



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**

PhilHealth Regional Office IX  
BGHDC Corporate Center, Gov. Lam Avenue, Zamboanga City  
Telefax: (062) 992-2739 | [region9@philhealth.gov.ph](mailto:region9@philhealth.gov.ph)  
[www.philhealth.gov.ph](http://www.philhealth.gov.ph)



UNIVERSAL HEALTH CARE  
PhilHealth Regional Office IX

December 3, 2020

**PRO IX BAC MEMO**  
**NO. 2020-002**

**TO :** **ALL CONCERNED END-USERS**  
*PhilHealth Regional Office IX*

**SUBJECT :** **INDICATIVE ANNUAL PROCUREMENT PLAN (APP)**  
**FOR CY 2021**

In order to ensure the effective and efficient delivery of public service and to support its proposed budget taking into consideration the budget framework for CY 2021 in order to reflect its priorities and objectives, preparation of Indicative APP is necessary.

As mandated, the PRO IX Bids and Awards Committee (PRO IX BAC) deliberated on, determined and recommended the appropriate method of procurement covering the various projects/programs/activities included in the Indicative APP, in accordance with the parameters set in Republic 9184 and its Revised IRR.

Section 7.3 of the Revised IRR of R.A. 9184 provides:

*"Upon issuance of the budget call in the case of NGAs, SUCs, Constitutional Commissions or Offices, or similar document for GOCCs, GFIs, and LGUs, the Procuring Entity shall prepare its indicative APP for the succeeding calendar year..."*

Accordingly, and under the authority granted by the PhilHealth Board of Directors to the President and CEO, and Regional Vice-President, in case of PhilHealth Regional Offices, as Head of the Procuring Entity, this Order is hereby issued approving the attached Indicative APP for CY 2021 for Goods and Services, Information and Technology Resources and Infrastructure.

It is emphasized that all procurement based on the approved Indicative APP for CY 2021 must be undertaken strictly in accordance with the terms, conditions and requirements provided in the law, its RIRR as well as relevant government and corporate procurement policies, rules and regulations, subject to usual government auditing and accounting rules and regulations.

For information and guidance of all concerned.

  
**PAOLO JOHANN C. PEREZ**  
*Regional Vice President*





## PRO IX BIDS AND AWARDS COMMITTEE

### RESOLUTION NO. 2020-013

A RESOLUTION RECOMMENDING THE APPROVAL OF CY 2021 INDICATIVE ANNUAL PROCUREMENT PLAN (APP) FOR GOODS AND SERVICES, INFORMATION TECHNOLOGY RESOURCES, CONSULTING SERVICES AND INFRASTRUCTURE INCLUDING THE METHOD OF PROCUREMENT OF ACTIVITIES/PROJECTS

DULY PASSED ON:  
December 3, 2020

**Present were:**

- |                                 |   |                           |
|---------------------------------|---|---------------------------|
| 1. Dr. Rossana P. Paraguya      | - | Chairperson               |
| 2. Nadzmier A. Sajili           | - | Vice Chairperson          |
| 3. Kristian V. Paraiso          | - | Regular Member            |
| 4. Dr. Muhammad Ali S. Tahil II | - | Regular Member            |
| 5. Wenifredo C. Wooton          | - | Regular Member            |
| 6. Jonathan H. Nebres           | - | TWG (Finance)             |
| 7. Hermie F. Darunday           | - | TWG (Furniture & Fixture) |
| 8. Regine Mae C. Allian         | - | Secretariat               |

**Work from Home:**

- |                              |   |  |
|------------------------------|---|--|
| 1. Eddel I. Amir             | - | TWG (IT)                                     |
| 2. Crisna I. Comisas         | - | TWG (Legal)                                  |
| 3. Jose Gabriel Salvacion    | - | TWG (Jamronal/Security/Lease)                |
| 4. Luz D. Sindiong           | - | Email- User- Administrative Services Section |
| 5. Maria Salome C. Jumang-it | - | Secretariat                                  |

**On Official leave:**

- |                               |   |                   |
|-------------------------------|---|-------------------|
| 1. Katherine Hicks- Eustaquio | - | Secretariat- Head |
|-------------------------------|---|-------------------|

**WHEREAS**, the CY 2021 Indicative Annual Procurement Plan (APP) was prepared pursuant to the GPPB issuance of Circular No. 06-2019 relative to the Early Procurement Activities (EPA) and in line with the requirements of IATF Memorandum No. 2020-1 requiring the posting of CY 2021 Indicative Annual Procurement Plan;





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UNIVERSAL HEALTH CARE  
PhilHealth Insurance Corporation

**WHEREAS**, Section 7.1 and 7.2 of the Revised Implementing Rules and Regulations of RA 9184 provides for the requirement of an approved Annual Procurement Plan (APP) prior to procurement of programs/projects/activities aimed to attain the mandate of National Health Insurance Program (NHIP), which states, to wit:

*"Sec. 7.1 All procurement shall be within the approved budget of the procuring entity and should be meticulously and judiciously planned by the procuring entity. Consistent with government fiscal discipline measures, only those considered crucial to the efficient discharge of government functions shall be included in the Annual Procurement Plan (APP).xxx"*

*"Sec. 7.2 No procurement shall be undertaken unless it is in accordance with the approved APP of the procuring entity. The APP shall bear the approval of the Head of the Procuring Entity or second ranking official designated by the Head of the Procuring Entity to act on his behalf, and must be consistent with its duly approved yearly budget"*

**WHEREAS**, based on the above provision, the Project Procurement Management Plan (PPMPs) of PRO IX, through the Annual Procurement Plan (APP) Utility were consolidated into CY 2021 Indicative Annual Procurement Plan (APP) by the PRO IX BAC Secretariat;

**WHEREAS**, upon consolidation of the PPMPs for Goods and Services, Information Technology Resources, Consulting Services, and Infrastructure into the CY 2021 Indicative APP, the PRO IX BAC Secretariat indicated the method of procurement for each proposed procurement program/project/activity thereat;

**WHEREAS**, PRO IX BAC convened on December 3, 2020 to review the proposed procurement including the appropriate method of procurement;

**WHEREAS**, the actual procurement for programs, projects and activities in the PRO IX 2021 Indicative Annual Procurement Plan (APP) to be undertaken through any of the alternative modes must strictly comply with the requirements and procedures under the Revised Implementing Rules and Regulations of Republic Act 9184, as well as other relevant government and corporate procurement policies, standards, rules and regulations;

**WHEREAS**, the proposed PRO IX CY 2021 Indicative Annual Procurement Plan (APP) is still subject for evaluation by the PhilHealth Planning and Budget Committee, hence, a final submission will be made once the COB for CY 2021 has been approved at the very least in the EXECOM level. The initial submission is for compliance of the requirement by the GCG and LATF Memorandum on the grant of PBB;



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UNIVERSAL HEALTH CARE  
NAGPAPALAYAN SA PAGIIGAP SA BAYAN

**NOW, THEREFORE**, We, the Members of PRO IX Bids and Awards Committee, hereby **RESOLVE** as it is hereby **RESOLVED**, to recommend to Regional Vice President Paolo Johann C. Perez, the approval of the attached proposed PRO IX CY 2021 Indicative Annual Procurement Plan (APP);

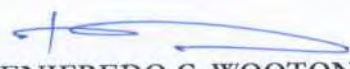
**RESOLVED**, at PhilHealth Regional Office IX BGIDC Bldg., Gov Lim Avenue, Zamboanga City this 3rd day of December 2020.

  
**DR. ROSSANA H. PARAGUYA**  
PRO IX BAC Chairperson

  
**NADZMER A. SAJILI**  
Vice Chairperson

  
**KRISTIAN V. PARAISO**  
Regular Member

  
**DR. MUHAMMAD ALI S. TAHIL II**  
Regular Member

  
**WENIFREDO C. WOOTON**  
Regular Member

**APPROVED / ~~DISAPPROVED~~:**

  
**PAOLO JOHANN C. PEREZ**  
Regional Vice President

Approved on Dec. 04, 2020





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	CO		
Procurement of Office Equipment																				
4th Quarter																				
Philhealth	Regional Office IX	Public Bidding	SEP	SEP	OCT		OCT		OCT	OCT	NOV	DEC	DEC	COB	2,567,257.00		2,567,257.00			
															2,567,257.00	0.00	2,567,257.00			
Procurement of Furniture and Fixtures																				
4th Quarter																				
Philhealth	Regional Office IX	Public Bidding	SEP	SEP	OCT		OCT		OCT	OCT	NOV	DEC	DEC	COB	909,000.00		909,000.00			
															909,000.00	0.00	909,000.00			
Procurement of Regular Office Supplies																				
1st Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	JAN	FEB								FEB	FEB	COB	1,256,969.77	1,256,969.77				
2nd Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	APR	MAY								MAY	MAY	COB	538,344.47	538,344.47				
3rd Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	JUL	AUG								AUG	AUG	COB	458,143.21	458,143.21				
4th Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - PS-DBM/Shopping Negotiated Procurement - Small Value Procurement	OCT	OCT								OCT	NOV	COB	171,123.73	171,123.73				
															2,424,581.18	2,424,581.18	0.00			
Procurement of Accountable Forms																				
1st Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - Agency to Agency	JAN	JAN						JAN		FEB	MAR	COB	12,525.00	12,525.00				
2nd Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - Agency to Agency	APR	APR						APR		MAY	MAY	COB	12,525.00	12,525.00				
3rd Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - Agency to Agency	JUL	JUL						JUL		AUG	AUG	COB	12,525.00	12,525.00				
4th Quarter																				
Philhealth	Regional Office IX	Negotiated Procurement - Agency to Agency	SEP	SEP						OCT		OCT	NOV	COB	12,525.00	12,525.00				
															50,100.00	50,100.00	0.00			
Procurement of Medical, Dental and Laboratory Supplies																				
1st Quarter																				

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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	CO			
Philhealth	Regional	Office	IX	Negotiated Procurement - PS-DBM/Shopping	FEB	FEB								FEB	MAR	COB	58,979.80	58,979.80						
2nd Quarter																								
Philhealth	Regional	Office	IX		Negotiated Procurement - PS-DBM/Shopping	APR	MAY								MAY	MAY	COB	34,306.60	34,306.60					
3rd Quarter																								
Philhealth	Regional	Office	IX	Negotiated Procurement - PS-DBM/Shopping	JUL	AUG								AUG	AUG	COB	34,306.60	34,306.60						
4th Quarter																								
Philhealth	Regional	Office	IX	Negotiated Procurement - PS-DBM/Shopping	OCT	OCT								OCT	NOV	COB	33,657.60	33,657.60						
																	161,250.60	161,250.60	0.00					
Procurement of Gasoline, Oil and Lubricants																								
Philhealth	Regional	Office	IX	Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN	FEB	MAR	COB	540,480.00	540,480.00						
																	540,480.00	540,480.00	0.00					
Procurement of Semi-Expendable Office Equipment Expenses																								
1st Quarter																								
Philhealth	Regional	Office	IX	Negotiated Procurement - Small Value Procurement	FEB	FEB							FEB	MAR	MAR	COB	10,175.00	10,175.00						
4th Quarter																								
Philhealth	Regional	Office	IX	Public Bidding	SEP	SEP	OCT		OCT		OCT	OCT	OCT	NOV	DEC	DEC	COB	92,390.00	92,390.00					
																	102,565.00	102,565.00	0.00					
Procurement of Semi-Expendable Furniture and Fixtures																								
4th Quarter																								
Philhealth	Regional	Office	IX	Public Bidding	SEP	SEP	OCT		OCT		OCT	OCT	OCT	NOV	DEC	DEC	COB	76,689.79	76,689.79					
																	76,689.79	76,689.79	0.00					
Procurement of Other Supplies																								
1st Quarter																								
Philhealth	Regional	Office	IX	Negotiated Procurement - PS-DBM/Shopping/Negotiated Procurement - Small Value Procurement	FEB	FEB								FEB	MAR	COB	18,381.86	18,381.86						
2nd Quarter																								
Philhealth	Regional	Office	IX		Negotiated Procurement - PS-DBM/Shopping	APR	MAY								MAY	MAY	COB	9,322.50	9,322.50					
3rd Quarter																								
Philhealth	Regional	Office	IX	Negotiated Procurement - PS-DBM/Shopping	JUL	AUG								AUG	AUG	COB	9,322.50	9,322.50						
4th Quarter																								
Philhealth	Regional	Office	IX	Negotiated Procurement - PS-DBM/Shopping	OCT	OCT								OCT	NOV	COB	4,455.00	4,455.00						



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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	
																41,481.86	41,481.86	0.00	
Procurement of Water Services																			
Philhealth Regional Office IX	Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	13,440.00	13,440.00			
																13,440.00	13,440.00	0.00	
Procurement of Electricity																			
Philhealth Regional Office IX	Direct Contracting	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB	4,051,057.43	4,051,057.43			
																4,051,057.43	4,051,057.43	0.00	
Procurement of Postage and Delivery Services																			
Philhealth Regional Office IX	Negotiated Procurement - Small Value Procurement[Negotiate Procurement - Agency to Agency	JAN	JAN						JAN			FEB	MAR	COB	1,559,498.00	1,559,498.00			
																1,559,498.00	1,559,498.00	0.00	
Procurement of Cable, Satellite, Telegraph and Radio Services																			
Philhealth Regional Office IX	Negotiated Procurement - Small Value Procurement	NOV	NOV						NOV			DEC	DEC	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		JAN	FEB	FEB	MAR	MAR	MAR	COB	2,129,760.00	2,129,760.00			
																2,129,760.00	2,129,760.00	0.00	
Procurement of Security Services																			
Philhealth Regional Office IX	Public Bidding	JAN	JAN	JAN		JAN		JAN	FEB	FEB	MAR	MAR	MAR	COB	5,699,544.00	5,699,544.00			
																5,699,544.00	5,699,544.00	0.00	
Repair and Maintenance of Office Equipment																			
Philhealth Regional Office IX	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	168,000.00	168,000.00			
																168,000.00	168,000.00	0.00	
Repair and Maintenance of IT Equipment																			
Philhealth Regional Office IX	Negotiated Procurement - Small Value Procurement	NOV	NOV						NOV			DEC	JAN	COB	10,000.00	10,000.00			
																10,000.00	10,000.00	0.00	
Repair and Maintenance of Communication Equipment																			
Philhealth Regional Office IX	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	1,000.00	1,000.00			
																1,000.00	1,000.00	0.00	
Repair and Maintenance of Transportation Equipment																			
Philhealth Regional Office IX	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	214,000.00	214,000.00			
																214,000.00	214,000.00	0.00	
Repair and Maintenance of Furniture and Fixtures																			
Philhealth Regional Office IX	Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB	5,000.00	5,000.00			
																5,000.00	5,000.00	0.00	
Marketing and Promotional																			



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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		
Philhealth Regional Office IX		Negotiated Procurement - Lease of Real Property and Venue[Negotiated Procurement - Small Value Procurement]	JAN	JAN						JAN	JAN	FEB	FEB	MAR	COB		172,012.30	172,012.30		
																172,012.30	172,012.30	0.00		
Procurement of Printing and Binding Services																				
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB		44,020.00	44,020.00		
																44,020.00	44,020.00	0.00		
Procurement of Catering Service																				
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB		4,000.00	4,000.00		
																4,000.00	4,000.00	0.00		
Procurement of Rental Services																				
Philhealth Regional Office IX		Negotiated Procurement - Lease of Real Property and Venue	JAN	JAN						FEB	FEB	MAR	MAR	MAR	COB		8,864,951.04	8,864,951.04		
																8,864,951.04	8,864,951.04	0.00		
Procurement of Subscription Services																				
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB		14,760.00	14,760.00		
																14,760.00	14,760.00	0.00		
Registration of Motor Vehicle																				
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB		32,066.56	32,066.56		
																32,066.56	32,066.56	0.00		
Corporate Forum																				
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB		111,900.00	111,900.00		
																111,900.00	111,900.00	0.00		
Medical Expenses																				
Philhealth Regional Office IX		Negotiated Procurement - Small Value Procurement	JAN	JAN						JAN			FEB	MAR	COB		530,000.00	530,000.00		
																530,000.00	530,000.00	0.00		
Total																30,505,614.76	27,029,357.76	3,476,257.00		
Note: System generated report.																				

Note: System generated report.

The indicative APP-Non-CSE for CY 2021 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 CY 2021 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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BAC Information and Technology Resources

Procurement Program/Project			SCHEDULE FOR EACH PROCUREMENT ACTIVITY															Estimated Budget			
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 Supplies																					
1st Quarter																					
Philhealth Regional Office IX	Negotiated Procurement - PS-DBM/Shopping		FEB	FEB									FEB	MAR	COB	1,854,486.37	1,854,486.37				
2nd Quarter																					
Philhealth Regional Office IX	Negotiated Procurement - PS-DBM/Shopping		APR	MAY									MAY	MAY	COB	125,465.48	125,465.48				
3rd Quarter																					
Philhealth Regional Office IX	Negotiated Procurement - PS-DBM/Shopping		JUL	AUG									AUG	AUG	COB	245,257.88	245,257.88				
4th Quarter																					
Philhealth Regional Office IX	Negotiated Procurement - PS-DBM/Shopping		OCT	OCT									OCT	NOV	COB	53,407.00	53,407.00				
																2,278,616.73	2,278,616.73	0.00			
Procurement of Semi-Expendable IT Equipment																					
1st Quarter																					
Philhealth Regional Office IX	Negotiated Procurement - PS-DBM/Shopping		FEB	FEB									FEB	MAR	COB	9,620.49	9,620.49				
4th Quarter																					
Philhealth Regional Office IX	Public Bidding		OCT	OCT	OCT		OCT		NOV	NOV	NOV	DEC	DEC	JAN	COB	110,298.24	110,298.24				
																119,918.73	119,918.73	0.00			
Procurement of Internet Services																					
Philhealth Regional Office IX	Negotiated Procurement - Small Value Procurement		JAN	JAN							JAN		FEB	MAR	COB	293,040.00	293,040.00				
																293,040.00	293,040.00	0.00			
Note: System generated report.																Total	2,691,575.46	2,691,575.46	0.00		

Note: System generated report.

The indicative APP-Non-CSE for CY 2021 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 CY 2021 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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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 IX		Negotiated Procurement - Small Value Procurement	JAN	JAN							JAN		FEB	MAR	COB		28,800.00	28,800.00		
																28,800.00	28,800.00	0.00		
Note: System generated report.																Total	28,800.00	28,800.00	0.00	

The Indicative APP-Non-CSE for CY 2021 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 CY 2021 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.