



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

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UNIVERSAL HEALTH CARE  
Philippine Health Insurance Corporation

31 January 2022

ORVP MEMORANDUM

No. 2022-028

TO : ALL CONCERNED END-USERS

SUBJECT : ANNUAL PROCUREMENT PLAN 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. xxx", this Order is hereby issued approving the attached 2022 Annual Procurement Plan as recommended by the PRO-VII 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 2022. The PRO-VII 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 portion of the APP, in accordance with 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 Stocks (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)
- 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.



PhilHealthofficial




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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 and appropriate internal issuances.



EDWIN M. ORIÑA, M.D  
Regional Vice President  
PRO VII



**PhilHealth Reional Office VII - ANNUAL PROCUREMENT PLAN for FY 2022**

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity?	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisem ent/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
10605020	Procurement of Various Office Equipment 1st Quarter	ASS	NO	Competitive Bidding / NP-53.9 - Small Value Procurement	February	March	March	March	COB 2022	827,373.00	-	827,373.00	for office use
10605020	Procurement of Various Office Equipment 2nd Quarter	ASS	NO	NP-53.9 - Small Value Procurement	April	May	June	June	COB 2022	50,000.00	-	50,000.00	for office use
10605110	Medical Equipment 1st Quarter	ASS	NO	NP-53.9 - Small Value Procurement	February	March	March	March	COB 2022	111,000.00	-	111,000.00	for office use
10605020	Procurement of Other Equipment	ASS	NO	NP-53.9 - Small Value Procurement	February	March	March	March	COB 2022	319,000.00	-	319,000.00	for office use
10607010	Furniture and Fixtures 1st quarter	PRO VII	NO	Competitive Bidding / NP-53.9 - Small Value Procurement	February	March	March	March	COB 2022	1,713,200.00	-	1,713,200.00	for office use
10607010	Furniture and Fixtures 2nd quarter	PRO VII	NO	Competitive Bidding	April	May	June	June	COB 2022	214,500.00	-	214,500.00	for office use
10607010	Furniture and Fixtures 4th quarter	PRO VII	NO	Competitive Bidding	October	October	November	November	COB 2022	28,000.00	-	28,000.00	for office use
5020201001	Internal Trainings	HRU	NO	NP-53.9 - Small Value Procurement / NP-53.9 - Small Value Procurement	April	May	June	June	COB 2022	1,500,000.00	1,500,000.00	-	for office use
5020301001	Regular Office supplies 1st Quarter	PRO VII	NO	NP-53.5 Agency-to-Agency / Direct Contracting / NP-53.9 - Small Value Procurement	February	March	March	March	COB 2022	833,247.22	833,247.22	-	for office use
5020301001	Regular Office supplies 2nd Quarter	PRO VII	NO	NP-53.5 Agency-to-Agency / Direct Contracting / NP-53.9 - Small Value Procurement	April	May	June	June	COB 2022	519,551.44	519,551.44	-	for office use

5020301001	Regular Office supplies 3rd Quarter	PRO VII	NO	NP-53.5 Agency-to-Agency / Direct Contracting / NP-53.9 - Small Value Procurement	July	August	September	September	COB 2022	475,076.15	475,076.15	-	for office use
5020301001	Regular Office supplies 4th Quarter	PRO VII	NO	NP-53.5 Agency-to-Agency / Direct Contracting / NP-53.9 - Small Value Procurement	October	November	December	December	COB 2022	348,087.36	348,087.36	-	for office use
5020301001	Procurement of Accountable forms 1st quarter	FMS	NO	Direct Contracting (National Printing Office)	February	March	March	March	COB 2022	22,920.00	22,920.00	-	for office use
5020301001	Procurement of Accountable forms 2nd quarter	PRO VII	NO	Direct Contracting (National Printing Office)	April	May	June	June	COB 2022	40,956.50	40,956.50	-	for office use
50203070	Procurement of Drugs and Medicines 1st quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	February	March	March	March	COB 2022	6,915.70	6,915.70	-	for office use
50203070	Procurement of Drugs and Medicines 2nd quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	April	May	June	June	COB 2022	2,630.01	2,630.01	-	for office use
50203070	Procurement of Drugs and Medicines 3rd quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	July	August	September	September	COB 2022	3,135.76	3,135.76	-	for office use
50203070	Procurement of Drugs and Medicines 4th quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	October	October	November	November	COB 2022	787,618.26	787,618.26	-	for office use
50203080	Procurement of Medical, Dental and Laboratory Supplies 1st quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	February	March	March	March	COB 2022	282,977.29	282,977.29	-	for office use
50203080	Procurement of Medical, Dental and Laboratory Supplies 2nd quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	April	May	June	June	COB 2022	37,913.50	37,913.50	-	for office use
50203080	Procurement of Medical, Dental and Laboratory Supplies 3rd quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	July	August	September	September	COB 2022	808,282.00	808,282.00	-	for office use
50203080	Procurement of Medical, Dental and Laboratory Supplies 4th quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	August	September	October	October	COB 2022	7,492.00	7,492.00	-	for office use
50203090	Procurement of Gasoline, oil and lubricants	PRO VII	NO	NP-53.9 - Small Value Procurement	January	Feb	March	April	COB 2022	704,952.00	704,952.00	-	for office use

5020321002	Procurement of Semi-Expendable Office Equipment Expenses	PRO VII	NO	Public Bidding / NP-53.9 - Small Value Procurement	February	February	March	March	COB 2022	96,260.00	96,260.00	-	for office use
5020322001	Procurement of Semi-Expendable Furniture and Fixtures	PRO VII	NO	Competitive Bidding	February	February	March	March	COB 2022	148,700.00	148,700.00	-	for office use
5020322001	Procurement of Semi-Expendable Furniture and Fixtures	PRO VII	NO	Competitive Bidding	April	May	June	June	COB 2022	94,889.58	94,889.58	-	for office use
50203990	Procurement of Other Supplies 1st quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	February	February	March	March	COB 2022	32,685.95	32,685.95	-	for office use
50203990	Procurement of Other Supplies 2nd quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	May	May	June	June	COB 2022	42,871.29	42,871.29	-	for office use
50203990	Procurement of Other Supplies 3rd quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	July	August	September	June	COB 2022	64,602.98	6,462.98	-	for office use
50203990	Procurement of Other Supplies 4th quarter	PRO VII	NO	NP-53.9 - Small Value Procurement	August	September	October	October	COB 2022	2,529.98	2,529.98	-	for office use
50204010	Procurement of Water Services	PRO VII	NO	NP-53.9 - Small Value Procurement / Direct Contracting	January	February	February	March	COB 2022	314,037.06	314,037.06	-	for office use
50204020	Procurement of Electricity	PRO VII	NO	Direct Contracting	January	January	February	February	COB 2022	10,215,753.12	10,215,753.12	-	for office use
50205010	Procurement of Postage and Delivery Services	PRO VII	NO	NP-53.5 Agency-to-Agency / Direct Contracting / NP-53.9 - Small Value Procurement	January	January	February	February	COB 2022	5,253,000.00	5,253,000.00	-	for office use
5020502001	Procurement of Telephone Landline Services	PRO VII	NO	Direct Contracting	January	January	February	February	COB 2022	638,221.20	638,221.20	-	for office use
50205040	Procurement of Cable, Satellite, Telegraph and Radio Services	PRO VII	NO	Direct Contracting	January	January	February	February	COB 2022	24,720.00	24,720.00	-	for office use
50212020	Procurement of Janitorial Services	PRO VII	NO	Competitive Bidding	January	January	February	February	COB 2022	3,302,281.32	3,302,281.32	-	for office use
50212020	Procurement of security Services	PRO VII	NO	Competitive Bidding	January	January	February	February	COB 2022	9,260,039.40	9,260,039.40	-	for office use

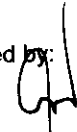
5021305001	Repair and Maintenance of Office Equipment	PRO VII	NO	NP-53.9 - Small Value Procurement	January	February	March	March	COB 2022	339,902.47	339,902.47	-	for office use
5021305001	Repair and Maintenance of IT Equipment	ITMS	NO	NP-53.9 - Small Value Procurement	April	April	May	June	COB 2022	206,000.00	206,000.00	-	for office use
50213060	Repair and Maintenance of Transportation Equipment	PRO VII	NO	NP-53.9 - Small Value Procurement	February	February	March	April	COB 2022	360,500.00	360,500.00	-	for office use
50213070	Repair and Maintenance of Furniture and Fixtures	PRO VII	NO	NP-53.9 - Small Value Procurement	March	March	April	May	COB 2022	10,300.00	10,300.00	-	for office use
5029901001	Procurement of Advertising Services	PRO VII	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	June	July	August	August	COB 2022	1,042,000.00	1,042,000.00	-	for office use
5029901002	Marketing and Promotional	PRO VII	NO	NP-53.9 - Small Value Procurement	January	February	March	March	COB 2022	1,353,000.00	1,353,000.00	-	for office use
50299020	Procurement of Printing and Binding	PRO VII	NO	NP-53.9 - Small Value Procurement	February	February	March	April	COB 2022	1,690,538.00	1,690,538.00	-	for office use
50299040	Procurement of Transportation and Delivery Services	PRO VII	NO	NP-53.9 - Small Value Procurement	February	February	March	April	COB 2022	90,125.00	90,125.00	-	for office use
50299050	Procurement of Rental Services	PRO VII	NO	NP-53.10 Lease of Real Property and Venue	February	February	March	March	COB 2022	37,189,866.36	37,189,866.36	-	for office use
50299070	Subscription Services	PRO VII	NO	Direct Contracting / NP-53.9 - Small Value Procurement	January	January	February	March	COB 2022	86,025.00	86,025.00	-	for office use
5029918003	Major Events and Conventions	PRO VII	NO	NP-53.9 - Small Value Procurement	February	February	March	April	COB 2022	232,000.00	232,000.00	-	for office use
5029918003	Major Events and Conventions	PRO VII	NO	NP-53.9 - Small Value Procurement	April	April	May	June	COB 2022	116,124.00	116,124.00	-	for office use
5029999003	Registration of Motor Vehicle	PRO VII	NO	NP-53.5 Agency-to-Agency	February	February	March	April	COB 2022	51,809.00	51,809.00	-	for office use

10609990	Leasehold Improvements	PRO VII	NO	NP-53.9 - Small Value Procurement	February	February	March	April	COB 2022	1,060,000.00	1,060,000.00	-	for office use
5021309002	Repair and Maintenance for Lesaed Assests Improvements - Building	PRO VII	NO	NP-53.9 - Small Value Procurement	April	April	May	June	COB 2022	77,250.00	77,250.00	-	for office use
10605030	Procurement of IT Equipment of Software	ITMS	NO	Comptetitive Bidding	January	Feb	March	April	COB 2022	1,055,812.84		1,055,812.84	for office use
5020301002	Procurement of IT Supplies	PRO VII	NO	NP-53.5 Agency-to-Agency / NP-53.9 - Small Value Procurement	February	February	March	April	COB 2022	2,587,817.33	2,587,817.33		for office use
5020321006	Procurement of Semi-Expendable IT Equipment	PRO VII	NO	Comptetitive Bidding	January	Feb	March	April	COB 2022	2,942.94	2,942.94		for office use
50205030	Procurement of Internet Expenses	PRO VII	NO	Direct Contracting	Feb	Feb	March	April	COB 2022	1,304,214.84	1,304,214.84		for office use
5029999006	Medical Expenses	PRO VII	NO	Competitive Bidding / NP-53.9 - Small Value Procurement	April	May	June	June	COB 2022	3,986,500.00	3,986,500.00	-	for office use

Prepared by:

  
**Jocelyn E. Divinagracia**  
 BAC Secretariat

Approved by:

  
**EDWIN M. ORIÑA, M.D**  
 Regional Vice President