



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
PHILHEALTH REGIONAL OFFICE I
Akia Building, Old De Venecia Highway, Dagupan City
Trunkline: (075) 515-1111/ Telefax: (075) 523-0647
Email: region1@philhealth.gov.ph; www.philhealth.gov.ph



January 25, 2023

CORPORATE MEMORANDUM

PRO 1 No. 2023 0003 gn

TO : **ALL CONCERNED END-USERS**
PhilHealth Regional Office 1

SUBJECT : **Approval of the Annual Procurement Plan FY 2023**

In acquiescence with Sections 7.1 and 7.2 of Republic Act 9184, otherwise known as "Government Procurement Reform Act of 2003" and its 2016 Revised Implementing Rules and Regulations, all procurement of PhilHealth shall be within its approved budget and no procurement shall be undertaken unless it is in accordance with the duly approved Annual Procurement Plan (APP).

Upon approval of the Corporate Operating Budget (COB) of CY 2023 and consistent with the provisions of Republic Act No. 9184 and its RIRR, the BAC Secretariat using the Financial Management Information System – PhilHealth Budget System (FMIS-PBS) consolidated the Project Procurement Management Plan (PPMP) of all concerned end-users in PhilHealth Regional Office 1 into the CY 2023 Annual Procurement Plan (APP).

The PhilHealth Regional Office 1-Bids and Awards Committee, deliberated on, determined and recommended the appropriate method of procurement covering the various projects, activities and programs (PAPs) included in the APP. In accordance with the parameters set forth by RA 9184 and its 2016 RIRR.

It is emphasized that all procurement based on the approved Annual Procurement Plan must be undertaken strictly in accordance with the terms, conditions and requirements provided in the law, its RIRR as well as relevant 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:

- 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.
- 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 purposed, 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).
- Procurement of goods whose mode of procurement determined to be through "Direct Contracting" must comply with the requirements of Section 50 of RA 9184 and its 2016





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RIRR as well as 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 / Labor Office where the Head Office of the dealer or manufacturer is located, if foreign goods.

Hence, the attached Annual Procurement Plan FY 2023 is hereby approved and procurement must be undertaken strictly in accordance with the terms, conditions and requirements provided in the law and rules and regulations, subject to usual government auditing and accounting rules and regulations.

For information and strict compliance of all concerned.


DENNIS B. ADRE
Regional Vice President

Date Signed: JAN 25 2023



PhilHealth Regional Office 1 Annual Procurement Plan for FY 2023

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
						Total	MOOE	CO	
10605020	Procurement of Office Equipment	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	230,438.80		230,438.80	Equipment not available in PS DBM will be procured under 53.9 NP Small Value Procurement
502020100101	Internal Training	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	1,213,657.52	1,213,657.52		Various Trainings; Will conduct procurement process for each training activity which amount does not exceed 1M
5020301001	Procurement of Regular Office Supplies 1st Quarter	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	2,314,613.89	2,314,613.89		Supplies not available in PS DBM will be procured under 52.Shopping if ABC does not exceed 1M; Public Bidding if above 1M
5020301001	Procurement of Regular Office Supplies 2nd Quarter	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	565,258.22	565,258.22		Supplies not available in PS DBM will be procured under 52.Shopping if ABC does not exceed 1M; Public Bidding if above 1M
5020301001	Procurement of Regular Office Supplies 3rd Quarter	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	397,761.66	397,761.66		Supplies not available in PS DBM will be procured under 52.Shopping if ABC does not exceed 1M; Public Bidding if above 1M
5020301001	Procurement of Regular Office Supplies 4th Quarter	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	67,866.75	67,866.75		Supplies not available in PS DBM will be procured under 52.Shopping if ABC does not exceed 1M; Public Bidding if above 1M
50203020	Procurement of Accountable Forms	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	25,050.00	25,050.00		
50203070	Procurement of Drug and Medicines 1st Quarter	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	27,589.81	27,589.81		Supplies not available in PS DBM will be procured under 53.9 NP Small Value Procurement
50203070	Procurement of Drug and Medicines 2nd Quarter	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	11,934.93	11,934.93		Supplies not available in PS DBM will be procured under 53.9 NP Small Value Procurement
50203070	Procurement of Drug and Medicines 3rd Quarter	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	3,981.25	3,981.25		Supplies not available in PS DBM will be procured under 53.9 NP Small Value Procurement
50203080	Procurement of Medical, Dental and Laboratory Supplies 1st Quarter	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	149,921.83	149,921.83		Supplies not available in PS DBM will be procured under 53.9 NP Small Value Procurement

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DC: gn Date: 12/2/2023

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
						Total	MOOE	CO	
50203990	Procurement of Other Supplies 3rd Quarter	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	10,555.75	10,555.75		Supplies not available in PS DBM will be procured under 53.9 NP Small Value Procurement
50204010	Procurement of Water Services	PRO 1	NO	Direct Contracting	Corporate Budget	195,542.93	195,542.93		
50204020	Procurement of Electricity	PRO 1	NO	Direct Contracting	Corporate Budget	5,996,015.52	5,996,015.52		
50205010	Procurement of Postage and Delivery Services	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	2,478,100.00	2,478,100.00		Courier services which amount does not exceed 1M will be procured through 53.9 NP Small Value Procurement. While postage(metered) will be procured through 53.5 A to A
5020502002	Procurement of Telephone Landline Services	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	261,051.48	261,051.48		
50205040	Procurement of Cable, Satellite, Telegraph and Radio Services	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	6,000.00	6,000.00		
50212020	Procurement of Janitorial Services	PRO 1	NO	Competitive Bidding	Corporate Budget	5,139,258.00	5,139,258.00		Under Multi-year Obligational Authority
50212030	Procurement of Security Services	PRO 1	NO	Competitive Bidding	Corporate Budget	6,569,304.60	6,569,304.60		Under Multi-year Obligational Authority
5021305001	Repair and Maintenance of Office Equipment	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	514,700.00	514,700.00		
5021305002	Repair and Maintenance of IT Equipment	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	284,000.00	284,000.00		
50213060	Repair and Maintenance of Transportation Equipment	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	1,272,711.33	1,272,711.33		Various repairs and maintenance. Will undergo procurement process through 53.9 SVP for every repair in LHIOs except for the Regional Office which will enter into contract not exceeding 1M
50213070	Repair and Maintenance of Furniture and Fixtures	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	6,500.00	6,500.00		
5029901001	Procurement of Advertising Services	PRO 1	No	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Corporate Budget	1,072,000.00	1,072,000.00		Various Advertising Services. Procurement process will be conducted for each advertising service amounting to 1M below
5029901002	Marketing and Promotional	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	3,835,790.00	3,835,790.00		Various Marketing and Promotional activities. Procurement process will be conducted for each marketing and promo activity amounting to 1M below
50299020	Procurement of Printing and Binding Services	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	529,100.00	529,100.00		

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1/23/2023

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
						Total	MOOE	CO	
5029903002-B	Procurement of Catering Service (Committee Meeting)	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	14,000.00	14,000.00		
50299040	Procurement of Transportation and Delivery Services	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	250,000.00	250,000.00		
50299050	Procurement of Rental Services	PRO 1	YES	NP-53.10 Lease of Real Property and Venue	Corporate Budget	16,482,538.34	16,482,538.34		For activities that will be held in PhilHealth Office and rental of photocopying machine, the method of procurement is 53.9 NP Small Value Procurement;
50299070	Procurement of Subscription Services	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	6,600.00	6,600.00		
5029918003	Major Events and Conventions (Christmas Activity)	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	468,000.00	468,000.00		For activities that will be conducted outside office premise, the method of procurement is NP-53.10 Lease of Real Property and Venue
5029918009	Major Events and Conventions (Other Activities-GAD Activities)	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	351,705.00	351,705.00		For activities that will be conducted outside office premise, the method of procurement is NP-53.10 Lease of Real Property and Venue
5029999003	Registration of Motor Vehicle	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	67,500.00	67,500.00		
5029999005	Corporate Forum	PRO 1	NO	NP-53.10 Lease of Real Property and Venue	Corporate Budget	486,750.00	486,750.00		
5029999006	Medical Expenses	PRO 1	NO	Competitive Bidding	Corporate Budget	2,929,500.00	2,929,500.00		
5021309002	Procurement of IT Equipment and Software	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	1,179,764.28		1,179,764.28	Equipment not available in PS DBM will be procured under 53.9 NP Small Value Procurement if ABC is 1M and below; Public Bidding if ABC is above 1M
5020301002	Procurement of IT Supplies (1st Quarter)	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	2,576,701.20	2,576,701.20		Supplies not available in PS DBM will be procured under Shopping if ABC does not exceed 1M; Public Bidding if above 1M
5020301002	Procurement of IT Supplies (2nd Quarter)	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	497,797.76	497,797.76		Supplies not available in PS DBM will be procured under 52.Shopping
5020301002	Procurement of IT Supplies (3rd Quarter)	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	136,240.17	136,240.17		Supplies not available in PS DBM will be procured under Shopping

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Date: *12/2/2023*

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
						Total	MOOE	CO	
5020321006	Procurement of Semi-Expendable IT Equipment	PRO 1	NO	NP-53.5 Agency-to-Agency	Corporate Budget	279,846.84	279,846.84		Equipment not available in PS DBM will be procured under 53.9 NP Small Value Procurement if ABC is 1M and below
50205030	Procurement of Internet Services	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	792,960.00	792,960.00		
10609020	Leasehold Improvements	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	463,360.00		463,360.00	
5021309002	Repair and Maintenance for Leased Assets Improvements-Building	PRO 1	NO	NP-53.9 - Small Value Procurement	Corporate Budget	151,350.00	151,350.00		

Prepared by:

Joann E. Morillo
Joann E. Morillo
 Head, SBAC

Recommended by:

Chester Joseph C. Canto
Chester Joseph C. Canto
 Provisional Member
 Goods & Services & Infra

absent
Dexter L. Mejia
 BAC Member Alternate

my
Maricar M. Arzadon, MD
 BAC Chairperson

Daniel T. Calma
Daniel T. Calma
 Provisional Member-Alternate
 ITR & Software

Marlene D. Soliba, M.D.
Marlene D. Soliba, M.D.
 BAC Member

Approved by:

Dennis B. Adre
Dennis B. Adre
 Regional Vice President

Sally S. Gomez
Sally S. Gomez
 BAC Member

Josephine Q. Quiton
Josephine Q. Quiton
 BAC Vice Chairperson

