

## PEÑARANDA WATER DISTRICT Annual Procurement Plan for FY 2020

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks  (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5-02-01-010	Travelling Expense - Local	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	Direct Contracting	January - December 2020				Corporate Budget	250,000.00	250,000.00	0.00	For directors, officers and employees within the country.
5-02-01-020	Travelling Expense - Foreign	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	Direct Contracting	January - December 2020				Corporate Budget	75,000.00	75,000.00	0.00	For directors, officers and employees outside the country.
5-02-02-010	Training	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	NP-53.5 Agency-to-Agency	January - December 2020				Corporate Budget	593,000.00	593,000.00	0.00	Expenses for participation/attendance in training, conventions, seminars/workshops, teambuilding, year-end assessment and strategic planning conference.
5-02-03-010	Common Supplies and Equipment	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	NP-53.5 Agency-to-Agency	January - December 2020				Corporate Budget	164,350.00	164,350.00	0.00	Various common office, janitorial and computer supplies.
5-02-03-010	Printed Office Forms	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	20,650.00	20,650.00	0.00	Various office forms needed in the day to day service and computerized billing statement.
5-02-03-020	Computerized Official Receipt	Admin., Finance and Com.	Direct Contracting	April - June 2020				Corporate Budget	48,000.00	48,000.00	0.00	Printing of official receipt.
5-02-03-090	Fuel, Oil and Lubricants	Admin., Finance and Com./ Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	733,600.00	733,600.00	0.00	For service vehicle, generator set and BOD's gas allowance.
5-02-03-130	Chemicals and Filtering Supplies	Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	473,900.00	473,900.00	0.00	Chlorine dioxide powder and filtering materials
5-02-04-020	Water Expense	Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	2,640,000.00	2,640,000.00	0.00	Bulk water purchased.
5-02-03-210	Semi-Expendable Machinery and Equipment Expense	Admin., Finance and Com./ Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	465,000.00	465,000.00	0.00	Procurement of other ICT & office equipment for office use and water meters for the Districts program "Palit-Metro" and new service connections.
5-02-03-220	Semi-Expendable Furniture and Fixtures Expense	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	26,000.00	26,000.00	0.00	Provision for additional furniture and fixtures for administration building.
5-02-04-020	Electricity Services	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	Direct Contracting	January - December 2020				Corporate Budget	5,537,662.50	5,537,662.50	0.00	District's administration building and pumping stations power supply.
5-02-04-990	Other Utility	Admin., Finance and Com.	Shopping	January - December 2020				Corporate Budget	7,200.00	7,200.00	0.00	For cooking gas expense.
5-02-05-010	Postage and Courier Services	Admin., Finance and Com.	Direct Contracting	January - December 2020				Corporate Budget	3,000.00	3,000.00	0.00	Postage/delivery of official forms/documents/records, etc.
5-02-05-020	Telephone Services	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	Direct Contracting	January - December 2020				Corporate Budget	246,588.00	246,588.00	0.00	Mobile and landline telephone service with wifi connection
5-02-05-040	Cable Television Services	Admin., Finance and Com.	Direct Contracting	January - December 2020				Corporate Budget	6,000.00	6,000.00	0.00	District's subscription on cable services.
5-02-10-030	Extraordinary and Miscellaneous Expenses	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	Direct Contracting	January - December 2020				Corporate Budget	98,400.00	98,400.00	0.00	Expenses incidental to the performance of official functions.



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5-02-11-010	Legal Services	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	NP-53.5 Agency-to-Agency	January - December 2020				Corporate Budget	30,000.00	30,000.00	0.00	Cost of authorized legal services.
5-02-11-020	Auditing Services	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	NP-53.5 Agency-to-Agency	July - December 2020				Corporate Budget	200,000.00	200,000.00	0.00	Cost of services rendered by auditors.
5-02-11-990	Other Professional Services	Admin., Finance and Com.	Direct Contracting	January - December 2019				Corporate Budget	215,800.00	215,800.00	0.00	Professional services contracted by the agency for monthly bacteriological test, annual & physical analysis of water, notarial fee and other professional fees.
5-02-12-030	Security Services	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	336,000.00	336,000.00	0.00	Cost of services rendered by two (2) security guards.
5-02-13-030	Service connection materials and fittings	Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	147,734.00	147,734.00	0.00	Various service connection materials for repairs & maintenance of service connections and transmission and distribution mains, hydrants and meter base/foundation.
5-02-13-040	Repair and Maintenance-Building & Other Structures	Admin., Finance and Com./ Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	108,600.00	108,600.00	0.00	Maintenance of office building and other structures as the need arises and refill of fire extinguisher.
5-02-13-050	Repair and Maintenance-Machinery & Equipment	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	477,500.00	477,500.00	0.00	Maintenance of various machineries and equipment in connection with pumping operations of the District, office equipment, ICT equipment & other machineries equipment.
5-02-13-060	Repair and Maintenance-Transportation Equipment	Admin., Finance and Com./ Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	100,000.00	100,000.00	0.00	Maintenance of various vehicle of the District to include labor, materials and kilometer check-up.
5-02-13-070	Repair and Maintenance-Furniture and Fixtures	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	15,000.00	15,000.00	0.00	Maintenance of furniture and fixtures as needed.
5-02-15-020	Fidelity Bond Premiums	Admin., Finance and Com.	NP-53.5 Agency-to-Agency	February, March & September 2020				Corporate Budget	18,225.00	18,225.00	0.00	Premium of fidelity bond of accountable officers
5-02-15-010	Taxes, Duties and Licenses	Admin., Finance and Com.	NP-53.5 Agency-to-Agency	January - December 2020				Corporate Budget	667,391.00	667,391.00	0.00	Franchise tax, motor vehicle licenses, real property tax & other taxes, duties and licenses.
5-02-15-030	Insurances	Admin., Finance and Com.	NP-53.5 Agency-to-Agency	January - December 2020				Corporate Budget	175,000.00	175,000.00	0.00	For the District's properties.
5-02-99-010	Advertising, Promotional and Marketing	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	15,000.00	15,000.00	0.00	PAWD Advertisement and other forms of media
5-02-99-030	Representation	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	Shopping	January - December 2020				Corporate Budget	200,000.00	200,000.00	0.00	Expenses for official purposes incurred in connection with improving the general image of the District and other related expenses
5-02-99-040	Transportation and Delivery	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	Direct Contracting	January - December 2020				Corporate Budget	10,000.00	10,000.00	0.00	Cost of transporting gov't. inventory, property & equipment.
5-02-99-050	Rent/Lease	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	5,000.00	5,000.00	0.00	Expenses for the use of facilities/equipment, etc.
5-02-99-060	Membership Dues & Contribution to Org.	Admin., Finance and Com./GMs Office	NP-53.5 Agency-to-Agency	January - December 2020				Corporate Budget	19,025.00	19,025.00	0.00	Membership dues/contributions to recognized organizations
5-02-99-070	Subscription	Admin., Finance and Com./GMs Office	Direct Contracting	January - December 2020				Corporate Budget	41,672.00	41,672.00	0.00	Expenses for newspaper, aquarius magazine and microsoft office subscription.
5-02-99-120	Directors and Committee Members' Fees	Admin., Finance and Com.	Direct Contracting	January - December 2020				Corporate Budget	589,680.00	589,680.00	0.00	Board of Director's per diem and PBI



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				Advertise ment/Post ing of IB/REI	Submissio n/Opening of Bids	Notice of Award	Contrac t Signing		Total	MOOE	CO	
5-02-99-990	Other Maintenance and Operating Expenses	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	111,000.00	111,000.00	0.00	Provision for two (2) job order utility worker and other maintenance and operating expenses.
1-04-04-990	Service connection materials	Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	262,400.00	0.00	262,400.00	For new service connections.
1-06-01-010	Land	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	300,000.00	0.00	300,000.00	Purchase of lot.
1-06-03-110	Plant-UPIS	Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	665,000.00	0.00	665,000.00	For pipeline expansion, purchase of electromagnetic flow meter.
1-06-03-110	Ground Water tank	Cons., Maint. and Production	Public Bidding	January - December 2020				Corporate Budget	1,500,000.00	0.00	1,500,000.00	Construction of 100 cu.m. ground tank.
1-06-04-070	Building and Other Structures	Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	150,000.00	0.00	150,000.00	For perimeter fence and improvements.
1-06-05-020	Office Equipment	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	45,000.00	0.00	45,000.00	Procurement of one (1) unit 1hp split type aircondition.
1-06-05-030	Information and Communication Technology Equipment	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	633,416.00	0.00	633,416.00	Procurement of two (2) desktop computer and one unit (1) dot matrix printer, three (3) units data logger, two(2)GSM Controller.
1-06-05-990	Other Machinery and Equipment	Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	515,000.00	0.00	515,000.00	Procurement of electro-mechanical equipment, digital colorimeter and powerline services and weather/soundproof canopy for genset.
1-06-06-010	Motor Vehicle	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - December 2020				Corporate Budget	200,000.00	0.00	200,000.00	Provision for two (2) units motorcycle with sidecar.

Prepared by:

MARILYN E. GERONIMO  
Division Manager C

Recommending Approval

AVEZINO G. ABELLO  
Senior Water Utilities Management Officer  
BAC Chairman

Approval:

ENGR. MARLON J. ABESAMIS  
General Manager