

PEÑARANDA WATER DISTRICT Annual Procurement Plan for FY 2021

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 2021				Corporate Budget	200,000.00	200,000.00	0.00	For directors, officers and employees within 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 2021				Corporate Budget	495,500.00	495,500.00	0.00	Expenses for participation/attendance in in-house training/seminars, out-source trainings, convention/conference, 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 2021				Corporate Budget	172,260.00	172,260.00	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 2021				Corporate Budget	19,950.00	19,950.00	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 2021				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 2021				Corporate Budget	756,300.00	756,300.00	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 and June 2021				Corporate Budget	874,600.00	874,600.00	0.00	Chlorine dioxide powder and filtering materials
5-02-03-210	Semi-Expendable Machinery and Equipment Expenses	Admin., Finance and Com./ Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - September 2021				Corporate Budget	474,568.00	474,568.00	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 - September 2021				Corporate Budget	53,000.00	53,000.00	0.00	Provision for additional office chair and centrifugal school bell & emergency fire kit.
5-02-04-020	Electricity Services	Admin., Finance and Com./ Cons., Maint. and Production/ GM's office	Direct Contracting	January - December 2021				Corporate Budget	7,039,677.00	7,039,677.00	0.00	District's administration building and pumping stations power supply.
5-02-04-990	Other Utility	Admin., Finance and Com.	Shopping	January - December 2021				Corporate Budget	3,600.00	3,600.00	0.00	For cooking gas expense.
5-02-05-010	Postage and Courier Services	Admin., Finance and Com.	Direct Contracting	January - December 2021				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 2021				Corporate Budget	292,188.00	292,188.00	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 2021				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	NP-53.9 - Small Value Procurement	January - December 2021				Corporate Budget	98,400.00	98,400.00	0.00	Expenses incidental to the performance of official functions.
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 2021				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 2021				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 2021				Corporate Budget	425,800.00	425,800.00	0.00	Professional services contracted by the agency for monthly bacteriological test, annual & physical analysis of water, notarial fee, ISO re-certification Audit and other professional fees.
5-02-12-030	Security Services	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - December 2021				Corporate Budget	336,000.00	336,000.00	0.00	Cost of services rendered by two (2) security guards.
5-02-13-030	Repairs and Maintenance-Infrastructure Assets	Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2021				Corporate Budget	116,461.50	116,461.50	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 2021				Corporate Budget	116,800.00	116,800.00	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 2021				Corporate Budget	520,000.00	520,000.00	0.00	Maintenance of various machineries and equipment in connection with pumping operations of the District, office equipment, ICT equipment & other machineries equipment.

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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 2021				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 2021				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 2021				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 2021				Corporate Budget	718,000.00	718,000.00	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 2021				Corporate Budget	178,000.00	178,000.00	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 2021				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 2021				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	April - December 2021				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 2021				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 2021				Corporate Budget	18,575.00	18,575.00	0.00	Membership dues/contributions to recognized organizations
5-02-99-070	Subscription	Admin., Finance and Com./GMs Office	Direct Contracting	January - December 2021				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 2021				Corporate Budget	687,960.00	687,960.00	0.00	Board of Director's per diem and PBI
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 2021				Corporate Budget	230,084.00	230,084.00	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 and June 2021				Corporate Budget	371,058.00	0.00	371,058.00	For new service connections.
1-06-03-110	Plant-UPIS-Supply Mains	Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2021				Corporate Budget	300,000.00	0.00	300,000.00	For pipeline expansion.
1-06-03-110	Plant-UPIS-Reservoirs and Tanks	Cons., Maint. and Production	Public Bidding	January - December 2021				Corporate Budget	2,250,000.00	0.00	2,250,000.00	Construction of steel bolted ground tank.
1-06-05-020	Office Equipment	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - June 2021				Corporate Budget	160,000.00	0.00	160,000.00	Procurement of one (1) unit 2.5hp split type and one (1) unit 5TR 6hp floor mounted aircondition.
1-06-05-030	Information and Communication Technology Equipm	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	July - December 2021				Corporate Budget	42,000.00	0.00	42,000.00	Procurement of one (1) desktop computer..
1-06-05-990	Other Machinery and Equipment	Cons., Maint. and Production	NP-53.9 - Small Value Procurement	January - December 2021				Corporate Budget	2,025,000.00	0.00	2,025,000.00	Procurement of electro-mechanical equipment, two (2) units genset, ATS and two (2) units GSM Controller, dosing pump and weather/soundproof canopy for genset in Poblacion ps.
1-06-06-010	Motor Vehicle	Admin., Finance and Com.	NP-53.9 - Small Value Procurement	January - December 2021				Corporate Budget	100,000.00	0.00	100,000.00	Provision for one (1) unit motorcycle with sidecar.

Prepared by:

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Recommending Approval

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Approval:

ENGR. MARLON J. ABESAMIS
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