

January 2, 2025

ORVP MEMORANDUM
No. 2025-001**TO :** **ALL CONCERNED END-USERS**
PhilHealth Regional Office VI**SUBJECT :** **CY 2025 INDICATIVE ANNUAL PROCUREMENT PLAN**

Under the authority granted by the PhilHealth Board of Directors through PBR No. 731, s. 2004 to the Regional Vice President as Head of the Procuring Entity and Section IV.9 of Corporate Order on the Preparation and Approval of the Annual Procurement and consistent with Section 7.3 of Republic Act No. 9184 and its Revised Implementing Rules and Regulations, which states that "Section 7.3.4 The PPMPs shall then be submitted to the Procuring Entity's Budget Office for evaluation in order to ensure consistency with Procuring Entity's budget proposal and compliance with existing budgeting rules. The PPMPs included in the budget proposal shall be forwarded to the BAC Secretariat for consolidation into an indicative APP, and to the BAC for final recommendation of the appropriate procurement modality. xxx... The indicative APP and budget proposal shall be simultaneously submitted to the HOPE and/or other oversight bodies for approval", this Order is hereby issued approving the attached CY 2025 Indicative Annual Procurement Plan as recommended by the PRO VI Bids and Awards Committee.

The Indicative APP is a consolidation of various Indicative Project Procurement Management Plans (PPMPs), and anchored on the approved Corporate Operating Budget for CY 2025. The PRO VI Bids and Awards Committee deliberated on, determined and recommended the appropriate method of procurement covering the various program, activities and projects under Goods and Services, Information Technology Resources and Infrastructure portion of the APP, in accordance with the parameters set forth by RA 9184 and its Revised Implementing Rules and Regulations (RIRR).

All procurement must be undertaken strictly in accordance with the terms, conditions, and requirements provided in RA 9184, its RIRR 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 the 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 determined as through "Direct Contracting" must comply with the requisites of Section 50 of RA 9184 and its RIRR as well as that of 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.

Updating of the PPMPs and the consolidated APP shall be undertaken when there is change in projects, activities and programs contained in the CY 2025 Indicative APP following procedures defined in RA 9184, its RIRR and relevant and appropriate internal issuances.



LAZARO T. TABSING *at*

Acting Regional Vice President, PRO VI

Date Signed: 1/2/25

PHILHEALTH REGION VI Indicative Annual Procurement Plan for FY 2025

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/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
GOOD AND SERVICES														
PROCUREMENT OF OFFICE EQUIPMENT														
10605020	Procurement of Office Equipment for 1st Quarter	MSD	NO	Competitive Bidding	JAN	JAN	FEB	FEB	COB		7,795,883.60	-	7,795,883.60	-
SUB-TOTAL											7,795,883.60			
PROCUREMENT OF COMMUNICATION EQUIPMENT														
10605070	Procurement of Communication Equipment for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		132,288.38	-	132,288.38	-
SUB-TOTAL											132,288.38			
PROCUREMENT OF REGULAR OFFICE SUPPLIES														
5020301001	Procurement of Regular Office Supplies for 1st Quarter	ADMIN	NO	NP-53.5 Agency-to-Agency	FEB	N/A	N/A	FEB	COB		7,912,096.50	7,912,096.50	-	Supplies not available in PS DBM will procure thru Shopping
5020301001	Procurement of Regular Office Supplies for 1st Quarter	ADMIN	NO	Direct Contracting	FEB	N/A	N/A	FEB	COB		191,350.00	191,350.00	-	-
SUB-TOTAL											8,103,446.50			
PROCUREMENT OF ACCOUNTABLE FORMS														
5020303020	Procurement of Accountable Forms for 1st Quarter	ADMIN	NO	NP-53.5 Agency-to-Agency	FEB	N/A	N/A	FEB	COB		9,190.00	9,190.00	-	Supplies not available in PS DBM will procure thru Shopping
5020303020	Procurement of Accountable Forms for 2nd Quarter	ADMIN	NO	NP-53.5 Agency-to-Agency	MAY	N/A	N/A	MAY	COB		9,190.00	9,190.00	-	Supplies not available in PS DBM will procure thru Shopping
5020303020	Procurement of Accountable Forms for 3rd Quarter	ADMIN	NO	NP-53.5 Agency-to-Agency	AUG	N/A	N/A	AUG	COB		9,190.00	9,190.00	-	Supplies not available in PS DBM will procure thru Shopping
5020303020	Procurement of Accountable Forms for 4th Quarter	ADMIN	NO	NP-53.5 Agency-to-Agency	OCT	N/A	N/A	OCT	COB		9,750.59	9,750.59	-	Supplies not available in PS DBM will procure thru Shopping
SUB-TOTAL											37,320.59			
PROCUREMENT OF DRUG AND MEDICINES														
50203070	Procurement of Drug and Medicines for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		26,682.90	26,682.90	-	-
SUB-TOTAL											26,682.90			
PROCUREMENT OF MEDICAL, DENTAL AND LABORATORY SUPPLIES														
50203080	Procurement of Medical, Dental and Laboratory Supplies for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		16,446.60	16,446.60	-	-
SUB-TOTAL											16,446.60			
PROCUREMENT OF SEMI-EXPENDABLE COMMUNICATION EXPENSES														
5020321003	Procurement of Semi-Expendable Communication Expenses for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		286,178.59	286,178.59	-	-
SUB-TOTAL											286,178.59			
PROCUREMENT OF SEMI-EXPENDABLE OFFICE EQUIPMENT EXPENSES														
5020321002	Procurement of Semi-Expendable Office Equipment Expenses for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		96,150.77	96,150.77	-	-

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/REI	Submission/Opening of Bids	Notice of Award	Contract Signing	Total		MOOE	CO		
PROCUREMENT OF SEMI-EXPENDABLE MEDICAL EQUIPMENT EXPENSES														
5020321004	Procurement of Semi-Expendable Medical Equipment Expenses for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	JAN	N/A	N/A	JAN	COB		3,690.00	3,690.00		-
SUB-TOTAL											3,690.00			
PROCUREMENT OF SEMI-EXPENDABLE OTHER MACHINERY AND EQUIPMENT														
5020321007	Procurement of Semi-Expendable Other machinery and Equipment for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		355,163.30	355,163.30		-
SUB-TOTAL											355,163.30			
PROCUREMENT OF SEMI-EXPENDABLE DISASTER RESPONSE AND RESCUE EQUIPMENT														
5020321008	Procurement of Semi-Expendable Disaster Response and Rescue Equipment for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		21,847.40	21,847.40		-
SUB-TOTAL											21,847.40			
PROCUREMENT OF SEMI-EXPENDABLE FURNITURE AND FIXTURES														
5020322001	Procurement of Semi-Expendable Furniture and Fixtures for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		310,550.00	310,550.00		-
5020322001	Procurement of Semi-Expendable Furniture and Fixtures for 1st Quarter	ADMIN	NO	Competitive Bidding	JAN	JAN	FEB	FEB	COB		2,265,985.76	2,265,985.76		-
5020322001	Procurement of Semi-Expendable Furniture and Fixtures for 2nd Quarter	ADMIN	NO	Competitive Bidding	APR	APR	MAY	MAY	COB		44,700.00	44,700.00		-
SUB-TOTAL											2,621,235.76			
PROCUREMENT OF OTHER SUPPLIES AND MATERIALS														
50203990	Procurement of Other Supplies and Materials for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		487,185.50	487,185.50		-
SUB-TOTAL											487,185.50			
PROCUREMENT OF PLANE TICKETS														
50201010A	Procurement of Plane Tickets for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		750,000.00	750,000.00		-
50201010A	Procurement of Plane Tickets for 2nd Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	MAY	N/A	N/A	MAY	COB		2,200,000.00	2,200,000.00		-
50201010A	Procurement of Plane Tickets for 3rd Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	AUG	N/A	N/A	AUG	COB		400,000.00	400,000.00		-
50201010A	Procurement of Plane Tickets for 4th Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	OCT	N/A	N/A	OCT	COB		400,000.00	400,000.00		-
SUB-TOTAL											3,750,000.00			
PROCUREMENT OF WATER SERVICES														
50204010	Procurement of Water Services	MSD	NO	Direct Contracting	FEB	N/A	FEB	FEB	COB		611,110.16	611,110.16		-
SUB-TOTAL											611,110.16			
PROCUREMENT OF ELECTRICITY														
50204020	Procurement of Electricity	MSD	NO	Direct Contracting	FEB	N/A	FEB	FEB	COB		7,869,919.45	7,869,919.45		-
SUB-TOTAL											7,869,919.45			

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/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
PROCUREMENT OF POSTAGE AND DELIVERY SERVICES														
50205010	Procurement of Postage and Delivery Services - Courier	MSD	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		39,038.89	39,038.89		-
50205010	Procurement of Postage and Delivery Services - Courier	MSD	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		205,200.58	205,200.58		-
50205010	Procurement of Postage and Delivery Services - Courier	MSD	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		127,123.37	127,123.37		-
50205010	Procurement of Postage and Delivery Services - Courier	MSD	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		185,602.34	185,602.34		-
50205010	Procurement of Postage and Delivery Services - Postage	MSD	NO	NP-53.5 Agency-to-Agency	FEB	N/A	N/A	FEB	COB		86,050.24	86,050.24		-
50205010	Procurement of Postage and Delivery Services - Postage	MSD	NO	NP-53.5 Agency-to-Agency	FEB	N/A	N/A	FEB	COB		24,048.38	24,048.38		-
50205010	Procurement of Postage and Delivery Services - Postage	MSD	NO	NP-53.5 Agency-to-Agency	FEB	N/A	N/A	FEB	COB		83,396.50	83,396.50		-
50205010	Procurement of Postage and Delivery Services - Registered	MSD	NO	NP-53.5 Agency-to-Agency	FEB	N/A	N/A	FEB	COB		138,230.07	138,230.07		-
SUB-TOTAL											888,700.37			
PROCUREMENT OF TELEPHONE MOBILE SERVICES														
5020502001	Procurement of Telephone Mobile Services	FOD	NO	Direct Contracting	FEB	N/A	FEB	FEB	COB		1,429,999.92	1,429,999.92		-
SUB-TOTAL											1,429,999.92			
PROCUREMENT OF TELEPHONE LANDLINE SERVICES														
5020502002	Procurement of Telephone Landline Services	MSD	NO	Direct Contracting	FEB	N/A	FEB	FEB	COB		318,047.40	318,047.40		-
SUB-TOTAL											318,047.40			
PROCUREMENT OF JANITORIAL SERVICES														
50212020	Procurement of Janitorial Services	MSD	NO	Competitive Bidding	JAN	JAN	FEB	FEB	COB		5,895,077.76	5,895,077.76		-
SUB-TOTAL											5,895,077.76			
PROCUREMENT OF SECURITY SERVICES														
50212030	Procurement of Security Services	MSD	NO	Competitive Bidding	JAN	JAN	FEB	FEB	COB		10,642,202.64	10,642,202.64		-
SUB-TOTAL											10,642,202.64			
REPAIR AND MAINTENANCE OF OFFICE EQUIPMENT														
5021305001	Repair and Maintenance of Office Equipment	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB		631,820.86	631,820.86		-
SUB-TOTAL											631,820.86			

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/REI	Submission/Opening of Bids	Notice of Award	Contract Signing	Total		MOOE	CO		
REPAIR AND MAINTENANCE OF IT EQUIPMENT														
5021305002	Repair and Maintenance of IT Equipment	ITMS	NO	NP-53.9 - Small Value Procurement	MAY	N/A	N/A	MAY	COB	32,897.76	32,897.76	-	-	
SUB-TOTAL														
32,897.76														
REPAIR AND MAINTENANCE OF COMMUNICATION EQUIPMENT														
5021305003	Repair and Maintenance of Communication Equipment	MSD	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB	7,492.10	7,492.10	-	-	
SUB-TOTAL														
7,492.10														
REPAIR AND MAINTENANCE OF TRANSPORTATION EQUIPMENT														
50213060	Repair and Maintenance of Transportation Equipment	MSD	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB	987,974.68	987,974.68	-	-	
SUB-TOTAL														
987,974.68														
PROCUREMENT OF TRANSPORTATION AND DELIVERY SERVICES														
50299040	Procurement of Transportation and Delivery Services - Hauling of Supplies & Equipment	MSD	NO	NP-53.5 Agency-to-Agency	FEB	N/A	N/A	FEB	COB	275,000.00	275,000.00	-	-	
50299040	Procurement of Transportation and Delivery Services - Portage and Freight of Documents	MSD	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB	275,000.00	275,000.00	-	-	
SUB-TOTAL														
550,000.00														
PROCUREMENT OF RENTAL SERVICES														
50299050	Procurement of Rental Services	MSD	NO	NP-53.10 Lease of Real Property and Venue	FEB	N/A	FEB	FEB	COB					
50299050	Procurement of Rental Services for Photocopying services	MSD	NO	NP-53.9 - Small Value Procurement	FEB	N/A	FEB	FEB	COB	38,712,833.82	38,712,833.82	-	-	
50299050	Procurement of Rental Services for Calidan and Gumbal Express' Offices	MSD	NO	NP-53.5 Agency-to-Agency	FEB	N/A	FEB	FEB	COB					
SUB-TOTAL														
38,712,833.82														
REGISTRATION OF MOTOR VEHICLE														
5029999003	Registration of Motor Vehicle	MSD	NO	NP-53.5 Agency-to-Agency	FEB	N/A	N/A	FEB	COB	35,664.14	35,664.14	-	-	
SUB-TOTAL														
35,664.14														
MEDICAL EXPENSES														
5029999006	Medical Expenses - PHEX	MSD	NO	NP-53.9 - Small Value Procurement	AUG	N/A	N/A	AUG	COB	3,780,000.00	3,780,000.00	-	-	
5029999006	Medical Expenses - Drug Test	MSD	NO	NP-53.9 - Small Value Procurement	AUG	N/A	N/A	AUG	COB	189,000.00	189,000.00	-	-	
SUB-TOTAL														
3,969,000.00														
PROCUREMENT OF GASOLINE, OIL AND LUBRICANTS														

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 (Pnp)			Remarks (brief description of Project)
					Advertisement /Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing	Total		MOOE	CO		
5020321006	Procurement of Semi-Expendable IT Equipment for 1st Quarter	ADMIN	NO	NP-53.9 - Small Value Procurement	FEB	N/A	N/A	FEB	COB	698,002.02	698,002.02	-	-	
SUB-TOTAL					698,002.02									
PROCUREMENT OF INTERNET SERVICES														
50205030	Procurement of Internet Services	ITMS	NO	Direct Contracting	FEB	N/A	FEB	FEB	COB	1,152,039.96	1,152,039.96	-	-	
SUB-TOTAL					1,152,039.96									
TOTAL (INFORMATION AND TECHNOLOGY RESOURCES)														
33,982,010.69														
INFRASTRUCTURE														
PROCUREMENT OF LEASEHOLD IMPROVEMENTS														
10609020	Procurement of Leasehold Improvements	ADMIN	NO	Competitive Bidding	APR	APR	MAY	MAY	COB	20,914,000.00	-	20,914,000.00	-	
SUB-TOTAL					20,914,000.00									
PROCUREMENT OF OTHER LEASEHOLD IMPROVEMENTS														
10609990	Procurement of Other Leasehold Improvements	ADMIN	NO	NP-53.9 - Small Value Procurement	MAY	N/A	N/A	MAY	COB	500,000.00	-	500,000.00	-	
SUB-TOTAL					500,000.00									
TOTAL (INFRASTRUCTURE)														
21,414,000.00														
GRAND TOTAL														
154,915,271.64														

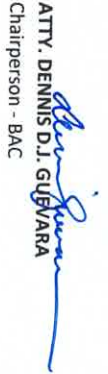
Note: Excluded in the Indicative APP are the subscription services and other mandatory expenses

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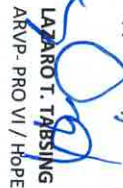
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Recommended for Approval by:


ATTY. DENNIS D.J. GUEVARA
Chairperson - BAC

Approved by:


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