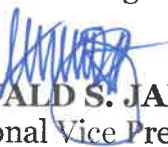


January 17, 2024

MEMORANDUM**No. 2024-** 0009

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

FROM : **RONALD S. JABAY**
Regional Vice President 

SUBJECT : **Approval of CY 2024 Annual Procurement Plan (APP)**

Pursuant to Section 7.1 and 7.2 of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003" and its Revised Implementing Rules and Regulations, all government procurement shall be within the approved budget of the procuring entity and no procurement shall be undertaken unless it is in accordance with the approved Annual Procurement Plan (APP).

Upon approval of the Corporate Operating Budget for CY 2024 and consistent with the provisions of R.A. 9184 and its RIRR, the PRO-SBAC consolidated the Project Procurement Management Plan (PPMPs) of all concerned end-users in the Regional Office into the CY 2024 Annual Procurement Plan (APP).

The PRO 8 - Bids and Awards Committee deliberated on, determined and recommended the appropriate method of procurement covering the various projects / programs / activities included in the APP, in accordance with the parameters set forth by RA 9184 and its RIRR.

It is emphasized that all procurement based on the approved CY 2024 APP 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. 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).

- c. Procurement of goods whose mode of procurement determined to be through "Direct Contracting" must comply with the requisites of Sec. 50 of RA 9184 and its 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 where the Head Office is located, if foreign goods.

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 2024 Annual Procurement Plan.

For information and strict compliance of all concerned.





Republic of the Philippines

PHILIPPINE HEALTH INSURANCE CORPORATION

Citystate Centre, 709 Shaw Boulevard, Pasig City

(02) 8441-7442 www.philhealth.gov.ph

PhilHealthOfficial teamphilhealth

RESOLUTION NO. 01-002

s. 2024

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

WHEREAS, Section 7.1 of the Revised Implementing Rules and Regulations of RA 9184 provides for the meticulous and judicious planning of procurement, 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. xxx”

WHEREAS, Section 7.2 of the Revised Implementing Rules and Regulations of RA 9184 provides for the prohibition of procurement of goods, services, materials, and equipment not within the approved Annual Procurement Plan, which states that:

“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 or 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 Plan (PPMPs) of various projects and activities by end-users in the Head Office and PhilHealth Regional Offices including their respective proposed method of procurement were consolidated by the Secretariat for the Bids and Awards Committee PRO-SBAC;

WHEREAS, on the 17th day of January 2024, the BAC through meeting reviewed the final APP including the appropriate method of procurement;

NOW, THEREFORE, premises considered, the PRO 8-BAC, pursuant to **Section 7.1 and 7.2 of the Revised IRR of R.A. 9184**, hereby recommends to the Regional Vice President the approval of the final 2024 Annual Procurement Plan (APP) of PhilHealth Regional Office 8;

The actual procurement of programs, projects and activities in the 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.

MASTER
COPY

DATE: 1/24/24

DC:

[Handwritten signatures and initials in blue ink]

Signed this 17th day of January 2024, Tacloban City.


ACISCLO B. MILITANTE, JR.
BAC Chairperson


DR. ALFRED PATRICK F. GALAPON
Vice-Chairperson


ATTY ALFREDO B. TY, JR.
BAC Member


RICHARD MAURO R. BUGHO
BAC Member


JACQUELINE T. LOAYON
Alternate BAC Member


DERWIN WINDELL T. SUPREMO
Provisional BAC Member


MARIA DORINA C. JANDAYAN
Provisional BAC Member

☒ **APPROVED**
☐ **DISAPPROVED**


RONALD S. JABAY
Regional Vice-President

Date Signed: 1/22/24

MASTER
COPY

DC:



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
PhilHealth Regional Office VIII
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(053) 523-8285 www.philhealth.gov.ph
PhilHealthRegion8 [teamphilhealth](#)

ANNUAL PROCUREMENT PLAN (APP) FOR CY 2024

Code (PAP)	Procurement Project	PMO / End-User	Is this an Early Procurement Activity? (Yes/ No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget			Remarks (brief description of Project)
					Advertisement / Posting of IB / REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
BAC-GOODS AND SERVICES (GS)													
	Accountable Forms Expenses	PRO 8	No	Agency to Agency	N/A	N/A	Mar-Dec 2024	Mar-Dec 2024	COB	15,345.00	15,345.00		Radio, TV and Billboard Ad Placements
	Advertising Expenses	PRO 8	No	NP-Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services NP-Small Value Procurement			Apr-Dec 2024	Apr-Dec 2024	COB	2,314,050.00	2,314,050.00		
	Cable, Satellite, Telegraph and Radio Expenses	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	28,680.00	28,680.00		
	Cultural & Athletic Exp. - Christmas Activities	PRO 8	No	NP-Lease of Real Property and Venue	N/A	N/A	Feb-2024	Feb-2024	COB	525,450.00	525,450.00		
	Cultural & Athletic Exp. - Other Activities	PRO 8	No	NP-Lease of Real Property and Venue	N/A	N/A	Dec-2024	Dec-2024	COB	114,750.00	114,750.00		
	Drugs & Medicines Expenses	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Jun-2024	Jun-2024	COB	498,143.10	498,143.10		
	Electricity Expenses	PRO 8	No	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	7,201,158.40	7,201,158.40		
	Fuel, Oil and Lubricants Expenses	PRO 8	No	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	2,727,360.00	2,727,360.00		
	Marketing & Promotional Expenses	PRO 8	No	NP-Lease of Real Property and Venue NP-Small Value Procurement	N/A	N/A	Feb - Dec 2024	Feb - Dec 2024	COB	19,432,025.00	19,432,025.00		
	Medical, Dental & Laboratory Supplies Expenses	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Apr-Dec 2024	Apr-Dec 2024	COB	176,451.00	176,451.00		
	Office Equipment	PRO 8	No	Public Bidding NP-Small Value Procurement	Mar 2024	Mar 2024	Apr 2024	Apr 2024	COB	9,481,260.00		9,481,260.00	
	Other Equipment	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Feb 2024	Feb 2024	COB	328,475.00		328,475.00	
	Other Maint. & Operating Expenses - Others - Corporate Forum (Face-To-Face)	PRO 8	No	NP-Lease of Real Property and Venue NP-Small Value Procurement	N/A	N/A	Feb - Dec 2024	Feb - Dec 2024	COB	2,052,000.00	2,052,000.00		
	Other Maint. & Operating Expenses - Others - Corporate Forum (Virtual)	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Apr-Dec 2024	Apr-Dec 2024	COB	1,500.00	1,500.00		
	Other Maint. & Operating Expenses - Others - Medical Expenses	PRO 8	No	Public Bidding NP-Small Value Procurement	N/A	N/A	Apr-Dec 2024	Apr-Dec 2024	COB	2,677,500.00	2,677,500.00		
	Other Maint. & Operating Expenses - Others - Registratioin of Motor Vehicle	PRO 8	No	Agency to Agency	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	61,618.08	61,618.08		
	Other Supplies and Materials Expenses	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Feb - Dec 2024	Feb - Dec 2024	COB	758,912.23	758,912.23		
	Postage and Courier Services	PRO 8	No	Agency to Agency NP-Small Value Procurement	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	440,050.00	440,050.00		
	Printing and Publication Expenses	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Mar-Dec 2024	Mar-Dec 2024	COB	440,208.00	440,208.00		
	Regular Office Supplies Expenses	PRO 8	No	Agency to Agency Shopping B NP-Small Value Procurement	N/A	N/A	Feb - Dec 2024	Feb - Dec 2024	COB	2,037,407.87	2,037,407.87		
	Rent / Lease Expenses	PRO 8	No	NP-Lease of Real Property and Venue	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	14,258,187.25	14,258,187.25		
	Repairs and Maintenance - Furniture and Fixtures	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	50,000.00	50,000.00		
	Repairs and Maintenance - Office Equipment	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	800,000.00	800,000.00		
	Repairs and Maintenance - Transportation Equipment	PRO 8	No	Shopping A NP-Small Value Procurement	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	980,000.00	980,000.00		
	Security Services	PRO 8	No	Public Bidding	Feb 2024	Feb 2024	Mar 2024	Mar 2024	COB	6,966,349.89	6,966,349.89		
	Semi-Expendable Communication Expenses	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Jun- Dec 2024	Jun- Dec 2024	COB	65,293.80	65,293.80		
	Semi-Expendable Disaster Response and Rescue Equipment	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Jun- Dec 2024	Jun- Dec 2024	COB	75,654.00	75,654.00		
	Semi-Expendable Furniture and Fixtures	PRO 8	No	Public Bidding NP-Small Value Procurement	Apr 2024	Apr 2024	May 2024	Jun 2024	COB	2,577,717.31	2,577,717.31		
	Semi-Expendable Medical Equipment Expenses	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Apr-Dec 2024	Apr-Dec 2024	COB	9,705.13	9,705.13		
	Semi-Expendable Office Equipment Expenses	PRO 8	No	Public Bidding NP-Small Value Procurement	Apr 2024	Apr 2024	May 2024	Jun 2024	COB	534,962.88	534,962.88		
	Semi-Expendable Other Machinery and Equipment	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Apr-Dec 2024	Apr-Dec 2024	COB	262,477.81	262,477.81		
	Semi-Expendable Sports Equipment	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Feb - Dec 2024	Feb - Dec 2024	COB	55,157.77	55,157.77		
	Subscription Expenses	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	53,901.00	53,901.00		
	Telephone Expenses - Landline	PRO 8	No	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	79,200.00	79,200.00		
	Telephone Expenses - Mobile	PRO 8	No	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	324,000.00	324,000.00	Mobile Phone and Text Blat Subscription	

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	Textbooks & Instructional Materials Expenses Training Expenses - Local (Internal)	PRO 8 PRO 8	No No	Agency to Agency NP-Lease of Real Property and Venue NP- Small Value Procurement	N/A N/A	N/A N/A	Apr-Dec 2024 Feb - Dec 2024	Apr-Dec 2024 Feb - Dec 2024	COB COB	10,588.40 2,643,500.00	10,588.40 2,643,500.00		Various Internal Learning and Development/ Trainings Programs for Employees
	Transportation and Delivery Expenses	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Feb - Dec 2024	Feb - Dec 2024	COB	30,000.00	30,000.00		Hauling of Equipment, Furniture and Fixtures
	Water Expenses	PRO 8	No	Direct Contracting NP-Small Value Procurement NP-Lease of Real Property and Venue	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	347,140.00	347,140.00		Water Utilities and Purified Drinking Water Expense
SUB-TOTAL										81,436,178.92	71,626,443.92	9,809,735.00	
BAC-INFORMATION AND TECHNOLOGY RESOURCES (ITR)													
	Information and Communication Technology Equipment	PRO 8	No	Public Bidding	Mar 2024	Mar 2024	Apr 2024	Apr 2024	COB	12,094,452.00		12,094,452.00	
	IT Supplies	PRO 8	No	Agency to Agency Public Bidding NP- Small Value Procurement	Mar 2024	Mar 2024	Apr 2024	Apr 2024	COB	1,504,644.00	1,504,644.00		
	Semi-Expendable IT Equipment	PRO 8	No	Public Bidding NP-Small Value Procurement	Mar 2024	Mar 2024	Apr 2024	Apr 2024	COB	3,214,145.00	3,214,145.00		
	Internet Subscription Expenses	PRO 8	No	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	887,188.00	887,188.00		
	Repairs and Maintenance - IT Equipment	PRO 8	No	NP-Small Value Procurement	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	125,000.00	125,000.00		
SUB-TOTAL										17,825,429.00	5,730,977.00	12,094,452.00	
BAC-INFRASTRUCTURE (INFRA)													
	Repairs and Maintenance - Leased Assets Improvements - Building	PRO 8	No	Shopping A NP-Small Value Procurement	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	COB	120,000.00	120,000.00		
	Land	PRO 8	No	Negotiated Sale RA 10752	N/A	N/A	Jun 2024	Jun 2024	COB	135,870,597.00		135,870,597.00	Procurement of Lot for PhilHealth Regional Office VIII Through Negotiated Sale through RA 10752 or The Right- of-Way Act
SUB-TOTAL										135,990,597.00	120,000.00	135,870,597.00	
GRAND TOTAL										235,252,204.92	77,477,420.92	157,774,784.00	

Prepared by:

LAWRENCE A. DIDULO
Social Insurance Officer II
Head, BAC Secretariat

Recommended for Approval by:

ACISCLO B. MILITANTE, JR.
Division Chief IV, FOD
BAC Chairperson

Approved by:

RONALD S. JABAY
Regional Vice President

