



## ANNUAL PROCUREMENT PLAN

CY 2014

Programs/Activities/Projects	End-User	Mode of Procurement	Procurement Schedule (from Purchase Request to Payment/Project Completion)												Sources of Funds	Estimated Budget		
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		PS	MOOE	PPE
<b>Land Improvements</b>																		
Cementing of Row to San Antonio Well 1	Technical	Negotiated Procurement (Small Value Procurement)	■	■	■											BOD-Approved Budget		217,581.65
Partial fencing of Intake Box 1 Area	Technical	Negotiated Procurement (Small Value Procurement)		■	■	■	■									BOD-Approved Budget		482,058.55
Fencing of Basagan Intake Area and other intake areas	Technical	Negotiated Procurement (Small Value Procurement)				■	■	■	■							BOD-Approved Budget		500,000.00
Right of Way	Admin.	Negotiated Procurement (Small Value Procurement)				■	■	■								BOD-Approved Budget		100,000.00
<b>Irrigation and Water Systems and Structures</b>																		
<b>Collecting and Impounding Reservoirs</b>																		
Collecting Reservoir (Intake Boxes and Water Shed Areas)	Technical	Negotiated Procurement (Small Value Procurement)								■	■	■	■			BOD-Approved Budget		200,000.00
Deep Well Source at Bongabong and Quinastillojan	Technical	Public Bidding			■	■	■	■	■	■	■	■	■			BOD-Approved Budget		6,000,000.00
<b>Transmission and Distribution Mains</b>																		
Modification on Water System to Address Low Pressure Areas at Moran Estate Subd., Matagbac; Zone 5 Baranghawon; Bocalbos St., and San Ramon	Technical	Negotiated Procurement (Small Value Procurement)	■	■	■											BOD-Approved Budget		282,528.26
Extension of 2" diameter PVC L/L at Zone 3 Pawa	Technical	Negotiated Procurement (Small Value Procurement)	■	■												BOD-Approved Budget		121,608.30

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Replacement of Existing 1 1/2" diameter PVC L/Ls with 210LM 4" diameter PVC D/L & 130LM 2" diameter at Zone 5 San Roque	Technical	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			463,337.90
Improvement of transmission & distribution lines at San Carlos, Fatima, Baranghawon	Technical	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			500,000.00
Non-Revenue Water Reduction Program	Technical	Public Bidding														BOD-Approved Budget			1,500,000.00
<b>Meters and Meter Installation</b>																			
Water meter 1/2", Delta, 1,200 pcs	Technical	Public Bidding														BOD-Approved Budget			960,000.00
Water meter 2", 2 pcs	Technical	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			30,000.00
Water meter 4", 2 pcs	Technical	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			52,000.00
Ball Valve with Lockwing 1/2" 1,500 pcs	Technical	Shopping														BOD-Approved Budget			300,000.00
Ball Valve with Lockwing 1", 15 pcs	Technical	Shopping														BOD-Approved Budget			12,000.00
Meter Protector, 1,200 pcs	Technical	Shopping														BOD-Approved Budget			360,000.00
<b>Office Improvements</b>																			
Improvement of the Office of the General Manager	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			150,000.00
Replacement of office ceiling and proper lighting system	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			400,000.00
Expansion of the customer lounge	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			250,000.00
Office Partition	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			400,000.00
<b>Other Structures</b>																			
Parking area for paying customers and visitors' service vehicles	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			100,000.00

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Improvement of motorpool and designated parking space for agency and employees' personal service vehicles	Admin.	Negotiated Procurement (Small Value Procurement)															BOD-Approved Budget			50,000.00
<b>Office Equipment (Common-Use)</b>																				
Electric Calculator - 2 units	Admin.	Shopping															BOD-Approved Budget			8,000.00
Electric Typewriter	Admin.	Shopping															BOD-Approved Budget			50,000.00
<b>Furniture and Fixtures (Common Use)</b>																				
Electric Fan, orbit type - 2 units	Admin.	Shopping															BOD-Approved Budget			3,000.00
Electric Fan, with stand - 3 units	Admin.	Shopping															BOD-Approved Budget			6,000.00
Swivel Chair, ordinary, with armrest	Admin.	Shopping															BOD-Approved Budget			3,000.00
Swivel Chair, big, with armrest	Admin.	Shopping															BOD-Approved Budget			5,000.00
Sofa - 2 units	Admin.	Shopping															BOD-Approved Budget			20,000.00
Medicine Cabinet	Admin.	Shopping															BOD-Approved Budget			10,000.00
Steel Cabinet - 3 units	Admin.	Shopping															BOD-Approved Budget			30,000.00
Office Table, made of narra - 3 units	Admin.	Shopping															BOD-Approved Budget			15,000.00
Airconditioning unit - 3 units	Admin.	Shopping															BOD-Approved Budget			90,000.00
<b>IT Equipment and Software</b>																				
Software for Accounting Program	Admin.	Negotiated Procurement (Highly Technical Consultant)															BOD-Approved Budget			300,000.00
Software for Meter Reading Program	Comm.	Negotiated Procurement (Highly Technical Consultant)															BOD-Approved Budget			150,000.00
Meter Reading Gadgets	Comm.	Public Bidding															BOD-Approved Budget			70,000.00
Computer Laptop - 2 units (Common Use)	OGM & Comm.	Shopping															BOD-Approved Budget			60,000.00
Computer set - 3 units (Common Use)	Admin. & Comm.	Shopping															BOD-Approved Budget			90,000.00
Computer set, with heavy duty printer (Common Use)	Comm.	Shopping															BOD-Approved Budget			36,000.00
Computer monitor - 4 units (Common Use)	Admin. & Comm.	Shopping															BOD-Approved Budget			21,000.00
Computer printer (Common Use)	Admin.	Shopping															BOD-Approved Budget			47,000.00
CPU - 3 units (Common Use)	Admin. & Comm.	Shopping															BOD-Approved Budget			61,000.00
GPS	Technical	Shopping															BOD-Approved Budget			40,000.00

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<b>Library Books</b>		Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			30,000.00
<b>Communication Equipment</b>		Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			50,000.00
<b>Other Machinery &amp; Equipment</b>																			
Inverter Welding Machine and other machinery	Technical	Public Bidding														BOD-Approved Budget			300,000.00
																BOD-Approved Budget			
<b>Motor Vehicles</b>																BOD-Approved Budget			
Truck	Admin.	Public Bidding														BOD-Approved Budget			800,000.00
<b>Other Property, Plant and Equipment</b>																			
Miscellaneous plumbing tools	Technical	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget			200,000.00
<b>Incentive</b>																			
Token for Loyalty Awardees	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget	60,000.00		
<b>Supplies and Materials</b>																			
Office Supplies ( <i>Common-Use</i> )	All	Shopping														BOD-Approved Budget		537,745.20	
PNB Check book	Admin.	Direct Contracting														BOD-Approved Budget		4,620.00	
Printing of Official Receipts and Official Water Bill Receipts	Admin. & Comm.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		142,500.00	
Chlorine Granules	Technical	Public Bidding														BOD-Approved Budget		685,200.00	
Chemical Reagents	Technical	Shopping														BOD-Approved Budget		25,200.00	
Medical, Dental & Laboratory Supplies ( <i>Common-Use</i> )	All	Shopping														BOD-Approved Budget		3,135.00	
Gasoline, Oil, Lubricants & Other Fuel	All	Shopping														BOD-Approved Budget		684,420.00	
Other Supplies ( <i>Common-Use</i> )	All	Shopping														BOD-Approved Budget		130,175.30	
<b>Utilities</b>																			
Electricity Expenses	All	Direct Contracting (WETI Guidelines)														BOD-Approved Budget		6,025,830.98	

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<b>Communication</b>																			
Postage and Deliveries	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		21,000.00	
Telephone Expenses	Admin.	Direct Contracting (WETI Guidelines)														BOD-Approved Budget		131,250.32	
Internet Service Expenses	Admin.	Direct Contracting (WETI Guidelines)														BOD-Approved Budget		47,988.00	
Cable, Satellite, Telegraph & Radio Expense	Admin.	Direct Contracting (WETI Guidelines)														BOD-Approved Budget		3,240.00	
<b>Printing, Binding and Reproduction</b>																			
Printing of tarpaulin and other documents, and binding of books of accounts	Admin. & Comm.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		25,000.00	
<b>Subscription</b>																			
Daily Subscription of Newspaper	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		20,552.00	
Subscription of Aquarius Magazine	Admin.	Negotiated Procurement (Agency-to-Agency)														BOD-Approved Budget		8,500.00	
<b>Advertising</b>																			
Media Advertisements	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		104,000.00	
Calendar	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		70,500.00	
Other Advertising Activities	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		100,000.00	

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<b>Professional Services</b>																				
Legal Services	Admin.	Negotiated Procurement (Highly Technical Consultants)															BOD-Approved Budget		226,000.00	
Security Services	Admin.	Public Bidding															BOD-Approved Budget		648,000.00	
<b>Repairs and Maintenance</b>																				
Repair and Maintenance of Fences of Intake Boxes & Hydraulic Structures	Technical	Negotiated Procurement (Small Value Procurement)															BOD-Approved Budget		30,000.00	
Rip-rapping of sides adjacent to intake box area at Nagsipit Intake Box 2	Technical	Negotiated Procurement (Small Value Procurement)															BOD-Approved Budget		50,000.00	
Maintenance of Hydrants and Blow-off Valves	Technical	Negotiated Procurement (Small Value Procurement)															BOD-Approved Budget		80,000.00	
Various Materials & Fittings for Installation of Meters and Meter Protector, Meter Relocation, Repair of Service Line, Meter Repair and Repair of Transmission and Distribution Mains	Technical	Public Bidding/ Shopping															BOD-Approved Budget		2,200,000.00	
Maintenance of Water Treatment	Technical	Shopping															BOD-Approved Budget		10,000.00	
Maintenance of General Plant	Technical	Shopping															BOD-Approved Budget		20,000.00	
Tree Planting Activity	Technical	Negotiated Procurement (Small Value Procurement)															BOD-Approved Budget		20,000.00	
Fabrication of Signboards for On-going Projects	Technical	Negotiated Procurement (Small Value Procurement)															BOD-Approved Budget		20,000.00	
Maintenance of Office Building and Other Structures	Admin.	Negotiated Procurement (Small Value Procurement)															BOD-Approved Budget		65,000.00	
Maintenance of Office Equipment, Furniture & Fixtures, and IT Equipment & Software	Admin.	Negotiated Procurement (Small Value Procurement)															BOD-Approved Budget		91,000.00	
Maintenance Cost for Iron Removal Plant, Pumps and Generator Sets	Technical	Negotiated Procurement (Small Value Procurement)															BOD-Approved Budget		450,000.00	

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Maintenance of VHF Radio, Sound System & Other Communication Equipments	Admin.	Negotiated Procurement														BOD-Approved Budget		15,000.00	
Maintenance, cleaning & replacement of spareparts of tools and other machinery and equipment	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		120,000.00	
Fire Extinguisher Refill, 10lbs ( <b>Common Use</b> )	Admin.	Shopping														BOD-Approved Budget		20,000.00	
Fire Hose, 1 1/2" x 30m, double jacket ( <b>Common Use</b> )	Technical	Shopping														BOD-Approved Budget		25,000.00	
<b>Others</b>																			
BIWADA uniform and sports paraphernalia	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		60,000.00	
Materials for Christmas Decoration	Admin.	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		60,000.00	
Bacteriology Test - DOH	Technical	Negotiated Procurement (Agency-to-Agency)														BOD-Approved Budget		144,000.00	
Physical Chemical Analysis	Technical	Negotiated Procurement (Small Value Procurement)														BOD-Approved Budget		30,000.00	
<b>TOTAL</b>																	<b>60,000.00</b>	<b>13,154,856.80</b>	<b>15,926,114.66</b>

Prepared by:

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