



MEMORANDUM

TO : ALL CONCERNED END-USERS
Philhealth Regional Office VI



SUBJECT : ANNUAL PROCUREMENT PLAN FOR CY 2020

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 2020 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 2020. 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).



PhilHealthofficial


teamphilhealth


actioncenter@philhealth.gov.ph

- 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 2020 APP following procedures defined in RA 9184, its RIRR and relevant and appropriate internal issuances.


ATTY. VALERIE ANNE H. HOLLERO

Acting Regional Vice President 

Date Signed: _____ 



Republic of the Philippines
Philippine Health Insurance Corporation
ANNUAL PROCUREMENT PLAN
Calendar Year 2020

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 VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	4,515,085.00		4,515,085.00		
																4,515,085.00	0.00	4,515,085.00		
Procurement of Furniture and Fixtures																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	1,212,580.00		1,212,580.00		
2nd Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	APR	APR						APR			MAY	JUN	COB	106,301.00		106,301.00		
																1,318,881.00	0.00	1,318,881.00		
Procurement of Regular Office Supplies																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	FEB	FEB									FEB	MAR	COB	1,765,910.19	1,765,910.19			
2nd Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	APR	MAY									MAY	MAY	COB	1,154,665.54	1,154,665.54			
3rd Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	JUL	JUL									JUL	AUG	COB	474,395.46	474,395.46			

Note: The proposed APP for CY 2020 excludes the budget for CY 2020 IT Equipment which we will include in a Supplemental APP once cleared.

Republic of the Philippines
Philippine Health Insurance Corporation
ANNUAL PROCUREMENT PLAN
Calendar Year 2020

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		
																3,394,971.19	3,394,971.19	0.00		
Procurement of Accountable Forms																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement to Agency	JAN	JAN						JAN		FEB	MAR	COB	87,741.80	87,741.80				
2nd Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement to Agency	APR	APR						APR		MAY	JUN	COB	87,741.80	87,741.80				
3rd Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement to Agency	JUN	JUN						JUN		JUL	AUG	COB	175,483.60	175,483.60				
																350,967.20	350,967.20	0.00		
Procurement of Drug and Medicines																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	41,323.15	41,323.15				
																41,323.15	41,323.15	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	27,236.10	27,236.10				
																27,236.10	27,236.10	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 Other Supplies																				
1st Quarter																				

Note: The proposed APP for CY 2020 excludes the budget for CY 2020 IT Equipment which we will include in a Supplemental APP once cleared.

Republic of the Philippines
Philippine Health Insurance Corporation
ANNUAL PROCUREMENT PLAN
Calendar Year 2020

BAC Goods and Services

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 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		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	77,602.11	77,602.11	
2nd Quarter																		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	APR	APR							APR		MAY	JUN	COB	25,474.50	25,474.50	
3rd Quarter																		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JUN	JUN							JUN		JUL	AUG	COB	21,447.50	21,447.50	
															124,524.11	124,524.11	0.00	
Procurement of Water Services																		
Philhealth Regional Office VI		Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	263,654.16	263,654.16	
															263,654.16	263,654.16	0.00	
Procurement of Electricity																		
Philhealth Regional Office VI		Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	6,764,126.40	6,764,126.40	
															6,764,126.40	6,764,126.40	0.00	
Procurement of Postage and Delivery Services																		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement[Negotiate Procurement - Agency to Agency]	JAN	JAN							JAN		FEB	MAR	COB	1,406,865.00	1,406,865.00	
															1,406,865.00	1,406,865.00	0.00	
Procurement of Janitorial Services																		
Philhealth Regional Office VI		Public Bidding	JAN	JAN	JAN		JAN		JAN	FEB	FEB	MAR	MAR	MAR	COB	4,080,294.72	4,080,294.72	
															4,080,294.72	4,080,294.72	0.00	
Procurement of Security Services																		
Philhealth Regional Office VI		Public Bidding	JAN	JAN	JAN		JAN		JAN	FEB	FEB	MAR	MAR	MAR	COB	8,105,433.00	8,105,433.00	
															8,105,433.00	8,105,433.00	0.00	
Repair and Maintenance of Office Equipment																		

Note: The proposed APP for CY 2020 excludes the budget for CY 2020 IT Equipment which we will include in a Supplemental APP once cleared.

Republic of the Philippines
Philippine Health Insurance Corporation
 ANNUAL PROCUREMENT PLAN
 Calendar Year 2020

BAC Goods and Services

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 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		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	244,034.71	244,034.71	
																244,034.71	244,034.71	0.00
Repair and Maintenance of IT Equipment																		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	25,192.32	25,192.32	
																25,192.32	25,192.32	0.00
Repair and Maintenance of Communication Equipment																		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	2,449.25	2,449.25	
																2,449.25	2,449.25	0.00
Repair and Maintenance of Transportation Equipment																		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	441,232.54	441,232.54	
																441,232.54	441,232.54	0.00
Repair and Maintenance of Furniture and Fixtures																		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	8,747.33	8,747.33	
																8,747.33	8,747.33	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	800,000.00	800,000.00	
																800,000.00	800,000.00	0.00
Marketing and Promotional																		

Note: The proposed APP for CY 2020 excludes the budget for CY 2020 IT Equipment which we will include in a Supplemental APP once cleared.



Republic of the Philippines
Philippine Health Insurance Corporation
 ANNUAL PROCUREMENT PLAN
 Calendar Year 2020

BAC Goods and Services

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 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		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement[Negotiate Procurement - Lease of Real Property and Venue	JAN	JAN							JAN		FEB	MAR	COB	5,280,896.07	5,280,896.07	
																5,280,896.07	5,280,896.07	0.00
Procurement of Printing and Binding Services																		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	954,253.80	954,253.80	
																954,253.80	954,253.80	0.00
Procurement of Transportation and Delivery Services																		
Philhealth Regional Office VI		Negotiated Procurement - Agency to Agency	JAN	JAN							JAN		FEB	MAR	COB	254,467.88	254,467.88	
																254,467.88	254,467.88	0.00
Procurement of Rental Services																		
Philhealth Regional Office VI		Negotiated Procurement - Lease of Real Property and Venue	JAN	JAN						FEB	FEB	MAR	MAR	MAR	COB	28,167,133.56	28,167,133.56	
																28,167,133.56	28,167,133.56	0.00
Procurement of Subscription Services																		
Philhealth Regional Office VI		Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	64,119.72	64,119.72	
																64,119.72	64,119.72	0.00
Major Events and Conventions																		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	482,622.06	482,622.06	
																482,622.06	482,622.06	0.00
Major Events and Conventions																		

Note: The proposed APP for CY 2020 excludes the budget for CY 2020 IT Equipment which we will include in a Supplemental APP once cleared.

Republic of the Philippines
Philippine Health Insurance Corporation
 ANNUAL PROCUREMENT PLAN
 Calendar Year 2020

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 VI		Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	JAN	JAN						JAN			FEB	MAR	COB	100,000.00	100,000.00		
																100,000.00	100,000.00	0.00	
Registration of Motor Vehicle																			
Philhealth Regional Office VI		Negotiated Procurement - Agency to Agency	JAN	JAN						JAN			FEB	MAR	COB	20,590.21	20,590.21		
																20,590.21	20,590.21	0.00	
Corporate Forum																			
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	1,696,265.97	1,696,265.97		
																1,696,265.97	1,696,265.97	0.00	
Medical Expenses																			
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	340,200.00	340,200.00		
																340,200.00	340,200.00	0.00	
Note: System generated report.															Total	70,066,846.45	64,232,880.45	5,833,966.00	

Note: The proposed APP for CY 2020 excludes the budget for CY 2020 IT Equipment which we will include in a Supplemental APP once cleared.

Republic of the Philippines
Philippine Health Insurance Corporation
 ANNUAL PROCUREMENT PLAN
 Calendar Year 2020

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 Supplies																					
1st Quarter																					
Philhealth	Regional Office VI	Negotiated Procurement - PS-DBM/Shopping	FEB	FEB									FEB	MAR	COB	2,389,188.99	2,389,188.99				
2nd Quarter																					
Philhealth	Regional Office VI	Negotiated Procurement - PS-DBM/Shopping	MAY	MAY									MAY	JUN	COB	1,131,484.30	1,131,484.30				
3rd Quarter																					
Philhealth	Regional Office VI	Negotiated Procurement - PS-DBM/Shopping	JUL	JUL									JUL	AUG	COB	326,531.10	326,531.10				
																3,847,204.39	3,847,204.39	0.00			
Procurement of Internet Services																					
Philhealth	Regional Office VI	Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	789,557.88	789,557.88				
																789,557.88	789,557.88	0.00			
Note: System generated report.																Total	4,636,762.27	4,636,762.27	0.00		

Note: The proposed APP for CY 2020 excludes the budget for CY 2020 IT Equipment which we will include in a Supplemental APP once cleared.

Republic of the Philippines
Philippine Health Insurance Corporation
 ANNUAL PROCUREMENT PLAN
 Calendar Year 2020

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 Leased Assets Improvements - Building																				
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement		JAN	JAN							JAN		FEB	MAR	COB	110,693.52	110,693.52		
																	110,693.52	110,693.52	0.00	
Note: System generated report.																	Total	110,693.52	110,693.52	0.00

Note: The proposed APP for CY 2020 excludes the budget for CY 2020 IT Equipment which we will include in a Supplemental APP once cleared.