



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
PhilHealth Regional Office I
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 PhilHealthIlocos1Region Xteamphilhealth

May 7, 2024

CORPORATE MEMORANDUM

PRO 1 No. 2024 128

TO : ALL CONCERNED END-USERS

**SUBJECT : CY 2024 ANNUAL PROCUREMENT PLAN (APP)
 AMENDMENT Batch 3 (Revision 1)**

MASTER DOCUMENT

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 3 (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

By:  **MAY 10 2024**
 Regional Vice President
 PhilHealth Regional Office I



PhilHealth Regional Office 1 Annual Procurement Plan for CY 2024, Batch 3 (Revision 1)

Code (PAP)	Procurement Project	PMO/End-User	In line with Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Estimated Budget (Php)		Remarks (brief description of Project)
					Advertizing/ Posting of Bids/ BRF	Submission/ Opening of Bids	Notice of Award		Contract Signing	Total	
BR0 No. 124-077.05 Cultural Athletic Anniversary Expenses (5029518001)	Meals for PRO 1 Employees & Guests 355	PRO 1	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Mar-24	Corporate Budget	266,250.00	266,250.00	For conduct of Employees' Day as part of PhilHealth's 29th Anniversary Celebration
	Prizes for games, cash prizes for Mr. & Ms. PRO 1	PRO 1	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Mar-24	Corporate Budget	67,000.00	67,000.00	For conduct of Employees' Day as part of PhilHealth's 29th Anniversary Celebration
	Sashes, flowers, balloons, materials/ supplies for games, payment of official referee & incidental	PRO 1	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Mar-24	Corporate Budget	27,100.00	27,100.00	For conduct of Employees' Day as part of PhilHealth's 29th Anniversary Celebration
	Additional materials for Physical set-up/ decorations	PRO 1	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Mar-24	Corporate Budget	5,000.00	5,000.00	For conduct of Employees' Day as part of PhilHealth's 29th Anniversary Celebration
	Raffle prizes Gift Certificate / 2 pcs of Php 100 worth or Php 300 worth of GC for 341 employees Appliances (1 TV, 5 Microwave Oven, 10 Stand Fan, 10 Rice Cooker, 5 Washing Machine, etc.)	PRO 1	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Mar-24	Corporate Budget	199,150.00	199,150.00	For conduct of Employees' Day as part of PhilHealth's 29th Anniversary Celebration. Budget for the rental of venue and sound system amounting to P14,000.00 shall be included in the Raffle prizes.
	Contingency	PRO 1	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Mar-24	Corporate Budget	5,000.00	5,000.00	For conduct of Employees' Day as part of PhilHealth's 29th Anniversary Celebration
Sub total									550,500.00	550,500.00	
5020301001	Procurement of Regular Office Supplies	PRO 1	NO	NP-53.5 Agency-to-Agency	Feb-24	Feb-24	Mar-24	Corporate Budget	3,789,195.62	3,789,195.62	Supplies not available in PS-DBM will be procured under S4 Shopping if ABC does not exceed 1M, Public Bidding if above 1M
	DP DC14 Ink-ink for Duplo Machine Copier 36 carts	PRO 1	NO	Direct Contracting	Mar-24	Mar-24	Apr-24	Corporate Budget	36,817.20	36,817.20	V-1.5 a-1 (increase in qty/ change in specs/ decrease in price)
	PEN BALLPOINT PEN Fine point Black 100 pcs	PRO 1	NO	Negotiated Procurement- PS-DBMS/ Shopping	Mar-24	Mar-24	Apr-24	Corporate Budget	525.00	525.00	V-1.5 a-1 any change in Quantity/ Specification, Unit price
	STICER PAPER A4 100 sheets pack 200 packs	PRO 1	NO	Negotiated Procurement- PS-DBMS/ Shopping	Mar-24	Mar-24	Apr-24	Corporate Budget	7,000.00	7,000.00	V-1.5 a-1 any change in Quantity/ Specification, Unit price
	STAMP PAD FELT made of metal, plastic or combination of plastic and metal, 80 mm x 100 mm, 24 pcs	PRO 1	NO	Negotiated Procurement- PS-DBMS/ Shopping	Mar-24	Mar-24	Apr-24	Corporate Budget	1,104.00	1,104.00	V-1.5 a-1 any change in Quantity/ Specification, Unit price
	MARKER PERMANENT P171 black broad tip, non-toxic, 75 pcs	PRO 1	NO	Negotiated Procurement- PS-DBMS/ Shopping	Mar-24	Mar-24	Apr-24	Corporate Budget	2,587.50	2,587.50	V-1.5 a-1 any change in Quantity/ Specification, Unit price
	NOTEBOOK stereo notebook (357) bond, 40 leaves, ruled, spiral, 55 gsm, 300 pcs	PRO 1	NO	Negotiated Procurement- PS-DBMS/ Shopping	Mar-24	Mar-24	Apr-24	Corporate Budget	5,250.00	5,250.00	V-1.5 a-1 any change in Quantity/ Specification, Unit price

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Date: 5/10/2024

Code (PAP)	Procurement Project	PRO/End-User	Is this an Early Procurement (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity		Source of Funds	Estimated Budget (PHP)		Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids		Notice of Award	Contract Signing	
	PAPER CLIP BACKFOLD 25 mm, all metal, clamping length 25 mm (-1mm), clamping depth 13 mm (min), thickness of metal 0.22mm (min), 12 pcs/ box, 28 boxes	PRO 1	NO	Negotiated Procurement-PS-DBMS/ Shopping	Mar-24	Mar-24	Corporate Budget	616.00	616.00	V.H.5 - any change in Quantity, Specification, Unit price
	PAPER CLIP BACKFOLD, 32 mm, all metal, clamping length, 32 mm (-1mm), clamping depth, 14 mm (-1mm), thickness of metal, 0.30 mm (min), 12 pcs/ box, 30 boxes	PRO 1	NO	Negotiated Procurement-PS-DBMS/ Shopping	Mar-24	Mar-24	Corporate Budget	900.00	900.00	V.H.5 - any change in Quantity, Specification, Unit price
	STICKY NOTE Standard Flags, 20 pax	PRO 1	NO	Negotiated Procurement-PS-DBMS/ Shopping	Mar-24	Mar-24	Corporate Budget	660.00	660.00	V.H.5 - any change in Quantity, Specification, Unit price
	PEN SIGN PEN, Blue, liquid/ gel ink, 0.5 mm needle tip, 50 pcs.	PRO 1	NO	Negotiated Procurement-PS-DBMS/ Shopping	Mar-24	Mar-24	Corporate Budget	1,137.50	1,137.50	V.H.5 - any change in Quantity, Specification, Unit price
	PEN SIGN PEN, Red, liquid/ gel ink, 0.5 mm needle tip, 24 pcs	PRO 1	NO	Negotiated Procurement-PS-DBMS/ Shopping	Mar-24	Mar-24	Corporate Budget	546.00	546.00	V.H.5 - any change in Quantity, Specification, Unit price
	PAPER CLIP 50 mm, vinyl/ plastic coated, assorted colors, 100s/ box or 12kg (min), (net of box), 50 boxes	PRO 1	NO	Negotiated Procurement-PS-DBMS/ Shopping	Mar-24	Mar-24	Corporate Budget	1,125.00	1,125.00	V.H.5 - any change in Quantity, Specification, Unit price
Sub total								68,268.20	68,268.20	
50203070	Procurement of Drug and Medicines	PRO 1	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Corporate Budget	72,164.78	72,164.78	Supplies not available in PS DBM will be procured under 53.9 NP Small Value Procurement
	Antacid's Aluminum Hydroxide Magnesium Simeticone, 50 pcs.	PRO 1	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Corporate Budget	762.50	762.50	V.H.4 - a 10 (same qty/ same specs/ increase in price)
	Antidiarrheals Loperamide 2 mg, 30 pcs	PRO 1	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Corporate Budget	375.00	375.00	V.H.4 - a 10 (same qty/ same specs/ increase in price)
Sub total								1,137.50	1,137.50	
5029901001	Procurement of Advertising Services	PRO 1	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Feb-24	Feb-24	Corporate Budget	2,596,010.00	2,596,010.00	Various Advertising Services; Procurement will be conducted for each advertising service; if the ABC is more than 1 Million, the method of Procurement is Public Bidding
	Procurement of Radio Blocktime: Sagot Ka ng Phil-health kads LHO	Public Affairs Unit	NO	NP-53.5 Agency-to-Agency	Feb-24	Feb-24	Corporate Budget	30,000.00	30,000.00	
	Local AM Blocktime: 60 minutes radio program for LHO Ilocos Norte, 12 episodes	Public Affairs Unit	NO	NP-53.5 Agency-to-Agency	Feb-24	Feb-24	Corporate Budget	30,000.00	30,000.00	
	Procurement of Radio Blocktime: Sagot Ka ng Phil-health kads LHO	Public Affairs Unit	NO	NP-53.5 Agency-to-Agency	Feb-24	Feb-24	Corporate Budget	30,000.00	30,000.00	
	Local FM Blocktime: 60 minutes radio program for LHO La Union, 12 episodes	Public Affairs Unit	NO	NP-53.5 Agency-to-Agency	Feb-24	Feb-24	Corporate Budget	30,000.00	30,000.00	

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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 (P1P)		Remarks (Brief description of Project)
					Advertisement Posting of Bids (BUREI)	Submission/ Opening of Bids	Notice of Award	Contract Signing	Total	MOOE	CO	
	Procurement of Radio Blocktime Sagor Ka ng PhilHealth kada LHO	Public Affairs Unit	NO	NP-53.5 Agency-to-Agency	Feb-24	Feb-24	Mar-24	Corporate Budget	30,000.00	30,000.00		
	Local AM Blocktime 60 minutes radio program for LHO Central Pangasinan 12 episodes	Public Affairs Unit	NO	NP-53.5 Agency-to-Agency	Feb-24	Feb-24	Mar-24	Corporate Budget	30,000.00	30,000.00		
	Procurement of Radio Blocktime: Sagor Ka ng PhilHealth kada LHO	Public Affairs Unit	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Feb-24	Feb-24	Mar-24	Corporate Budget	108,000.00	108,000.00		
	Local AM Blocktime 60 minutes radio program for LHO Eastern Pangasinan 12 episodes	Public Affairs Unit	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Feb-24	Feb-24	Mar-24	Corporate Budget	40,000.00	40,000.00		
	Procurement of Advertising Services in Local Newspaper: Print Ad 12	Public Affairs Unit	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Feb-24	Feb-24	Mar-24	Corporate Budget	40,000.00	40,000.00		
	Local FM Spotbuys 30 second ads 444 spots	Public Affairs Unit	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Feb-24	Feb-24	Mar-24	Corporate Budget	36,000.00	36,000.00		
	Local AM Spotbuys 30 second ads 222 spots	Public Affairs Unit	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Feb-24	Feb-24	Mar-24	Corporate Budget	520,000.00	520,000.00		
	Procurement of Radio Blocktime: Sagor Ka ng PhilHealth kada LHO	Public Affairs Unit	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Feb-24	Feb-24	Mar-24	Corporate Budget	36,000.00	36,000.00		
	Local AM Blocktime 60 minutes radio program for LHO Western Pangasinan	Public Affairs Unit	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Mar-24	Mar-24	Mar-24	Corporate Budget	42,000.00	42,000.00		
	Procurement of Radio Blocktime Alagang PhilHealth	Public Affairs Unit	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Mar-24	Mar-24	Mar-24	Corporate Budget	942,000.00	942,000.00		
	Local AM Blocktime 30 minutes radio program	Public Affairs Unit	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Feb-24	Mar-24	Mar-24	Corporate Budget	14,463,750.00	14,463,750.00		
	Procurement of Radio Blocktime Sagor Ka ng PhilHealth	Public Affairs Unit	NO	NP-53.6 Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	Feb-24	Mar-24	Mar-24	Corporate Budget	27,500.00	27,500.00		
	Local AM Blocktime 60 minutes radio program for PRO1 Daquapan City	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Mar-24	Mar-24	Corporate Budget	40,000.00	40,000.00		
	Procurement of Radio Blocktime Sagor Ka ng PhilHealth kada LHO	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Mar-24	Mar-24	Corporate Budget	27,500.00	27,500.00		
	Local AM Blocktime 60 minutes radio program for LHO Ilocos Sur	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Mar-24	Mar-24	Corporate Budget	40,000.00	40,000.00		
Sub total									942,000.00	942,000.00		
5029901002	Marketing and Promotional	PRO 1	NO	NP-53.9 - Small Value Procurement	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	
	Meals for ALAGA-KA for the Indigent Members in Central Pangasinan	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Mar-24	Apr-24	Corporate Budget	27,500.00	27,500.00		
	Members Meals with snack	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Mar-24	Apr-24	Corporate Budget	40,000.00	40,000.00		
	Meals for ALAGA-KA for the Indigent Contributors in Central Pangasinan	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Mar-24	Apr-24	Corporate Budget	27,500.00	27,500.00		
	Members Meals with snack	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Mar-24	Apr-24	Corporate Budget	40,000.00	40,000.00		

Date: 5/10/2024
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Date: 4/20/2024

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 (PHP)		Remarks (brief description of Project)
					Advertisement/ Posting of IB/B/F	Submission/ Opening of Bids	Notice of Award		Contract Signing	Total	
	Meals for ALAGA KA for the Direct Contributors in the 3rd and 4th District of Pangasinan	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Mar-24	Apr-24	Corporate Budget	40,000.00	40,000.00	
	Members Meals with 1 snack										
	Meals for ALAGA KA for the Organized Groups of Drivers' Association/ Transport Groups and Market Vendors in the 3rd and 4th District of Pangasinan	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Mar-24	Apr-24	Corporate Budget	20,000.00	20,000.00	
	Members Meals with 1 snack										
	Meals for 2024 LHIO La Union ALAGA KA Activity- Private PEERs, ARRAS and ACAs	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Apr-24	May-24	Corporate Budget	436,500.00	436,500.00	
	2 snacks and lunch										
	Meals for 2024 LHIO La Union ALAGA KA Activity- Government	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Apr-24	May-24	Corporate Budget	127,500.00	127,500.00	
	2 snacks and lunch										
	Meals for 2024 LHIO La Union ALAGA KA Activity- Barangay PEERs	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Apr-24	May-24	Corporate Budget	84,750.00	84,750.00	
	2 snacks and lunch										
	Meals for 2024 LHIO La Union Alaga Ka Activity- Business Permits and Licensing Officers (BPLOs)	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Apr-24	May-24	Corporate Budget	39,000.00	39,000.00	
	2 snacks and lunch										
	Procurement of Printable Material: Tarpaulin	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Mar-24	Corporate Budget	99,000.00	99,000.00	
											Budget Release Order no. 1-24-137-06 To augment budget for additional marketing collaterals that will be used as Corporate giveaways/ promotional items for corporate events, local events, and other promotional items
	Giveaways/ Promotional: Tumbler	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Feb-24	Mar-24	Mar-24	Corporate Budget	82,500.00	82,500.00	
	Giveaways/ Promotional: Passport Holder	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Feb-24	Mar-24	Mar-24	Corporate Budget	82,500.00	82,500.00	
	Giveaways/ Promotional: USB	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Feb-24	Mar-24	Mar-24	Corporate Budget	125,000.00	125,000.00	
											Budget Release Order no. 1-24-137-08 To augment budget for additional marketing collaterals that will be used as Corporate giveaways/ promotional items for corporate events, local events, and other promotional items

Code (PAP)	Procurement Project	PMU/ 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 (BURE)	Submission/ Opening of Bids	Notice of Award		Contract Signing	Total		MOOE
	PhilHealth Reel: Making Competition Cash Prizes First Place Php 10,000.00 Second Place Php 10,000.00 Third Place Php 5,000.00	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Mar-24	Mar-24	Apr-24	May-24	Corporate Budget	30,000.00	30,000.00	Budget Release Order no. I-24-221-13 Cash prizes to be given to regional winners for the PhilHealth Reel: Making Competition in Region I
	Foldable Umbrella 3,200 pcs	HCDMD	NO	NP-53.9 - Small Value Procurement	Apr-24	Apr-24	Apr-24	Apr-24	Corporate Budget	896,000.00	896,000.00	
	Konsumta Kotex Bag 11,500 pcs	HCDMD	NO	NP-53.9 - Small Value Procurement	Apr-24	Apr-24	Apr-24	Apr-24	Corporate Budget	920,000.00	920,000.00	
	Konsumta Mug 14,500 pcs	HCDMD	NO	NP-53.9 - Small Value Procurement	Apr-24	Apr-24	Apr-24	Apr-24	Corporate Budget	928,000.00	928,000.00	
	Foldable Fan 25,000 pcs	HCDMD	NO	NP-53.9 - Small Value Procurement	Apr-24	Apr-24	Apr-24	Apr-24	Corporate Budget	500,000.00	500,000.00	
Sub total										4,478,250.00	4,478,250.00	
50299020	Printing and Publication Expenses	PRO 1	NO	NP-53.9 - Small Value Procurement	Feb-24	Feb-24	Mar-24	Mar-24	Corporate Budget	666,400.00	666,400.00	
	Printing and Publication: Calendars	Public Affairs Unit	NO	NP-53.9 - Small Value Procurement	Feb-24	Mar-24	Mar-24	Mar-24	Corporate Budget	78,000.00	78,000.00	

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BAC Member/Alternate

DEXTER MEJIA
BAC Member Alternate

JOSEPHINE O. QUITON
BAC Vice Chairperson

MASTER DOCUMENT
Date:
By:

Approved by
DENNIS B. ADRE
Regional Vice President

MAY 10 2024