

Republic of the Philippines TABACO CITY WATER DISTRICT Karangahan Blvd., Tabaco City

ANNUAL PROCUREMENT PLAN FOR CY 2017

							Schee	dule f	or Eac	h Pı	rocure	ement A	ctivity						Estimated Budg	get	
Programs/Activities/Projects	PMO/ End User	Mode of Procurement	Pre- Proc Confe- rence	Ads/ Post of IAEB	Pre bid Con	lity	pen	of Eval	ua- Qu	al	Notice of Award	Contract Signing	Notice t Proceed		Delivery/ Impletion	Acceptance/ Turnover	Sources of Funds	PS	MOOE	PPE	Remarks
Lot							-			_											
Adjacent to TAWAD office	Admin.	Direct Contracting							3rd to	4th	n Quar	ter					BOD-Approved Budget			5,000,000.00	
For additional sources	IAdmin.	Direct Contracting							2n	d Qı	uarter						BOD-Approved Budget			800,000.00	
																	8				
Land Improvements																					
Perimeter Fencing of Intake Areas at Basagan, San Isidro 1, San Isidro 2, Tulay na Lupa and Nagsipit Intake Box 1	Technical	Negotiated Procurement (Small Value Procurement)	1st to 4th quarter (quarterly procurement)													BOD-Approved Budget	1		750,000.00		
Civil Works for the Site of Septage Treatment Facility	Technical	Negotiated Procurement (Small Value Procurement)	Budget 750,00												700,000.00						
Irrigation and Water Systems and Structures																					
Collecting and Impounding Reservoirs																					
Spring Source at Pinagbobong	Technical																				
Survey of Area	Technical	Negotiated Procurement (Highly Technical Consultant)							1st	Qu	arter						BOD-Approved Budget			300,000.00	
Civil works for construction of intake box)	Technical	Negotiated Procurement (Small Value Procurement)	Budget											1,000,000.00							
Electromechanical components for the development of deep well sources at Quinastillojan	Technical	Negotiated Procurement (Small Value Procurement)						8	st to :	2nd	Quart	er					BOD-Approved Budget			350,000.00	
Well Construction and its Electromechanical Components	Technical	Public Bidding						8	st to	4th	quarte	er					BOD-Approved Budget			3,800,000.00	

						S	chedu	le for	Each F	rocure	ement A	ctivity					Estimated Bud	get	
Programs/Activities/Projects	PMO/ End User	-	Pre- Proc Confe- rence	Ads/ Post of IAEB	Pre- bid Conf	Eligibi- lity Check	pen of	Bid Evalua- tion	Post Qual	Notice of Award		Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover	Sources of Funds	PS	MOOE	PPE	Remarks
Construction of Elevated Water Tank in San Lorenzo	Technical	Public Bidding						15	to 2n	d Quai	ter				BOD-Approved Budget			1,500,000.00	
Transmission and Distribution Mains																			
Installation of 165 LM 50mm diameter HDPE Pipe Lateral Lines at Zones 1 & 3 Fatima, Tabaco City	Technical	Negotiated Procurement (Small Value Procurement)							1st Q	uarter					BOD-Approved Budget			120,101.02	
Installation of 4" Distribution Line in Quinastillojan	Technical	Negotiated Procurement (Small Value Procurement)						15	t to 2r	d Qua	ter				BOD-Approved Budget			600,000.00	
Installation of 3000LM 8" PVC Transmission Line in Pinagbobong	Technical	Public Bidding						15	t to 4	h quar	ter				BOD-Approved Budget			3,000,000.00	
Modification of Distribution Lines in Mariroc, San Antonio and Moran Estate Subdivision	Technical	Public Bidding						15	t to 2r	id Qua	ter				BOD-Approved Budget			1,200,000.00	
Non-Revenue Water Reduction Program/Other Expansion Projects	Technical	Negotiated Procurement (Small Value Procurement)				15	t to 4t	h quai	ter (q	uarterl	y procu	ement)			BOD-Approved Budget			700,000.00	
Installation of Gate Valves for Isolation Purposes	Technical	Negotiated Procurement (Small Value Procurement)				W		15	t to 2r	ıd Qua	rter				BOD-Approved Budget			800,000.00	
To be funded from DBP Loan																			
Work Order 2014-13: Installation of 1,336LM 8"Ø uPVC Pipe Machine Installed Fixed Seal Transmission Line at San Isidro, Tabaco City	Technical	Public Bidding						15	t to 2r	ıd Qua	rter				DBP Loan			2,632,589.93	
Work Order 2014-14: Installation of 3,707LM 10"Ø uPVC Pipe Machine Installed Fixed Seal Transmission Line at Boring H.S. to Matagbac-San Vicente boundary, Tabaco City	Technical	Public Bidding							1st C)uarter					DBP Loan			686,247.47	
Work Order 2014-16: Installation of 970LM 6"Ø uPVC Pipe Machine Installed Fixed Seal Transmission Line at Zone 1 San Ramon; Cabagnan, Tabaco City	Technical	Public Bidding						19	st to 3	d Qua	rter				DBP Loan			1,419,916.05	

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Programs/Activities/Projects	PMO/ Enc User	l Mode of Procurement	Pre- Proc Confe- rence	Ads/ Post of IAEB	Pre- bid Conf	Eligibi lity Check	pe	n of E	Bid valua- tion	Post Qual	Notic of Awar	Signi		otice to roceed	Delivery/ Completio		Sources of Funds	PS	MOOE	PPE	Remarks
Design, Construction, Installation, Commissioning and Process Proving of 12cu.m. Super Compact Septage Treatment Facility	Technical	Public Bidding			I	1	2nd	to 4	th Qu	arter		_			C	 2018	DBP Loan			23,000,000.00	
Meters and Meter Installation																					
Water Meters ½", 1,500 pcs	Technical	Public Bidding					Jan	nuary	to A	oril, a	nd Ju	ne to C	ctob	er			BOD-Approved Budget			1,500,000.00	
Water Meters 1"	Technical	Shopping	January to April, and Jun 2nd Quarte														BOD-Approved Budget			10,000.00	-
Office Improvements																					
Extension of Admin. Building		Negotiated Procurement (Small Value Procurement)	Int 1st to 3rd Quarter BOD-Approved Budget 1,000,000.00																		
Landscape of Admin. Compound	Admin.	Negotiated Procurement (Small Value Procurement)							1st i	:0 2nd	l Qua	rter					BOD-Approved Budget			300,000.00	
Improvement of the Office of the General Manager	Admin.	Negotiated Procurement (Small Value Procurement)							1st t	:0 2nc	Qua	rter					BOD-Approved Budget	-		150,000.00	2
Other Structures																					
Parking area for paying customers and visitors' service vehicles	Admin.	Negotiated Procurement (Small Value Procurement)							1st t	0 2nd	Qua	rter					BOD-Approved Budget			400,000.00	
	Admin.	Shopping							2nd	to 3rc	Qua	rter					BOD-Approved			50,000.00	
Construction of guard house/control room at:	Admin.	Negotiated															Budget				
Quinastillojan Well	Admin.	Procurement Small Value							1st t	o 2nd	Qua	rter					BOD-Approved Budget			200,000.00	
Additional Well	Admin.	rocurement)							3rd t	o 4th	Qua	rter					BOD-Approved Budget			200,000.00	

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						S	chedu	le for I	Each P	Procure	ement A	ctivity				Estimated Bud	get	
Programs/Activities/Projects	PMO/ End User		Pre- Proc Confe- rence	Ads/ Post of IAEB	Pre- bid Conf	Eligibi- lity Check	Sub/O pen of Bids		Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Sources of Funds	PS	MOOE	PPE	Remarks
Office Equipment																		
Stand Fan	Admin. &	Shopping							3rd Q	uarter				BOD-Approved			4,000.00	
Electric Calculator	Comm.	Shopping							3rd Q	uarter				BOD-Approved Budget			3,000.00	
Furniture and Fixtures														 				
Office Partition	Admin.	Negotiated Procurement (Highly Technical Consultant)						1st	to 2n	d Quar	ter			BOD-Approved Budget			1,500,000.00	
Cabinet (office supplies, spare parts, and construction materials)	Admin.	Shopping							1st Q	uarter				BOD-Approved Budget			40,000.00	
Swivel Chair, ordinary, with armrest	Admin.	Shopping						1	3rd Q	uarter				BOD-Approved Budget			6,000.00	
Swivel Chair, big, with armrest		Shopping							3rd Q	uarter				BOD-Approved Budget			9,000.00	
Client/Visitor Chairs	Admin. & Comm.	Shopping							3rd Q	uarter				BOD-Approved Budget			3,000.00	10
Office Table	Admin.	Shopping							3rd Q	uarter				BOD-Approved Budget			5,000.00	
Steel Cabinet	Comm.	Shopping							3rd Q	uarter				BOD-Approved Budget			10,000.00	
Medicine Cabinet	Admin.	Shopping							3rd Q	uarter				BOD-Approved Budget		25	5,000.00	
IT Equipment and Software																		
Supply and Installation of CCTV cameras at water sources	Admin.	Negotiated Procurement (Highly Technical Consultant)							1st Q	uarter				BOD-Approved Budget			120,000.00	
Geographic Information System (GIS) - electronic mapping of TAWAD Water System	Technical	Public Bidding						200	l to 4t	h Quar	ter			BOD-Approved Budget			2,500,000.00	
Meter Reading Gadgets and Thermal Printers	Comm.	Shopping							3rd Q	uarter				BOD-Approved Budget			68,000.00	
Computer Laptop	Admin. & Comm.	Shopping							3rd Q	uarter				BOD-Approved Budget			60,000.00	
Computer set	Admin. & Comm.	Shopping							3rd Q	uarter	0			BOD-Approved Budget			138,000.00	

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						S	ched	ule fo	r Each	Proc	curement	Activ	vity					Estimated Bud	get	
Programs/Activities/Projects	PMO/ End User	Mode of Procurement	Pre- Proc Confe- rence	Ads/ Post of IAEB	Pre- bid Conf	Eligibi- lity Check	Sub/C pen o Bids	f Evalua	Post Qual	0	otice Contra of Signin vard		otice to roceed	Delivery/ Completion	Acceptance/ Turnover	Sources of Funds	PS	MOOE	PPE	Remarks
Computer monitor	Admin	Shopping							3rd ()uar	rter				1	BOD-Approved Budget			18,000.00	
Computer printer	Admin. & Comm.	Shopping							3rd ()uar	rter					BOD-Approved Budget			90,000.00	
CPU	Admin. & Comm.	Shopping							3rd ()uar	rter					BOD-Approved Budget			40,000.00	
UPS	Admin &	Shopping							3rd ()uar	rter					BOD-Approved Budget			10,000.00	
Machinery and Equipment																				
Generator Set - 2 units	Technical	Public Bidding	6			Ja	nuary	y to M	ay, and	Aug	gust to No	vem	ber			BOD-Approved Budget			1,900,000.00	
Jackhammer - 2 units	Technical	Negotiated Procurement (Small Value Procurement)						15	t and 3	rd Q	Quarter					BOD-Approved Budget			360,000.00	
Communication Equipment	Admin.	Shopping							2nd ()uar	rter					BOD-Approved Budget			50,000.00	
Laboratory Equipment	Admin.	Shopping						2r	nd to 3	d Q	luarter					BOD-Approved Budget			300,000.00	
Other Machinery Equipment																				
Ph Test Kit	Admin.	Shopping						2r	id to 3	d Q	uarter					BOD-Approved Budget			100,000.00	
Solar Panel	. cennear	Negotiated Procurement (Small Value Procurement)						3r	d to 41	h Qı	uarter					BOD-Approved Budget			300,000.00	
Motor Vehicles																				
	Admin.	Public Bidding						15	t to 3r	d Qu	uarter					BOD-Approved			1,500,000.00	
Water Truck (stainless, 4 to 6 tons capacity)	Admin.	Public Bidding						2n	d to 41	h Qı	uarter					Budget BOD-Approved Budget			2,500,000.00	
Motorcycle with Sidecar - 3 units	Admin.	Negotiated Procurement (Small Value Procurement)						15	t to 2n	d Qu	uarter					BOD-Approved Budget			225,000.00	

							Sch	hedu	le for	Each	Procu	reme	ent Ac	tivity					Estimated Bud	lget	
Programs/Activities/Projects	PMO/ End User	l Mode of Procurement	Pre- Proc Confe- rence	Ads/ Post of IAEB	Pre- bid Conf		ty p	Sub/O ben of Bids	Bid Evalua- tion	Post Qual	Notic of Awar	Sig		Notice to Proceed		Acceptance/ Turnover	Sources of Funds	PS	MOOE	PPE	Remarks
Other Property, Plant and Equipment											1										
Miscellaneous plumbing tools	Technical	Shopping								1st C)uarte	r					BOD-Approved Budget			200,000.00	
Incentive																 					
Token for Loyalty Awardees	Admin.	Negotiated Procurement (Small Value Procurement)								4th (Quarte	er					BOD-Approved Budget	130,000.00			
Training Expenses In-house Training for GAD and ISO Certification	Admin.	Negotiated Procurement (Highly Technical Consultant)	Budget 80,800.00																		
Supplies and Materials																					
Office Supplies (Common-Use)	All	Shopping					1st to	o 4th	Quar	ter (q	uarter	ly pr	ocure	ment)			BOD-Approved		659,344.95		
PNB Check book	Admin.	Direct Contracting								Jar	luary						Budget BOD-Approved Budget		4,800.00		
Printing of Official Receipts	Admin.	Shopping							1st	to 2n	d Qua	rter					BOD-Approved Budget		4,200.00		
Printing of Official Water Bill Receipts	Comm.	Shopping							200	d to 3	d Qua	rter					BOD-Approved Budget		168,000.00		
Chlorine Granules	Technical								1st	and 3	rd Qua	arter					BOD-Approved Budget		175,000.00		
Chemical Reagents	Technical	Direct Contracting (Exclusive Distributor)				1	ist to	o 4th	Quar	ter (q	uarter	ly pro	ocure	ment)			BOD-Approved Budget		91,500.00		
Liquid Chlorine Dioxide		Direct Contracting (Exclusive Distributor)				1	ist to	o 4th	Quar	ter (q	uarter	ly pro	ocure	ment)			BOD-Approved Budget		3,040,000.00		
Medical, Dental & Laboratory Supplies	All	Shopping				1	st to	4th	Quart	ter (qu	uarter	ly pro	ocure	ment)			BOD-Approved Budget		4,000.00		
	Admin.	Shopping				1	ist to	o 4th	Quar	ter (m	onthl	y pro	curer	nent)			BOD-Approved Budget		434,100.00		
Supplies for Occupational Safety and Health of Workers	Technical	Shopping							1st	and 3	rd Qua	arter					BOD-Approved Budget		190,000.00		

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						S	chedu	le for	Each I	roc	curement Ac	tivity					Estimated Bud	get	
Programs/Activities/Projects	PMO/ End User	Mode of Procurement	Pre- Proc Confe- rence	Ads/ Post of IAEB	Pre- bid Conf	Eligibi- lity Check	pen of	Bid Evalua- tion	Post Qual	c	vtice Contract of Signing vard	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover	Sources of Funds	PS	MOOE	PPE	Remarks
Other Supplies	All	Shopping				15	t to 41	h Qua	rter (r	non	thly procure	ment)	L		BOD-Approved Budget		153,598.99		
<u>Utilities</u>																			
Electricity Expenses	Admin. & Tech.	Direct Contracting (WETI Guidelines)				15	t to 4	h Qua	rter (r	non	hthly procure	ement)			BOD-Approved Budget		10,347,288.09		
Communication																			
Postage and Deliveries	Autilit, a	Direct Contracting (WETI Guidelines)				15	t to 4	h Qua	rter (r	non	nthly procure	ement)			BOD-Approved Budget		31,500.00		
Telephone Expenses - Landline		Direct Contracting (WETI Guidelines)				15	t to 4	h Qua	rter (r	non	nthly procure	ement)			BOD-Approved Budget		72,000.00		
Telephone Expenses - Mobile		Direct Contracting (WETI Guidelines)				15	t to 4	h Qua	rter (r	non	nthly procure	ement)			BOD-Approved Budget		134,400.00		
Internet Service Expenses	Admin.	Direct Contracting (WETI Guidelines)				15	t to 4	h Qua	rter (r	non	nthly procure	ement)			BOD-Approved Budget		72,000.00		
Cable, Satellite, Telegraph & Radio Expense	Admin.	Direct Contracting (WETI Guidelines)				15	t to 4	h Qua	rter (r	non	nthly procure	ement)			BOD-Approved Budget		6,600.00		
Printing, Binding and Reproduction																		•	
Printing of tarpaulin and other documents, and binding of books of accounts	Admin. & Comm.	Direct Contracting				15	t to 4	h Qua	rter (r	non	nthly procure	ement)			BOD-Approved Budget		37,000.00		
												_							
Subscription		Direct													BOD-Approved				
Daily Subscription of Newspaper	Admin.	Contracting				15	t to 4	h Qua	rter (r	non	hthly procure	ement)			Budget		22,950.00		
Subscription of Aquarius Magazine	Admin.	Negotiated Procurement (Agency-to-Agency)							2nd (Qua	nter				BOD-Approved Budget		8,500.00		
Advertising Media Advertisements	Admin.	Direct Contracting				15	t to 4	th Qua	rter (r	non	nthly procure	ement)			BOD-Approved Budget		146,000.00		

							Schee	dule	for E	ach I	Procur	ement	Act	ivity						Estimated Bud	get	
Programs/Activities/Projects	PMO/ End User	Mode of Procurement	Pre- Proc Confe- rence	Ads/ Post of IAEB	Pre- bid Conf	Eligib lity Checl	pen	of Ev		Post Qual	Notice of Award	Contr Signi		otice to roceed	Delivery/ Completio			ources of Funds	PS	MOOE	PPE	Remarks
Calendar	Admin.	Negotiated Procurement (Small Value Procurement)							4	4th C	uartei					-1	E	BOD-Approved Budget		70,000.00		
Other Advertising Activities (Public relation services to barangays and Conduct of marketing services)	Admin.	Negotiated Procurement (Community Participation)							2	4th Q	uarter						E	BOD-Approved Budget		100,000.00		
Professional Services																						
Legal Services	Admin.	Negotiated Procurement (Highly Technical Consultants)	Budget												238,000.00							
Auditing Services for ISO 9001:2015 Certification Audit	Admin.	Negotiated Procurement (Highly Technical Consultants)		Image: Second (monthly production) Budget 238,000.00 2nd to 3rd Quarter BOD-Approved Budget 96,000.00																		
Security Services	Admin.	Public Bidding							4	th Q	uarter						В	30D-Approved		1,523,954.94		
Repairs and Maintenance																				12 21221 21		
Repair and Maintenance of Fences of Intake Boxes & Hydraulic Structures		Negotiated Procurement (Small Value Procurement)							1:	st Qı	arter						В	30D-Approved Budget		20,000.00		
Rip-rapping of sides adjacent to inatake box area at Nagsipit Intake Box 2	Technical	Negotiated Procurement (Small Value Procurement)							1:	st Qu	arter						В	30D-Approved Budget		30,000.00		
Repainting of structures	Technical	Negotiated Procurement (Small Value Procurement)						2	1st to	o 2nd	Quart	er					В	3OD-Approved Budget		80,000.00		
	Technical	Negotiated Procurement (Small Value Procurement)		э.					20	nd Qu	arter						в	BOD-Approved Budget		20,000.00		
Various Materials & Fittings for installation of new connections and reconnections, and for repairs	Technical	Shopping				1st	to 4t	h Qu	uarter	r (qua	arterly	procu	rem	ent)			В	OD-Approved Budget		3,881,268.92		
Maintenance of Water Treatment	Technical	Shopping							15	st Qu	arter						В	OD-Approved Budget		5,000.00		

							Sche	edule	e for E	Each I	Procu	emer	nt Ac	tivity						Estimated Bud	lget	
Programs/Activities/Projects	PMO/ End User	l Mode of Procurement	Pre- Proc Confe- rence	Ads/ Post of IAEB	Pre- bid Conf	Elig lit Che	y pe		Bid valua- tion	Post Qual	Notice of Award	Sign		Notice to Proceed	Delivery, Completic			unds	PS	MOOE	PPE	Remarks
Maintenance of General Plant	Technical	Shopping					1st to	94th	Quar	ter (n	nonth	y pro	ocure	ment)		-1	BOD-Appro Budget			50,000.00		
Maintenance of Water Shed Area	Technical	Shopping					1st to	94th	Quar	ter (n	onth	y pro	cure	ment)			BOD-Appro Budget	ved		100,000.00		
Maintenance of Office Building and Other Structures	Admin.	Negotiated Procurement (Small Value Procurement)					1st to	94th	Quar	ter (n	onthl	y proo	cure	nent)			BOD-Appro Budget	ved		150,000.00		
Maintenance of Office Equipment, Furniture & Fixtures, and IT Equipment & Software	Admin.	Negotiated Procurement (Small Value Procurement)	Int 1st to 4th Quarter (monthly procurement) BOD-Approved Budget 123,000.00 Int 1st to 4th Quarter (as the need arises) BOD-Approved																			
Maintenance Cost for Iron Removal Plant, Pumps and Generator Sets	Technical	Negotiated Procurement (Small Value Procurement)	Budget Budget 1st to 4th Quarter (as the need arises) BOD-Approved Budget ROD Approved 450,000.00																			
Maintenance of VHF Radio, Sound System & Other Communication Equipments	Admin.	Negotiated Procurement (Small Value Procurement)	Budget 450,000.00																			
Maintenance, cleaning & replacement of spareparts of tools and other machinery and equipment	Admin.	Negotiated Procurement (Small Value Procurement)				1	st to	4th (Quart	er (m	onthly	/ proc	curen	nent)			BOD-Approv Budget	ved		128,400.00		
ire Extinguisher Refill, 10lbs		Negotiated Procurement (Small Value Procurement)								ıst Qı	arter						BOD-Approv Budget	ved		20,000.00		
ire Hose, 1 1/2" x 30m, double jacket	Technical	Negotiated Procurement (Small Value Procurement)							1st t	o 2nc	Quar	ter					BOD-Approv Budget	ved		30,000.00		
axes, Insurance Premiums and Other Fees																						
TO Registration and GSIS Insurance of	Admin.	Direct Contracting					15	st to 4	4th Q	uarte	r (as s	chedu	uled)				BOD-Approv Budget	/ed		84,767.58		
	Admin. I	Direct Contracting							2nd a	nd 3r	d Qua	rter					BOD-Approv	/ed		65,844.07		
nhanced Personal Accident Insurance of mployees	Admin.	Direct Contracting							1	st Qu	arter						Budget BOD-Approv Budget	/ed		45,900.00		

						Sche	edule f	or Eac	h Pro	ocure	ment A	ctivity					Estimated Bud	get	
Programs/Activities/Projects	PMO/ End User	Description	Pre- Ad Proc Post Confe- IAE rence	t of bid	l lit		b/O Bi n of Eva ds tic	ua- Qu	al			Notice to Proceed	Deliver Complet	Acceptance/ Turnover	Sources of Funds	PS	MOOE	PPE	Remarks
Others				•															
BIWADA uniform and sports paraphernalia	Admin.	Negotiated Procurement (Small Value Procurement)						200	d Qua	arter					BOD-Approved Budget		60,000.00		
Materials for Christmas Decoration	Admin.	Direct Contracting						4tł	n Qua	arter					BOD-Approved Budget		50,000.00		
Bacteriology Test - DOH	Technical	Negotiated Procurement (Agency-to-Agency)				1st to	4th Q	uarter	(mor	nthly	procur	ement)			BOD-Approved Budget		210,000.00		
Physical Chemical Analysis	Technical	Negotiated Procurement (Small Value Procurement)						151	t Qua	irter					BOD-Approved Budget		50,000.00		
TOTAL																130,000.00	23,580,717.54	64,232,854.47	

Prepared by:

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Catherine C. BRONSAL Administrative/General Services Chief C

Certified Funds Available / Certified Appropriate Funds Available: THERESA B. VELASCO Administrative Division Manager

Approved:

ENGR. NOEL G. BIEN General Manager

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