

ANNUAL PROCUREMENT PLAN FOR FY 2017

page 1

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Fund	Estimated Budget (Php)			REMARKS (brief description of the Program/Project)
				Ads/Post of Bids/Start of Activity	Sub/Open of Bids	Notice of Award	Contract Signing/Delivery Date		Total	MOOE	CO	
GWD 1	Office Supplies	GWD	PS DBM/Shopping/SVP	Jan - Dec.	-	-	Jan. - Dec.	Gen. Fund	60,000.00	60,000.00	-	supplies, materials and equipment for office use
GWD 2	Accountable Forms	GWD	Authorize Govt. Printer/Shopping	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	156,600.00	156,600.00	-	Accountable forms - Water Bills and Official Receipts for issuance to Concessionaires
GWD 3	Hiring of Vehicle	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	110,000.00	110,000.00	-	Hiring of Vehicle needed for attending official business and delivery of materials in proj. site
GWD 4	Gasoline/Oil/Lubricants	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	539,100.00	539,100.00	-	Fuel used for Generating Set in Office and Pumping Stations, Service Vehicle Oil/Fuel
GWD 5	Chlorine Powder	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	67,500.00	67,500.00	-	used for Chlorination of Water Resources
GWD 6	Electricity Expenses	GWD	Direct Contract	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	348,000.00	348,000.00	-	electric consumption of office/pumping stations
GWD 7	Postage & Delivery Expenses	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	6,000.00	6,000.00	-	Postage stamps, Courier Delivery expenses
GWD 8	Telephone expenses - landline	GWD	Direct Contract	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	12,000.00	12,000.00	-	landline telephone expenses for official use
GWD 9	Telephone expenses - mobile	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	18,000.00	18,000.00	-	mobile telephone expenses for official use
GWD 10	Internet expenses	GWD	Direct Contract	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	24,000.00	24,000.00	-	internet expenses for office use
GWD 11	Advertising Expenses	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	10,000.00	10,000.00	-	cost of advertisement for promotion, IEC, etc
GWD 12	Annual and Monthly Water Analysis expenses	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	31,200.00	31,200.00	-	cost of services for water analysis
GWD 13	Water Supplies and Materials	GWD	Public Bidding/Shopping/SVP	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	300,000.00	300,000.00	-	supplies and materials for maintenance (pipes, valves and fittings, eqpt. etc)
GWD 14	Repair and Maintenance of Equipment pumps & others	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	30,000.00	30,000.00	-	materials & labor/hiring of services for repair & maintenance of eqpt. pumps, pipes etc
GWD 15	Repair and maintenance of Office Building	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	50,000.00	50,000.00	-	materials & labor/hiring of services for repair & maintenance of office building
GWD 16	Repair and maintenance of Water Tank	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	30,000.00	30,000.00	-	materials & labor/hiring of services for repair & maintenance of Water Tanks/Reservoir
GWD 17	Repair and maintenance of Office, IT & Com. Eqpm.	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	25,000.00	25,000.00	-	materials & labor/hiring of services for repair & maintenance of office, IT & Comm. Eqpm.
GWD 18	Repair and Maintenance of Furnitures & Fixtures	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	6,000.00	6,000.00	-	materials & labor/hiring of services for repair & maintenance of furniture and fixtures
GWD 19	Repair and Maintenance of Machineries	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	5,000.00	5,000.00	-	materials & labor/hiring of services for repair & maintenance of machineries
GWD 20	Repair and maintenance of Motor Vehicles	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	25,000.00	25,000.00	-	materials & labor/hiring of services for repair & maintenance of motor vehicles
GWD 21	Purchase of Office Equipment - Projector/Flat Screen Monitor	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	50,000.00	-	50,000.00	Multi Media Projector / Flat Screen Monitor 40"
GWD 22	Purchase of Tools - Pipe Wrenches, Shovel & Others	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	25,000.00	-	25,000.00	pipe wrenches, shovels and other tools for maintenance division
GWD 23	Purchase of Water Service Connection Materials	GWD	SVP/Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	350,000.00	-	350,000.00	Water service connection materials and equipment
GWD 24	Purchase of Land	GWD	Direct Contract	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	160,000.00	-	160,000.00	acquisition of Land located in Brgy. Himbululo Este Water Tank/Reservoir Site
<b>SUB TOTAL</b>									<b>2,438,400.00</b>	<b>1,853,400.00</b>	<b>585,000.00</b>	

Prepared by:

  
**BENEDICT Y. LOMARQUEZ**  
BAC Secretary

Noted:

  
**PEDRO C. RICO**  
BAC Chairman/Water Maintenance Head

Approved:

  
**CARMELO ALEJANDRO C. PUJALTE**  
General Manager

GUINAYANGAN WATER DISTRICT  
Guinayangan, Quezon

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GWD 25	Clothing/Uniforms	GWD	Shopping Method	Jan. & Aug.	-	-	Jan. & Aug.	Gen. Fund	12,500.00	12,500.00	-	Uniforms for other employees and officials/ BODs for proper representation
GWD 26	Meals and Snacks	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	120,000.00	120,000.00	-	Meals and Snacks requirements during Training, Public Hearing and other activities
GWD 27	Rental of Sound System	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	10,000.00	10,000.00	-	Rental of Sound System needed during conduct of Training, Public Hearing & etc.
GWD 28	Other Supplies and Materials	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	20,000.00	20,000.00	-	Other supplies and material requirements for operation and maintenance activities
GWD 29	Purchase/Fabrication of Motorcycle Sidecar	GWD	Shopping Method	Jan. - Dec.	-	-	Jan. - Dec.	Gen. Fund	50,000.00	-	50,000.00	Sidecar for New Barako Service Motorcycle
GWD 30	3-phase powerline Extension Project	GWD	Direct Contract	Jan. - Dec.	-	-	Jan. - Dec.	Salintubig Loan	3,000,000.00	-	3,000,000.00	Powerline Extension to Himbubulo Waste Pumping Station
GWD 31	Completion of Fencing - S. Antonio Water Tank Site	GWD	Shopping Method/SVP	Jan. - Jun.	-	-	Jan. - Jun.	Salintubig Savings	100,000.00	-	100,000.00	Construction Materials for the completion of fencing of San Antonio Water Tank Site
<b>SUB TOTAL</b>									<b>3,312,500.00</b>	<b>162,500.00</b>	<b>3,150,000.00</b>	
<b>GRAND TOTAL</b>									<b>5,750,900.00</b>	<b>2,015,900.00</b>	<b>3,735,000.00</b>	

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