



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

PhilHealth Regional Office II  
Primark Mall, Rizal St. cor Aguinaldo St., Tuguegarao City  
[www.philhealth.gov.ph](http://www.philhealth.gov.ph)



January 26, 2022

**MEMORANDUM**

No. PRO II – 2022 0001

**SUBJECT: APPROVAL OF ANNUAL PROCUREMENT PLAN (APP)  
FOR CY 2022**

Under the authority granted by the 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 the Annual Procurement Plan (APP) 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 End-Users"**, this Order is hereby issued approving the attached 2022 APP as recommended by the PRO II Bids and Awards Committee (PRO-BAC).

The APP is a consolidation of various Project Procurement Management Plans (PPMPs), and anchored on the approved Corporate Operating Budget for CY 2022. The PRO II Bids and Awards Committee deliberated, 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-DBM and/ or PhilGEPS search utility may suffice (search utility will turn red if not available or not carried)





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- 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 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 2022 APP following procedures defined in RA 9184, its RIRR and relevant.

**DANILO M. REYNES, M.D,MPA**  
Regional Vice President

Date Signed: 1-26-22



**Philippine Health Insurance Corporation - Regional Office II Annual Procurement Plan for FY 2022**

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
10605020	Procurement of Office Equipment	Pro and LHIO's	NO	Competitive Bidding	Jun-22	Jun-22	Jul-22	Aug-22	Corporate Budget	2304265.4	0.00	2,304,265.40	Generator Sets, ACU's and TV
10605110	Procurement of Medical Equipment	Pro	NO	Competitive Bidding	Jun-22	Jun-22	Jul-22	Aug-22	Corporate Budget	67400	0.00	67,400.00	Various Medical Equipment
10605990	Procurement of Other Equipment	Pro and LHIO's	NO	Competitive Bidding	Jun-22	Jun-22	Jul-22	Aug-22	Corporate Budget	420400	0.00	420,400.00	Various Equipment
10607010	Procurement of Furniture and Fixtures	Pro and LHIO's	NO	Competitive Bidding	Jun-22	Jun-22	Jul-22	Aug-22	Corporate Budget	3276900	0.00	3,276,900.00	Various Furniture and Fixtures
502020100	Internal Trainings	MSD	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	1080000	1,080,000.00	0.00	Various Trainings
5020301001	Procurement of Regular Office Supplies	Pro and LHIO's	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-22	Jan-22	Corporate Budget	1549271.55	1,549,271.55	0.00	Various Office Supplies
50203020	Procurement of Accountable Forms	FMS	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	75150	75,150.00	0.00	Various Accountable Forms
50203070	Procurement of Drug and Medicines	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	464100	464,100.00	0.00	Various Medicines
50203080	Procurement of Medical, Dental and Laboratory Supplies	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-22	Jan-22	Corporate Budget	475633.5	475,633.50	0.00	Various Medical, Dental and Laboratory Supplies
50203080	Procurement of Medical, Dental and Laboratory Supplies	Admin	NO	NP-53.9 - Small Value Procurement	Jul-22	N/A	Jul-22	Jul-22	Corporate Budget	211410	211,410.00	0.00	Various Medical, Dental and Laboratory Supplies
50203090	Procurement of Gasoline, Oil and Lubricants	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	1840800	1,840,800.00	0.00	For Motor Vehicles and Generator Sets
10605020	Procurement of Semi-Expendable Office Equipment Expenses	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	2000	2,000.00	0.00	Stand Fan
10605020	Procurement of Semi-Expendable Communication Expenses	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	62131	62,131.00	0.00	Power Supply for IP Phone
10607010	Procurement of Semi-Expendable Furniture and Fixtures	ORVP	NO	Competitive Bidding	Jun-22	Jun-22	Jul-22	Aug-22	Corporate Budget	108680	108,680.00	0.00	Conference Chairs
10605990	Procurement of Other Supplies	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	16216.28	16,216.28	0.00	Various Supplies
50204010	Procurement of Water Services	Admin	NO	Direct Contracting	N/A	N/A	Jan-22	Jan-22	Corporate Budget	151459.44	151,459.44	0.00	Water Consumption
50204020	Procurement of Electricity	Admin	NO	Direct Contracting	N/A	N/A	Jan-22	Jan-22	Corporate Budget	4500000	4,500,000.00	0.00	Electricity Consumption

50205010	Procurement of Postage and Delivery Services	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-22	Jan-22	Corporate Budget	1428875	1,428,875.00	0.00	Mailing
50205010	Procurement of Postage and Delivery Services	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	83200	83,200.00	0.00	mailing
5020502001	Procurement of Telephone Landline Services	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	99600	99,600.00	0.00	Landline Subscription
50212020	Procurement of Janitorial Services	Admin	NO	Competitive Bidding	Jul-22	Jul-22	Aug-22	Aug-22	Corporate Budget	3388275.36	3,388,275.36	0.00	Janitorial Services9Pro and LHIO's)
50212030	Procurement of Security Services	Admin	NO	Competitive Bidding	Jul-22	Jul-22	Aug-22	Aug-22	Corporate Budget	4655194.8	4,655,194.80	0.00	Security Services(Pro and LHIO's)
5021305001	Repair and Maintenance of Office Equipment	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	237000	237,000.00	0.00	Repair and Maintenance of Genset and ACU
5021305002	Repair and Maintenance of IT Equipment	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	81797.45	81,797.45	0.00	Repair and Maintenance of IT Equipment
50213060	Repair and Maintenance of Transportation Equipment	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	360500	360,500.00	0.00	Repair and Maintenance of RP Vehicles
50213070	Repair and Maintenance of Furniture and Fixtures	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	50000	50,000.00	0.00	Repair and Maintenance of Furniture and Fixtures
5029901001	Procurement of Advertising Services	PAU	NO	NP-53.9 - Small Value Procurement	Jun-22	N/A	Jul-22	Jul-22	Corporate Budget	731000	731,000.00	0.00	Radio and TV Ads
5029901002	Marketing and Promotional	PAU	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	1200000	1,200,000.00	0.00	Flyers and Tarpaulins
50299020	Procurement of Printing and Binding Services	Membership	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	380876	380,876.00	0.00	PHIC ID
5029999006	Procurement of Catering Service	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	133925	133,925.00	0.00	Training
50299040	Procurement of Transportation and Delivery Services	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	20600	20,600.00	0.00	Hauling
50299050	Procurement of Rental Services	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	18641868.44	18,641,868.44	0.00	Office Space Rentals
50299070	Procurement of Subscription Services	LHIO's	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	31326	31,326.00	0.00	Newspaper
5029918003	Major Events and Conventions	ORVP	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	118500	118,500.00	0.00	Various Christmas Activities
5029918009	Major Events and Conventions	ORVP	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	61985	61,985.00	0.00	Various Sports Activities
50213060	Registration of Motor Vehicle	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-22	Jan-22	Corporate Budget	21522.48	21,522.48	0.00	LTO Registration
10605030	Procurement of IT Equipment and Software	Legal and FMS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	May-22	May-22	Corporate Budget	277,921.27	0.00	277,921.27	Laptop and Desktop
10506030	Procurement of IT Equipment and Software	Pro and LHIO's	NO	Competitive Bidding	May-22	May-22	Jun-22	Jun-22	Corporate Budget	713,700.00	0.00	713,700.00	Printers

5020301002	Procurement of IT Supplies	Pro and LHIO's	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-22	Jan-22	Corporate Budget	853,033.54	853,033.54	0.00	Various IT Supplies
5020321006	Procurement of Semi-Expendable IT Equipment	Admin.	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-22	Jan-22	Corporate Budget	14,714.70	14,714.70	0.00	UPS
50205030	Procurement of Internet Services	ITMS	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	235,200.00	235,200.00	0.00	Internet Subscription
50213070	Repair and Maintenance for Leased Assets Improvements - Building	Admin	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	Corporate Budget	154,500.00	154,500.00	0.00	Office Improvement
50203080	Medical Expenses	HCDMD	NO	NP-53.9 - Small Value Procurement	Aug-22	N/A	Sep-22	Sep-22	Corporate Budget	2221500	2,221,500.00	0.00	PHEX

Prepared by:

**JONATHAN L. PARALLAG**

Head-BAC Secretariat

Recommended for Approval by:

**ATTY. JOSEPH P. PAUIG**

BAC Chairperson

Approved by:

**DANILO M. REYNES, M.D.,MPA**

Regional Vice President