


January 17, 2025

REGIONAL MEMORANDUM

PRO Caraga No. CRG-2025-002

FOR : **ALL CONCERNED END-USERS**

FROM : **MICHAEL JEBSON C. HERNANDEZ**
Regional Vice President 

SUBJECT : **CY 2025 ANNUAL PROCUREMENT PLAN (APP)
of PHILHEALTH REGIONAL OFFICE CARAGA**

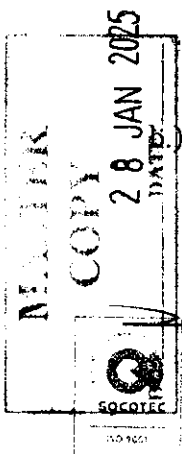
In compliance with Section 7 of Republic Act 9184, otherwise known as "Government Procurement Reform Act of 2023" and its 2016 Revised Implementing Rules and Regulations, all procurement of PhilHealth shall be within its approved budget and no procurement shall be undertaken unless it is in accordance with the duly approved Annual Procurement Plan (APP) and which states also 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".

The APP is 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, Information Technology (IT) Resources and Infrastructure, in accordance with the parameters set forth by R.A. 9184 and its Revised IRR.

It is emphasized that all procurement must be undertaken strictly with the terms, conditions, and requirement provided in R.A. 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, Offices 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.

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

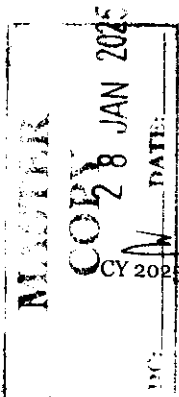


PhilGEPS search utility may suffice (Search utility will turn red if not available or not carried).

- c.) Procurement of goods determined as through "Direct Contracting" must comply with the requisites of Sec. 50 of R.A. 9184 and its Revised IRR as as 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.

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, this Corporate Memorandum is hereby issued approving the attached CY 2024 Annual Procurement Plan.

For information and guidance of all concerned.



ANNUAL PROCUREMENT PLAN (APP) OF PHILHEALTH REGIONAL OFFICE CARAGA

**ANNUAL PROCUREMENT PLAN
BAC INFRASTRUCTURE
FOR CY 2025**

PHILHEALTH REGIONAL OFFICE CARAGA

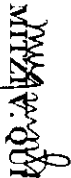
PHILHEALTH REGIONAL OFFICE CARAGA ANNUAL PROCUREMENT PLAN CY 2025
BAC INFRASTRUCTURE

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	
10601010	Procurement of Building	PRO Caraga	NO	Competitive Bidding	MAR	MAR	APRIL	APRIL	Corporate Budget	1,386,000.00		1,386,000.00	A CY 2024 infrastructure project under the CY 2024 Corporate Operating Budget with approved Extended Validity of appropriation as reflected on the office FMS Memorandum no. 2024-025
GRAND TOTAL									Corporate Budget	1,386,000.00		1,386,000.00	


Prepared by:

Recommending Approval:

Approved by:


MARIA V. QUINTO
Head, BAC Secretariat
PRO Caraga


JOSEPH E. CANETE
Chairperson, BAC
PRO Caraga


MICHAEL JIBSON C. HERNANDEZ
Regional Vice President
PRO Caraga


Joet Arturo S. De Jesus, MD
HCDMP Chief, PRO Caraga

ANNUAL PROCUREMENT PLAN
BAC Goods and Services
FOR CY 2025

PHILHEALTH REGIONAL OFFICE CARAGA

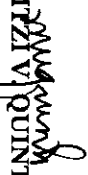
50203020	1ST QUARTER	PRO Caraga	NO	NP-53.5 Agency-to-Agency	JAN	N/A	JAN	JAN	Corporate Budget	23,100.00	23,100.00
	Procurement of Accountable Forms										
	1ST QUARTER	PRO Caraga	NO	Direct Contracting	N/A	N/A	JAN	JAN	Corporate Budget	10,005.00	10,005.00
	2ND QUARTER	PRO Caraga	NO	Direct Contracting	N/A	N/A	JUN	JUN	Corporate Budget	10,000.00	10,000.00
	3RD QUARTER	PRO Caraga	NO	Direct Contracting	N/A	N/A	SEP	SEP	Corporate Budget	10,000.00	10,000.00
50203070	Procurement of Drugs and Medicines										
	1ST QUARTER	PRO Caraga	NO	NP-53.9 - Small Value Procurement	MAR	MAR	MAR	MAR	Corporate Budget	813,316.00	813,316.00
50203080	Procurement of Medical, Dental and Laboratory Supplies										
	2ND QUARTER	PRO Caraga	NO	NP-53.9 - Small Value Procurement	MAY	N/A	MAY	MAY	Corporate Budget	221,655.00	221,655.00
50203090	Procurement of Fuel, Oil and Lubricants	PRO Caraga	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (PROL) Products and Airline Tickets	N/A	N/A	MAR	MAR	Corporate Budget	1,600,200.00	1,600,200.00
5020321002	Procurement of Semi-Expendable Office Equipment										
	2ND QUARTER		NO	NP-53.8 - Small Value Procurement	MAY	N/A	JUN	JUN	Corporate Budget	561,850.00	561,850.00
5020321008	Procurement of Semi-Expendable Communication										
	1ST QUARTER	PRO Caraga	NO	NP-53.9 - Small Value Procurement	MAR	N/A	MAR	MAR	Corporate Budget	362,885.00	362,885.00
5020322001	Procurement of Semi-Expendable Furniture and Fixture										
	1ST QUARTER	PRO Caraga	NO	Competitive Bidding	MAR	N/A	MAR	MAR	Corporate Budget	2,231,911.00	2,231,911.00
50203990	Procurement of Other Machinery and Equipment										
	2ND QUARTER	PRO Caraga	NO	NP-53.9 - Small Value Procurement	MAY	N/A	JUN	JUN	Corporate Budget	617,055.00	617,055.00

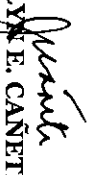
50299050	Procurement for Rent/Lease	PRO Caraga	NO	NP-53.10 - Lease of Real Property and Venue/ NP-53.9-Small Value Procurement	OCT	N/A	NOV	NOV	Corporate Budget	30,391,503.00	30,391,503.00	
5029918003	Major Events and Conventions: Christmas Activities	PRO Caraga	NO	NP-53.10 - Lease of Real Property and Venue/ NP-53.9-Small Value Procurement	NOV	N/A	NOV	NOV	Corporate Budget	455,400.00	455,400.00	
5029918009	Major Events and Conventions: Other Activities	PRO Caraga	NO	NP-53.9 - Small Value Procurement	FEB	N/A	FEB	FEB	Corporate Budget	60,600.00	60,600.00	
5029999002	Procurement for Gender and Development Expense	PRO Caraga	NO	NP-53.9 - Small Value Procurement	MAR	N/A	MAR	MAR	Corporate Budget	360,750.00	360,750.00	
5.0202E+11	Training Expenses (Internal)	PRO Caraga	NO	NP-53.9 - Small Value Procurement	MAR	N/A	MAR	MAR	Corporate Budget	2,588,000.00	2,588,000.00	
5029999005-B	Corporate Forum	PRO Caraga	NO	NP-53.10.1 Lease of Real Property and Venue	N/A	N/A	APR	APR	Corporate Budget	3,729,500.00	3,729,500.00	
5029903002-A	Committee Meeting Expense	PRO Caraga	NO	NP-53.10.1 Lease of Real Property and Venue	N/A	N/A	APR	APR	Corporate Budget	108,200.00	108,200.00	
5029903001	Institutional Meeting Expense	PRO Caraga	NO	NP-53.9 - Small Value Procurement	N/A	N/A	APR	APR	Corporate Budget	3,480,000.00	3,480,000.00	
5029999006	Medical Expenses	PRO Caraga	NO	Competitive Bidding	MAR	MAR	APR	APR	Corporate Budget	2,121,000.00	2,121,000.00	
	GRAND TOTAL								Corporate Budget	118,524,841.12	108,385,994.26	10,138,846.86


Prepared by:

Recommending Approval:

Approved by:


MITZEL QUINTO
Administrative Officer III
PRO Caraga


JOCELYN E. CAÑETE
Chairperson, BAC
PRO Caraga


MICHAEL P. SON C. HERNANDEZ
Regional Vice President
PRO Caraga

ANNUAL PROCUREMENT PLAN
BAC Information and Technology Resources
FOR CY 2025

PHILHEALTH REGIONAL OFFICE CARAGA

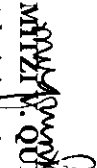
PHILHEALTH REGIONAL OFFICE CARAGA ANNUAL PROCUREMENT PLAN CY 2025
BAC INFORMATION AND TECHNOLOGY RESOURCES


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	
5020301002	Procurement of IT Supplies									Corporate Budget				
	1ST QUARTER	PRO Caraga	NO	NP-53.5 Agency-to-Agency	FEB	N/A	MAR	MAR		Corporate Budget	959,295.00	959,295.00		
	2ND QUARTER	PRO Caraga	NO	NP-53.5 Agency-to-Agency	APR	N/A	MAY	MAY		Corporate Budget	202,415.84	202,415.84		
	Procurement of Semi-Expendable IT Equipment													
5020321006	Procurement of Semi-Expendable IT Equipment													
	2ND QUARTER	PRO Caraga	NO	NP-53.9 - Small Value Procurement	APRIL	MAY	MAY	MAY		Corporate Budget	1,360,834.75	1,360,834.75		
50205030	Internet Subscription	PRO Caraga	NO	NP-53.9 - Small Value Procurement	JAN	N/A	FEB	FEB		Corporate Budget	1,172,017.92	1,172,017.92		
	GRAND TOTAL									Corporate Budget	3,694,563.51	3,694,563.51		


Prepared by:

Recommending Approval:

Approved by:


MR. P. QUINTO
Administrative Officer III
PRO Caraga


JOCELYN E. CANETE
Chairperson, BAC
PRO Caraga


MICHAEL JOHNSON C. HERNANDEZ
Regional Vice President
PRO Caraga