

Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

PhilHealth Regional Office V
ANST III Bldg., Alternate Road, Legazpi City
PRO 5 Healthline 052-4815596
Call Center (02) 441-7442 Trunkline (02) 441-7444
www.philhealth.gov.ph



January 17, 2019

Memorandum

TO : **ALL CONCERNED END-USERS
PRO V**

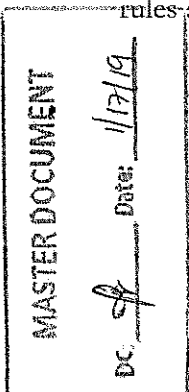
SUBJECT : **ANNUAL PROCUREMENT PLAN (APP) FOR CY 2019**

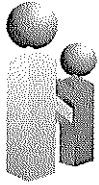
Under the authority granted by the PhilHealth Board of Directors through PBR No. 731, s. 2004 to the Regional Vice President as Head of the Procuring Entity and Section IV.9 of Corporate Order on the Preparation and Approval of the Annual Procurement and consistent with Section 7.1 of Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations, which states that "All procurement shall be within the approved budget of the Procuring Entity should be meticulously and judiciously planned by the Procuring Entity, xxx", this Order is hereby issued approving the attached 2019 Annual Procurement Plan as recommended by the PhilHealth Regional Office 5- Bids and Awards Committee (PRO 5 BAC).

The APP is a consolidation of the various Project Procurement Management Plans (PPMPs), and anchored on the Approved Corporate Operating Budget for CY 2019. The PRO 5-BAC deliberated on, determined and recommended the appropriate method of procurement covering the various projects / programs / activities under Goods and Services, Information and Technology Resources, Consulting Services, and Infrastructure portion of the APP, in accordance with the parameters set forth by RA 9184 and its 2016 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 2016 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 utilized 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.





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- 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 2016 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 where there is change in projects, programs and activities contained in the 2019 APP following procedures defined in RA 9184, its RIRR and relevant and appropriate internal issuances.

For the information and guidance of all concerned.

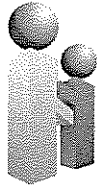
ORLANDO D. INIGO, JR.
 Regional Vice President
 Date signed: 01/17/2019

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DC: df Date: 1/17/19

Copy Finished:

- GPPB-TSO
- Resident Auditor, COA
- SBAC, PHIC



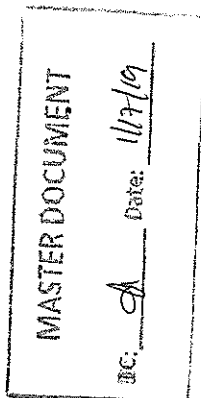
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ANNUAL PROCUREMENT PLAN FOR CY 2019

PHILHEALTH REGIONAL OFFICE 5

GOODS AND SERVICES



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Republic of the Philippines
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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	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		CO	
Procurement of Office Equipment																				
1st Quarter																				
Philhealth	Regional	Office V	Negotiated Procurement - PS-DBM/Shopping	MAR	MAR								MAR	APR	COB		164,250.00		164,250.00	
2nd Quarter																				
Philhealth	Regional	Office V	Negotiated Procurement - Small Value Procurement	MAY	MAY								MAY	JUN	JUL	COB	107,490.02		107,490.02	
3rd Quarter																				
Philhealth	Regional	Office V	Public Bidding(Negotiated Procurement - Small Value Procurement	JUL	JUL								JUL	AUG	AUG	COB	3,718,846.79		3,718,846.79	
																	3,990,586.81	0.00	3,990,586.81	
Procurement of Furniture and Fixtures																				
1st Quarter																				
Philhealth	Regional	Office V	Negotiated Procurement - PS-DBM/Shopping	MAR	MAR								MAR	APR	COB		75,625.00		75,625.00	
2nd Quarter																				
Philhealth	Regional	Office V	Negotiated Procurement - Small Value Procurement	MAY	MAY								MAY	JUN	JUL	COB	632,500.00		632,500.00	
3rd Quarter																				
Philhealth	Regional	Office V	Public Bidding(Negotiated Procurement - Small Value Procurement	APR	MAY	MAY		MAY		MAY			MAY	JUN	JUN	JUL	JUL	COB	1,813,394.00	1,813,394.00
																	2,521,519.00	0.00	2,521,519.00	
Procurement of Regular Office Supplies																				
1st Quarter																				
Philhealth	Regional	Office V	Negotiated Procurement - PS-DBM/Shopping Shopping Procurement - Small Value Procurement Direct Contracting	MAR	MAR								MAR	APR	COB		2,547,036.68	2,547,036.68		
2nd Quarter																				
Philhealth	Regional	Office V	Negotiated Procurement - PS-DBM/Shopping Direct Contracting	MAR	MAR									APR	APR	COB	102,955.35		102,955.35	
3rd Quarter																				
Philhealth	Regional	Office V	Negotiated Procurement - PS-DBM/Shopping Shopping Contracting	SEP	SEP									SEP	OCT	COB	1,947,291.69		1,947,291.69	
																	4,597,283.72	4,597,283.72	0.00	
Procurement of Accountable Forms																				
4th Quarter																				
Philhealth	Regional	Office V	Negotiated Procurement - Agency to Agency	NOV	NOV								NOV	DEC	DEC	COB	26,450.00		26,450.00	

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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		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	CO	
Procurement of Drug and Medicines																			
1st Quarter																			
Philhealth	Regional Office V	Negotiated Procurement - Small Value Procurement	FEB	FEB						MAR			MAR	APR	COB	24,715.15	24,715.15	0.00	
3rd Quarter																			
Philhealth	Regional Office V	Negotiated Procurement - Small Value Procurement	AUG	AUG						SEP			SEP	OCT	COB	19,098.95	19,098.95		
43,814.10 43,814.10 0.00																			
Procurement of Medical, Dental and Laboratory Supplies																			
1st Quarter																			
Philhealth	Regional Office V	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	MAR	MAR									MAR	APR	COB	33,544.45	33,544.45		
3rd Quarter																			
Philhealth	Regional Office V	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	SEP	SEP									SEP	OCT	COB	22,476.84	22,476.84		
56,021.29 56,021.29 0.00																			
Procurement of Gasoline, Oil and Lubricants																			
Philhealth	Regional Office V	Negotiated Procurement - Small Value Procurement	NOV	NOV						NOV			DEC	DEC	COB	1,301,220.00	1,301,220.00		
1,301,220.00 1,301,220.00 0.00																			
Procurement of Semi-Expendable Machinery and Equipment Expenses																			
1st Quarter																			
Philhealth	Regional Office V	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement Shopping	MAR	MAR									MAR	APR	COB	57,914.14	57,914.14		
3rd Quarter																			
Philhealth	Regional Office V	Negotiated Procurement - Small Value Procurement	JUL	JUL						JUL			AUG	AUG	COB	24,200.00	24,200.00		
82,114.14 82,114.14 0.00																			
Procurement of Semi-Expendable Machinery and Equipment Expenses																			
1st Quarter																			
Philhealth	Regional Office V	Negotiated Procurement - Small Value Procurement	FEB	FEB						MAR			MAR	APR	COB	9,987.50	9,987.50		
9,987.50 9,987.50 0.00																			
Procurement of Semi-Expendable Furniture, Fixtures and Book Expense																			
3rd Quarter																			

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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 V		Negotiated Procurement - Small Value Procurement Public Bidding	MAY	MAY	MAY		MAY			JUN	JUN	JUN	JUL	JUL	AUG	COB	478,110.54	478,110.54		
478,110.54																	478,110.54	0.00		
Procurement of Semi-Expendable Furniture, Fixtures and Book Expense 1st Quarter																				
Philhealth Regional Office V		Negotiated Procurement - Agency to Agency Negotiated Procurement - Small Value Procurement	FEB	FEB								MAR		MAR	APR	COB	22,563.64	22,563.64		
22,563.64																	22,563.64	0.00		
Procurement of Water Services																				
Philhealth Regional Office V		Direct Contracting	OCT	NOV						NOV	NOV	DEC	DEC	DEC	COB	308,040.00	308,040.00			
308,040.00																	308,040.00	0.00		
Procurement of Electricity																				
Philhealth Regional Office V		Direct Contracting	OCT	NOV						NOV	NOV	DEC	DEC	DEC	COB	7,623,925.20	7,623,925.20			
7,623,925.20																	7,623,925.20	0.00		
Procurement of Postage and Delivery Services																				
Philhealth Regional Office V		Negotiated Procurement - Agency to Agency	NOV	NOV								NOV		DEC	DEC	COB	4,974,371.80	4,974,371.80		
4,974,371.80																	4,974,371.80	0.00		
Procurement of Janitorial Services																				
Philhealth Regional Office V		Public Bidding	OCT	OCT	OCT		OCT			NOV	NOV	NOV	DEC	DEC	DEC	COB	2,216,635.20	2,216,635.20		
2,216,635.20																	2,216,635.20	0.00		
Procurement of Security Services																				
Philhealth Regional Office V		Public Bidding	OCT	OCT	OCT		OCT			NOV	NOV	NOV	DEC	DEC	DEC	COB	5,297,270.40	5,297,270.40		
5,297,270.40																	5,297,270.40	0.00		
Repair and Maintenance of Office Equipment																				
Philhealth Regional Office V		Negotiated Procurement - Small Value Procurement	NOV	NOV								NOV		DEC	DEC	COB	210,000.00	210,000.00		
210,000.00																	210,000.00	0.00		
Repair and Maintenance of Motor Vehicles																				
Philhealth Regional Office V		Negotiated Procurement - Small Value Procurement	NOV	NOV								NOV		DEC	DEC	COB	760,000.00	760,000.00		
760,000.00																	760,000.00	0.00		
Repair and Maintenance of Furniture and Fixtures																				
Philhealth Regional Office V		Negotiated Procurement - Small Value Procurement	NOV	NOV								NOV		DEC	DEC	COB	65,000.00	65,000.00		
65,000.00																	65,000.00	0.00		
Procurement of Advertising Services																				
Philhealth Regional Office V		Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services Negotiated Procurement - Small Value Procurement	OCT	OCT								OCT		NOV	NOV	COB	500,000.00	500,000.00		

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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								
Marketing and Promotional																			500,000.00	500,000.00	0.00	
Philhealth Regional Office V		Negotiated Procurement - Lease of Real Property and Venue Negotiated Procurement - Small Value Procurement	APR	APR						MAY		MAY	JUN	COB		3,922,240.00	3,922,240.00					
																			3,922,240.00	3,922,240.00	0.00	
Procurement of Printing and Binding Services																						
Philhealth Regional Office V		Negotiated Procurement - Small Value Procurement	JUL	JUL						AUG		AUG	SEP	COB		422,000.00	422,000.00					
																			422,000.00	422,000.00	0.00	
Procurement of Transportation and Delivery Services																						
Philhealth Regional Office V		Negotiated Procurement - Small Value Procurement	NOV	NOV						NOV		DEC	DEC	COB		4,800.00	4,800.00					
																			4,800.00	4,800.00	0.00	
Procurement of Rental Services																						
Philhealth Regional Office V		Negotiated Procurement - Lease of Real Property and Venue	SEP	OCT					OCT	OCT	NOV	NOV	NOV	COB		20,800,285.19	20,800,285.19					
																			20,800,285.19	20,800,285.19	0.00	
Procurement of Subscription Services																						
Philhealth Regional Office V		Negotiated Procurement - Small Value Procurement Negotiate Procurement - Lease of Real Property and Venue	JUL	JUL						AUG		AUG	SEP	COB		70,200.00	70,200.00					
																			70,200.00	70,200.00	0.00	
Other Corporate Activities																						
Philhealth Regional Office V		Negotiated Procurement - Small Value Procurement Negotiate Procurement - Lease of Real Property and Venue	FEB	FEB					FEB	MAR	MAR	MAR	APR	COB		270,000.00	270,000.00					
																			270,000.00	270,000.00	0.00	
Registration of Motor Vehicle																						
Philhealth Regional Office V		Negotiated Procurement - Agency to Agency	NOV	NOV						NOV		DEC	DEC	COB		48,150.00	48,150.00					
																			48,150.00	48,150.00	0.00	
Corporate Forum																						
Philhealth Regional Office V		Negotiated Procurement - Lease of Real Property and Venue	JAN	JAN					JAN	JAN	FEB	FEB	MAR	COB		894,998.99	894,998.99					
																			894,998.99	894,998.99	0.00	
Medical Expenses																						

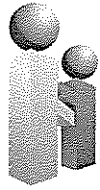
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ANNUAL PROCUREMENT PLAN
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BAC Goods and Services

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 V		Negotiated Procurement - Small Value Procurement	NOV	NOV								NOV		DEC	DEC	COB	540,000.00	540,000.00			
540,000.00																	540,000.00	0.00			
<i>Note: System generated report.</i>																	Total:	62,057,587.52	55,545,481.71	6,512,105.81	



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ANNUAL PROCUREMENT PLAN FOR CY 2019

PHILHEALTH REGIONAL OFFICE 5

INFORMATION & TECHNOLOGY RESOURCES



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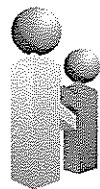
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Philippine Health Insurance Corporation
ANNUAL PROCUREMENT PLAN
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BAC Information and Technology Resources

Procurement Program/Project	PMO / End-User	Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY											Fund Source	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		CO			
Procurement of IT Equipment and Software																						
2nd Quarter																						
Philhealth	Regional	Office V	Public Bidding Negotiated Procurement - Small Value Procurement	APR	APR	MAY		MAY		MAY	MAY	MAY	JUN	JUN	JUL	COB	3,666,073.36		3,666,073.36			
3rd Quarter																						
Philhealth	Regional	Office V	Public Bidding Negotiated Procurement - Small Value Procurement	JUL	JUL	JUL		JUL		JUL	JUL	AUG	AUG	AUG	SEP	COB	571,051.47		571,051.47			
																	4,237,124.83	0.00	4,237,124.83			
Procurement of IT Supplies																						
1st Quarter																						
Philhealth	Regional	Office V	Shopping Negotiated Procurement - Small Value Procurement Negotiate Procurement - PS-DBM Shopping Public Bidding	MAR	MAR									MAR	APR	COB	2,325,086.49	2,325,086.49				
2nd Quarter																						
Philhealth	Regional	Office V	Negotiated Procurement - Small Value Procurement	MAR	MAR									APR	APR	MAY	COB	107,100.00	107,100.00			
3rd Quarter																						
Philhealth	Regional	Office V	Public Bidding Shopping Negotiated Procurement - Small Value Procurement Negotiate Procurement - PS-DBM Shopping	JUL	JUL	JUL		JUL		JUL	JUL	AUG	AUG	AUG	SEP	COB	1,813,092.64	1,813,092.64				
																	4,245,279.13	4,245,279.13	0.00			
Procurement of Semi-Expendable Machinery and Equipment Expenses																						
1st Quarter																						
Philhealth	Regional	Office V	Negotiated Procurement - Small Value Procurement	FEB	FEB									MAR	MAR	APR	COB	600.00	600.00			
																	600.00	600.00	0.00			
Procurement of Internet Services																						
Philhealth	Regional	Office V	Negotiated Procurement - Small Value Procurement	JUL	JUL									AUG	AUG	SEP	COB	1,237,600.00	1,237,600.00			
																	1,237,600.00	1,237,600.00	0.00			
Repair and Maintenance of IT Equipment and Software																						
Philhealth	Regional	Office V	Negotiated Procurement - Small Value Procurement	NOV	NOV									NOV	DEC	DEC	COB	140,000.00	140,000.00			
																	140,000.00	140,000.00	0.00			
																	140,000.00	140,000.00	0.00			
Note: System generated report.																	Total	9,860,603.96	5,623,479.13	4,237,124.83		



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PHILHEALTH REGIONAL OFFICE 5

INFRASTRUCTURE



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 ANNUAL PROCUREMENT PLAN
 Calendar Year 2019

BAC Infrastructure

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		CO		
Repair and Maintenance for Land Improvement																					
Philhealth Regional Office V		Negotiated Procurement - Small Value Procurement	NOV	NOV								NOV		DEC	DEC	COB	137,000.00	137,000.00			
																	137,000.00	137,000.00	0.00		
Repair and Maintenance for Building																					
Philhealth Regional Office V		Negotiated Procurement - Small Value Procurement	NOV	NOV								NOV		DEC	DEC	COB	350,000.00	350,000.00			
																	350,000.00	350,000.00	0.00		
<i>Note: System generated report.</i>																	Total	487,000.00	487,000.00	0.00	