



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**  
**PhilHealth Regional Office VI**

Gaisano City Capital-Iloilo, Luna St., La Paz, Iloilo City  
Tel No. (033) 501-9160 to 62 or 501-9165 to 67 email at - [region6@philhealth.gov.ph](mailto:region6@philhealth.gov.ph)



## MEMORANDUM

**TO :** **ALL CONCERNED END-USERS**  
Philhealth Regional Office VI

**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 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 judicially planned by the Procuring Entity. xxx", this Order is hereby issued approving the attached 2019 Annual Procurement Plan as recommended by the PRO VI Bids and Awards Committee.

The APP is a consolidation of various Project Procurement Management Plans (PPMPs), and anchored on the approved Corporate Operating Budget for CY 2019. The PRO VI 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 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 the 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).



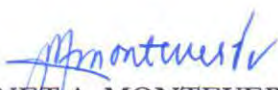
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- c. Procurement of goods determined as through "Direct Contracting" must comply with the requisites of Section 50 of RA 9184 and its RIRR as well as that of COA Circular 2012-001. It shall likewise be supported by the appropriate certification from 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 and appropriate internal issuances.

  
**JANET A. MONTEVERDE**  
Acting Regional Vice President  
Date Signed: 1/21/19



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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			
Procurement of Office Equipment																					
1st Quarter																					
Philhealth	Regional	Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	6,152,040.27		6,152,040.27		
																	6,152,040.27	0.00	6,152,040.27		
Procurement of Communications Equipment																					
1st Quarter																					
Philhealth	Regional	Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	49,358.94		49,358.94		
																	49,358.94	0.00	49,358.94		
Procurement of Medical Equipment																					
1st Quarter																					
Philhealth	Regional	Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	31,875.00		31,875.00		
																	31,875.00	0.00	31,875.00		
Procurement of Furniture and Fixtures																					
1st Quarter																					
Philhealth	Regional	Office VI	Public Bidding Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	2,184,710.00		2,184,710.00		
																	2,184,710.00	0.00	2,184,710.00		
Procurement of Regular Office Supplies																					
1st Quarter																					
Philhealth	Regional	Office VI	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement Direct Contracting	FEB	FEB									FEB	MAR	COB	2,540,268.62	2,540,268.62			

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Procurement Program/Project				SCHEDULE FOR EACH PROCUREMENT ACTIVITY												Estimated Budget				Remarks
				PMO / End-User	Mode of Procurement	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	
2nd Quarter																				
Philhealth	Regional Office	VI	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement Direct Contracting	APR	APR									MAY	MAY	COB	1,816,321.75	1,816,321.75		
3rd Quarter																				
Philhealth	Regional Office	VI	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	JUL	JUL									JUL	AUG	COB	1,216,450.23	1,216,450.23		
																	5,573,040.60	5,573,040.60	0.00	
Procurement of Accountable Forms																				
1st Quarter																				
Philhealth	Regional Office	VI	Negotiated Procurement - Agency to Agency	JAN	JAN							JAN		FEB	MAR	COB	87,380.00	87,380.00		
2nd Quarter																				
Philhealth	Regional Office	VI	Negotiated Procurement - Agency to Agency	APR	APR							APR		MAY	JUN	COB	87,380.00	87,380.00		
3rd Quarter																				
Philhealth	Regional Office	VI	Negotiated Procurement - Agency to Agency	JUN	JUN							JUN		JUL	AUG	COB	174,760.00	174,760.00		
																	349,520.00	349,520.00	0.00	
Procurement of Drug and Medicines																				
1st Quarter																				
Philhealth	Regional Office	VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	99,136.06	99,136.06		



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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		
																99,136.06	99,136.06	0.00		
Procurement of Medical, Dental and Laboratory Supplies																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN			FEB	MAR	COB	71,113.50	71,113.50				
																71,113.50	71,113.50	0.00		
Procurement of Gasoline, Oil and Lubricants																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN			FEB	MAR	COB	791,280.00	791,280.00				
																791,280.00	791,280.00	0.00		
Procurement of Semi-Expendable Machinery and Equipment Expenses																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN			FEB	MAR	COB	171,695.20	171,695.20				
																171,695.20	171,695.20	0.00		
Procurement of Semi-Expendable Furniture, Fixtures and Book Expense																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN			FEB	MAR	COB	342,746.97	342,746.97				
																342,746.97	342,746.97	0.00		
Procurement of Semi-Expendable Furniture, Fixtures and Book Expense																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN			FEB	MAR	COB	4,770.05	4,770.05				
																4,770.05	4,770.05	0.00		
Procurement of Water Services																				
Philhealth	Regional Office VI	Direct Contracting	JAN	JAN					JAN	JAN	FEB	FEB	MAR	COB	186,096.00	186,096.00				

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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	
																186,096.00	186,096.00	0.00	
Procurement of Electricity																			
Philhealth	Regional Office VI	Direct Contracting	JAN	JAN					JAN	JAN	FEB	FEB	MAR	COB	5,880,240.96	5,880,240.96			
																5,880,240.96	5,880,240.96	0.00	
Procurement of Postage and Delivery Services																			
Philhealth	Regional Office VI	Negotiated Procurement - Agency to Agency Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	1,047,950.00	1,047,950.00			
																1,047,950.00	1,047,950.00	0.00	
Procurement of Janitorial Services																			
Philhealth	Regional Office VI	Public Bidding	JAN	JAN	JAN		FEB		FEB	FEB	MAR	MAR	APR	COB	4,030,668.54	4,030,668.54			
																4,030,668.54	4,030,668.54	0.00	
Procurement of Security Services																			
Philhealth	Regional Office VI	Public Bidding	JAN	JAN	JAN		FEB		FEB	FEB	MAR	MAR	APR	COB	4,992,000.00	4,992,000.00			
																4,992,000.00	4,992,000.00	0.00	
Repair and Maintenance of Office Equipment																			
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	100,000.00	100,000.00			
																100,000.00	100,000.00	0.00	
Repair and Maintenance of Communication Equipment																			
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	3,500.00	3,500.00			
																3,500.00	3,500.00	0.00	
Repair and Maintenance of Motor Vehicles																			
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	532,000.00	532,000.00			

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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		
																	532,000.00	532,000.00	0.00	
Repair and Maintenance of Furniture and Fixtures																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	12,500.00	12,500.00			
																	12,500.00	12,500.00	0.00	
Procurement of Advertising Services																				
Philhealth	Regional Office VI	Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	JAN	JAN						JAN			FEB	MAR	COB	1,250,000.00	1,250,000.00			
																	1,250,000.00	1,250,000.00	0.00	
Marketing and Promotional																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement Negotiate Procurement - Lease of Real Property and Venue Negotiated Procurement - Agency to Agency	JAN	JAN						JAN			FEB	MAR	COB	8,263,610.00	8,263,610.00			
																	8,263,610.00	8,263,610.00	0.00	
Procurement of Printing and Binding Services																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	1,430,000.00	1,430,000.00			
																	1,430,000.00	1,430,000.00	0.00	
Procurement of Transportation and Delivery Services																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	396,000.00	396,000.00			
																	396,000.00	396,000.00	0.00	
Procurement of Rental Services																				

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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	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery Completion	Acceptance Turnover		MOOE			
Philhealth Regional Office VI		Negotiated Procurement - Lease of Real Property and Venue	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	27,269,552.16	27,269,552.16		
																<b>27,269,552.16</b>	<b>27,269,552.16</b>	<b>0.00</b>	
<b>Procurement of Subscription Services</b>																			
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	100,800.00	100,800.00		
																<b>100,800.00</b>	<b>100,800.00</b>	<b>0.00</b>	
<b>Other Corporate Activities</b>																			
Philhealth Regional Office VI		Negotiated Procurement - Lease of Real Property and Venue[Negotiated Procurement - Small Value Procurement]Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	468,800.00	468,800.00		
																<b>468,800.00</b>	<b>468,800.00</b>	<b>0.00</b>	
<b>Registration of Motor Vehicle</b>																			
Philhealth Regional Office VI		Negotiated Procurement - Agency to Agency	JAN	JAN						JAN			FEB	MAR	COB	20,285.89	20,285.89		
																<b>20,285.89</b>	<b>20,285.89</b>	<b>0.00</b>	
<b>Corporate Forum</b>																			
Philhealth Regional Office VI		Negotiated Procurement - Lease of Real Property and Venue[Negotiated Procurement - Small Value Procurement]	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	2,539,623.00	2,539,623.00		



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**BAC Goods and Services**

Procurement Program/Project	PMO / End-User	Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY													Fund Source	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		
2,539,623.00																	2,539,623.00	0.00		
Medical Expenses																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	640,000.00	640,000.00				
640,000.00																	640,000.00	0.00		
Note: System generated report.															Total	74,984,913.14	66,566,928.93	8,417,984.21		

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BAC Information and Technology Resources

			SCHEDULE FOR EACH PROCUREMENT ACTIVITY													Estimated Budget				
Procurement Program/Project	PMO / End-User	Mode of Procurement	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	Remarks	
Procurement of IT Equipment and Software																				
1st Quarter																				
Philhealth	Regional	Office VI	Public Bidding[Negotiated Procurement - Small Value Procurement]	JAN	JAN	JAN	JAN		JAN	FEB	FEB	MAR	MAR	MAR	COB	12,334,898.05		12,334,898.05		
															12,334,898.05	0.00	12,334,898.05			
Procurement of IT Supplies																				
1st Quarter																				
Philhealth	Regional	Office VI	Negotiated Procurement - PS-DBM/Shopping	FEB	FEB								FEB	MAR	COB	4,864,166.08	4,864,166.08			
2nd Quarter																				
Philhealth	Regional	Office VI	Negotiated Procurement - PS-DBM/Shopping	MAY	MAY								MAY	JUN	COB	857,072.00	857,072.00			
3rd Quarter																				
Philhealth	Regional	Office VI	Negotiated Procurement - PS-DBM/Shopping	JUL	JUL								JUL	AUG	COB	1,037,561.75	1,037,561.75			
																	6,758,799.83	6,758,799.83	0.00	
Procurement of Semi-Expendable Machinery and Equipment Expenses																				
1st Quarter																				
Philhealth	Regional	Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	81,517.65	81,517.65			
																	81,517.65	81,517.65	0.00	
Procurement of Internet Services																				
Philhealth	Regional	Office VI	Direct Contracting	JAN	JAN					JAN	JAN	FEB	FEB	MAR	COB	1,275,819.84	1,275,819.84			
															1,275,819.84	1,275,819.84	0.00			
Repair and Maintenance of IT Equipment and Software																				



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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		
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	36,000.00	36,000.00			
																36,000.00	36,000.00	0.00		
Note: System generated report.																Total	20,487,035.37	8,152,137.32	12,334,898.05	

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**BAC Infrastructure**

Procurement Program/Project			SCHEDULE FOR EACH PROCUREMENT ACTIVITY													Fund Source	Estimated Budget			Remarks
			PMO / End-User	Mode of Procurement	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	
Repair and Maintenance for Building																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN			FEB	MAR	COB	116,000.00	116,000.00		
																	116,000.00	116,000.00	0.00	
Note: System generated report.																	Total	116,000.00	116,000.00	0.00

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