



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
REGIONAL OFFICE X

8f Gateway Tower 2, Limketkai Center, C.M. Recto Ave., Cagayan de Oro City
Call Center: (02)8441-7442 / Trunkline: (088) 859-0225
www.philhealth.gov.ph



UNIVERSAL HEALTH CARE
Kalusugan Alayudha Tara Sa Lahat

March 24, 2021

PRO – X MEMORANDUM

No. 2021-015

TO: ALL CONCERNED END-USERS
Philhealth Regional Office - X

SUBJECT: Annual Procurement Plan CY 2021

Under the authority granted by Philhealth Board of Directors through PBR No. 731, S. 2004 to the Regional Vice President as Head of Procuring Entity and Section IV.9 of Corporate Order on the Preparation and Approval of 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 judiciously planned by the Procuring Entity. Xxx", this Order is hereby issued approving the attached 2021 Indicative Annual Procurement Plan as recommended by the PRO - X 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 2021. The PRO-X 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, Consulting Services, 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 PhilGEPS catalogue and in consideration that the PS-DBM will not issue CNAS for the purpose, a screen shot from the PS-DB M 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 RIRR as well as that of





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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 2021 APP following procedures defined in RA 9184, its RIRR and relevant and appropriate issuances.

For guidance of all concerned.

ORLANDO D. INIGO, JR.
Regional Vice President, PRO – X



Republic of the Philippines
Philippine Health Insurance Corporation
ANNUAL PROCUREMENT PLAN
Calendar Year 2021

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	OO				
Procurement of Office Equipment																						
1st Quarter																						
Philhealth	Regional Office	X	Negotiated Procurement - Small Value Procurement	JAN	FEB					FEB			MAR	MAR	COB	384,179.00		384,179.00				
2nd Quarter																						
Philhealth	Regional Office	X	Negotiated Procurement - Small Value Procurement	MAR	MAR					MAR			APR	MAY	COB	774,895.00		774,895.00				
																1,159,074.00	0.00	1,159,074.00				
Procurement of Furniture and Fixtures																						
1st Quarter																						
Philhealth	Regional Office	X	Negotiated Procurement - Small Value Procurement	JAN	FEB					FEB			MAR	MAR	COB	439,875.00		439,875.00				
2nd Quarter																						
Philhealth	Regional Office	X	Negotiated Procurement - Small Value Procurement	MAR	MAR					MAR			APR	MAY	COB	294,000.00		294,000.00				
																733,875.00	0.00	733,875.00				
Procurement of Regular Office Supplies																						
1st Quarter																						
Philhealth	Regional Office	X	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	JAN	JAN								JAN	FEB	COB	1,064,813.23	1,064,813.23					
2nd Quarter																						
Philhealth	Regional Office	X	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	APR	APR								APR	APR	COB	626,213.49	626,213.49					
3rd Quarter																						
Philhealth	Regional Office	X	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	JUL	JUL								JUL	JUL	COB	687,817.31	687,817.31					
4th Quarter																						
Philhealth	Regional Office	X	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	OCT	OCT								OCT	OCT	COB	501,904.85	501,904.85					
																2,880,748.88	2,880,748.88	0.00				
Procurement of Accountable Forms																						
3rd Quarter																						
Philhealth	Regional Office	X	Negotiated Procurement - PS-DBM/Shopping	AUG	AUG								AUG	AUG	COB	2,475.00	2,475.00					
																2,475.00	2,475.00	0.00				
Procurement of Drug and Medicines																						
1st Quarter																						

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BAC Goods and Services

Procurement Program/Project			SCHEDULE FOR EACH PROCUREMENT ACTIVITY													Fund Source	Estimated Budget		CO	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		
Philhealth Regional Office X	Negotiated Procurement - Small Value Procurement		FEB	FEB							FEB		MAR	APR	COB		20,216.70	20,216.70		
2nd Quarter																				
Philhealth Regional Office X	Negotiated Procurement - Small Value Procurement		MAR	MAR							MAR		APR	MAY	COB		4,400.00	4,400.00		
3rd Quarter																				
Philhealth Regional Office X	Negotiated Procurement - Small Value Procurement		JUN	JUN							JUN		JUL	JUL	COB		4,400.00	4,400.00		
4th Quarter																				
Philhealth Regional Office X	Negotiated Procurement - Small Value Procurement		SEP	SEP							SEP		OCT	NOV	COB		4,400.00	4,400.00		
																	33,416.70	33,416.70	0.00	
Procurement of Medical, Dental and Laboratory Supplies																				
1st Quarter																				
Philhealth Regional Office X	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement		FEB	FEB									MAR	MAR	COB		154,697.78	154,697.78		
2nd Quarter																				
Philhealth Regional Office X	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement		MAR	MAR							MAR		APR	APR	COB		126,483.93	126,483.93		
3rd Quarter																				
Philhealth Regional Office X	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement		JUN	JUN							JUN		JUL	JUL	COB		120,178.75	120,178.75		
4th Quarter																				
Philhealth Regional Office X	Negotiated Procurement - PS-DBM/Shopping		SEP	SEP									OCT	OCT	COB		105,762.05	105,762.05		
																	507,122.51	507,122.51	0.00	
Procurement of Gasoline, Oil and Lubricants																				
Philhealth Regional Office X	Negotiated Procurement - Small Value Procurement Direct Contracting		FEB	FEB						FEB	FEB	MAR	MAR	MAR	COB		1,188,960.00	1,188,960.00		
																	1,188,960.00	1,188,960.00	0.00	
Procurement of Semi-Expendable Office Equipment Expenses																				
1st Quarter																				
Philhealth Regional Office X	Negotiated Procurement - Small Value Procurement Negotiated Procurement - PS-DBM/Shopping		MAR	MAR									MAR	MAR	COB		100,100.00	100,100.00		
2nd 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	Advs/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 X		Negotiated Procurement - Small Value Procurement	MAR	MAR							MAR		APR	APR	COB	2,972.75	2,972.75		
3rd Quarter																			
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	JUN	JUN							JUN		JUL	JUL	COB	16,282.75	16,282.75		
4th Quarter																			
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	SEP	SEP							SEP		OCT	OCT	COB	2,268.75	2,268.75		
																121,624.25	121,624.25	0.00	
Procurement of Semi-Expendable Medical Equipment Expenses																			
1st Quarter																			
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	FEB	FEB							FEB		MAR	APR	COB	8,700.00	8,700.00		
																8,700.00	8,700.00	0.00	
Procurement of Semi-Expendable Other Machinery and Equipment																			
1st Quarter																			
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	FEB	FEB							FEB		MAR	APR	COB	21,100.00	21,100.00		
																21,100.00	21,100.00	0.00	
Procurement of Semi-Expendable Furniture and Fixtures																			
1st Quarter																			
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	FEB	FEB							FEB		MAR	APR	COB	115,000.00	115,000.00		
2nd Quarter																			
Philhealth Regional Office X		Negotiated Procurement - PS-DBM/Shopping	MAY	MAY									MAY	MAY	COB	12,000.00	12,000.00		
3rd Quarter																			
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	JUN	JUN							JUN		JUL	JUL	COB	6,000.00	6,000.00		
4th Quarter																			
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	SEP	SEP							SEP		OCT	OCT	COB	6,000.00	6,000.00		
																139,000.00	139,000.00	0.00	
Procurement of Other Supplies																			
1st Quarter																			
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement[Negotiate Procurement - PS-DBM/Shopping]	FEB	FEB									MAR	MAR	COB	372,518.69	372,518.69		
2nd 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	Advs/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 X		Negotiated Procurement - PS-DBM/Shopping/Negotiated Procurement - Small Value Procurement	MAR	MAR							MAR		APR	MAY	COB	19,722.56	19,722.56		
3rd Quarter																			
Philhealth Regional Office X		Negotiated Procurement - PS-DBM/Shopping/Negotiated Procurement - Small Value Procurement	JUL	JUL									JUL	JUL	COB	68,724.56	68,724.56		
4th Quarter																			
Philhealth Regional Office X		Negotiated Procurement - PS-DBM/Shopping/Negotiated Procurement - Small Value Procurement	SEP	SEP									OCT	OCT	COB	27,282.56	27,282.56		
																488,248.37	488,248.37	0.00	
Procurement of Water Services																			
Philhealth Regional Office X		Direct Contracting	FEB	FEB						FEB	FEB	MAR	MAR	MAR	COB	347,706.90	347,706.90		
																347,706.90	347,706.90	0.00	
Procurement of Electricity																			
Philhealth Regional Office X		Direct Contracting	FEB	FEB						FEB	FEB	MAR	MAR	MAR	COB	12,288,642.00	12,288,642.00		
																12,288,642.00	12,288,642.00	0.00	
Procurement of Postage and Delivery Services																			
Philhealth Regional Office X		Negotiated Procurement - Agency to Agency	FEB	FEB						FEB			MAR	MAR	COB	791,900.00	791,900.00		
																791,900.00	791,900.00	0.00	
Procurement of Cable, Satellite, Telegraph and Radio Services																			
Philhealth Regional Office X		Direct Contracting	FEB	FEB						FEB	FEB	MAR	MAR	MAR	COB	75,000.00	75,000.00		
																75,000.00	75,000.00	0.00	
Procurement of Contract Services																			
Philhealth Regional Office X		Direct Contracting	FEB	FEB						FEB	FEB	MAR	MAR	MAR	COB	200,000.00	200,000.00		
																200,000.00	200,000.00	0.00	
Procurement of Janitorial Services																			
Philhealth Regional Office X		Public Bidding	MAR	MAR	MAR		MAR		MAR	MAR	APR	APR	MAY	MAY	COB	5,405,001.84	5,405,001.84		
																5,405,001.84	5,405,001.84	0.00	
Procurement of Security Services																			
Philhealth Regional Office X		Public Bidding	MAR	MAR	APR		APR		APR	APR	MAY	MAY	JUN	JUN	COB	9,123,507.00	9,123,507.00		
																9,123,507.00	9,123,507.00	0.00	
Repair and Maintenance of Office Equipment																			
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	FEB	FEB						FEB			MAR	MAR	COB	1,063,030.84	1,063,030.84		
																1,063,030.84	1,063,030.84	0.00	
Repair and Maintenance of Communication Equipment																			
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	FEB	FEB						FEB			MAR	APR	COB	6,000.00	6,000.00		
																6,000.00	6,000.00	0.00	
Repair and Maintenance of Transportation Equipment																			
Philhealth Regional Office X		Direct Contracting	FEB	FEB						FEB	FEB	MAR	MAR	APR	COB	326,000.00	326,000.00		

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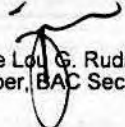
Procurement Program/Project	PMO / End-User	Mode of Procurement	SCHEDULE FOR EACH PROCUREMENT ACTIVITY													Estimated Budget			Remarks			
			Pre-Proc Conference	Ads/Post of ITB	Pre-Bid Conference	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery Completion	Acceptance Turnover	Fund Source	Total	MOOE	CO				
																			326,000.00	326,000.00	0.00	
Repair and Maintenance of Furniture and Fixtures																						
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	FEB	FEB						FEB		MAR	APR	COB	4,000.00	4,000.00						
																			4,000.00	4,000.00	0.00	
Repair and Maintenance of Semi-Expendable Furniture, Fixtures and Books																						
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	FEB	FEB						FEB		MAR	APR	COB	27,648.00	27,648.00						
																			27,648.00	27,648.00	0.00	
Procurement of Printing and Binding Services																						
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	FEB	FEB						FEB		MAR	MAR	COB	14,491.38	14,491.38						
																			14,491.38	14,491.38	0.00	
Procurement of Catering Service																						
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement(Negotiate Procurement - Lease of Real Property and Venue	JAN	FEB						FEB		MAR	MAR	COB	309,800.00	309,800.00						
																			309,800.00	309,800.00	0.00	
Procurement of Transportation and Delivery Services																						
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	APR	APR						APR		MAY	JUN	COB	29,000.00	29,000.00						
																			29,000.00	29,000.00	0.00	
Procurement of Rental Services																						
Philhealth Regional Office X		Negotiated Procurement - Lease of Real Property and Venue	JAN	JAN					JAN	JAN	FEB	FEB	MAR	COB	38,294,983.74	38,294,983.74						
																			38,294,983.74	38,294,983.74	0.00	
Procurement of Subscription Services																						
Philhealth Regional Office X		Direct Contracting	JAN	JAN					JAN	JAN	FEB	FEB	MAR	COB	66,786.00	66,786.00						
																			66,786.00	66,786.00	0.00	
Registration of Motor Vehicle																						
Philhealth Regional Office X		Negotiated Procurement - Agency to Agency	JAN	JAN						JAN		FEB	MAR	COB	126,000.00	126,000.00						
																			126,000.00	126,000.00	0.00	
Corporate Forum																						
Philhealth Regional Office X		Negotiated Procurement - Lease of Real Property and Venue	JAN	JAN					FEB	FEB	MAR	MAR	MAR	COB	60,000.00	60,000.00						
																			60,000.00	60,000.00	0.00	
Medical Expenses																						
Philhealth Regional Office X		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN		FEB	MAR	COB	570,000.00	570,000.00						

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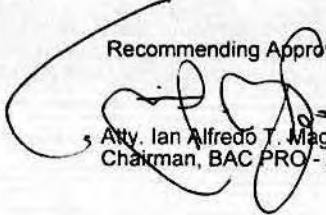
BAC Goods and Services

Procurement Program/Project PMO / End-User 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	
														570,000.00	570,000.00	0.00	
<i>Note: System generated report</i>														Total	76,413,842.41	74,520,893.41	1,892,949.00

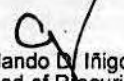
Prepared by:


 Jackie Lou G. Rudinas
 Member, BAC Secretariat

Recommending Approval:


 Atty. Ian Alfredo T. Magno
 Chairman, BAC PRO - X

Approved by:


 Orlando D. Ifrigo, Jr.
 Head of Procuring Entity
 RVP, PRO X