.00	
Procurement of Drug and Medicines																				
1st Quarter																				
Philhealth Regional Office II			Negotiated Procurement - PS-DBM/Shopping	FEB	FEB									FEB	FEB	COB	4,173.03	4,173.03		
2nd Quarter																				
Philhealth Regional Office II			Negotiated Procurement - PS-DBM/Shopping	MAY	MAY									MAY	MAY	COB	2,090.05	2,090.05		
3rd Quarter																				
Philhealth Regional Office II			Negotiated Procurement - PS-DBM/Shopping	AUG	AUG									AUG	AUG	COB	2,416.85	2,416.85		
4th Quarter																				
Philhealth Regional Office II			Negotiated Procurement - PS-DBM/Shopping	OCT	NOV									NOV	NOV	COB	2,090.05	2,090.05		
																	10,769.98	10,769.98	0.00	
Procurement of Medical, Dental and Laboratory Supplies																				
1st Quarter																				
Philhealth Regional Office II			Negotiated Procurement - PS-DBM/Shopping	FEB	FEB									FEB	FEB	COB	30,885.96	30,885.96		
2nd Quarter																				

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Procurement Program/Project	PMO / End-User	Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY												Fund Source	Total	Estimated Budget MOOE	CO	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					
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping	MAY	MAY									MAY	MAY	COB	4,279.94	4,279.94		
3rd Quarter																			
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping	AUG	AUG									AUG	AUG	COB	10,163.95	10,163.95		
4th Quarter																			
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping	OCT	NOV									NOV	NOV	COB	3,640.84	3,640.84		
																48,970.69	48,970.69	0.00	
Procurement of Gasoline, Oil and Lubricants																			
Philhealth Regional Office II		Public Bidding	FEB	FEB	MAR		MAR		MAR	MAR	APR	APR	APR	MAY	COB	1,592,700.00	1,592,700.00		
																1,592,700.00	1,592,700.00	0.00	
Procurement of Semi-Expendable Machinery and Equipment Expenses																			
1st Quarter																			
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	28,614.74	28,614.74		
2nd Quarter																			
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement	MAR	MAR							APR		APR	MAY	COB	58,038.20	58,038.20		
3rd Quarter																			
Philhealth Regional Office II		Public Bidding/Negotiated Procurement - Small Value Procurement	JUL	JUL	JUL		JUL		JUL	JUL	AUG	AUG	AUG	SEP	COB	31,415.39	31,415.39		
																118,068.33	118,068.33	0.00	
Procurement of Semi-Expendable Machinery and Equipment Expenses																			
1st Quarter																			

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Procurement Program/Project	PMO / End-User	Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY											Fund Source	Total	Estimated Budget MOOE	CO	Remarks
			Pre-Proc Conference	Advs/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					
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB	COB	8,937.50	8,937.50		
															8,937.50	8,937.50	0.00	
Procurement of Semi-Expendable Furniture, Fixtures and Book Expense																		
2nd Quarter																		
Philhealth Regional Office II		Negotiated Procurement - Agency to Agency/Negotiated Procurement - Small Value Procurement	APR	APR						APR		MAY	MAY	COB	53,157.50	53,157.50		
3rd Quarter																		
Philhealth Regional Office II		Public Bidding/Negotiated Procurement - Small Value Procurement	JUL	JUL	JUL		JUL		JUL	JUL	AUG	AUG	AUG	SEP	COB	219,587.50	219,587.50	
															272,745.00	272,745.00	0.00	
Procurement of Water Services																		
Philhealth Regional Office II		Negotiated Procurement - Agency to Agency	JAN	JAN						JAN		FEB	FEB	COB	173,329.56	173,329.56		
															173,329.56	173,329.56	0.00	
Procurement of Electricity																		
Philhealth Regional Office II		Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	FEB	COB	4,931,082.00	4,931,082.00	
															4,931,082.00	4,931,082.00	0.00	
Procurement of Postage and Delivery Services																		
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement/Negotiate Procurement - Agency to Agency	JAN	JAN						JAN		FEB	FEB	COB	2,332,420.00	2,332,420.00		
															2,332,420.00	2,332,420.00	0.00	
Procurement of Janitorial Services																		

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Procurement Program/Project	PMO / End-User	Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY												Fund Source	Total	Estimated Budget MOOE	CO	Remarks
			Pre-Proc Conference	Ads/Post of ITB	Pre-Bid Conference	Eligibility Check	Solty/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery Completion	Acceptance Turnover					
Philhealth Regional Office II		Public Bidding	MAR	APR	APR		APR		APR	APR	MAY	MAY	MAY	JUN	COB	2,872,320.60	2,872,320.60		
																2,872,320.60	2,872,320.60	0.00	
Procurement of Security Services																			
Philhealth Regional Office II		Public Bidding	MAR	APR	APR		APR		APR	APR	MAY	MAY	MAY	JUN	COB	4,413,634.44	4,413,634.44		
																4,413,634.44	4,413,634.44	0.00	
Repair and Maintenance of Office Equipment																			
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	500,000.00	500,000.00		
																500,000.00	500,000.00	0.00	
Repair and Maintenance of Motor Vehicles																			
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	940,765.00	940,765.00		
																940,765.00	940,765.00	0.00	
Procurement of Advertising Services																			
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	941,000.00	941,000.00		
																941,000.00	941,000.00	0.00	
Marketing and Promotional																			
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	2,429,238.00	2,429,238.00		
																2,429,238.00	2,429,238.00	0.00	
Procurement of Printing and Binding Services																			
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	215,400.00	215,400.00		
																215,400.00	215,400.00	0.00	
Procurement of Transportation and Delivery Services																			

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BAC Goods and Services

Procurement Program/Project / End-User	PMO / Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY											Fund Source	Total	Estimated Budget		CO	Remarks
		Pre-Proc. Conference	Advs/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		MOOE			
Philhealth Regional Office II	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	130,000.00	130,000.00		
															130,000.00	130,000.00	0.00	
Procurement of Rental Services																		
Philhealth Regional Office II	Negotiated Procurement - Lease of Real Property and Venue		MAR	APR					APR	APR	MAY	MAY	MAY	COB	9,331,713.13	9,331,713.13		
															9,331,713.13	9,331,713.13	0.00	
Procurement of Subscription Services																		
Philhealth Regional Office II	Negotiated Procurement - Small Value Procurement/Negotiate Procurement - Agency to Agency	JAN	JAN							JAN		FEB	FEB	COB	59,016.00	59,016.00		
															59,016.00	59,016.00	0.00	
Sports Activities																		
Philhealth Regional Office II	Negotiated Procurement - Agency to Agency	JAN	JAN							JAN		FEB	FEB	COB	13,000.00	13,000.00		
															13,000.00	13,000.00	0.00	
Other Corporate Activities																		
Philhealth Regional Office II	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	221,200.00	221,200.00		
															221,200.00	221,200.00	0.00	
Registration of Motor Vehicle																		
Philhealth Regional Office II	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	11,816.86	11,816.86		
															11,816.86	11,816.86	0.00	
Corporate Forum																		

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BAC Goods and Services

Procurement Program/Project / PMO / End User	Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY											Fund Source	Total	Estimated Budget		CO	Remarks
		Pre-Proc Conference	Ads/Post of ITB	Pre-Bid Conference	Eligibility Check	Solicitation of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery Completion	Acceptance Turnover		NOOF			
Philhealth Regional Office II	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	758,000.00	758,000.00		
Medical Expenses															758,000.00	758,000.00	0.00	
Philhealth Regional Office II	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	FEB	COB	600,000.00	600,000.00		
															600,000.00	600,000.00	0.00	
<i>Note: System generated report.</i>														Total	38,824,898.96	35,352,718.67	3,472,180.29	

BAC – INFORMATION TECHNOLOGY EQUIPMENT

Republic of the Philippines
Philippine Health Insurance Corporation
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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	Total	Estimated Budget		CO	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	MOOE		
Procurement of IT Equipment and Software																			
2nd Quarter																			
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	APR	APR								APR	MAY	COB	105,000.00		105,000.00		
3rd Quarter																			
Philhealth Regional Office II		Public Bidding	JUL	JUL	JUL		JUL		JUL	JUL	AUG	AUG	AUG	SEP	COB	5,076,016.07		5,076,016.07	
																5,181,016.07	0.00	5,181,016.07	
Procurement of IT Supplies																			
1st Quarter																			
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - PS-DBM/Shopping	FEB	FEB									FEB	FEB	COB	1,470,773.70		1,470,773.70	
2nd Quarter																			
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - PS-DBM/Shopping	APR	APR									APR	MAY	COB	693,863.53		693,863.53	
3rd Quarter																			
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - PS-DBM/Shopping Public Bidding	AUG	AUG									AUG	AUG	COB	874,875.55		874,875.55	
4th Quarter																			

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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	Total	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			MOOE	OO	
Philhealth Regional Office II		Negotiated Procurement - PS-DBM/Shopping/Negotiated Procurement - PS-DBM/Shopping	OCT	NOV									NOV	NOV	CDB	477,802.45	477,802.45		
																3,517,315.23	3,517,315.23	0.00	
Procurement of Semi-Expendable Machinery and Equipment Expenses																			
2nd Quarter																			
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement/Negotiated Procurement - PS-DBM/Shopping	MAR	MAR							APR		APR	MAY	CDB	43,786.00	43,786.00		
3rd Quarter																			
Philhealth Regional Office II		Public Bidding	JUL	JUL	JUL		JUL		JUL	JUL	AUG	AUG	AUG	SEP	CDB	130,661.63	130,661.63		
																174,447.63	174,447.63	0.00	
Procurement of Internet Services																			
Philhealth Regional Office II		Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	MAR	CDB	910,656.00	910,656.00		
																910,656.00	910,656.00	0.00	
Repair and Maintenance of IT Equipment and Software																			
Philhealth Regional Office II		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB		CDB	80,000.00	80,000.00		
																80,000.00	80,000.00	0.00	
<i>Note: System generated report.</i>																Total	9,863,434.93	4,682,418.88	5,181,016.07

BAC – 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 II		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB	COB	180,000.00	180,000.00			
															180,000.00	180,000.00	0.00		
Note: System generated report.															Total	180,000.00	180,000.00	0.00	