



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**  
**PhilHealth Regional Office Caraga**  
AB Calo Bldg., P-9, Brgy. Libertad,  
Butuan City, Agusan del Norte 8600  
☎ (085) 817-2521 🌐 [www.philhealth.gov.ph](http://www.philhealth.gov.ph)  
📧 PhilHealthCaragaOfficial 📧 Xteamphilhealth

## REGIONAL MEMORANDUM

PRO Caraga No. CRG - 2024 - 005

TO : ALL CONCERNED END-USERS

SUBJECT : **CY 2024 ANNUAL PROCUREMENT PLAN (APP)  
AMENDMENT FOR 1<sup>ST</sup> SEMESTER**

Consistent with the provisions of Republic Act No. 9184 and its Revised Implementing Rules and Regulations (RIRR), the 2024 APP, anchored on the approved Corporate Operating Budget, was issued in support of the implementation of various programs and projects geared toward the vision of Universal Health Care.

In the course of implementation, certain adjustments/revisions resulting from factors beyond reasonable planning such as, among others, price fluctuations and introduction of new or complementary programs/projects, require corresponding adjustment in the approved APP. After judicious review and evaluation by proper parties of such revisions/modifications in programs and projects, some of which require change of specifications and amendments in the APP which are deemed critical in the attainment of the Corporation's targets are hereby incorporated.

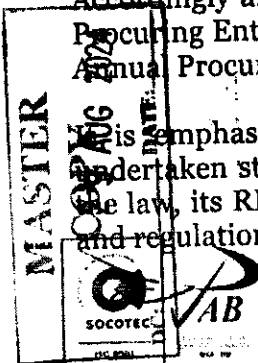
As mandated, the Bids and Awards Committees for Goods and Services, Information Technology Resources, Infrastructure and Consulting Services deliberated on, determined and recommended the appropriate method of procurement covering the various projects/programs/ activities included in the APP Amendment, in accordance with the parameters set in Section 7.2 and 7.4 of R.A. 9184 and its Revised IRR, which provides:

"Sec. 7.2. No procurement shall be undertaken unless it is in accordance with the approved APP of the Procuring Entity. Xxx

Sec. 7.4 Updating of the individual PPMPs and the consolidated APP for each procuring entity shall be undertaken every six (6) months or as often as may be required by the Head of the Procuring Entity..."

Accordingly and under the authority granted by the Regional Vice President as Head of the Procuring Entity, this Corporate Memorandum is hereby issued approving the attached 2024 Annual Procurement Plan Amendment (1<sup>st</sup> Semester).

It is emphasized that all procurement based on the 2024 APP Amendment must be undertaken strictly in accordance with the terms, conditions and requirements provided in the law, its RIRR 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.

**MICHAEL JIBSON C. HERNANDEZ**

Regional Vice President

Date signed: 19 AUG 2024

MASTER

COPY

29 AUG 2024

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AMENDMENT OF ANNUAL PROCUREMENT PLAN (APP)  
1st Semester of CY 2024(January to June 2024)

End-User: **PRO-CARAGA**

**BAC GOODS AND SERVICES**

PROCUREMENT PROGRAM / PROJECT	PMO/End-User	MODE OF PROCUREMENT	SCHEDULE FOR EACH PROCUREMENT ACTIVITY					ESTIMATED BUDGET			REMARKS	
			PRE-PROCUREMENT CONFERENCE	ADS/ POST ITB	NOTICE OF AWARD	CONTRACT SIGNING	NOTICE TO PROCEED	FUND SOURCE	TOTAL	MOOE		CO
Procurement of other materials and supplies- Medical and Hardware ( Elastic Bandage, Gloves, Hot water bag, Sterile Gauze Pad, Mask, Fluorescent tube, Electric wire, Female Convenience outlet, Male plug)	PRO-Caraga	Negotiated Procurement of Small Value Procurement			6/1/2024			COB	P 7,713.79	P 7,713.79		Realignment Fund Source: 50203080 - Medical, Dental & Laboratory Supplies Expense (Augmentation done since COB is lower than the prevailing market prices.)
Procurement of Regular Office Supplies	PRO-Caraga	Negotiated Procurement of Small Value Procurement			6/1/2024			COB	137,029.18	137,029.18		Realignment Approved COB vis-avis prevailing evaluated market prices are insufficient
Procurement of Courier Services for the Regional Office	PRO-Caraga	Negotiated Procurement of Small Value Procurement			6/1/2024			COB	138,505.53	138,505.53		Realignment Fund Source: 5021305001 Repairs and Maintenance for Office Equipment (Approved COB for Courier Services will not suffice)

Procurement of Tarpaulin (2.75ft x 6 ft=274 pcs and 10 ft x 10 ft=79 pcs)	PRO-Caraga/PAU	Negotiated Procurement of Small Value Procurement			5/13/2024				COB	150,055.50	150,055.50		Realignment For the Launching of the program "Pinakawak at Mga Bagong Benepisyo Para sa Manayang Pilipino" PBBM Campaign
Procurement of Printed Tarpaulin (Regionwide Usage from April -December 2024)	PRO Caraga/PAU	Negotiated Procurement of Small Value Procurement			6/5/2024				COB	167,000.00	167,000.00		Realignment Budget for tarpaulin has been depleted due to series Konsulta activities
Procurement of Office Supplies- Consumable supplies for duplicator	PRO Caraga	Negotiated Procurement of Small Value Procurement			6/11/2024				COB	40,000.00	40,000.00		Realignment Decommissioning of Duplo DU DP-550 duplicating machine due to its high maintenance cost secondary to wear and tear over the years as such that the office opted to new arrangement wherein buying the consumables but with free use of the machine.
Procurement of other supplies and materials expense -automotive (Tires 265 65 R17 or R18A/T)	PRO Caraga	Negotiated Procurement of Small Value Procurement			4/11/2024				COB	42,802.00	42,802.00		Realignment
Procurement of Desk Nameplate for the PCEO and Regional Vice President	PRO Caraga	Negotiated Procurement of Small Value Procurement			5/				COB	20,000.00	20,000.00		Realignment
Procurement of Catering Services and tokens (Food Basket)	PRO Caraga/PAU	Negotiated Procurement of Small Value Procurement			2/13/2024				COB	108,850.00	108,850.00		Request for modification of APP "Kapitan sa SM City Butuan" PAT Activity

Procurement of Regular Office Supplies	PRO Caraga	Negotiated Procurement of Small Value Procurement			6/1/2024			COB	32,130.50	32,130.50		Realignment Items procured are not in the SEPP and other item need augmentation of budget due to high prevailing market price compared to original appropriation.
TOTAL									844,086.50	811,956.00		

Prepared by:

*Miguel*  
**MITZI V. QUINTO**  
Head, BAC Secretariat  
PhilHealth Regional Office Caraga

Recommending Approval:

*Dr. Durano*  
**DR. REINERIO M. DURANO JR.**  
BAC, Chairperson  
PhilHealth Regional Office Caraga

Approved by:

*Michael Jibson C. Hernandez*  
**MICHAEL JIBSON C. HERNANDEZ**  
Regional Vice President  
PhilHealth Regional Office Caraga

*Sotico M. Cascara*  
**SOTICO M. CASCARA**  
Division Chief, MSD