

CITY OF SAN FERNANDO WATER DISTRICT

City of San Fernando, Pampanga

ANNUAL PROCUREMENT PLAN

For the Period January 01, 2026 to December 31, 2026

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	CAPITAL OUTLAY	INVENTORY	PERSONNEL SERVICES	MOOE	(Brief description of Program)					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec												
CO-2026-001	Desktop	Office of the GM	Small Value Procurement	✓	N/A	N/A	✓	ICG	60,000	60,000		-	-	For CSFWD employee use	1 lot	60,000	60,000																									
CO-2026-002	Laptop	Office of the GM	Small Value Procurement	N/A	N/A	N/A	✓	ICG	60,000	60,000		-	-	For CSFWD employee use	1 lot	60,000	60,000																									
CO-2026-003	Server	Office of the GM	Small Value Procurement	N/A	N/A	N/A	✓	ICG	450,000	450,000		-	-	To replace the old server	1 lot	450,000	450,000																									
CO-2026-004	UPS	Office of the GM	Small Value Procurement	N/A	N/A	N/A	✓	ICG	100,000	100,000		-	-	To replace the old UPS	1 lot	100,000	100,000																									
CO-2026-005	Office partitioning	Office of the GM	Small Value Procurement	N/A	N/A	N/A	✓	ICG	200,000	200,000		-	-	Individual office partitions for staff	1 lot	200,000	200,000																									
CO-2026-006	Water Meters and Various Fittings	Admin. Dept.	Public Bidding/ Negotiated Procurement/ Small Value Procurement	N/A	N/A	N/A	✓	ICG	10,000,000	10,000,000		-	-	For new service connection materials and waterline	6 units	10,000,000	10,000,000																									
CO-2026-007	Service Vehicles	Admin. Dept.	Direct Contracting/ Small Value Procurement/ Public Bidding	N/A	N/A	N/A	✓	ICG	2,000,000	2,000,000		-	-	To be used in Commercial & Technical Department	1 lot	2,000,000	2,000,000																									
CO-2026-008	Storage Facility in Teopaco sub-office	Admin. Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	700,000	700,000		-	-	Improvement of Storage Facility in Teopaco sub office	1 lot	700,000	700,000																									
CO-2026-009	Office partitioning	Admin. Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	250,000	250,000		-	-	Individual office partitions for staff	1 lot	250,000	250,000																									
CO-2026-010	Office partitioning	Finance Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	250,000	250,000		-	-	Individual office partitions for staff	1 lot	250,000	250,000																									
CO-2026-011	Office Furnitures	Finance Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	200,000	200,000		-	-	office furnitures for staff	1 lot	200,000	200,000																									
CO-2026-012	Computer Desktop	Finance Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	300,000	300,000		-	-	For CSFWD employee use	5 units	60,000	300,000																									
CO-2026-013	Office Improvement	Comm'l Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	500,000	500,000		-	-	Renovation of commercial area (front area)	1 lot	500,000	500,000																									
CO-2026-014	Office Improvement	Comm'l Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	500,000	500,000		-	-	Renovation of commercial area (back area)	1 lot	500,000	500,000																									
CO-2026-015	Office Improvement	Comm'l Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	1,500,000	1,500,000		-	-	Construction/Renovation of PaymentCenter in Baolan, Saguijan for customers including office equipment	1 lot	1,500,000	1,500,000																									
CO-2026-016	Office Furnitures	Comm'l Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	200,000	200,000		-	-	For CSFWD employee use	1 lot	200,000	200,000																									
CO-2026-017	Computer Desktop	Comm'l Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	720,000	720,000		-	-	For CSFWD employee use	12 units	60,000	720,000																									
CO-2026-018	San Nicolas land acquisition	Technical Dept.	Negotiated Procurement	N/A	N/A	N/A	✓	ICG	2,600,000	2,600,000		-	-	Land acquisition for Brgy San Nicolas	1 lot	2,600,000	2,600,000																									
CO-2026-019	Computer Desktop	Technical Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	240,000	240,000		-	-	For CSFWD employee use	4 units	60,000	240,000																									
CO-2026-020	Laptop	Technical Dept.	Small Value Procurement	N/A	N/A	N/A	✓	ICG	60,000	60,000		-	-	Individual office partitions for staff	1 unit	60,000	60,000																									
Capital Expenditures Funded thru Internal Cash Generation									20,890,000	20,890,000		-	-								20,890,000																					
IN-2026-001	Office Supplies Inventory	All Offices	Direct Acquisition/Small Value Procurement	N/A	N/A	N/A	N/A	ICG	1,075,000		1,075,000	-	-	Procurement of Office Supplies Inventory	NA	1,075,000	1,075,000																									
IN-2026-002	Merchandise Inventory	Admin, Technical Commercial Dept	Public Bidding/ Small Value Procurement/ Direct Contracting	N/A	N/A	N/A	N/A	ICG	10,000,000		10,000,000	-	-	Procurement of Accountable Forms Inventory	NA	10,000,000	10,000,000																									




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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	CAPITAL OUTLAY	INVENTORY	PERSONNEL SERVICES	MOOE	(Brief description of Program)	Qty	Unit Cost	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
IN-2026-003	Construction Materials Inventory	Admin, Technical Commercial Dept	Public Bidding/ Small Value Procurement/ Direct Contracting	N/A	N/A	N/A	N/A	ICG	4,950,000		4,950,000	-	-	Procurement of Accountable Forms Inventory	NA	4,950,000	4,950,000														
IN-2026-004	Accountable Forms, Plates and Stickers Inventory	All Offices	Small Value Procurement/ Negotiated Procurement/ Direct Contracting	N/A	N/A	N/A	N/A	ICG	3,070,000		3,070,000	-	-	Procurement of Accountable Forms Inventory	NA	3,070,000	3,070,000														
IN-2026-005	Medical, Dental & Lab Supplies Inventory	Admin, Technical Commercial Dept	Small Value Procurement/ Public Bidding	N/A	N/A	N/A	N/A	ICG	7,200,000		7,200,000	-	-	Procurement of Accountable Forms Inventory	NA	7,200,000	7,200,000														
Procurement of Inventory Funded thru Internal Cash Generation									26,295,000		-	26,295,000	-	-				26,295,000													
Personnel Services Expenditures Funded thru Internal Cash Generation									-			-	-				-														
OM-2026-001	Local & Foreign Travel for Training, Seminar, Official Travel	BOD, Officers & Employees	Small Value Procurement	N/A	N/A	N/A	As needed	ICG	6,900,000				6,900,000	(As needed)	N/A	N/A	6,900,000														
OM-2026-002	Medical, Dental & Lab. Supplies Expenses (chlorine & filtering mat'l's - fr Prod)	Technical Dept	Small Value Procurement	N/A	N/A	N/A	As needed	ICG	7,200,000				7,200,000	(As needed)	N/A	N/A	7,200,000														
OM-2026-003	Textbooks and Instructional Materials Expenses	All Offices	Direct Acquisition/ Small Value Procurement	N/A	N/A	N/A	As needed	ICG	20,000				20,000	(As needed)	N/A	N/A	20,000														
OM-2026-004	Advertising Expenses	Office of the GM	Direct Contracting	N/A	N/A	N/A	As needed	ICG	459,000				459,000	(As needed)	N/A	N/A	459,000														
OM-2026-005	Rent Expenses	Office of the GM	Direct Contracting	N/A	N/A	N/A	As needed	ICG	600,000				600,000	(As needed)	N/A	N/A	600,000														
OM-2026-006	Legal Services	Office of the GM	Negotiated Procurement	N/A	N/A	N/A	As needed	ICG	1,222,000				1,222,000	(As needed)	N/A	N/A	1,222,000														
OM-2026-007	Litigation Fees	Office of the GM	Direct Contracting	N/A	N/A	N/A	As needed	ICG	10,000,000				10,000,000	(As needed)	N/A	N/A	10,000,000														
OM-2026-008	Auditing Services	Finance Dept	Direct Contracting	N/A	N/A	N/A	As needed	ICG	400,000				400,000	(As needed)	N/A	N/A	400,000														
OM-2026-009	Consultancy Services (P&M)	Office of the GM	Direct Contracting	N/A	N/A	N/A	As needed	ICG	600,000				600,000	(As needed)	N/A	N/A	600,000														
OM-2026-010	Janitorial Services	Admin Dept	Small Value Procurement	N/A	N/A	N/A	As needed	ICG	1,700,000				1,700,000	(As needed)	N/A	N/A	1,700,000														
OM-2026-011	Security Services	Admin Dept	Negotiated Procurement/ Public Bidding	N/A	N/A	N/A	As needed	ICG	3,000,000				3,000,000	(As needed)	N/A	N/A	3,000,000														
OM-2026-012	Taxes, Duties and Licenses	Finance Dept	Direct Contracting	N/A	N/A	N/A	As needed	ICG	12,206,497				12,206,497	(As needed)	N/A	N/A	12,206,497														
OM-2026-013	Fuel, Oil and Lubricants Expenses	Admin Dept.	Negotiated Procurement	N/A	N/A	N/A	As needed	ICG	3,700,000				3,700,000	(As needed)	N/A	N/A	3,700,000														
OM-2026-014	Semi-expendable Machinery and Equipment	All Offices	Small Value Procurement	N/A	N/A	N/A	As needed	ICG	1,210,000				1,210,000	(As needed)	N/A	N/A	1,210,000														
OM-2026-015	Semi-expendable Furniture, Fixtures and Books	All Offices	Small Value Procurement	N/A	N/A	N/A	As needed	ICG	535,000				535,000	(As needed)	N/A	N/A	535,000														
OM-2026-016	Water Expense	Prod Div	Negotiated Procurement	N/A	N/A	N/A	As needed	ICG	86,205,000				86,205,000	Sampling tests of water from pump stations and wastewater from septicage plant	N/A	N/A	86,205,000														

Mr. Juan P. Jimenez

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	CAPITAL OUTLAY	INVENTORY	PERSONNEL SERVICES	MOOE					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
OM-2026-017	Electricity Expenses	Prod Div	Direct Contracting	N/A	N/A	N/A	As needed	ICG	130,000,000				130,000,000	Sampling tests of water from pump stations and wastewater from septic plant	N/A	N/A	130,000,000															
OM-2026-018	Postage and Deliveries	Commercial Dept	Direct Contracting	N/A	N/A	N/A	As needed	ICG	450,000				450,000	Sampling tests of water from pump stations and wastewater	N/A	N/A	450,000															
OM-2026-019	Telephone Expenses	Admin. Dept.	Direct Contracting	N/A	N/A	N/A	As needed	ICG	1,500,000				1,500,000	for office communication	N/A	N/A	1,500,000															
OM-2026-020	Internet Subscription Expenses	Admin. Dept.	Direct Contracting	N/A	N/A	N/A	As needed	ICG	600,000				600,000	for office communication	N/A	N/A	600,000															
OM-2026-021	Cable Exp.	Admin. Dept.	Small Value Procurement	N/A	N/A	N/A	As needed	ICG	10,000				10,000	for office communication	N/A	N/A	10,000															
OM-2026-022	Other Professional Services	Admin. Dept.	Small Value Procurement/Direct Contracting/ Public Bidding	N/A	N/A	N/A	As needed	ICG	60,672,000				60,672,000	(As needed)	N/A	N/A	60,672,000															
OM-2026-023	Other Supplies and Materials Expenses	Admin. Dept.	Small Value Procurement	N/A	N/A	N/A	As needed	ICG	930,000				930,000	(As needed)	N/A	N/A	930,000															
OM-2026-024	Repairs & Maint. - Land Improvements	Tech. Dept.	Small Value Procurement	N/A	N/A	N/A	As needed	ICG	500,000				500,000	(As needed)	N/A	N/A	500,000															
OM-2026-025	Repairs & Maint. - Office Buildings	Admin. Dept.	Direct Acquisition/Small Value Procurement	N/A	N/A	N/A	As needed	ICG	200,000				200,000	(As needed)	N/A	N/A	200,000															
OM-2026-026	Repairs & Maint. - Other Structures	Admin. & Tech. Dept.	Direct Acquisition/Small Value Procurement	N/A	N/A	N/A	As needed	ICG	1,000,000				1,000,000	(As needed)	N/A	N/A	1,000,000															
OM-2026-027	Repairs & Maint. - Furniture & Fixtures	Admin. & Tech. Dept.	Direct Acquisition/ Small Value Procurement	N/A	N/A	N/A	As needed	ICG	50,000				50,000	(As needed)	N/A	N/A	50,000															
OM-2026-028	Repairs & Maint. - Machineries & Equipments	Admin. & Tech. Dept.	Small Value Procurement	N/A	N/A	N/A	As needed	ICG	3,105,000				3,105,000	(As needed)	N/A	N/A	3,105,000															
OM-2026-029	Repairs & Maint. - Motor Vehicles	Admin. & Tech. Dept.	Direct Acquisition/ Small Value Procurement/	N/A	N/A	N/A	As needed	ICG	1,500,000				1,500,000	(As needed)	N/A	N/A	1,500,000															
OM-2026-030	Repairs & Maint. - Other Prop.,Plant & Eq	Tech. Dept.	Small Value Procurement/ Public Bidding/ Direct Acquisition	N/A	N/A	N/A	As needed	ICG	4,950,000				4,950,000	(As needed)	N/A	N/A	4,950,000															
OM-2026-031	Fidelity Bond Premiums	Finance Dept.	Negotiated Procurement	N/A	N/A	N/A	As needed	ICG	500,000				500,000	(As needed)	N/A	N/A	500,000															
OM-2026-032	Insurance Expenses	Admin. Dept.	Direct Contracting	N/A	N/A	N/A	As needed	ICG	1,700,000				1,700,000	(As needed)	N/A	N/A	1,700,000															
OM-2026-033	Printing & Binding Expenses	All Offices	Small Value Procurement	N/A	N/A	N/A	As needed	ICG	100,000				100,000	(As needed)	N/A	N/A	100,000															
OM-2026-034	Representation Expenses	All Offices	Direct Acquisition	N/A	N/A	N/A	As needed	ICG	3,350,000				3,350,000	(As needed)	N/A	N/A	3,350,000															
OM-2026-035	Subscription Expenses	Admin. Dept.	Negotiated Procurement	N/A	N/A	N/A	As needed	ICG	42,400				42,400	(As needed)	N/A	N/A	42,400															
OM-2026-036	Donations	Office of the GM	Direct Contracting/ Small Value Procurement	N/A	N/A	N/A	As needed	ICG	450,000				450,000	(As needed)	N/A	N/A	450,000															
OM-2026-037	Other Maintenance & Operating Expenses	All Offices	Direct Contracting/ Small Value Procurement/ Direct Acquisition	N/A	N/A	N/A	As needed	ICG	3,671,180				3,671,180	(As needed)	N/A	N/A	3,671,180															

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		TOTAL	CAPITAL OUTLAY	INVENTORY	PERSONNEL SERVICES	MOOE	(Brief description of Program)					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Total Operations and Maintenance Expenses funded thru internal cash generation									351,238,077				351,238,077							351,238,077												
Grand Total									398,423,077	20,890,000	26,295,000	-	351,238,077							398,423,077												

Prepared by:

Leila C. Sambillay
BAC Secretariat

Noted by:

Ms. Regina G. Songco
BAC Chairperson

6,172,420

Approved by:

Engr. Nelson G. Lingat, DPA
General Manager