

December 11, 2024

**CORPORATE MEMORANDUM**PRO 1 No. 2024 0064**TO : ALL CONCERNED END-USERS****SUBJECT : CY 2024 ANNUAL PROCUREMENT PLAN (APP)  
AMENDMENT Batch 1 (Revision 3)**

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.

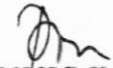
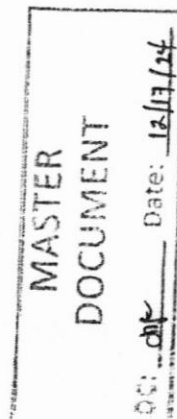
Section 7.4 of the Revised IRR provides:

"7.4 updating of individual PPMPs 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 1 (Revision 3).

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 1 (Revision 3)

| Code (PAP)   | Procurement Project                       | PMO/<br>End User                | Is this an<br>Early<br>Procurement<br>Activity?<br>(Yes/No) | Mode of Procurement                                                             | Schedule for Each Procurement Activity |                                   |                    |                     | Source of Funds  | Estimated Budget (PHP) |              |    | Remarks<br>(brief description of Project)                                                                            |
|--------------|-------------------------------------------|---------------------------------|-------------------------------------------------------------|---------------------------------------------------------------------------------|----------------------------------------|-----------------------------------|--------------------|---------------------|------------------|------------------------|--------------|----|----------------------------------------------------------------------------------------------------------------------|
|              |                                           |                                 |                                                             |                                                                                 | Advertisement<br>/Posting of<br>IB/RE  | Submission<br>/Opening of<br>Bids | Notice of<br>Award | Contract<br>Signing |                  | Total                  | MOOE         | GO |                                                                                                                      |
| 502020100101 | Internal Training                         | PRO 1                           | NO                                                          | NP-53.10 Lease of Real Property and Venue                                       | Feb-24                                 | Feb-24                            | Mar-24             | Mar-24              | Corporate Budget | 2,717,500.00           | 2,717,500.00 |    | Various Trainings; Will conduct procurement process for each training activity which amount does not exceed 1M       |
|              | Conflict Management                       | Administrative Services Section | NO                                                          | NP-53.10 Lease of Real Property and Venue and NP-53.9 - Small Value Procurement | Apr-24                                 | Apr-24                            | Apr-24             | May-24              | Corporate Budget | 480,000.00             | 480,000.00   |    | Lease of Real Property and Venue is the mode of procurement for activities that will be held outside office premises |
|              | Training Fee                              | Administrative Services Section | NO                                                          | NP-53.9 - Small Value Procurement                                               | Apr-24                                 | Apr-24                            | Apr-24             | May-24              | Corporate Budget | 240,000.00             | 240,000.00   |    |                                                                                                                      |
|              | Meals                                     | Administrative Services Section | NO                                                          | NP-53.10 Lease of Real Property and Venue                                       | Apr-24                                 | Apr-24                            | Apr-24             | May-24              | Corporate Budget | 240,000.00             | 240,000.00   |    |                                                                                                                      |
|              | Crisis Management                         | Administrative Services Section | NO                                                          | NP-53.10 Lease of Real Property and Venue and NP-53.9 - Small Value Procurement | May-24                                 | May-24                            | May-24             | Jun-24              | Corporate Budget | 480,000.00             | 480,000.00   |    | Lease of Real Property and Venue is the mode of procurement for activities that will be held outside office premises |
|              | Training Fee                              | Administrative Services Section | NO                                                          | NP-53.9 - Small Value Procurement                                               | May-24                                 | May-24                            | May-24             | Jun-24              | Corporate Budget | 240,000.00             | 240,000.00   |    |                                                                                                                      |
|              | Meals                                     | Administrative Services Section | NO                                                          | NP-53.10 Lease of Real Property and Venue                                       | May-24                                 | May-24                            | May-24             | Jun-24              | Corporate Budget | 240,000.00             | 240,000.00   |    |                                                                                                                      |
|              | Customer Relations Management Skills      | Administrative Services Section | NO                                                          | NP-53.10 Lease of Real Property and Venue and NP-53.9 - Small Value Procurement | Jun-24                                 | Jun-24                            | Jun-24             | Jul-24              | Corporate Budget | 240,000.00             | 240,000.00   |    | Lease of Real Property and Venue is the mode of procurement for activities that will be held outside office premises |
|              | Training Fee                              | Administrative Services Section | NO                                                          | NP-53.9 - Small Value Procurement                                               | Jun-24                                 | Jun-24                            | Jun-24             | Jul-24              | Corporate Budget | 120,000.00             | 120,000.00   |    |                                                                                                                      |
|              | Meals                                     | Administrative Services Section | NO                                                          | NP-53.10 Lease of Real Property and Venue                                       | Jun-24                                 | Jun-24                            | Jun-24             | Jul-24              | Corporate Budget | 120,000.00             | 120,000.00   |    |                                                                                                                      |
|              | Business Communication and Report Writing | Administrative Services Section | NO                                                          | NP-53.10 Lease of Real Property and Venue and NP-53.9 - Small Value Procurement | Jul-24                                 | Jul-24                            | Jul-24             | Aug-24              | Corporate Budget | 360,000.00             | 360,000.00   |    | Lease of Real Property and Venue is the mode of procurement for activities that will be held outside office premises |
|              | Training Fee                              | Administrative Services Section | NO                                                          | NP-53.9 - Small Value Procurement                                               | Jul-24                                 | Jul-24                            | Jul-24             | Aug-24              | Corporate Budget | 180,000.00             | 180,000.00   |    |                                                                                                                      |
|              | Meals                                     | Administrative Services Section | NO                                                          | NP-53.10 Lease of Real Property and Venue                                       | Jul-24                                 | Jul-24                            | Jul-24             | Aug-24              | Corporate Budget | 180,000.00             | 180,000.00   |    |                                                                                                                      |

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|            | Social Grace and Personality Development                                                                                                   | Administrative Services Section | NO | NP-53.10 Lease of Real Property and Venue and NP-53.9 - Small Value Procurement | Aug-24 | Aug-24 | Aug-24 | Aug-24 | Corporate Budget | 480,000.00    | 480,000.00    | Lease of Real Property and Venue is the mode of procurement for activities that will be held outside office premises                                                                             |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----|---------------------------------------------------------------------------------|--------|--------|--------|--------|------------------|---------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | Training Fee                                                                                                                               | Administrative Services Section | NO | NP-53.9 - Small Value Procurement                                               | Aug-24 | Aug-24 | Aug-24 | Sep-24 | Corporate Budget | 240,000.00    | 240,000.00    |                                                                                                                                                                                                  |
|            | Meals                                                                                                                                      | Administrative Services Section | NO | NP-53.10 Lease of Real Property and Venue                                       | Aug-24 | Aug-24 | Aug-24 | Sep-24 | Corporate Budget | 240,000.00    | 240,000.00    |                                                                                                                                                                                                  |
| 5021305001 | Repair and Maintenance of Office Equipment                                                                                                 | PRO 1                           | NO | NP-53.9 - Small Value Procurement                                               | Feb-24 | Feb-24 | Feb-24 | Feb-24 | Corporate Budget | 590,300.00    | 590,300.00    |                                                                                                                                                                                                  |
|            | Machine Overhauling for 2 units of 2 Duplo Digital Duplicator                                                                              | PRO 1                           | NO | Direct Contracting                                                              | Mar-24 | Mar-24 | Mar-24 | Apr-24 | Corporate Budget | 16,000.00     | 16,000.00     |                                                                                                                                                                                                  |
| 5020322001 | Procurement of Semi-Expendable Furniture and Fixtures                                                                                      | PRO 1                           | NO | NP-53.5 Agency-to-Agency                                                        | Mar-24 | Mar-24 | Mar-24 | Apr-24 | Corporate Budget | 5,238,772.20  | 5,238,772.20  | Furniture not available in PS DBM will be procured under 53.9 NP Small Value Procurement                                                                                                         |
|            | Semi-Expendable Furniture and Fixtures<br>2 Junior Executive Chairs<br>5 Clerical Chairs<br>2 Junior Executive Tables<br>5 Clerical Tables | Fund Management Section         | NO | Repeat Order                                                                    | Dec-24 | Dec-24 | Dec-24 | Dec-24 | Corporate Budget | 205,250.00    | 205,250.00    | change of mode of procurement from Small Value Procurement to Repeat Order                                                                                                                       |
| 5029999005 | Corporate Forum                                                                                                                            | PRO 1                           | NO | NP-53.10 Lease of Real Property and Venue                                       | Jan-24 | Jan-24 | Jan-24 | Feb-24 | Corporate Budget | 2,276,000.00  | 2,276,000.00  | various corporate activities                                                                                                                                                                     |
|            | Allotment for meals and venue for the conduct of P-CARES Quarterly Forum                                                                   | PCARES                          | NO | NP-53.10 Lease of Real Property and Venue                                       | N/A    | N/A    | N/A    | Nov-24 | Corporate Budget | 278,750.00    | 278,750.00    | BRO # 124-028-02                                                                                                                                                                                 |
| 5029901002 | Marketing and Promotional                                                                                                                  | PRO 1                           | NO | NP-53.9 - Small Value Procurement                                               | Feb-24 | Feb-24 | Feb-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 Million, the method of Procurement is Public Bidding |
|            | Procurement of refreshments for the Anniversary Week Treat on February 12-16, 2024                                                         | Field Operations Division       | NO | NP-53.9 - Small Value Procurement                                               | Feb-24 | Feb-24 | Feb-24 | Feb-24 | Corporate Budget | 112,500.00    | 112,500.00    | Budget Release order #124-D77-05; CY 2024 COB of the Office of the Vice-President for Corporate Affairs                                                                                          |
|            | LHO Western Pangasinan                                                                                                                     | Field Operations Division       | NO | NP-53.9 - Small Value Procurement                                               | Feb-24 | Feb-24 | Feb-24 | Feb-24 | Corporate Budget | 18,750.00     | 18,750.00     |                                                                                                                                                                                                  |
|            | LHO Central Pangasinan                                                                                                                     | Field Operations Division       | NO | NP-53.9 - Small Value Procurement                                               | Feb-24 | Feb-24 | Feb-24 | Feb-24 | Corporate Budget | 18,750.00     | 18,750.00     |                                                                                                                                                                                                  |
|            | LHO Eastern Pangasinan                                                                                                                     | Field Operations Division       | NO | NP-53.9 - Small Value Procurement                                               | Feb-24 | Feb-24 | Feb-24 | Feb-24 | Corporate Budget | 18,750.00     | 18,750.00     |                                                                                                                                                                                                  |

|                                                                                                  |                           |    |                                           |        |        |        |                  |                   |                   |                                                                                                                    |
|--------------------------------------------------------------------------------------------------|---------------------------|----|-------------------------------------------|--------|--------|--------|------------------|-------------------|-------------------|--------------------------------------------------------------------------------------------------------------------|
| LHIO La Union                                                                                    | Field Operations Division | NO | NP-53.9 - Small Value Procurement         | Feb-24 | Feb-24 | Feb-24 | Corporate Budget | 18,750.00         | 18,750.00         |                                                                                                                    |
| LHIO Ilocos Sur                                                                                  | Field Operations Division | NO | NP-53.9 - Small Value Procurement         | Feb-24 | Feb-24 | Feb-24 | Corporate Budget | 18,750.00         | 18,750.00         |                                                                                                                    |
| LHIO Ilocos Norte                                                                                | Field Operations Division | NO | NP-53.9 - Small Value Procurement         | Feb-24 | Feb-24 | Feb-24 | Corporate Budget | 18,750.00         | 18,750.00         |                                                                                                                    |
| Meals and Venue on the Conduct of Orientation on Benefit Management and Reconciliation with HCIs | Fund Management Section   | NO | NP-53.10 Lease of Real Property and Venue | Aug-24 | Aug-24 | Sep-24 | Corporate Budget | 268,100.00        | 268,100.00        | FinMaREP BRO No. I-24-09506<br>To increase existing APP Amendment per CM # 2024-016 with an amount of Php10,453.00 |
| <b>Sub total</b>                                                                                 |                           |    |                                           |        |        |        |                  | <b>380,600.00</b> | <b>380,600.00</b> |                                                                                                                    |

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