

January 26, 2024

PRO - X MEMORANDUMNo. 2024-010**TO: ALL CONCERNED END-USERS**
Philhealth Regional Office - X**SUBJECT: Annual Procurement Plan CY 2024**

Under the authority granted by 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 Annual Procurement 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 2024 Annual Procurement Plan as recommended by the PRO - X 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 2024. The PRO-X 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, 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-DB M 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.

Updating of the PPMPs and the consolidated APP shall be undertaken when there is change in projects, programs and activities contained in the 2024 APP following procedures defined in RA 9184, its RIRR and relevant and appropriate issuances.

For guidance of all concerned.

**DELIO A. ASERON II**

Regional Vice President, PRO – X

PhilHealth Regional Office - X Annual Procurement Plan for FY 2024

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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/Activity/Project) |
|------------|---|--------------------|-----------------------------------|--|-----------------------------|-----------------|--------------------|------------------|------------------------|---------------|----|---|
| | | | | Advertise ment/Post ing of IB/REI | Submissio n/Opening of Bids | Notice of Award | Contra ct Signin g | | Total | MOOE | CO | |
| 5029999006 | Medical Expenses | Regional office 10 | Competitive Bidding | SEPT | N/A | OCT | OCT | Corporate Budget | 3,139,500.00 | 3,139,500.00 | | |
| 50301040 | Other Finacial Charges | Regional office 10 | NP-53.9 - Small Value Procurement | FEB | N/A | MAR | MAR | Corporate Budget | 3,242.55 | 3,242.55 | | |
| 5021199004 | Project Based | Regional office 10 | Direct Contracting | FEB | N/A | FEB | FEB | Corporate Budget | 31,381,613.17 | 31,381,613.17 | | |
| 5029903002 | Representation Expense | Regional office 10 | NP-53.9 - Small Value Procurement | | | | | Corporate Budget | 2,492,300.00 | 2,492,300.00 | | |
| 50215010 | Taxes Duties and Licenses | Regional office 10 | NP-53.5 Agency-to-Agency | MAR | N/A | MAR | MAR | Corporate Budget | 580,000.00 | 580,000.00 | | |
| 50204020 | Procurement of Electricity | Regional office 10 | Direct Contracting | N/A | N/A | JAN | JAN | Corporate Budget | 13,387,726.98 | 13,387,726.98 | | |
| 50205010 | Procurement of Postage & Delivery Services | Regional office 10 | NP-53.9 - Small Value Procurement | JAN | N/A | JAN | JAN | Corporate Budget | 384,392.00 | 384,392.00 | | |
| 5020502002 | Procurement of Telephone Landline Services | Regional office 10 | Direct Contracting | N/A | N/A | JAN | JAN | Corporate Budget | 131,045.16 | 131,045.16 | | |
| 50205040 | Procurement of Cable, Satellite, Telegraph & Radio Services | Regional office 10 | Direct Contracting | N/A | N/A | JAN | JAN | Corporate Budget | 37,188.00 | 37,188.00 | | |
| 50212020 | Procurement of Janitorial Services | Regional office 10 | Competitive Bidding | JAN | JAN | FEB | FEB | Corporate Budget | 5,739,890.40 | 5,739,890.40 | | |
| 50212030 | Procurement of Security Services | Regional office 10 | Competitive Bidding | JAN | JAN | FEB | FEB | Corporate Budget | 9,590,279.04 | 9,590,279.04 | | |
| 5021305001 | Repair and Maintenance of Office Equipment | Regional office 10 | NP-53.9 - Small Value Procurement | JAN | N/A | JAN | JAN | Corporate Budget | 1,642,314.90 | 1,642,314.90 | | |
| 5021305002 | Repair and Maintenance of IT Equipment | Regional office 10 | NP-53.9 - Small Value Procurement | FEB | N/A | FEB | FEB | Corporate Budget | 429,967.50 | 429,967.50 | | |
| 5021305003 | Repair and Maintenance of Communication Equipment | Regional office 10 | NP-53.9 - Small Value Procurement | JAN | N/A | JAN | JAN | Corporate Budget | 36,000.00 | 36,000.00 | | |
| 50213060 | Repair and Maintenance of Transportation Equipment | Regional office 10 | NP-53.9 - Small Value Procurement | JAN | N/A | JAN | JAN | Corporate Budget | 805,000.00 | 805,000.00 | | |
| 50213070 | Repair and Maintenance of Furniture & Fixtures | Regional office 10 | NP-53.9 - Small Value Procurement | JAN | N/A | JAN | JAN | Corporate Budget | 51,228.60 | 51,228.60 | | |
| 50204010 | Procurement of Water Services | Regional office 10 | Direct Contracting | N/A | N/A | JAN | JAN | Corporate Budget | 1,563,804.63 | 1,563,804.63 | | |

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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/Activity/Project) |
|------------|---|--------------------|-----------------------------------|--|-----------------------------|-----------------|--------------------|------------------|------------------------|----------------|----------------|---|
| | | | | Advertise ment/Post ing of IB/REI | Submissio n/Opening of Bids | Notice of Award | Contra ct Signin g | | Total | MOOE | CO | |
| | BAC INFORMATION AND TECHNOLOGY RESOURCES | | | | | | | | | | | |
| 10605030 | Procurement of IT Equipment and Software | Regional office 10 | Competitive Bidding | MAY | MAY | MAY | MAY | Corporate Budget | 14,521,428.00 | | 14,521,428.00 | |
| 5020321006 | Procurement of Semi-Expendable IT Equipment | Regional office 10 | NP-53.9 - Small Value Procurement | FEB | N/A | FEB | FEB | Corporate Budget | 2,685,598.00 | 2,685,598.00 | | |
| 5020301002 | Procurement of IT Supplies | Regional office 10 | NP-53.5 Agency-to-Agency | N/A | N/A | JAN | JAN | Corporate Budget | 3,987,375.00 | 3,987,375.00 | | |
| | ***NOTHING FOLLOWS*** | | | | | | | | | | | |
| | GRAND TOTAL | | | | | | | | 409,710,830.85 | 177,308,090.74 | 232,402,740.00 | |

Prepared by:

Jackie Lou G. Rudinas
BAC Secretariat

Noted by:

Dr. Jonathan T. Ortigoza
BAC Chairperson

Approved by:

Delio A. Aseron II
Head of Procuring Entity
Regional Vice President, PRO - X

PRO-X BIDS AND AWARDS COMMITTEE (BAC)
Resolution No. 2024-002, s.2024

**RESOLUTION RECOMMENDING THE APPROVAL OF THE
2024 ANNUAL PROCUREMENT PLAN (APP) FOR GOODS AND SERVICES,
INFORMATION AND TECHNOLOGY RESOURCES AND
INFRASTRUCTURE INCLUDING THE METHOD OF PROCUREMENT OF
ACTIVITIES / PROJECTS**

WHEREAS, Section 7.1 and 7.2 of the Revised Implementing Rules and Regulations of RA 9184 provides for the requirement of an approved Annual Procurement Plan (APP) prior to procurement of programs/projects/activities aimed to attain the mandate of National Health Insurance Program, which states that:

"Sec. 7.1. All procurement shall be within the approved budget of the procuring entity and should be meticulously and judiciously planned by the procuring entity. Consistent with government fiscal discipline measures, only those considered crucial to the efficient discharge of governmental functions shall be included in the Annual Procurement Plan (APP). xxx"

"Sec. 7.2. No procurement shall be undertaken unless it is in accordance with the approved APP of the procuring entity. The APP shall bear the approval of the Head of the Procuring Entity and second-ranking official designated by the Head of the Procuring Entity to act on his behalf, and must be consistent with its duly approved yearly budget."

WHEREAS, based on the above provision, the Project Procurement Management Plans (PPMPs) OF PRO - X, through the Fund Management Information System – Philhealth Budget System (FMIS-PBS) where consolidated into 2024 Annual Procurement Plan (APP) by the PRO-X BAC Secretariat;

WHEREAS, upon consolidation of the PPMPs for Goods and Services, Information Technology Resources, Consulting Services, and Infrastructure into the 2024 APP, the PRO- X BAC Secretariat indicated the method of procurement for each proposed procurement program / project / activity thereat;

NOW, THEREFORE, premises considered, the PRO- X BAC, pursuant to **Section 12.1(j) of the Revised IRR of RA 9184**, hereby recommends to the Regional Vice President, the approval of the attached PRO - X Annual Procurement Plan;

Actual procurement for programs, projects and activities in the PRO - X 2024 APP to be undertaken through any of the alternative modes 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 **23rd** day of January 2024, at Philhealth Regional Office – X, Gateway Tower II Bldg., Limketkai Cagayan de Oro City.



DR. JONATHAN T. ORTIGOZA

BAC, Chairperson



ATTY. IAN ALFREDO T. MAGNO

BAC, Vice - Chairperson

ATTY. ZIUR C. RUIZ

Member



MARIA RHODELLA S. MONSANTO

Member



ANSHARI M. MANGONDATO

Member

 **APPROVED / DISAPPROVED**

DELIO A. ASERON II

Head of the Procuring Entity
Regional Vice President, PRO-X