



MEMORANDUM

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

SUBJECT : **FY 2020 INDICATIVE ANNUAL PROCUREMENT PLAN**

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 7.3 of Republic Act No. 9184 and its Revised Implementing Rules and Regulations, which states that "Section 7.3.4 The PPMPs shall then be submitted to the Procuring Entity's Budget Office for evaluation in order to ensure consistency with Procuring Entity's budget proposal and compliance with existing budgeting rules. The PPMPs included in the budget proposal shall be forwarded to the BAC Secretariat for consolidation into an indicative APP, and to the BAC for final recommendation of the appropriate procurement modality. xxx... The indicative APP and budget proposal shall be simultaneously submitted to the HOPE and/or other oversight bodies for approval", this Order is hereby issued approving the attached FY 2020 Indicative Annual Procurement Plan as recommended by the PRO VI Bids and Awards Committee.

The Indicative APP is a consolidation of various Indicative Project Procurement Management Plans (PPMPs), and anchored on the approved Corporate Operating Budget for FY 2020. The PRO VI Bids and Awards Committee deliberated on, determined and recommended the appropriate method of procurement covering the various program, activities and projects 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).

- 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, activities and programs contained in the FY 2020 Indicative APP following procedures defined in RA 9184, its RIRR and relevant and appropriate internal issuances.


JANETA MONTEVERDE

Acting Regional Vice President

Date Signed: 19/10/19

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Philippine Health Insurance Corporation
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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 Public Bidding	JAN	JAN							JAN		FEB	MAR	COB		10,365,494.60		10,365,494.60	
2nd Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	APR	APR							APR		MAY	JUN	COB		732,120.00		732,120.00	
																	11,097,614.60	0.00	11,097,614.60	
Procurement of Medical Equipment																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB		178,200.00		178,200.00	
																	178,200.00	0.00	178,200.00	
Procurement of Other Equipment																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB		180,000.00		180,000.00	
																	180,000.00	0.00	180,000.00	
Procurement of Furniture and Fixtures																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB		3,048,149.00		3,048,149.00	
2nd Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	APR	APR							APR		MAY	JUN	COB		138,101.00		138,101.00	

The Indicative APP-non-CSE for FY 2020 being submitted and its budget are still subject for evaluation by the PhilHealth Planning and Budget Committee, hence, a final submission will be made once the COB for FY2020 has been approved at the very least in the EXECOM level. The initial submission is for compliance in the requirement by the GCG on the grant of the PBB.

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			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	
															3,186,250.00	0.00	3,186,250.00		
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	2,638,732.65	2,638,732.65		
2nd Quarter																			
Philhealth Regional Office VI		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	MAY	MAY									MAY	JUN	COB	1,661,257.94	1,661,257.94		
3rd Quarter																			
Philhealth Regional Office VI		Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	JUL	JUL									JUL	AUG	COB	896,247.72	896,247.72		
															5,196,238.31	5,196,238.31	0.00		
Procurement of Accountable Forms																			
1st Quarter																			
Philhealth Regional Office VI		Negotiated Procurement - Agency to Agency	JAN	JAN						JAN			FEB	MAR	COB	87,741.80	87,741.80		
2nd Quarter																			
Philhealth Regional Office VI		Negotiated Procurement - Agency to Agency	APR	APR						APR			MAY	JUN	COB	87,741.80	87,741.80		
3rd Quarter																			
Philhealth Regional Office VI		Negotiated Procurement - Agency to Agency	JUN	JUN						JUN			JUL	AUG	COB	175,483.60	175,483.60		

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			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 Drug and Medicines																350,967.20	350,967.20	0.00		
1st Quarter																				
Philhealth	Regional	Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN		FEB	MAR	COB	77,067.70	77,067.70				
																77,067.70	77,067.70	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	45,897.60	45,897.60				
																45,897.60	45,897.60	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 Office Equipment Expenses																				
1st Quarter																				
Philhealth	Regional	Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN		FEB	MAR	COB	87,420.50	87,420.50				
2nd Quarter																				
Philhealth	Regional	Office VI	Negotiated Procurement - Small Value Procurement	APR	APR					APR		MAY	JUN	COB	704.00	704.00				
3rd Quarter																				
Philhealth	Regional	Office VI	Negotiated Procurement - Small Value Procurement	JUN	JUN					JUN		JUL	AUG	COB	1,408.00	1,408.00				
																89,532.50	89,532.50	0.00		
Procurement of Semi-Expendable Furniture and Fixtures																				
1st Quarter																				

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			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	171,802.75	171,802.75		
																171,802.75	171,802.75	0.00	
Procurement of Other Supplies																			
1st Quarter																			
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	95,420.19	95,420.19		
2nd Quarter																			
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	APR	APR							APR		MAY	JUN	COB	36,222.73	36,222.73		
3rd Quarter																			
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JUN	JUN							JUN		JUL	AUG	COB	31,266.50	31,266.50		
																162,909.42	162,909.42	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 - Agency to Agency/Negotiated Procurement - Small Value Procurement	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		

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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	
																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																			
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	353,950.46	353,950.46		
																353,950.46	353,950.46	0.00	
Repair and Maintenance of IT Equipment																			
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	36,539.20	36,539.20		
																36,539.20	36,539.20	0.00	
Repair and Maintenance of Communication Equipment																			
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	3,552.42	3,552.42		
																3,552.42	3,552.42	0.00	
Repair and Maintenance of Transportation Equipment																			
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	639,968.22	639,968.22		
																639,968.22	639,968.22	0.00	
Repair and Maintenance of Furniture and Fixtures																			
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	12,687.22	12,687.22		
																12,687.22	12,687.22	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	1,180,000.00	1,180,000.00		

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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	
																1,180,000.00	1,180,000.00	0.00	
Marketing and Promotional																			
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	7,440,850.00	7,440,850.00			
																7,440,850.00	7,440,850.00	0.00	
Procurement of Printing and Binding Services																			
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN			FEB	MAR	COB	1,384,060.00	1,384,060.00			
																1,384,060.00	1,384,060.00	0.00	
Procurement of Transportation and Delivery Services																			
Philhealth Regional Office VI		Negotiated Procurement - Agency to Agency	JAN	JAN					JAN			FEB	MAR	COB	369,082.84	369,082.84			
																369,082.84	369,082.84	0.00	
Procurement of Rental Services																			
Philhealth Regional Office VI		Public Bidding	JAN	JAN	JAN		JAN		JAN	FEB	FEB	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	93,000.00	93,000.00			
																93,000.00	93,000.00	0.00	
Major Events and Conventions																			
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN					JAN			FEB	MAR	COB	700,000.00	700,000.00			
																700,000.00	700,000.00	0.00	
Major Events and Conventions																			
Philhealth Regional Office VI		Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	JAN	JAN					JAN			FEB	MAR	COB	200,000.00	200,000.00			

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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	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	
Registration of Motor Vehicle															200,000.00	200,000.00	0.00		
Philhealth Regional Office VI		Negotiated Procurement to Agency	JAN	JAN						JAN		FEB	MAR	COB	20,590.21	20,590.21			
Corporate Forum															20,590.21	20,590.21	0.00		
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement Negotiate Procurement - Lease of Real Property and Venue	JAN	JAN						JAN		FEB	MAR	COB	3,512,950.00	3,512,950.00			
															3,512,950.00	3,512,950.00	0.00		
Medical Expenses																			
Philhealth Regional Office VI		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	649,530.00	649,530.00			
															649,530.00	649,530.00	0.00		
Note: System generated report.															Total	86,912,027.49	72,269,962.89	14,642,064.60	

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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 VI	Public Bidding	JAN	JAN	JAN		JAN		JAN	FEB	FEB	MAR	MAR	MAR	COB	22,807,250.00		22,807,250.00		
																22,807,250.00	0.00	22,807,250.00		
Procurement of IT Supplies																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - PS-DBM/Shopping	FEB	FEB									FEB	MAR	COB	3,062,011.08	3,062,011.08			
2nd Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - PS-DBM/Shopping	MAY	MAY									MAY	JUN	COB	1,099,230.49	1,099,230.49			
3rd Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - PS-DBM/Shopping	JUL	JUL									JUL	AUG	COB	1,196,610.80	1,196,610.80			
4th Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - PS-DBM/Shopping	DEC	DEC									DEC	JAN	COB	4,917.15	4,917.15			
																5,362,769.52	5,362,769.52	0.00		
Procurement of Semi-Expendable IT Equipment																				
1st Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB	92,333.25	92,333.25			
2nd Quarter																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	APR	APR							APR		MAY	JUN	COB	7,715.40	7,715.40			
																100,048.65	100,048.65	0.00		
Procurement of Internet Services																				
Philhealth	Regional Office VI	Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	1,145,183.04	1,145,183.04			

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			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		
																1,145,183.04	1,145,183.04	0.00		
Note: System generated report.																Total	29,415,251.21	6,608,001.21	22,807,250.00	

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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 Leased Assets Improvements - Building																				
Philhealth	Regional Office VI	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	160,551.04	160,551.04			
																160,551.04	160,551.04	0.00		
Note: System generated report.																Total	160,551.04	160,551.04	0.00	

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