



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

Regional Office IX
BGIDC Corporate Center, Gov. Lim Ave., Zamboanga City
Healthline: (062) 992-2739 region9@philhealth.gov.ph



January 29, 2019

**PRO IX BAC MEMO
NO. 2019-001**

TO : ALL CONCERNED END -USERS
PhilHealth Regional Office IX

SUBJECT : PRO IX CY 2019 ANNUAL PROCUREMENT PLAN

Under the authority granted by the PhilHealth Board of Directors through PBR No. 1 s.2004 to the Regional Vice President as Head of Procuring Entity and pursuant to Section IV.9 of Corporate Order No. 2016-0018 s. 2016 re: Guidelines 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 xxx*", this Memorandum is hereby issued approving the attached PRO IX CY 2019 Annual Procurement Plan (APP) as recommended by the PRO IX Bids and Awards Committee.

The APP is a consolidation of various Project Procurement Management Plans (PPMPs), and anchored on the approved Corporation Operating Budget for CY 2019. The PRO IX 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 proceed to Shopping upon presentation and submission of Certificate of Non-Availability of Stock (CNAS) issued by the PS-DBM for items that are specified 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 available 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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Bawat Pilipino MIYEMBRO
Bawat miyembro PROTEKTADO
Naisugan natin SECURADO

c. Procurement of goods determined as "Direct Contracting" must comply with the requisites of Sec. 50 of RA 9184 and its RIRR as well as the 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.


ROMEO D. ALBERTO

Regional Vice President

Date: JAN 29 2019



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January 29, 2019

ATTY. DENNIS S. SANTIAGO
Executive Director V
Government Procurement Policy Board
Unit 2506, 25th Floor Raffles Corporate Center
F. Ortigas Jr. Road, Ortigas Center,
Pasig City, Metro Manila

Dear Sir,

Greetings from PhilHealth, your Partner in Health!

This is in compliance with the submission of the CY 2019 Annual Procurement Plan (APP) as provided for under Sec. 7.3.5 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184.

As such, we are submitting herewith the soft copy in PDF format of the Approved Annual Procurement Plan for CY 2019 of PhilHealth Regional Office IX.

We hope you find everything in order.

Very truly yours,


ROMEO D. ALBERTO
Regional Vice President

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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 IX	Public Bidding	JAN	JAN	JAN		JAN		FEB	FEB	FEB	MAR	MAR	APR	COB	1,942,013.00		1,942,013.00		
															1,942,013.00	0.00	1,942,013.00		
Procurement of Furniture and Fixtures																			
1st Quarter																			
Philhealth Regional Office IX	Public Bidding Negotiated Procurement - Small Value Procurement	JAN	JAN	JAN		JAN		FEB	FEB	FEB	MAR	MAR	APR	COB	540,650.00		540,650.00		
															540,650.00	0.00	540,650.00		
Procurement of Regular Office Supplies																			
1st Quarter																			
Philhealth Regional Office IX	Negotiated Procurement - PS-DBM/Shopping Shopping Procurement - Small Value Procurement Direct Contracting			MAR		MAR							MAR	APR	COB	1,269,335.39	1,269,335.39		
2nd Quarter																			
Philhealth Regional Office IX	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement Shopping Contracting			MAR		MAR							APR	APR	COB	537,062.45	537,062.45		
3rd Quarter																			

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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	
Philhealth Regional Office IX		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement Shopping Contracting	JUL	JUL									JUL	JUL	COB	544,014.97	544,014.97			
4th Quarter																				
Philhealth Regional Office IX		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement Shopping	SEP	SEP									SEP	OCT	NOV	COB	341,925.81	341,925.81		
2,692,338.62 2,692,338.62 0.00																				
Procurement of Accountable Forms																				
1st Quarter																				
Philhealth Regional Office IX		Direct Contracting	FEB	FEB									FEB	FEB	MAR	MAR	APR	COB	13,109.75	13,109.75
2nd Quarter																				
Philhealth Regional Office IX		Direct Contracting	MAY	MAY									MAY	MAY	JUN	JUN	JUL	COB	13,109.75	13,109.75
3rd Quarter																				
Philhealth Regional Office IX		Direct Contracting	AUG	AUG									AUG	AUG	SEP	SEP	OCT	COB	13,109.75	13,109.75
4th Quarter																				
Philhealth Regional Office IX		Direct Contracting	SEP	SEP									SEP	OCT	OCT	OCT	NOV	COB	13,109.75	13,109.75
52,439.00 52,439.00 0.00																				
Procurement of Drug and Medicines																				
1st Quarter																				
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	FEB	FEB									FEB		MAR	APR	COB	12,633.50	12,633.50	
12,633.50 12,633.50 0.00																				
Procurement of Medical, Dental and Laboratory Supplies																				
1st Quarter																				

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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	
Philhealth	Regional Office IX	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement Shopping	MAR	MAR									MAR	APR	COB	5,110.88	5,110.88			
2nd Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - PS-DBM/Shopping Shopping	JUN	JUN									JUN	JUL	COB	1,291.14	1,291.14			
3rd Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - PS-DBM/Shopping Shopping	SEP	SEP									SEP	OCT	COB	1,386.78	1,386.78			
4th Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - PS-DBM/Shopping Shopping	OCT	OCT									OCT	NOV	COB	1,195.50	1,195.50			
																8,984.30	8,984.30	0.00		
Procurement of Gasoline, Oil and Lubricants																				
Philhealth	Regional Office IX	Negotiated Procurement - Small Value Procurement Direct Contracting	JAN	JAN									JAN	FEB	FEB	COB	603,840.00	603,840.00		
																603,840.00	603,840.00	0.00		
Procurement of Semi-Expendable Machinery and Equipment Expenses																				
1st Quarter																				
Philhealth	Regional Office IX	Public Bidding Negotiated Procurement - Small Value Procurement	JAN	JAN	JAN		JAN		FEB	FEB	FEB	MAR	MAR	APR	COB	28,754.77	28,754.77			

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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	
28,754.77																28,754.77	0.00	
Procurement of Semi-Expendable Machinery and Equipment Expenses																		
1st Quarter																		
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	FEB	FEB							FEB	MAR	APR	COB	8,000.00	8,000.00		
8,000.00																8,000.00	0.00	
Procurement of Semi-Expendable Furniture, Fixtures and Book Expense																		
1st Quarter																		
Philhealth Regional Office IX		Public Bidding Negotiated Procurement - Small Value Procurement	JAN	JAN	JAN		JAN	FEB	FEB	FEB	MAR	MAR	APR	COB	55,810.38	55,810.38		
55,810.38																55,810.38	0.00	
Procurement of Water Services																		
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement Direct Contracting	JAN	JAN					JAN	JAN	FEB	FEB	FEB	COB	15,894.00	15,894.00		
15,894.00																15,894.00	0.00	
Procurement of Electricity																		
Philhealth Regional Office IX		Direct Contracting	JAN	JAN					JAN	JAN	FEB	FEB	FEB	COB	3,861,906.12	3,861,906.12		
3,861,906.12																3,861,906.12	0.00	
Procurement of Postage and Delivery Services																		
Philhealth Regional Office IX		Negotiated Procurement - Agency to Agency Negotiated Procurement - Small Value Procurement Direct Contracting	JAN	JAN						JAN		FEB	FEB	COB	1,334,816.00	1,334,816.00		

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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	MCOE	
1,334,816.00																1,334,816.00	0.00	
Procurement of Cable, Satellite, Telegraph and Radio Services																		
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB	COB	7,200.00	7,200.00		
7,200.00																7,200.00	0.00	
Procurement of Janitorial Services																		
Philhealth Regional Office IX		Public Bidding	JAN	JAN	JAN		JAN		FEB	FEB	FEB	MAR	MAR	APR	COB	2,093,616.00	2,093,616.00	
2,093,616.00																2,093,616.00	0.00	
Procurement of Security Services																		
Philhealth Regional Office IX		Public Bidding	JAN	JAN	JAN		JAN		FEB	FEB	FEB	MAR	MAR	APR	COB	5,063,005.92	5,063,005.92	
5,063,005.92																5,063,005.92	0.00	
Repair and Maintenance of Office Equipment																		
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB	COB	118,000.00	118,000.00		
118,000.00																118,000.00	0.00	
Repair and Maintenance of Communication Equipment																		
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB	COB	5,000.00	5,000.00		
5,000.00																5,000.00	0.00	
Repair and Maintenance of Motor Vehicles																		
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB	COB	301,000.00	301,000.00		
301,000.00																301,000.00	0.00	
Repair and Maintenance of Furniture and Fixtures																		
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB	COB	10,000.00	10,000.00		

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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	Ad's/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 Advertising Services																10,000.00	10,000.00	0.00	
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB	COB	360,000.00	360,000.00			
Marketing and Promotional																360,000.00	360,000.00	0.00	
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB	COB	3,208,720.00	3,208,720.00			
Procurement of Printing and Binding Services																3,208,720.00	3,208,720.00	0.00	
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement Direct Contracting	JAN	JAN						JAN		FEB	FEB	COB	121,080.00	121,080.00			
Procurement of Transportation and Delivery Services																121,080.00	121,080.00	0.00	
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	FEB	COB	100,000.00	100,000.00			
Procurement of Rental Services																100,000.00	100,000.00	0.00	
Philhealth Regional Office IX		Negotiated Procurement - Lease of Real Property and Venue	JAN	JAN						JAN	JAN	FEB	FEB	FEB	COB	7,992,028.89	7,992,028.89		
Procurement of Subscription Services																7,992,028.89	7,992,028.89	0.00	
Philhealth Regional Office IX		Direct Contracting Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN	JAN	FEB	FEB	FEB	COB	15,688.08	15,688.08		

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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	
15,688.08																15,688.08	0.00	
Other Corporate Activities																		
Philhealth Regional Office IX		Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	JAN	JAN						JAN		FEB	FEB	COB	220,600.00	220,600.00		
220,600.00																220,600.00	0.00	
Registration of Motor Vehicle																		
Philhealth Regional Office IX		Direct Contracting	JAN	JAN					JAN	JAN	FEB	FEB	FEB	COB	42,237.00	42,237.00		
42,237.00																42,237.00	0.00	
Corporate Forum																		
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN		FEB	FEB	COB	318,900.00	318,900.00			
318,900.00																318,900.00	0.00	
Medical Expenses																		
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN		FEB	FEB	COB	530,000.00	530,000.00			
530,000.00																530,000.00	0.00	
<i>Note: System generated report.</i>														Total	31,665,155.58	29,182,492.58	2,482,663.00	

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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 IX		Public Bidding	JAN	JAN	JAN		JAN		FEB	FEB	FEB	MAR	MAR	APR	COB		3,038,076.51		3,038,076.51		
																	3,038,076.51	0.00	3,038,076.51		
Procurement of IT Supplies																					
1st Quarter																					
Philhealth Regional Office IX		Shopping Negotiated Procurement - PS-DBM Shopping Negotiated Procurement - PS-DBM Shopping Negotiated Procurement - Small Value Procurement	MAR	MAR									MAR	APR	COB		1,483,844.39		1,483,844.39		
2nd Quarter																					
Philhealth Regional Office IX		Negotiated Procurement - PS-DBM Shopping Negotiated Procurement - PS-DBM Shopping	JUN	JUN									JUN	JUL	COB		408,787.50		408,787.50		
3rd Quarter																					
Philhealth Regional Office IX		Negotiated Procurement - PS-DBM Shopping Negotiated Procurement - PS-DBM	SEP	SEP									SEP	OCT	COB		1,442,187.50		1,442,187.50		
4th Quarter																					
Philhealth Regional Office IX		Negotiated Procurement - PS-DBM Shopping	OCT	OCT									OCT	NOV	COB		142,287.50		142,287.50		
																	3,477,106.89	3,477,106.89	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		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	
Philhealth Regional Office IX		Negotiated Procurement - PS-DBM/Shopping]Negotiat Procurement - Small Value Procurement]Public Bidding	MAR	MAR									MAR	APR	COB	65,849.00	65,849.00			
																65,849.00	65,849.00	0.00		
Procurement of Internet Services																				
Philhealth Regional Office IX		Direct Contracting	JAN	JAN									JAN	JAN	FEB	FEB	FEB	COB	582,765.60	582,765.60
																582,765.60	582,765.60	0.00		
Repair and Maintenance of IT Equipment and Software																				
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	FEB	FEB									FEB		MAR	APR	COB	10,000.00	10,000.00	
																10,000.00	10,000.00	0.00		
<i>Note: System generated report.</i>																Total	7,173,798.00	4,135,721.49	3,038,076.51	

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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 Inv	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	MCE		CG	
Repair and Maintenance for Building																				
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement		JAN	JAN						JAN		FEB	FEB	COB	48,000.00	48,000.00			
																48,000.00	48,000.00	0.00		
<i>Note: System generated report.</i>																Total	48,000.00	48,000.00	0.00	