CITY OF SAN FERNANDO WATER DISTRICT
City of San Fernando, Pampanga
ANNUAL PROCUREMENT PLAN
For the Period January 01, 2021 to December 31, 2021

APP No.	EXTENT / SIZE OF CONTRACT	PMO / END USER	MODE OF PROCUREMENT	Schedule for Each Procurement Activity				SOURCE OF FUNDS	Estimated Budget (Php)				Remarks			APPROVED BUDGET	SCHEDULE OF PROCUREMENT											
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	PS	MOOE	CO	*(Brief description of Program)*	Qty	Unit Cost		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CO-2021-001	Land for investment in the JV	*Office of the GM*	Direct Contracting	√	*N/A*	*N/A*	√	ICG	5,000,000	-	-	5,000,000	*Purchase of lot/lots for future pumping stations as investment in the JV*			5,000,000												
CO-2021-002	Furnitures and Fixtures for Office Partitioning	*Office of the GM*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	200,000	-	-	200,000	*Replacement of worn out furnitures and additional furnitures and fixtures for the office partitioning of the office of the GM*	1	200,000	200,000												
CO-2021-003	Furnitures and Fixtures for Office Partitioning	*Office of the GM*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	300,000	-	-	300,000	*Replacement of worn out furnitures and additional furnitures and fixtures for the office partitioning of the boardroom*	1	300,000	300,000												
CO-2021-004	Four-drawer steel cabinet	*Office of the GM*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	75,000	-	-	75,000	*For filing of records*	3	25,000	75,000												
CO-2021-005	Office Equipments for Office Partitioning	*Office of the GM*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	100,000	-	-	100,000	*Miscellaneous office equipments for Office partitioning*	1	100,000	100,000												
CO-2021-006	Desktop computer for the GM	*Office of the GM*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	70,000	-	-	70,000	*For GM*	1	70,000	70,000												
CO-2021-007	Desktop computer for the staff	*Office of the GM*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	100,000	-	-	100,000	*For staff*	2	50,000	100,000												
CO-2021-008	Construction of Fence	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	650,000	-	-	650,000	*Donated lot - BRIDGEPOINTE*	1	650,000	650,000												
CO-2021-009	Construction of Fence	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	360,000	-	-	360,000	*Donated lot - SAN FERNANDO VILLE (AFP-PNP)*	1	360,000	360,000												
CO-2021-010	Refrigerator	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	25,000	-	-	25,000	*Refrigerator needs to be replaced (non serviceable)*	1	25,000	25,000												
CO-2021-011	Desktop computers	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	350,000	-	-	350,000	*For department staff*	7	50,000	350,000												
CO-2021-012	Laptop	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	100,000	-	-	100,000	*To be used for presentations*	2	50,000	100,000												
CO-2021-013	4-Drawer Steel Cabinet	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	25,000	-	-	25,000	*Additional storage for records*	1	25,000	25,000												
CO-2021-014	A/T Passenger Van	*Admin. & Tech. Dept.*	Competitive Bidding	√	√	√	√	ICG	2,900,000	-	-	2,900,000	*For official travel*	1	2,900,000	2,900,000												
CO-2021-015	Flow meter, fittings and accessories	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	300,000	-	-	300,000	*For production assessments for three establishments*	3	100,000	300,000												
CO-2021-016	Furnitures and Fixtures for Office Partitioning	*Finance & Comm'l Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	200,000	-	-	200,000	*Miscellaneous furnitures and fixtures for Office partitioning*	1	200,000	200,000												
CO-2021-017	Office Equipments for Office Partitioning	*Finance & Comm'l Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	200,000	-	-	200,000	*Miscellaneous office equipments for Office partitioning*	1	200,000	200,000												
CO-2021-018	Photocopy Machine	*Finance & Comm'l Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	125,000	-	-	125,000	*In case of breakdown of currently used machine which is more than ten years old*	1	125,000	125,000												
CO-2021-019	Desktop computers	*Finance & Comm'l Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	80,000	-	-	80,000	*For the use of the department manager*	1	80,000	80,000												
Capital Expenditures Funded thru Internal Cash Generation									**11,160,000**	-	-	**11,160,000**				**11,160,000**												

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	PS	MOOE	CO	*(Brief description of Program)*	Qty	Unit Cost		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
PS-2021-001	Uniforms	*Admin. & Tech. Dept.*	Negotiated Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	90,000	90,000	-	-	*(As needed)*	*N/A*	*N/A*	90,000												
Personnel Services Expenditures Funded thru Internal Cash Generation									**90,000**	**90,000**	-	-				**90,000**												
OM-2021-001	Local Travel for Training, Seminar, Official Travel	*BOD, Officers &Employees*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	700,000	-	700,000	-	*(As needed)*	*N/A*	*N/A*	700,000												
OM-2021-002	Foreign Travel for Training, Seminar, Official Travel	*BOD, Officers*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	1,000,000	-	1,000,000	-	*(As needed)*	*N/A*	*N/A*	1,000,000												
OM-2021-003	Seminar Resource Persons, Registration, Venue, &Accommodation	*BOD, Officers &Employees*	Negotiated Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	300,000	-	300,000	-	*Training Needs, GAD Program and association meetings, seminars and others*	*N/A*	*N/A*	300,000												
OM-2021-004	Procurement of Office Supplies	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	310,000	-	310,000	-	*Commonly used supplies through DBM Procurement Service (if available)*	*N/A*	*N/A*	310,000												
OM-2021-005	Procurement of Accountable Forms	*Finance & Comm'l Dept.*	Negotiated Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	15,000	-	15,000	-	*Procurement of commercial checks*	*N/A*	*N/A*	15,000												
OM-2021-006	Fuel, Oil and Lubricants Expenses	*Admin. & Tech. Dept.*	Negotiated Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	600,000	-	600,000	-	*(As needed)*	*N/A*	*N/A*	600,000												
OM-2021-008	Semi-expendable Machinery and Equipment	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	65,000	-	65,000	-	*(As needed)*	*N/A*	*N/A*	65,000												
OM-2021-009	Semi-expendable Furniture, Fixtures and Books	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	106,000	-	106,000	-	*(As needed)*	*N/A*	*N/A*	106,000												
OM-2021-010	Bacteria & Physical/Chemical Test of Water	*Admin. & Tech. Dept.*	Negotiated Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	140,000	-	140,000	-	*Sampling tests of water from pump stations*	*N/A*	*N/A*	140,000												
OM-2021-011	Telephone Expenses	*Admin. & Tech. Dept.*	Negotiated Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	449,000	-	449,000	-	*for office communication*	*N/A*	*N/A*	449,000												
OM-2021-012	Internet Subscription Expenses	*Admin. & Tech. Dept.*	Negotiated Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	39,000	-	39,000	-	*for office communication*	*N/A*	*N/A*	39,000												
OM-2021-013	Miscellaneous Expenses	*BOD, Officers &Employees*	Negotiated Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	1,950,000	-	1,950,000	-	*(As needed)*	*N/A*	*N/A*	1,950,000												
OM-2021-014	Consultancy Services	*Office of the GM*	per contract	*N/A*	*N/A*	*N/A*	*N/A*	ICG	400,000	-	400,000	-	*(As needed)*	*N/A*	*N/A*	400,000												
OM-2021-015	Other Professional Services	*Admin. & Tech. Dept.*	Alternative Methods of Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	55,000	-	55,000	-	*(As needed)*	*N/A*	*N/A*	55,000												
OM-2021-016	Repairs & Maint. - Machineries & Equipments	*Admin. & Tech. Dept.*	Alternative Methods of Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	80,000	-	80,000	-	*(As needed)*	*N/A*	*N/A*	80,000												
OM-2021-017	Repairs & Maint. - Motor Vehicles	*Admin. & Tech. Dept.*	Alternative Methods of Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	450,000	-	450,000	-	*(As needed)*	*N/A*	*N/A*	450,000												
OM-2021-018	Fidelity Bond Premiums	*Finance & Comm'l Dept.*	Negotiated Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	183,000	-	183,000	-	*(As needed)*	*N/A*	*N/A*	183,000												
OM-2021-019	Insurance Expenses	*Admin. & Tech. Dept.*	Negotiated Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	60,000	-	60,000	-	*(As needed)*	*N/A*	*N/A*	60,000												

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OM-2021-020	Advertising, Promotional and Marketing Expenses	*Office of the GM*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	320,000	-	320,000	-	*(As needed)*	*N/A*	*N/A*	320,000												
OM-2021-021	Printing and Publication Expenses	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	140,000	-	140,000	-	*(As needed)*	*N/A*	*N/A*	140,000												
OM-2021-022	Representation Expenses	*BOD, Officers &Employees*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	800,000	-	800,000	-	*(As needed)*	*N/A*	*N/A*	800,000												
OM-2021-023	Subscription Expenses	*Admin. & Tech. Dept.*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	68,000	-	68,000	-	*(As needed)*	*N/A*	*N/A*	68,000												
OM-2021-024	Donations	*Office of the GM*	Shopping of Small Value Procurement	*N/A*	*N/A*	*N/A*	*N/A*	ICG	1,100,000	-	1,100,000	-	*(As needed)*	*N/A*	*N/A*	1,100,000												
Total Operations and Maintenance Expenses funded thru internal cash generation									**9,330,000**	-	**9,330,000**	-				**9,330,000**												
Grand Total									**20,580,000**	**90,000**	**9,330,000**	**11,160,000**				**20,580,000**												

Prepared by:

Jay Francisco
BAC Secretariat

Noted by:

Rocky M. Dungca
BAC Chairperson

Approved by:

Jorge P. Gumba
General Manager