



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
PHILHEALTH REGIONAL OFFICE I
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November 19, 2021

CORPORATE MEMORANDUM

PRO 1 No. 2021 0054 Q

TO : ALL CONCERNED END-USERS

**SUBJECT : CY 2021 ANNUAL PROCUREMENT PLAN (APP) AMENDMENT
Batch 6 (Revision 1)**

After judicious review and evaluation, the requested revision/modification in programs and projects by end-users in the APP were deemed significant and necessary for the effective and efficient delivery of public service by the corporation. In order to reflect these adjustments/revisions, this APP amendment is hereby issued.

As mandated, the PhilHealth Regional Office 1-Bids and Award Committee deliberated on, determined and recommended the appropriate method of procurement covering the various projects/programs/activities included in the APP Amendment, in accordance with the parameters set in the R.A 9184 and its Revised IRR.


Section 7.4 of the Revised IRR provides:

“7.4 updating of individual PPMPs and the consolidated APP for each procuring entity shall be undertaken every (6) six months or as often as may be required by the Head of the Procuring Entity...”

Accordingly and under the authority granted to the Regional Vice President as Head of the Procuring Entity, this Order is hereby issued approving the attached 2021 Annual Procurement Plan Amendment-Batch 6 (**Revision 1**).

Be it noted that all procurement based on the approved 2021 APP and its amendment must be undertaken strictly in accordance with the terms, conditions and requirements provided in the law, its Revised IRR 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.


DENNIS B. ADRE
Regional Vice President



Annual Procurement Plan Amendment for CY 2021
Batch 6 (Revision 1)

Code (PAP)	Procurement Program/Project	PMO/End-user	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief Description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5020301001	<u>Regular Office Supplies</u>							COB 2021				
	ACETATE Transparent, Thickness .075mm, Width 1.20 meters, 50 meters per roll ; 1 roll							Approved COB 2021	2,150.00	2,150.00		
	ADHESIVE TAPE size: 1" double sided with foam ; 5 roll							Approved COB 2021	375.00	375.00		
	ADHESIVE TAPE size: 2" double sided with foam ; 17 roll							Approved COB 2021	2,550.00	2,550.00		
	ADHESIVE TAPE size: 2" double sided without foam ; 27 roll							Approved COB 2021	1,350.00	1,350.00		
	BALLPOINT PEN Fine point, Blue ; 1041 pc							Approved COB 2021	11,451.00	11,451.00		
	BATTERY CHARGER For AA/AAA/9V ; 2 pc							Approved COB 2021	1,000.00	1,000.00		
	BATTERY for Laser Pointer LR44 ; 7 pc							Approved COB 2021	196.00	196.00		
	BATTERY Rechargeable AA, 2100mah, 2 pcs/pack ; 14 packet							Approved COB 2021	3,360.00	3,360.00		
	BATTERY Rechargeable AAA, 2100mah, 2 pcs/pack ; 11 packet							Approved COB 2021	2,475.00	2,475.00		
	CORRECTION TAPE disposable, dispensing mechanism: variable clutch, dispensing system: single line tape, with mechanism for adjustment/rewinding, color: white opaque, does not leave shadows on photocopies or fax copies, side applicator allows user to see errors being corrected, 5mm x 60(min.) ; 1069 pc							Approved COB 2021	23,518.00	23,518.00		
	CUTTER Heavy duty retractable, L-500 ; 6 pc							Approved COB 2021	2,280.00	2,280.00		
	CUTTER Small, retractable, L-200 ; 5 pc							Approved COB 2021	812.50	812.50		

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Annual Procurement Plan Amendment for CY 2021
Batch 6 (Revision 1)

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	DATA FILE FOLDER with finger ring and clear plastic pocket for labels, material: chipboard (2mm thick) leatherette paper and/or polypropylene (PP) material made of linen design for outside cover, coated paper for inside cover including spine portion, size: 75mm x 230mm x 380mm (3" x 9" x 15"), assorted colors: Red, Green, Blue and Maroon ; 29 pc							Approved COB 2021	2,900.00	2,900.00		
	EMERGENCY LIGHT Rechargeable ; 10 unit							Approved COB 2021	23,000.00	23,000.00		
	ENVELOPE MAILING, white, window type, window: glassine paper/plastic, plain, 105mm x 241mm (4x9-1/2), 80 gsm, 500pcs/box ; 20 boxes							Approved COB 2021	7,900.00	7,900.00		
	FASTENER METAL AND PLASTIC combination, 2 pc-clip, 70MM, 50 sets/box ; 99 box							Approved COB 2021	2,970.00	2,970.00		
	FASTENER METAL, non-corrosive, 70mm between prongs, holds 25mm thick file, 50 sets/box ; 100 box							Approved COB 2021	17,800.00	17,800.00		
	FOLDER Metal Ring Binder, long, 2 Hole Arc File ; 5 pc							Approved COB 2021	453.75	453.75		
	FOLDER PRESSBOARD, plain, for legal size papers/documents, 242mm x 369mm, color: cream, green, or maroon, etc., 100 pcs/box ; 11 box							Approved COB 2021	12,375.00	12,375.00		
	FOLDER PRESSBOARD, plain, for letter size papers/documents ; 100 pc							Approved COB 2021	1,075.00	1,075.00		
	FILE ORGANIZER Legal size, Expanding plastic material with 12 inside pockets and index tabs, with elastic strap, snap, etc. for closing or binding the organizer, Dimension-Cover (flap): 220mm x 380mm; inside pocket: 230mm x 360mm ; 34 pc							Approved COB 2021	4,590.00	4,590.00		

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	FOLDER PLASTIC, WITH SIDE FASTENER and transparent cover, Legal ; 50 pc	PRO 1	NP-53.5 Agency-to-Agency or Shopping if not available in the PS DBM	October 2021	October 2021	October 2021	October 2021	Approved COB 2021	875.00	875.00		Change specifications, items being sacrificed for augmentation due increased in unit price as per canvass conducted
	FOLDER TAGBOARD, for A4 size papers/documents, 0.342mm thickness, 240mm x 320mm, smooth finish and non-blot on both sides, 100 pcs/pack ; 4 pack							Approved COB 2021	1,512.00	1,512.00		
	GLUE 130 grams ; 6 bot							Approved COB 2021	253.50	253.50		
	GLUE All purpose in jar with applicator, mn. of 200 grams ; 21 jar							Approved COB 2021	1,638.00	1,638.00		
	ID CARD HOLDER Clear, plastic with lace ; 80 pc							Approved COB 2021	2,640.00	2,640.00		
	INK for stamp pad with applicator, color: Purple or Violet, 50ml ; 47 bottle							Approved COB 2021	1,739.00	1,739.00		
	INK PAD, for Self-Inking Stamp, refill, #2300/2360 ; 30 pc							Approved COB 2021	7,170.00	7,170.00		
	INK PAD, for Self-Inking Stamp, refill, #2600/2660 ; 30 pc							Approved COB 2021	7,170.00	7,170.00		
	INK PAD, for Self-Inking Stamp, refill, INK PAD, for Self-Inking SHINY S-829 ; 30 pc							Approved COB 2021	4,080.00	4,080.00		
	LAMINATING FILM size: A4, 10s ; 11 pack							Approved COB 2021	814.00	814.00		
	MARKER FLOURESCENT, flat, chisel point, assorted colors, 3 pcs/set ; 107 sets							Approved COB 2021	6,420.00	6,420.00		
	MARKER PERMANENT PEN, Black, broad tip, non-toxic ; 16 pc							Approved COB 2021	396.00	396.00		
	MARKER PERMANENT PEN, Blue, broad tip, non-toxic ; 74 pc							Approved COB 2021	2,516.00	2,516.00		
	MARKER PERMANENT PEN, Red, broad tip, non-toxic ; 33 pc							Approved COB 2021	1,122.00	1,122.00		
	MARKER WHITEBOARD, Black ; 2 pc							Approved COB 2021	72.00	72.00		
	MARKER WHITEBOARD, Blue ; 1 pc							Approved COB 2021	36.00	36.00		
	MARKER WHITEBOARD, Red ; 1 pc							Approved COB 2021	36.00	36.00		

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**Annual Procurement Plan Amendment for CY 2021
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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	NAME HOLDER NAME HOLDER, Acrylic stand ; 3 pc							Approved COB 2021	480.00	480.00		
	NUMBER STAMP Regular, 8-digit ; 2 pc							Approved COB 2021	719.50	719.50		
	PAPER CLIP 32mm, vinyl/plastic coated, assorted colors, 100s/box/52g per box ; 14 box							Approved COB 2021	150.50	150.50		
	PAPER CLIP 48mm, vinyl/plastic coated, assorted colors, 100s/box or 120g/box ; 50 box							Approved COB 2021	962.50	962.50		
	PAPER CLIP BACKFOLD, 25mm, (1) all metal, clamping length: 25mm(-1mm), clamping depth: 13mm(min.), thickness of metal: 0.22mm(min.), 12 pcs/box ; 33 box							Approved COB 2021	660.00	660.00		
	PAPER CLIP BACKFOLD, 32mm, all metal, clamping length: 32mm(-1mm), clamping depth: 14mm(min.), thickness of metal: 0.30mm(min.), 12 pcs/box ; 38 box							Approved COB 2021	1,026.00	1,026.00		
	PAPER CLIP BACKFOLD, 50mm., all metal, clamping length: 50mm(-1mm), clamping depth: 25mm(min.), thickness of metal: 0.33mm(min.), 12 pcs/box ; 55 box							Approved COB 2021	3,080.00	3,080.00		
	PAPER MULTIPURPOSE,(A-4), 80gsm. ; 3767							Approved COB 2021	685,676.00	685,676.00		
	PAPER MULTIPURPOSE, Legal, 80gsm. ; 120 ream							Approved COB 2021	24,480.00	24,480.00		
	PHOTO PAPER Premium Grade A4, 15s/pack ; 15 pack							Approved COB 2021	1,020.00	1,020.00		
	POST-IT FLAG Small Flags (Eartag) ; 74 pad							Approved COB 2021	2,886.00	2,886.00		
	POST-IT FLAG Small Flags (Sign Here),1x1.7 ; 100 pad							Approved COB 2021	2,500.00	2,500.00		
	RECORD BOOK 300 pages, 215mm x 275mm, 55gsm., Smythe sewn, w/ 'Official Record Book' printing ; 150 book							Approved COB 2021	21,375.00	21,375.00		
	RECORD BOOK 500 pages, 215mm x 275mm, 55 gsm., Smythe sewn, w/ 'Official Record Book' printing ; 150 book							Approved COB 2021	27,637.50	27,637.50		

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**Annual Procurement Plan Amendment for CY 2021
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Code (PAP)	Procurement Program/Project	PMO/End-user	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief Description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	RUBBER BAND Size-18, transparent, approx. 350g./box ; 80 box							Approved COB 2021	11,500.00	11,500.00		
	RUBBER BAND Small ; 137 box							Approved COB 2021	1,370.00	1,370.00		
	SCISSOR size: 8", big, stainless steel with plastic handle; 32 pair							Approved COB 2021	1,664.00	1,664.00		
	SIGN PEN 0.7, blue, gel type ; 30 pc							Approved COB 2021	652.50	652.50		
	SIGN PEN Black, liquid/gel ink, 0.5mm needle tip ; 1 pc							Approved COB 2021	21.75	21.75		
	SIGN PEN Blue, liquid/gel ink, 0.5mm needle tip ; 13 pc							Approved COB 2021	282.75	282.75		
	SIGN PEN Red, liquid/gel ink, 0.5mm needle tip ; 15 pc							Approved COB 2021	326.25	326.25		
	STAPLE WIRE for Standard Stapler, 26/6, no.35, 500s/box ; 67 box							Approved COB 2021	2,512.50	2,512.50		
	STAPLER Standard, heavy duty with wire remover ; 64 pc							Approved COB 2021	7,360.00	7,360.00		
	STICK-ON NOTE PAD2"x3", 50mm x 76mm (2x3), 70 ; 14 pad							Approved COB 2021	259.00	259.00		
	STICK-ON NOTE PAD3"x3", 76mm x 76mm (3x3), 70 ; 1 pad							Approved COB 2021	20.00	20.00		
	SURGE PROTECTOR with Extension Cord, 5-6 holes ; 6 pc							Approved COB 2021	4,440.00	4,440.00		
	TAPE DISPENSER Heavy duty for 24mm (1) width transparent tape ; 2 pc							Approved COB 2021	180.00	180.00		
	TAPE MASKING, Size 1 (24mm) 50M ; 50 roll							Approved COB 2021	1,687.50	1,687.50		
	TAPE MASKING, Size 2 (48mm) 50M ; 75 roll							Approved COB 2021	4,875.00	4,875.00		
	TAPE PACKAGING, Size: 2 (48mm) 50M ; 138 roll							Approved COB 2021	3,381.00	3,381.00		
	TAPE TRANSPARENT, Size: 1 (24mm) 50M ; 259 roll							Approved COB 2021	3,690.75	3,690.75		
	TAPE TRANSPARENT, Size: 2 (48mm) 50M ; 12 roll							Approved COB 2021	294.00	294.00		
	TAPE TRANSPARENT, Size: 3, 50M ; 30 roll							Approved COB 2021	3,300.00	3,300.00		

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	TIME CARD for Amano/Iwata bundy clock 85mm x 190mm (3-3/8") x 7 1/2") imported 14 pts. tagboard, offset process, two sides printing, 100 pcs/pack ; 19 bundle							Approved COB 2021	3,800.00	3,800.00		
	WALL CLOCK WALL CLOCK ; 3 pc							Approved COB 2021	1,104.00	1,104.00		
								Sub-Total:	988,444.75	988,444.75		
5021305001	Repairs and Maintenance of Office Equipment							COB 2021				
	Repair and Maintenance of Office Equipment	LHIO-ILOCOS	NP-53.9 Small Value Procurement	N/A	October 2021	October 2021	October 2021	Approved COB 2021- Travelling Expenses	26,700.00	26,700.00		
5029999006	Corporate Forum							COB 2021				
	PROCUREMENT OF SACKS OF RICE, ASSORTED GROCERY ITEMS, MEDICINES, AND MEDICAL SUPPLIES	PRO 1	NP-53.9 Small Value Procurement	N/A	October 2021	October 2021	October 2021	BRO I 21-299-21	100,000.00	100,000.00		Conduct of Outreach Program in a community or institution as part of 26th PhilHealth Anniversary Celebration as per CO No. 2021 - 0179
	Year -End Performance Assessment for CY 2021 of PRO 1-ORVP-am and pm snacks and lunch	ORVP-Planning	NP-53.9 Small Value Procurement	N/A	November 2021	November 2021	November 2021	COB 2021	30,000.00	30,000.00		
	Training Expenses-Internal Training							COB 2021				
	Meals and Honorarium											
	* Email Etiquette Training Course											
	* Employee Orientation											
	* Personal Mastery											
	* Training on 5S on records management											
	* Virtual Orientation on the Grant of Annual PhEx & Hospitalization & Medical Benefits											
		HRU	NP-53.9 Small Value Procurement	October 2021	October 2021	October 2021	October 2021	BRO I-21-515-32	180,000.00	180,000.00		Change in Training Description/Title


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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Repairs and Maintenance for Leased Assets Improvement: Building											
	Procurement of Plywood for the Backwall of PSO Mangatarem	WP LHIO	NP- 53.9. Small Value Procurement	October 2021	October 2021	October 2021	October 2021	Approved COB 2021	2,500.00	2,500.00		
Total									1,327,644.75	1,327,644.75	-	

Consolidated and Prepared by:


JOANN E. MORILLO
Head, BAC Secretariat

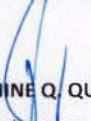

ATTY. MARY GRACE H. PADAPAT
BAC Member

Recommended as to Method of Procurement:


CHESTER JOSEPH C. CANTO
Provisional Member-GS and Infra



ABRAHAM A. BALLARES
BAC Member


CYNTHIA S. SANTOS
BAC Member-Alternate


JOSEPHINE Q. QUITON
Vice Chairperson


MARICAR M. ARZADON, M.D.
BAC Chairperson

Approved by:


DENNIS B. ADRE
Regional Vice President

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DC:  Date: 11/25/2021