



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**  
PHILHEALTH REGIONAL OFFICE VIII  
PhilHealth Bldg., 167 P. Burgos Street, Tacloban City  
Call Center: (02) 441-7442 | Trunkline: (053) 523-8283  
[www.philhealth.gov.ph](http://www.philhealth.gov.ph)




4 March 2022

**MEMORANDUM**

No. 2022- 0031

**TO :** ALL CONCERNED END-USERS  
PhilHealth Regional Office 8

**FROM :**  **ROSARIO B. SUYOM, M.D.**  
Acting Regional Vice-President

**SUBJECT :** Approval of CY 2022 Annual Procurement Plan (APP) Amendment (1<sup>st</sup> Batch)

The Corporation has approved its CY 2022 Annual Procurement Plan (APP) for the implementation of its various programs/projects to further fulfill its mandate of providing universal, affordable and equitable health care for all Filipinos.

To reflect, however, the necessary adjustments brought about by factors beyond reasonable planning such as but not limited to extraordinary fluctuations in prices, introduction of new projects, activities, and programs in the original CY 2022 APP, the same should be updated and/or amended.

After judicious review and evaluation, the requested revisions/modifications in programs and projects by end end-users were deemed significant and necessary for the effective and efficient delivery of public service by the Corporation.

Pursuant to the following provisions under the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003", the CY 2022 APP is hereby amended:

"Section 7.2 No procurement shall be undertaken unless it is in accordance with the approved APP of the procuring entity.xxx

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

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DATE: 3/15/22  
OC: [Signature]



Accordingly and under the authority granted by the PhilHealth Board of Directors to the Regional Vice President as Head of the Procuring Entity, this Memorandum is hereby issued approving the attached CY 2022 Annual Procurement Plan (APP) Amendment (1<sup>st</sup>Batch)

It is emphasized that all procurement based on the approved CY 2022 APP and its amendments 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 the information and strict compliance of all concerned.







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## RESOLUTION NO.03-004

s. 2022

### **BAC Resolution Recommending the Approval of the CY 2022 Annual Procurement Plan (APP) Amendment (1<sup>st</sup> Batch) – Including the Method of Procurement of Activities/Projects**

**WHEREAS**, Section 7.4 of the Revised Implementing Rules and Regulations of RA 9184 provides for the updating of the Annual Procurement Plan (APP) which states that:

*“Sec. 7.4 Updating of the individual PPMPs and the consolidated APP for each procuring entity shall be undertaken every six (6) months or as often as may be required by the Head of the Procuring Entity. The updating of the PPMPs shall be the responsibility of the respective end-user units of the Procuring Entity, while the consolidation of these PPMPs into an APP shall be lodged with the BAC Secretariat, subject to the approval of the Head of the Procuring Entity.”*

**WHEREAS**, based on the above provision, the submitted Project Procurement Management Plans (PPMPs) and Report on Realignment of Funds (ReReFs) for various projects and activities were consolidated by the Secretariat for the Bids and Awards Committee (SBAC) of PRO 8 for the updating of the Annual Procurement Plan (APP) – 1<sup>st</sup> Batch;

**WHEREAS**, upon consolidation of the PPMPs and ReReFs into the amended APP, the PRO 8-SBAC indicated the proposed method of procurement for each program/project/activity thereat;

**WHEREAS**, on 4<sup>th</sup> of March 2022, the BAC through a meeting, reviewed the proposed amendments including the appropriate method of procurement;

**NOW, THEREFORE**, premises considered, the PhilHealth Regional Office No. 8 Bids and Awards Committee (PRO- 8 BAC), pursuant to Section 7.4 of the Revised IRR of RA 9184, hereby recommends to the Acting Regional Vice President the approval of the attached proposed CY 2022 Annual Procurement Plan (APP) Amendment (1<sup>st</sup> Batch);

Actual procurement for programs, projects and activities in the 2022 APP Amendment (1<sup>st</sup> Batch) to be undertaken through any of the alternative methods must strictly comply with the requirements and procedures under the Revised Implementing Rules and Regulations of Republic Act No. 9184, as well as other relevant government and corporate procurement policies, standards, rules and regulations.

**IT IS SO RESOLVED.**

Signed this 4<sup>th</sup> day of March 2022, at the City of Tacloban.

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**ACISCLO B. MILITANTE, JR.**  
*BAC Chairperson*

  
**JACQUELINE T. LOAYON**  
*Member*

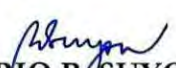
**HENRY S. MADULA**  
*Member*

**JOSEPHINE B. MOSQUISA**  
*Member*

**MISAEEL F. PAIGAN**  
*Alternate Member*

  
**MILAGROS D. BALTAZAR**  
*Alternate Member*

( ☒ ) APPROVED  
( ) DISAPPROVED

  
**ROSARIO B. SUYOM, M.D.**  
Acting Regional Vice-President

Date Signed: 3/14/2022

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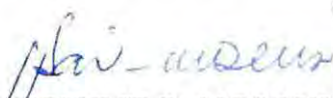


**ACISCLO B. MILITANTE, JR.**  
*BAC Chairperson*

**JACQUELINE T. LOAYON**  
*Member*



**HENRY S. MADULA**  
*Member*




**JOSEPHINE B. MOSQUISA**  
*Alternate Member*

**MISAEAL F. PAIGAN**  
*Alternate Member*

**MILAGROS D. BALTAZAR**  
*Alternate Member*

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☒ APPROVED  
☐ DISAPPROVED

  
**ROSARIO B. SUYOM, M.D.**  
Acting Regional Vice-President

Date Signed: 3/15/2022



**ACISCLO B. MILITANTE, JR.**  
*BAC Chairperson*

**JACQUELINE T. LOAYON**  
*Member*

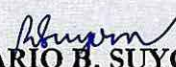
**HENRY S. MADULA**  
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*Member*

  
**MISAE F. PAIGAN**  
*Alternate Member*

**MILAGROS D. BALTAZAR**  
*Alternate Member*

☒ APPROVED  
☐ DISAPPROVED

  
**ROSARIO B. SUYOM, M.D.**  
Acting Regional Vice-President

Date Signed: 2/15/2022

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DATE: 2/15/22  






**ANNUAL PROCUREMENT PLAN (APP) CY 2022**  
**AMENDMENT (1st Batch)**

**BAC - GOODS AND SERVICES (MOOE)**

| Code (PAP) | Procurement Program/Project   | PMO/End-User | Mode of Procurement | Schedule for Each Procurement Activity |                  |                 |                  | Source of Funds |           |           |    | Remarks (brief description of Programs/Project)                         |
|------------|---|--------------|---------------------|--|------------------|-----------------|------------------|-----------------|-----------|-----------|----|---|
|            |   |              |                     | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award | Contract Signing |                 | Total     | MOOE      | CO |   |
|            | <b>ADHESIVE TAPE</b> , size: 2" double sided without foam (24 rolls @ P68.25)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 1,638.00  | 1,638.00  |    | To adjust/decrease quantity of items due to higher price in the market. |
|            | <b>ADHESIVE TAPE</b> , size: 2" double sided with foam (20 rolls @ P135.98)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 2,719.60  | 2,719.60  |    |   |
|            | <b>ADHESIVE TAPE</b> , size: 1" double sided without foam (27 rolls @ P36.75)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 992.25    | 992.25    |    |   |
|            | <b>CASH BOOK</b> - For regular Disbursement Officer (Gen. Form No. 103) (55 books @ P609)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 33,495.00 | 33,495.00 |    |   |
|            | <b>CORRECTION TAPE</b> -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) (496 pc @ P31.5) | GSU          | Shopping            |  |                  |                 |                  | COB             | 15,624.00 | 15,624.00 |    |   |
|            | <b>BOX CORRUGATED</b> , plain, 200 lbs., B Flute, HSC, Self-lock, glued joint, size: Body: 14-15/16 x 11-1/4 x 10-3/16, Cover: 16-1/2 x 26-1/8 (640 box @ P93.45)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 59,808.00 | 59,808.00 |    |   |
|            | <b>CALCULATOR Desktop</b> , compact, electronic, LCD display, 12 digits, two-way power source (solar and cell), with operating/ calculation guide (25 units @ P619.5)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 15,487.50 | 15,487.50 |    |   |
|            | <b>OFFICE SUPPLIES- CUTTER</b> , Heavy duty retractable 1-500 (9 pc @ P115.5)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 1,039.50  | 1,039.50  |    |   |

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DATE: 3/15/22

| Code (PAP) | Procurement Program/Project   | PMO/End-User | Mode of Procurement | Schedule for Each Procurement Activity |                  |                 |                  | Source of Funds |           |           |    | Remarks (brief description of Programs/Project)                         |
|------------|---|--------------|---------------------|--|------------------|-----------------|------------------|-----------------|-----------|-----------|----|---|
|            |   |              |                     | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award | Contract Signing |                 | Total     | MOOE      | CO |   |
|            | <b>DATA FILE FOLDER-</b> with finger ring and clear plastic pocket for labels, materials: clipboard (2mm thick), letherette paper and/or polypylyne (PP) material made of linen design for outside cover, coated paper for inside cover including spine portion, size 75mm x 230mm x (163 pc@P194.25) | GSU          | Shopping            |  |                  |                 |                  | COB             | 31,662.75 | 31,662.75 |    | To adjust/decrease quantity of items due to higher price in the market. |
|            | <b>ENVELOPE- ENVELOPE,</b> Documentary, for Legal size documents, Kraft, 150 gsm., 254mm x 381mm (10' x 15'), 500 pcs/box (15 box @ P997.5)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 14,962.50 | 14,962.50 |    |   |
|            | <b>ENVELOPE- EXPANDING,</b> Kraft board, with smooth surface, size: 380 mm x 250mm min. of 285gsm for legal size papers/documents, with string and eyelet, 100 pcs/box (29 box @ P1,417.5)  | GSU          | Shopping            |  |                  |                 |                  | COB             | 41,107.50 | 41,107.50 |    |   |
|            | <b>FOLDER- Pressboard,</b> plain, for legal size papers/ documents, 242mm x 369mm, color: cream,green, or maroon etc. 100s/box (33 box @ P2,625)  | GSU          | Shopping            |  |                  |                 |                  | COB             | 86,625.00 | 86,625.00 |    |   |
|            | <b>FASTENER- FASTENER,METAL,</b> non-corrosive, 70mm between prongs, holds 25mm thick fiole, 50 sets / box (127 box @ P119.7)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 15,201.90 | 15,201.90 |    |   |
|            | <b>FOLDER- Pressboard,</b> plain, for letter size papers/documents (1 box @ P1,417.5)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 1,417.50  | 1,417.50  |    |   |
|            | <b>FOLDER- Tagboard,</b> for A4 size papers/ documents, 0.342mm thickness,240mm x 320mm, smooth finish and non-blot on both sides, 100pcs/pack (22 pack @ P472.5)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 10,395.00 | 10,395.00 |    |   |
|            | <b>FOLDER- Tagboard,</b> for A4 size papers/ documents, 0.342mm thickness,240mm x 320mm, smooth finish and non-blot on both sides, 100pcs/pack (29 pack @ P519.75)  | GSU          | Shopping            |  |                  |                 |                  | COB             | 15,072.75 | 15,072.75 |    |   |
|            | <b>MARKER PERMANENT PEN,</b> Black, broad tip, non-toxic, (46 pc @P37.8)  | GSU          | Shopping            |  |                  |                 |                  | COB             | 1,738.80  | 1,738.80  |    |   |

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| Code (PAP) | Procurement Program/Project   | PMO/End-User | Mode of Procurement | Schedule for Each Procurement Activity |                  |                 |                  | Source of Funds |           |           |    | Remarks (brief description of Programs/Project)                         |
|------------|---|--------------|---------------------|--|------------------|-----------------|------------------|-----------------|-----------|-----------|----|---|
|            |   |              |                     | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award | Contract Signing |                 | Total     | MOOE      | CO |   |
|            | MARKER PERMANENT PEN, Black, broad tip, non-toxic, (135 pc @P37.8)  | GSU          | Shopping            |  |                  |                 |                  | COB             | 5,103.00  | 5,103.00  |    | To adjust/decrease quantity of items due to higher price in the market. |
|            | MARKER PERMANENT PEN, Red, broad tip, non-toxic, (13pc @P37.8)  | GSU          | Shopping            |  |                  |                 |                  | COB             | 491.40    | 491.40    |    |   |
|            | PAPER,MULTICOPY, 8.5" x 14" or 216mm (150 reams @ P278.25)  | GSU          | Shopping            |  |                  |                 |                  | COB             | 41,737.50 | 41,737.50 |    |   |
|            | PAPER,MULTICOPY, Legal, for laser printer 80gsm, size: 216mm x 330mm, 500 sheets per ream, thickness: 0.09mm min (227reams @ P225.75)                           | GSU          | Shopping            |  |                  |                 |                  | COB             | 51,245.25 | 51,245.25 |    |   |
|            | PAPER,PARCHMENT, Multi-purpose, A4 size (297mm x 210mm), 75gsm, fine, translucent, suitable for pen and ink drawing, 100 sheets per ream (62reams @ P288.75)    | GSU          | Shopping            |  |                  |                 |                  | COB             | 17,902.50 | 17,902.50 |    |   |
|            | PAPER,THERMAL PAPER,80MM X 70MM (10 rolls @ P57.75)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 577.50    | 577.50    |    |   |
|            | PAPER CLIP, PAPERCLIP,BACKFOLD 25mm, thickness: 0.09mm min x 25mm (-1mm), clamping depth: 13mm(min), thickness of metal: 0.22mm (min), 12pcs/box (49box @P37.8) | GSU          | Shopping            |  |                  |                 |                  | COB             | 1,852.20  | 1,852.20  |    |   |
|            | PAPER CLIP, BACKFOLD, 50mm, all metal, clamping length: 50mm (-1mm), clamping depth: 25mm (min) thickness of metal: 0.33 (min), 12 pcs/box (10 box @P88.2)      | GSU          | Shopping            |  |                  |                 |                  | COB             | 882.00    | 882.00    |    |   |
|            | PUSH PIN - Hammer head type, assorted colors, 100's/ box, (10 box @P36.75)  | GSU          | Shopping            |  |                  |                 |                  | COB             | 367.50    | 367.50    |    |   |
|            | RECORD BOOK, 300 pages, 215mm x 275mm, 55gsm. Smythe sewn, w/ 'Official Record Book' printing (60 book @P136.5)   | GSU          | Shopping            |  |                  |                 |                  | COB             | 8,190.00  | 8,190.00  |    |   |

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| Code (PAP) | Procurement Program/Project  | PMO/End-User | Mode of Procurement   | Schedule for Each Procurement Activity |                  |                 |                  | Source of Funds |            |            |    | Remarks (brief description of Programs/Project)  |
|------------|--|--------------|---|--|------------------|-----------------|------------------|-----------------|------------|------------|----|--|
|            |  |              |   | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award | Contract Signing |                 | Total      | MOOE       | CO |  |
|            | RECORD BOOK, 500 pages, 215mm x 275mm, 55gsm. Smythe sewn, w/ 'Official Record Book' printing (64 book @P152.25)   | GSU          | Shopping  |  |                  |                 |                  | COB             | 9,744.00   | 9,744.00   |    | To adjust/decrease quantity of items due to higher actual price in the market  |
|            | RUBBER BAND, size: 18, Transparent, approx. 445 g./ box (59 box @P257.25)  | GSU          | Shopping  |  |                  |                 |                  | COB             | 15,177.75  | 15,177.75  |    |  |
|            | SIGN PEN - Sign Pen, 0.7, black, gel type (30 pc @P20.9)   | GSU          | Shopping  |  |                  |                 |                  | COB             | 627.00     | 627.00     |    |  |
|            | TAPE, PACKAGING, size: 2 (48mm) 50M (145 roll @ P39.9)   | GSU          | Shopping  |  |                  |                 |                  | COB             | 5,785.50   | 5,785.50   |    |  |
|            | TAPE, TRANSPARENT, size: 1 (24mm) 50M (108 roll @ P15.75)  | GSU          | Shopping  |  |                  |                 |                  | COB             | 1,701.00   | 1,701.00   |    |  |
|            | TAPE, TRANSPARENT, size: 2 (48mm) 50M (91 roll @ P39.9)  | GSU          | Shopping  |  |                  |                 |                  | COB             | 3,630.90   | 3,630.90   |    |  |
|            | Procurement of Advertising Services - Local broadsheet: Advisories_ Placement of 1/2 page colored print ad (PhilHealth advisories/ Anniversary artcard) in local newspaper (EV Mail- Php 16,172.80 & LSDE - Php 15,680.00) | PAU          | Scientific, Scholarly or Artistic Work, Exclusive Technology & Media Services (Sec. 53.6) |  |                  |                 |                  | COB             | 31,852.80  | 31,852.80  |    | To adjust/increase price cost due to size of the print ad. The end user also deemed it necessary to place the price ad on both newspaper because of its wide coverage. Attached herewith is the survey for additional references |
|            | Procurement of Advertising Services - Local Blocktime : 6 LHIOs (26 episodes/ LHIO @ P360,000.00)  | PAU          | Scientific, Scholarly or Artistic Work, Exclusive Technology & Media Services (Sec. 53.6) |  |                  |                 |                  | COB             | 360,000.00 | 360,000.00 |    | To adjust/increase episodes due to decrease market price thereof.  |
|            | Procurement of Advertising Services - Local Blocktime : 6 LHIOs (40 episodes/ LHIO @ P240,000.00)  | PAU          | Scientific, Scholarly or Artistic Work, Exclusive Technology & Media Services (Sec. 53.6) |  |                  |                 |                  | COB             | 240,000.00 | 240,000.00 |    |  |






| Code (PAP)   | Procurement Program/Project  | PMO/End-User | Mode of Procurement        | Schedule for Each Procurement Activity |                  |                 |                  | Source of Funds |                     |                     |          | Remarks (brief description of Programs/Project) |
|--------------|--|--------------|----------------------------|--|------------------|-----------------|------------------|-----------------|---------------------|---------------------|----------|---|
|              |  |              |                            | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award | Contract Signing |                 | Total               | MOOE                | CO       |   |
|              | REPAIR AND MAINTENANCE OF OFFICE EQUIPMENT: Check-up/Repair/Replacement of damaged parts for one (1) unit Konica Bizhub 367 printer, S/N: A789047009148 (located in HCDMD-BAS (1 unit @P22,252.00) | GSU          | NP-Small Value Procurement |  |                  |                 |                  | COB             | 22,252.00           | 22,252.00           |          |   |
|              | REPAIR AND MAINTENANCE OF OFFICE EQUIPMENT: Check-up/Repair/Replacement of damaged parts for one (1) unit Konica Bizhub 367 printer, S/N: A789047007983 (located in HCDMD-BAS (1 unit @P22,252.00) | GSU          | NP-Small Value Procurement |  |                  |                 |                  | BRO             | 22,252.00           | 22,252.00           |          |   |
| <b>TOTAL</b> |  |              |                            |  |                  |                 |                  |                 | <b>1,190,359.35</b> | <b>1,190,359.35</b> | <b>-</b> |   |

Prepared by:

  
**BENJAMIN N. GABRIELES, JR.**  
 SI III/Concurrent-Head, SBAC


Recommending Approval:


**BIDS AND AWARDS COMMITTEE (BAC)**

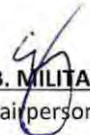
  
**MILAGROS D. BALTAZAR**  
 Alternate Member

**MISAE F. PAIGAN**  
 Alternate Member

  
**JOSEPHINE B. MOSQUISA**  
 Alternate Member

  
**HENRY S. MADULA**  
 Member

  
**JACQUELINE T. LOAYON**  
 Member

  
**ACISCLO B. MILITANTE, JR.**  
 Chairperson

Approved by:

**ROSARIO B. SUYOM, M.D.**  
 Acting Regional Vice President





| Code (PAP)   | Procurement Program/Project  | PMO/End-User | Mode of Procurement        | Schedule for Each Procurement Activity |                  |                 |                  | Source of Funds | Total               | MOOE                | CO       | Remarks (brief description of Programs/Project)   |
|--------------|--|--------------|----------------------------|--|------------------|-----------------|------------------|-----------------|---------------------|---------------------|----------|---|
|              |  |              |                            | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award | Contract Signing |                 |                     |                     |          |   |
|              | REPAIR AND MAINTENANCE OF OFFICE EQUIPMENT: Check-up/Repair/Replacement of damaged parts for one (1) unit Konica Bizhub 367 printer, S/N: A789047009148 (located in HCDMD-BAS (1 unit @P22,252.00) | GSU          | NP-Small Value Procurement |  |                  |                 |                  | COB             | 22,252.00           | 22,252.00           |          | The end user deemed it necessary to change the mode of procurement for genuity of the parts and after-sales warranty. |
|              | REPAIR AND MAINTENANCE OF OFFICE EQUIPMENT: Check-up/Repair/Replacement of damaged parts for one (1) unit Konica Bizhub 367 printer, S/N: A789047007983 (located in HCDMD-BAS (1 unit @P22,252.00) | GSU          | NP-Small Value Procurement |  |                  |                 |                  | BRO             | 22,252.00           | 22,252.00           |          |   |
| <b>TOTAL</b> |  |              |                            |  |                  |                 |                  |                 | <b>1,190,359.35</b> | <b>1,190,359.35</b> | <b>-</b> |   |

Prepared by:

**BENJAMIN N. GABRIELES, JR.**  
SI III/Concurrent-Head, SBAC

Recommending Approval:

**BIDS AND AWARDS COMMITTEE (BAC)**

**MILAGROS D. BALTAZAR**  
Alternate Member

**MISAE F. RAIGAN**  
Alternate Member

**JOSEPHINE B. MOSQUISA**  
Alternate Member

**HENRY S. MADULA**  
Member

**JACQUELINE T. LOAYON**  
Member

**ACISCLO B. MILITANTE, JR.**  
Chairperson

Approved by:

**ROSARIO B. SUYOM, M.D.**  
Acting Regional Vice President

