



Republic of the Philippines

PHILIPPINE HEALTH INSURANCE CORPORATION

📍 Koubary Business Complex, Ali Bin Abu Talib St.,
New Capitol Heights, Marawi Poblacion, Marawi City
☎ (063) 876 0018 🌐 www.philhealth.gov.ph
📠 PRO.BARMM ✉ teamphilhealth

January 13, 2025

MEMORANDUM

PRO-BARMM No. 2025- 003

TO : **ALL CONCERNED END-USERS**
PhilHealth Regional Office - BARMM

SUBJECT : **ANNUAL PROCUREMENT PLAN FOR CY 2025**

Under the authority granted by PhilHealth Board of Directors through PBR No. 731, s. 2004 to the Regional Vice President as Head of Procuring Entity (HOPE) and Section IV.9 of Corporate Order on the Preparation and Approval of Annual Procurement and consistent with Section 7.1 of Republic Act No. 9184 and its Revised Implementing Rules and Regulations (RIRR), which states that "All Procurement shall be within the approved budget of the Procuring Entity and should be meticulously and judiciously planned by the Procuring Entity. xxx", this Order is hereby issued approving the attached 2025 Annual Procurement Plan as recommended by the Bids and Awards Committee (BAC).

The APP is a consolidation of various Project Procurement Management Plan (PPMPs), anchored on the approved Corporate Operating Budget (COB) for CY 2025. The Bids and Awards Committee (BAC) deliberated, determined and recommended the appropriate method of procurement covering the various projects/ programs/ activities under Goods and Services and Information Technology (IT) Resources of the APP, in accordance with the parameters set forth by RA No. 9184 and its Revised IRR.

All procurement must be undertaken strictly with the terms, conditions, and requirements provided in R.A. No. 9184 and 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. Moreover, the following specific requirements should 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 Stocks (CNAS) issued by the PS-DBM for items that are carries 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 PhilGEPS catalogue and in

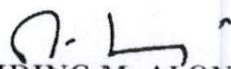


consideration that the PS-DBM will not issue CNAS for the purpose, a screen shot from the PS-DBM and/or PhilGEPS search utility may suffice (Search utility will turn red if not available or not carried.)


- c) Procurement of goods determined as through "Direct Contracting" must comply with the requisites of Sec. 50 of R.A. No. 9184 and its Revised IRR as well as that of COA Circular 2012-001. It shall likewise be supported by appropriate certification form that 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, programs and activities contained in the 2025 APP following procedures defined in R.A. No. 9184, and its Revised IRR and relevant and appropriate internal issuances.

For compliance and appropriate action.


DATU MASIDING M. ALONTO, JR.

Regional Vice President

Date Signed: January 14, 2025 

MASTER
DOCUMENT

DATE: 1/14/25

Resolution Recommending the Approval of the 2025 Annual Procurement Plan (APP) for Goods and Services, Information Technology Resources, Including the Method of Procurement of Activities/Projects

BAC Resolution No. 2025-007

WHEREAS, Sections 7.1 and 7.2 of the 2016 Revised IRR of R.A. No. 9184, otherwise known as the "Government Procurement Reform Act", provide for the requirement of the approved Annual Procurement Plan (APP) prior to procurement of programs/projects/activities aimed to attain the mandate of National Health Insurance Program (NHIP), which state that:

"7.1 All procurement shall be within the approved budget of the Procuring Entity and should be meticulously and judiciously planned by the Procuring Entity. Consistent with government fiscal discipline measures, only those considered crucial to the efficient discharge of governmental functions shall be included in the Annual Procurement Plan (APP).

"7.2 No procurement shall be undertaken unless it is in accordance with the approved APP, including approved changes thereto. The APP must be consistent with the duly approved yearly budget of the procuring Entity and shall bear the approval of the HOPE or second-ranking official designated by the HOPE to act on his behalf."

WHEREAS, based on the above provision, the Project Procurement Management Plans (PPMPs), generated through the Fund Management Information System-PhilHealth Budget System (FMIS-PBS) were consolidated into 2025 Annual Procurement Plan (APP) by the BAC Secretariat;

WHEREAS, upon consolidation of the PPMPs for Goods, and Services and Information Technology Resources into the CY 2025 APP, the BAC Secretariat indicated the method of procurement for each proposed procurement program/project/activity;

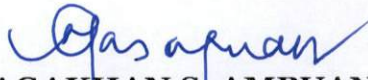
WHEREAS, this Committee reviewed the proposed procurement including appropriate method of procurement;

NOW, THEREFORE, premises considered, this Committee, pursuant to Section 12.1 of the revised IRR prescribing the functions of the Bids and Awards Committee (BAC), hereby recommend to the Regional Vice President (RVP), the approval of the attached proposed CY 2025 APP.

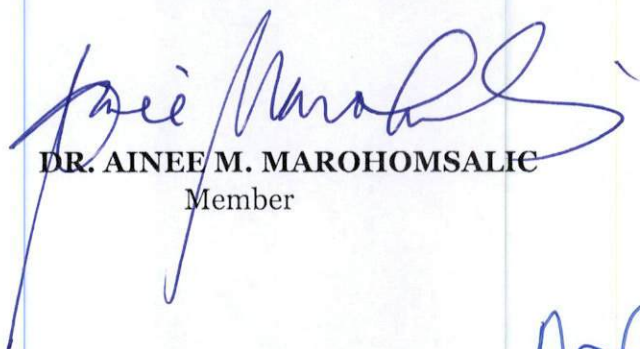
Actual procurement for programs, projects and activities in the CY 2025 APP to be undertaken through any of the alternative modes must strictly comply with the requirements and procedures under the 2016 Revised IRR of R.A. No. 9184, as well as other relevant government and corporate procurement policies, standards, rules and regulations.

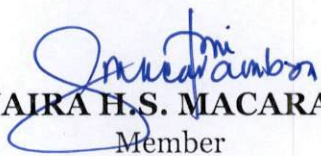
IT IS SO RESOLVED.

Signed this 13th day of January 2025, at PhilHealth Regional Office – BARMM,
Kouzbury Business Complex, Ali Bin Abu Talib St., New Capitol Heights, Marawi Poblacion,
Marawi City.


AGAKHAN S. AMPUAN
Chairman

EMMANUEL NAGASURA P. MADALE, Jr.
Vice-Chairman


DR. AINEE M. MAROHOMSALIC
Member


NAIRA H.S. MACARAMBON
Member



NUR-UL YASSIEN E. DANGCAL
Member



APPROVED



DISAPPROVED


DATU MASIDING M. ALONTO, JR.
Regional Vice President

Approved/Disapproved on _____

PhilHealth Regional Office - Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Project	End-User	POI/Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity	Source of Funds	Estimated Budget (P=)	MOOE	CO	Remarks (Brief description of Project)
1005020	Procurement of Office Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	2,328,811.00	-	-	2,328,811.00
1005020	Procurement of Office Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	1,500,000.00	-	-	1,500,000.00
1005070	Procurement of Communication Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	129,800.00	-	-	129,800.00
1005070	Procurement of Furniture and Fixtures	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	52,500.00	-	-	52,500.00
1005030	Procurement of Information and Communication Technology Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	2,901,250.00	-	-	2,901,250.00
1005030	Procurement of Information and Communication Technology Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	1,878,213.00	-	-	1,878,213.00
1005030	Procurement of Other Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	324,465.00	-	-	324,465.00
5020201000102	Internal Trainings	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	97,300.00	-	-	97,300.00
5020301001	Procurement of Regular Office Supplies	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	3,615,000.00	-	-	3,615,000.00
50203020	Procurement of Accountable Forms	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	864,985.00	-	-	864,985.00
50203070	Procurement of Regular Office Supplies	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	590,367.00	-	-	590,367.00
50203080	Procurement of Medical, Dental and Laboratory Supplies	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	37,755.00	-	-	37,755.00
50203080	Procurement of Medical, Dental and Laboratory Supplies	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	860,431.00	-	-	860,431.00
50203090	Procurement of Fuel, Oil and Lubricants Expenses	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	286,973.00	-	-	286,973.00
502031007	Procurement of Semi-Expendable Office Machinery and Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	1,897,200.00	-	-	1,897,200.00
502031009	Procurement of Semi-Expendable Sports Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	2,599.00	-	-	2,599.00
502031108	Procurement of Semi-Expendable Disaster Response and Rescue Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	30,586.00	-	-	30,586.00
502031110	Textbooks & Instructional Materials Expenses	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	41.00	-	-	41.00
50203220001	Procurement of Semi-Expendable Furniture and Fixtures	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	1,236,819.00	-	-	1,236,819.00
50203990	Procurement of Other Supplies and Materials Expenses	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	484,946.00	-	-	484,946.00
50204010	Procurement of Water Services	PhilHealth-BATMM	YES	NP-53 - Small Value Procurement	N/A	N/A	429,145.00	-	-	429,145.00
50204020	Procurement of Electricity	PhilHealth-BATMM	YES	NP-53 - Small Value Procurement	N/A	N/A	2,185,434.00	-	-	2,185,434.00
50205010	Procurement of Postage and Delivery Services	PhilHealth-BATMM	YES	NP-53 - Small Value Procurement	N/A	N/A	718,850.00	-	-	718,850.00
5020502002	Procurement of Telephone Landline Services	PhilHealth-BATMM	YES	NP-53 - Small Value Procurement	N/A	N/A	235,836.00	-	-	235,836.00
50212020	Procurement of Janitorial Services	PhilHealth-BATMM	YES	NP-53 - Small Value Procurement	N/A	N/A	2,803,258.00	-	-	2,803,258.00
50212030	Procurement of Security Services	PhilHealth-BATMM	YES	NP-53 - Small Value Procurement	N/A	N/A	8,144,151.00	-	-	8,144,151.00
50213050001	Repair and Maintenance of Office Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	655,800.00	-	-	655,800.00
5021305002	Repair and Maintenance of IT Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	179,000.00	-	-	179,000.00
50213080	Repair and Maintenance of Transportation Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	960,801.00	-	-	960,801.00
5021309002	Repair and Maintenance of Furniture and Fixtures	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	22,000.00	-	-	22,000.00
5021309002	Repair and Maintenance of Leased Assets Improvements - Building	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	735,000.00	-	-	735,000.00
5021309002	Repairs and Maintenance - Other Property, Plant & Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	19,000.00	-	-	19,000.00
5021309002	Repairs and Maintenance of Semi-Expendable Machinery and Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	15,000.00	-	-	15,000.00
5029601001	Procurement of Advertising Expenses	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	2,067,000.00	-	-	2,067,000.00
5029601002	Marketing and Promotional	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	14,891,679.00	-	-	14,891,679.00
50296020	Procurement of Printing and Binding Services	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	918,000.00	-	-	918,000.00
50296040	Procurement of Transportation and Delivery Services	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	46,000.00	-	-	46,000.00
5021196002	Procurement of Rental Fee	PhilHealth-BATMM	YES	NP-53 - Small Value Procurement	N/A	N/A	33,000.00	-	-	33,000.00
50299050	Procurement of Rental Services	PhilHealth-BATMM	YES	NP-53 - Small Value Procurement	N/A	N/A	13,043,400.00	-	-	13,043,400.00
5029918003	Major Events and Conventions (Christmas Activities)	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	464,200.00	-	-	464,200.00
5029918009	Major Events and Conventions (PhilHealth Movement Activities)	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	97,650.00	-	-	97,650.00
5029918009	Major Events and Conventions (Anniversary Expenses)	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	918,500.00	-	-	918,500.00
5029996003	Registration of Motor Vehicle	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	80,700.00	-	-	80,700.00
0	Other Main & Operating Expenses - Others - Gender & Devt Exp	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	375,750.00	-	-	375,750.00
5029996005	Corporate Forum	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	10,587,468.00	-	-	10,587,468.00
5029996006	Medical Expenses	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	920,000.00	-	-	920,000.00
5029996006	Medical Expenses (DRUG TEST)	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	1,270,000.00	-	-	1,270,000.00
5029996006	Office Supplies Expenses - Inventory Custodian Supplies	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	109,500.00	-	-	109,500.00
5020301003	Office Supplies Expenses - Inventory Custodian Supplies	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	93,641.00	-	-	93,641.00
5020301002	Procurement of IT Supplies	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	4,082,219.00	-	-	4,082,219.00
5020321006	Procurement of Semi-Expendable IT Equipment	PhilHealth-BATMM	NO	NP-53 - Small Value Procurement	N/A	N/A	321,607.00	-	-	321,607.00
50205030	Procurement of Internet Services	PhilHealth-BATMM	YES	NP-53 - Small Value Procurement	N/A	N/A	1,356,564.00	-	-	1,356,564.00


9,212,369.00

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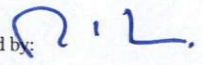
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Recommended by:



NUR-UL YASSIEN E. DANGCAL
Member, BAC

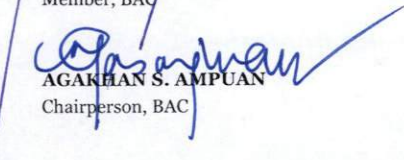

EMMANUEL NAGASURA P. MADALE, Jr.
Vice, Chairperson


Approved by:


DATU MASIDING M. ALONTO, Jr.
Regional Vice President
Head of Procuring Entity

APP Cy 2025


Dr. AINEE M. MAROHOMSALIC
Member, BAC


AGAKHAN S. AMPUAN
Chairperson, BAC


NAIRA H.S. MACARAMBON
Member, BAC

:UM of Recom_Amount		ExpenseCode		
ExpGroup	EXPENSE DESC	15	200	300 Grand Total
BPAY	Benefit Payments	1,267,600,777		1,267,600,777
BPAY Total		1,267,600,777		1,267,600,777
CAPEX	Communication Equipment		129,800	129,800
	Furniture and Fixtures		52,500	52,500
	Information and Communication Technology Equipment		4,779,463	4,779,463
	Office Equipment		3,828,811	3,828,811
	Other Equipment		324,495	324,495
	Sports Equipment		97,300	97,300
CAPEX Total			9,212,369	9,212,369
FIXED	Accountable Forms Expenses	59,449		59,449
	Electricity Expenses	2,185,434		2,185,434
	Extraordinary and Miscellaneous Expenses	109,200		109,200
	Fidelity Bond Premiums	379,500		379,500
	Fuel, Oil and Lubricants Expenses	1,897,200		1,897,200
	Insurance Expenses	302,000		302,000
	Janitorial Services	2,803,259		2,803,259
	Other Maint. & Operating Expenses - Others - Medical Expenses	2,299,500		2,299,500
	Other Maint. & Operating Expenses - Others - Registration of Motor Vehicle	80,700		80,700
	Project based Hiring	23,175,668		23,175,668
	Project based Hiring(Overtime)	1,047,737		1,047,737
	Rent / Lease Expenses	13,043,400		13,043,400
	Representation Expenses - IME	2,328,000		2,328,000
	Security Services	8,144,151		8,144,151
	Water Expenses	429,145		429,145
FIXED Total		58,284,343		58,284,343
VARIABLE	Advertising Expenses	2,067,000		2,067,000
	Cultural & Athletic Exp. - Christmas Activities	484,200		484,200
	Cultural & Athletic Exp. - Other Activities	97,650		97,650
	Cultural & Athletic Exp.- Anniversary Expenses	918,500		918,500
	Drugs & Medicines Expenses	880,431		880,431
	Honorarium	408,000		408,000
	Internet Subscription Expenses	1,356,564		1,356,564
	IT Supplies	4,082,219		4,082,219
	Marketing & Promotional Expenses	21,270,870		21,270,870
	Medical, Dental & Laboratory Supplies Expenses	326,728		326,728
	Notarial Fee	33,000		33,000
	Office Supplies Expenses - Inventory Custodian Supplies	93,641		93,641
	Other Main. & Operating Expenses - Others- Gender & Dev't Exp.	375,750		375,750
	Other Maint. & Operating Expenses - Others - Corporate Forum (Face-To-Face)	10,587,468		10,587,468
	Other Supplies and Materials Expenses	484,946		484,946
	Postage and Courier Services	718,850		718,850
	Printing and Publication Expenses	918,000		918,000
	Regular Office Supplies Expenses	1,425,352		1,425,352
	Repairs and Maintenance - Furniture and Fixtures	22,000		22,000
	Repairs and Maintenance - IT Equipment	179,000		179,000
	Repairs and Maintenance - Leased Assets Improvements - Building	735,000		735,000
	Repairs and Maintenance - Office Equipment	655,800		655,800
	Repairs and Maintenance - Other Property, Plant & Equipment	19,000		19,000
	Repairs and Maintenance - Semi-Expendable Machinery and Equipment	15,000		15,000
	Repairs and Maintenance - Transportation Equipment	960,801		960,801
	Representation Expenses - Committee Meeting (Procurement)	217,400		217,400
	Representation Expenses - Committee Meeting (Reimbursement)	467,400		467,400
	Semi-Expendable Disaster Response and Rescue Equipment	30,586		30,586
	Semi-Expendable Furniture and Fixtures	1,236,819		1,236,819
	Semi-Expendable IT Equipment	321,607		321,607
	Semi-Expendable Office Equipment Expenses	196,722		196,722
	Semi-Expendable Other Machinery and Equipment	111,575		111,575
	Semi-Expendable Sports Equipment	2,599		2,599
	Telephone Expenses - Landline	235,838		235,838
	Telephone Expenses - Mobile	30,000		30,000
	Textbooks & Instructional Materials Expenses	41		41
	Training Expenses - Local(External)	3,615,000		3,615,000

UM of Recom_Amount	ExpenseCode			
Training Expenses - Local(Internal)		5,309,000.00		5,309,000.00
Transportation and Delivery Expenses		48,000.00		48,000.00
Traveling Expenses - Local		10,948,337.60		10,948,337.60
Traveling Expenses - Local(Airfare)		2,002,477.70		2,002,477.70
VARIABLE Total		73,889,171.59		73,889,171.59
Grand Total		1,267,600,777.00	132,173,514.45	9,212,369.40 1,408,986,660.85

December 19, 2024

FMS MEMORANDUM

No. _____

TO/FOR : **ALL PHILHEALTH COST CENTERS
(HEAD OFFICE AND REGIONAL OFFICES)**

ATTENTION : **PLANNING AND BUDGET OFFICERS/DESIGNATES
(PODs/BODs) AND ALL OTHERS CONCERNED**

THRU : **ATTY. ELI DINO D. SANTOS**
Executive Vice President and Chief Operating Officer

SUBJECT : **Approved CY 2025 Corporate Operating Budget**

The Corporate Operating Budget (COB) for CY 2025 was approved by the Board during its meeting on December 16, 2024.

In view of the above, please be informed that the details of your respective approved COB for Maintenance and Other Operating Expenses (MOOE), Capital Expenditures (CapEx) and Benefit Payment (BP) as well as Work and Financial Plan (WFP) are now being prepared and shall be provided before the end of this month. Further, the same details can now be accessed through the PhilHealth Budget System (PBS) by using your authorized user accounts and passwords.

Further, please be advised of the following Special Provisions in the PhilHealth Board Resolution (PBR) No. 2967, s. 2024 relative to the approval of the CY 2025 COB, to wit:

1. Validity of Appropriations of the CY 2025 COB

The appropriations for Personnel Services (PS), Maintenance and Other Operating Expenses (MOOE), Capital Expenditures (CapEx) and Benefit Expenses shall be available for obligation until December 31, 2025, subject to existing budgeting, accounting and auditing rules and regulations;

2. COB Adjustment

The approved Corporate Operating Budget (COB) for Administrative Expenses which is based on Projected Budget Limit, is subject to adjustment should actual revenue collections from Direct and Indirect Contributors as of December 31, 2024 short fall of the estimated actual collections used in CY 2024;

Automatic Release of Funds

The COB shall be the fund release document to facilitate the efficient procurement and implementation of programs, projects, and activities (PPAs) and to minimize carry-over budgets in the succeeding years;

4. Expenditures Needing Clearance (For Later Release)

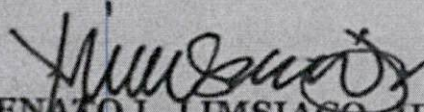
The following expenditures shall be needing clearance before funding shall be made available:

- a. The funds for Personnel Services shall be released only upon the submission of requisite documents for the purpose; and
- b. The funds for PPAs allocated in the Head Office such as Anniversary, Calamity, Program on Awards and Incentives for Service Excellence (PRAISE), shall be released upon compliance of documentation by the concerned Program Office/s and issuance of Corporate Policy.

5. Authority to Hire Job Order Contractors

The Management is authorized to hire 2,436 Job Order Contractors for a period of 12 months with an approved budget amounting to One Billion One Hundred Fifty Million Nine Hundred Ninety Five Thousand Seven Hundred Fifty Three Pesos & 60/100 (Php1,150,995,753.60), subject to existing Civil Service, budgeting, accounting and auditing rules and regulations.

For your information and guidance.


digitally signed:
12/26/2024
RENATO L. LIMSIACO, JR., CPA, DM, CESE
Senior Vice President
Fund Management Sector