

December 27, 2024

**CORPORATE MEMORANDUM**

PRO 1 No. 2024 0066

**TO : ALL CONCERNED END-USERS**

**SUBJECT : CY 2024 ANNUAL PROCUREMENT PLAN (APP)  
AMENDMENT Batch 13, Revision 1**

After judicious review and evaluation, the requested revision/modification in programs and projects by end-users in the APP were deemed significant and necessary for the effective and efficient delivery of public service by the corporation. In order to reflect these adjustments/revisions, this APP amendment is hereby issued.

As mandated, the PhilHealth Regional Office 1-Bids and Award Committee deliberated on, determined and recommended the appropriate method of procurement covering the various projects/programs/activities included in the APP Amendment, in accordance with the parameters set in the R.A 9184 and its Revised IRR.

Section 7.4 of the Revised IRR provides:

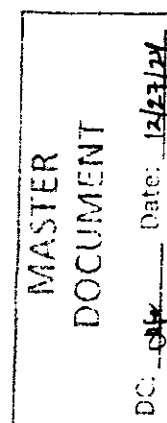
“7.4 updating of individual PMPs and the consolidated APP for each procuring entity shall be undertaken every (6) six months or as often as may be required by the Head of the Procuring Entity...”

Accordingly and under the authority granted to the Regional Vice President as Head of the Procuring Entity, this Order is hereby issued approving the attached 2024 Annual Procurement Plan Amendment-Batch 13, *Revision 1*.

Be it noted that all procurement based on the approved 2024 APP and its amendment 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 information and guidance of all concerned.

  
**DENNIS B. ADRE**  
Regional Vice President



PhilHealth Regional Office 1 Annual Procurement Plan for CY 2024 (Batch 13), Revision 1

| 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 (PHP) |               | Remarks<br>(Brief description of Project)                                                                                                                                                        |
|------------|-----------------------------------------------------------------------------------|--------------|-------------------------------------------------|-----------------------------------|----------------------------------------|----------------------------|-----------------|------------------|------------------|------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            |                                                                                   |              |                                                 |                                   | Advertisement/Posting of Bids          | Submission/Opening of Bids | Notice of Award | Contract Signing |                  | Total                  | MOOE          |                                                                                                                                                                                                  |
| 5029501002 | Marketing and Promotional                                                         | PRO 1        | NO                                              | NP-53.9 - Small Value Procurement | Feb-24                                 | Feb-24                     | Mar-24          | Mar-24           | Corporate Budget | 14,463,750.00          | 14,463,750.00 | Various Marketing and Promotional activities; Procurement process will be conducted for each marketing and promo. If the ABC is more than 1 billion, the method of Procurement is Public Bidding |
|            | Conduct of GAD Family Orientation Day per LHQ                                     | HCDMD        | NO                                              | NP-53.9 - Small Value Procurement | N/A                                    | N/A                        | Dec-24          | Dec-24           | Corporate Budget |                        |               |                                                                                                                                                                                                  |
|            | 1. FFLHIO 37 pax @ 332.00                                                         | HCDMD        | NO                                              | NP-53.9 - Small Value Procurement | N/A                                    | N/A                        | Dec-24          | Dec-24           | Corporate Budget | 10,524.00              | 10,524.00     |                                                                                                                                                                                                  |
|            | 2. WHFLHIO 30 pax @ 332.00                                                        | HCDMD        | NO                                              | NP-53.9 - Small Value Procurement | N/A                                    | N/A                        | Dec-24          | Dec-24           | Corporate Budget | 9,960.00               | 9,960.00      |                                                                                                                                                                                                  |
|            | 3. LULHIO 44 pax @ 332.00                                                         | HCDMD        | NO                                              | NP-53.9 - Small Value Procurement | N/A                                    | N/A                        | Dec-24          | Dec-24           | Corporate Budget | 14,608.00              | 14,608.00     |                                                                                                                                                                                                  |
|            | 4. SLHIO 44 pax @ 332.00                                                          | HCDMD        | NO                                              | NP-53.9 - Small Value Procurement | N/A                                    | N/A                        | Dec-24          | Dec-24           | Corporate Budget | 14,608.00              | 14,608.00     |                                                                                                                                                                                                  |
|            | 5. INLHIO 34 pax @ 332.00                                                         | HCDMD        | NO                                              | NP-53.9 - Small Value Procurement | N/A                                    | N/A                        | Dec-24          | Dec-24           | Corporate Budget | 11,288.00              | 11,288.00     |                                                                                                                                                                                                  |
|            | Procurement of the following for the Conduct of PRO 1 Community Outreach Program: |              |                                                 |                                   |                                        |                            |                 |                  |                  |                        |               | BRO # I-24-077-05                                                                                                                                                                                |
|            | Diapers (Adult/ Infant)                                                           | PRO 1        | NO                                              | NP-53.9 - Small Value Procurement | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 12,850.00              | 12,850.00     |                                                                                                                                                                                                  |
|            | Bath Soap                                                                         | PRO 1        | NO                                              | NP-53.9 - Small Value Procurement | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 14,400.00              | 14,400.00     |                                                                                                                                                                                                  |
|            | Shampoo                                                                           | PRO 1        | NO                                              | NP-53.9 - Small Value Procurement | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 23,700.00              | 23,700.00     |                                                                                                                                                                                                  |
|            | Toothpaste (sachet)                                                               | PRO 1        | NO                                              | NP-53.9 - Small Value Procurement | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 6,600.00               | 6,600.00      |                                                                                                                                                                                                  |
|            | Toothbrush                                                                        | PRO 1        | NO                                              | NP-53.9 - Small Value Procurement | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 10,200.00              | 10,200.00     |                                                                                                                                                                                                  |
|            | Sanitary Pads/ Napkins                                                            | PRO 1        | NO                                              | NP-53.9 - Small Value Procurement | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 7,800.00               | 7,800.00      |                                                                                                                                                                                                  |
|            | Alcohol                                                                           | PRO 1        | NO                                              | NP-53.9 - Small Value Procurement | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 17,100.00              | 17,100.00     |                                                                                                                                                                                                  |
|            | Milk (Adult)                                                                      | PRO 1        | NO                                              | NP-53.9 - Small Value Procurement | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 14,000.00              | 14,000.00     |                                                                                                                                                                                                  |

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| Code (PAP)  | Procurement Project                                                                                    | PROJ. End-User     | Is this an Early Procurement Activity? (Yes/No) | Mode of Procurement                       | Schedule for Each Procurement Activity |                            |                 |                  | Source of Funds  | Estimated Budget (PHP) |              |    | Remarks (Brief description of Project)                                                                                                                                     |
|-------------|--------------------------------------------------------------------------------------------------------|--------------------|-------------------------------------------------|-------------------------------------------|----------------------------------------|----------------------------|-----------------|------------------|------------------|------------------------|--------------|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|             |                                                                                                        |                    |                                                 |                                           | Advertisement/Posting of Bids          | Submission/Opening of Bids | Notice of Award | Contract Signing |                  | Total                  | MOOE         | CO |                                                                                                                                                                            |
|             | Biscuits                                                                                               | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 23,700.00              | 23,700.00    |    |                                                                                                                                                                            |
|             | Cotton Buds                                                                                            | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 6,300.00               | 6,300.00     |    |                                                                                                                                                                            |
|             | Deodorant (sachet)                                                                                     | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 13,260.00              | 13,260.00    |    |                                                                                                                                                                            |
| Sub total   |                                                                                                        |                    |                                                 |                                           |                                        |                            |                 |                  |                  | 211,088.00             | 211,088.00   |    | Various corporate activities; if the activity will be conducted within PhilHealth premises, the method of procurement is Negotiated Procurement - Small Value Procurement. |
| 5029595005  | Corporate Forum                                                                                        | PRO 1              | NO                                              | NP-53.10 Lease of Real Property and Venue | Jan-24                                 | Jan-24                     | Feb-24          | Feb-24           | Corporate Budget | 2,276,000.00           | 2,276,000.00 |    |                                                                                                                                                                            |
|             | Orientation on RA 9282 (Anti-Violence Against Women and their Children) and RA 11313 (Safe Spaces Act) | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 58,800.00              | 58,800.00    |    |                                                                                                                                                                            |
|             | Information Caravan II for FOC Personnel (inclusive of 2 snacks (lunch) and 1 lunch)                   | Membership Section | NO                                              | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                        | Dec-24          | Dec-24           | Corporate Budget | 31,500.00              | 31,500.00    |    |                                                                                                                                                                            |
|             | Other Maintenance and Operating Expenses, Corporate Forum (Year-End Forum)                             | HCMD               | NO                                              | NP-53.10 Lease of Real Property and Venue | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 314,005.00             | 314,005.00   |    |                                                                                                                                                                            |
| Sub total   |                                                                                                        |                    |                                                 |                                           |                                        |                            |                 |                  |                  | 404,395.00             | 404,395.00   |    |                                                                                                                                                                            |
| 50295918003 | Cultural & Athletic Expense- Christmas Activities                                                      | PRO 1              | NO                                              | NP-53.10 Lease of Real Property and Venue | Nov-24                                 | Nov-24                     | Dec-24          | Dec-24           | Corporate Budget | 623,900.00             | 623,900.00   |    |                                                                                                                                                                            |
|             | MEALS (2 snacks and lunch) (750.00/pax) for the following                                              | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget |                        |              |    |                                                                                                                                                                            |
|             | PRO 1 220 pax                                                                                          | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 165,000.00             | 165,000.00   |    |                                                                                                                                                                            |
|             | Guest 3 pax                                                                                            | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 2,250.00               | 2,250.00     |    |                                                                                                                                                                            |
|             | LHIO Central Pangasinan 21 pax                                                                         | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 15,750.00              | 15,750.00    |    |                                                                                                                                                                            |
|             | LHIO Western Pangasinan 19 pax                                                                         | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 14,250.00              | 14,250.00    |    |                                                                                                                                                                            |
|             | LHIO Eastern Pangasinan 21 pax                                                                         | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 15,750.00              | 15,750.00    |    |                                                                                                                                                                            |
|             | LHIO La Union 29 pax                                                                                   | PRO 1              | NO                                              | NP-53.9 - Small Value Procurement         | Dec-24                                 | Dec-24                     | Dec-24          | Dec-24           | Corporate Budget | 21,750.00              | 21,750.00    |    |                                                                                                                                                                            |

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| Code (PAP) | Procurement Project               | PMOI End-User | Is this an Early Procurement Activity? (Yes/No) | Mode of Procurement               | Schedule for Each Procurement Activity |                             |                  | Source of Funds |            | Estimated Budget (PHP) |  | Remarks (Brief description of Project)                                                                                                                                        |
|------------|-----------------------------------|---------------|-------------------------------------------------|-----------------------------------|----------------------------------------|-----------------------------|------------------|-----------------|------------|------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            |                                   |               |                                                 |                                   | Advertising: Posting of IBRF           | Submission: Opening of bids | Contract Signing | Total           | MOOE       |                        |  |                                                                                                                                                                               |
|            | LHO Ilocos Sur 24 pax             | PRO 1         | NO                                              | NP-53.9 - Small Value Procurement | Dec 24                                 | Dec 24                      | Dec-24           | 18,000.00       | 18,000.00  |                        |  | To augment budget for the ham and food prizes for PRO 1 employees (Regulars, Casuals, and JOCs) per Memo from Chairperson, Year-End Activity Committee dated December 3, 2024 |
|            | LHO Ilocos Norte 21 pax           | PRO 1         | NO                                              | NP-53.9 - Small Value Procurement | Dec-24                                 | Dec 24                      | Dec-24           | 15,750.00       | 15,750.00  |                        |  |                                                                                                                                                                               |
|            | Ham and Gift Certificate, 9 pax   | PRO 1         | NO                                              | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | Dec-24           | 16,200.00       | 16,200.00  |                        |  | To augment budget for the ham and food prizes for PRO 1 employees (Regulars, Casuals, and JOCs) per Memo from Chairperson, Year-End Activity Committee dated December 3, 2024 |
|            | Ham and Gift Certificate, 34x pax | PRO 1         | NO                                              | NP-53.9 - Small Value Procurement | Dec-24                                 | Dec 24                      | Dec-24           | 622,800.00      | 622,800.00 |                        |  |                                                                                                                                                                               |
| Sub total  |                                   |               |                                                 |                                   |                                        |                             |                  | 907,500.00      | 907,500.00 |                        |  |                                                                                                                                                                               |

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BAC Vice Chairperson

Approved by

DENNIS B. ADRE  
Regional Vice President

MARICARM ARZADON M.D.  
BAC Chairperson

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Date: 12/27/24  
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