

## BUSTOS WATER DISTRICT Annual Procurement Plan for FY 2014

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/Project)	
					Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed		Delivery/Completion	Acceptance/Turnover	Total		MOOE
1	lot	Office Supplies	Eng'g Div.	Shopping												Corp. Budget	18,000.00			
		Laboratory Supplies	Eng'g Div.	Shopping												Corp. Budget	465,000.00			
		engg sc materials	Eng'g Div.	Shopping												Corp. Budget	1,040,210.00			
		Gasoline, Oil & Lubricants - Generators & Tricycles	Eng'g Div.	Shopping												Corp. Budget	236,400.00			
		Other Supplies	Eng'g Div.	Shopping												Corp. Budget	6,000.00			
		Repair&Maintenance - Irrigation, Water System & Structures	Eng'g Div.	Shopping												Corp. Budget	390,000.00			
		Repair&Maintenance - Other Structures	Eng'g Div.	Shopping												Corp. Budget	30,000.00			
		Repair&Maintenance -IT Equipment&Software	Eng'g Div.	Shopping												Corp. Budget	12,000.00			
		Repair&Maintenance - Machineries	Eng'g Div.	Shopping												Corp. Budget	400,000.00			
		Repair&Maintenance - Communication Equipment	Eng'g Div.	Shopping												Corp. Budget	6,000.00			
		Repair&Maintenance - Laboratory Equipment (Chlorinator)	Eng'g Div.	Shopping												Corp. Budget	32,000.00			
	Repair&Maintenance - Motor Vehicles	Eng'g Div.	Shopping												Corp. Budget	18,000.00				
1	unit	Spare Pump & Motor for B. Mayor P.S	Eng'g Div.	Shopping												Corp. Budget	450,000.00			
1	unit	VFD Motor Control for B. Mayor P.S	Eng'g Div.	Shopping												Corp. Budget	450,000.00			
2	units	Flow Meter for B. Mayor and B. Menor P.S	Eng'g Div.	Shopping												Corp. Budget	130,000.00			
2	units	Butterfly Valve for San Pedro & B. Mayor P.S	Eng'g Div.	Shopping												Corp. Budget	50,000.00			
1	unit	Digital Chlorine Analyzer	Eng'g Div.	Shopping												Corp. Budget	80,000.00			
8	units	Stainless Steel Ring Flange for B. Mayor P.S	Eng'g Div.	Shopping												Corp. Budget	40,000.00			
8	units	Battery for Portable Radios	Eng'g Div.	Shopping												Corp. Budget	20,000.00			
3	units	Battery for GenSets	Eng'g Div.	Shopping												Corp. Budget	19,500.00			
<b>SUBTOTAL</b>																<b>3,893,110.00</b>				

1	unit	Megger Tester	Eng'g Div.	Shopping												Corp. Budget	17,000.00		
1	unit	Crimping Pliers	Eng'g Div.	Shopping												Corp. Budget	2,500.00		
1	lot	Well Rehabilitation	Eng'g Div.	Shopping												Corp. Budget	400,000.00		
1	lot	Conversion of Diesel Engine to GenSet	Eng'g Div.	Shopping												Corp. Budget	400,000.00		
1	lot	Lease of Lot	Eng'g Div.	Negotiated												Corp. Budget	45,000.00		
1	lot	Purchase Payment for Lot	Eng'g Div.	Negotiated												Corp. Budget	500,000.00		
1	lot	Well Drilling	Eng'g Div.	Bidding												Corp. Budget	2,700,000.00		
1	lot	Permits and Licenses	Eng'g Div.	shopping												Corp. Budget	300,000.00		
1	lot	Office Supplies	Fin.&Com'l Div.	Shopping												Corp. Budget	280,000.00		
		Accountable Forms	Fin.&Com'l Div.	Shopping												Corp. Budget	385,775.00		
		Other Supplies	Fin.&Com'l Div.	Shopping												Corp. Budget	12,000.00		
5	lots	Computer Package	Fin.&Com'l Div.	Shopping												Corp. Budget	350,000.00		
1	lot	Upgrading of Billing & Collection System	Fin.&Com'l Div.	Shopping												Corp. Budget	150,000.00		
6	units	Printer	Fin.&Com'l Div.	Shopping												Corp. Budget	90,000.00		
1	lot	Accounting & Inventory System	Fin.&Com'l Div.	Shopping												Corp. Budget	50,000.00		
1	lot	Online Payment System	Fin.&Com'l Div.	Shopping												Corp. Budget	35,000.00		
6	units	UPS	Fin.&Com'l Div.	Shopping												Corp. Budget	30,000.00		
2	units	Portable Scanner	Fin.&Com'l Div.	Shopping												Corp. Budget	20,000.00		
3	units	Dot Matrix Printer	Fin.&Com'l Div.	Shopping												Corp. Budget	30,000.00		
3	units	Notebook Laptop (for field/brgy. Collection)	Fin.&Com'l Div.	Shopping												Corp. Budget	60,000.00		
3	units	Anti-virus System	Fin.&Com'l Div.	Shopping												Corp. Budget	17,000.00		
3	units	Adding Machine	Fin.&Com'l Div.	Shopping												Corp. Budget	12,000.00		
2	units	External Hard Drive	Fin.&Com'l Div.	Shopping												Corp. Budget	12,000.00		
4	pieces	Cash Box	Fin.&Com'l Div.	Shopping												Corp. Budget	9,000.00		
																<b>SUBTOTAL</b>	<b>5,907,275.00</b>		

1	unit	Heavy Duty Stapler	Fin.&Com'l Div.	Shopping											Corp. Budget	7,000.00		
1	unit	Network Hub	Fin.&Com'l Div.	Shopping											Corp. Budget	5,000.00		
1	unit	Water Bills Rack	Fin.&Com'l Div.	Shopping											Corp. Budget	5,000.00		
1	unit	Wireless Router	Fin.&Com'l Div.	Shopping											Corp. Budget	5,000.00		
		Repair&Maintenance - Office Equipment	Fin.&Com'l Div.	Shopping											Corp. Budget	6,000.00		
		Repair&Maintenance - IT Equipment	Fin.&Com'l Div.	Shopping											Corp. Budget	24,000.00		
		Office Supplies	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	96,000.00		
		Medicines	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	5,000.00		
		Gasoline, Oil & Lubricants - Crosswind & Altis	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	128,400.00		
		Other Supplies	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	42,000.00		
		Water	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	20,160.00		
		Liquified Petroleum Gas	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	16,200.00		
		Printing & Binding - Employee's I.D	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	8,000.00		
		Repair&Maintenance -Office Building	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	30,000.00		
		Repair&Maintenance - Office Equipment	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	24,000.00		
		Repair&Maintenance - Furniture&Fixture	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	12,000.00		
		Repair&Maintenance - IT Equipment&Software	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	12,000.00		
		Repair&Maintenance - Communication Equipment	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	5,000.00		
		Repair&Maintenance - Motor Vehicles	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	64,000.00		
1	lot	Renovation of pantry, construction of employees lounge/function room	Admin.&Gen. Serv. Div.	Bidding											Corp. Budget	800,000.00		
		ISO Certification	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	300,000.00		
1	lot	Canopy from the Main Building to the Engineering Division	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	250,000.00		
1	lot	Men's Comfort Room	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	100,000.00		
2	units	Aircondition (provision)	Admin.&Gen. Serv. Div.	Shopping											Corp. Budget	100,000.00		
															<b>SUBTOTAL</b>	<b>2,064,760.00</b>		

4	units	Fire Extinguisher	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	100,000.00					
1	lot	Renovation of Comfort Rooms of Main Building	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	50,000.00					
1	lot	Repainting of Engineering Building	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	50,000.00					
1	unit	Projector	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	50,000.00					
1	unit	Floor Polisher	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	35,000.00					
1	lot	Automatic Queuing & Ticket System for Customers	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	30,000.00					
1	unit	Printer	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	20,000.00					
2	units	External Hard Drive 2TB	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	12,000.00					
1	lot	Licensed Software such as Microsoft Office & Anti-virus	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	10,000.00					
1	unit	Electric Typewriter	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	10,000.00					
2	units	Heavy Duty Exhaust Fan	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	10,000.00					
2	units	Cordless Phone	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	7,000.00					
1	unit	Sphygmomanometer	Admin.&Gen. Serv. Div.	Shopping														Corp. Budget	5,000.00					
																		<b>SUBTOTAL</b>	<b>389,000.00</b>					

DEFINITION

1. **PROGRAM (BESF)**– A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency’s administrative operations or for the provisions of staff support to the agency’s administrative operations or for the provisions of staff support to the agency’s line functions.
2. **PROJECT (BESF)**– Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
3. **PMO/End User** - Unit as proponent of program or project
4. **Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
5. **Schedule for Each Procurement Activity** - Major procurement activities (pre-procurement conference; advertising/posting; pre-bid conference; eligibility screening; submission and receipt of bids; bid evaluation; post qualification; award of contract; contract preparation), delivery/completion and acceptance/turnover.
6. **Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund
7. **Estimated Budget** - Agency approved estimate of project/program costs
8. **Remarks** - brief description of program or project

Remarks

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.

Breakdown into moode and co for tracking purposes; aligned with budget documents

Any remark that will help GPPB track programs and projects

page 1	3,893,110.00
page 2	5,907,275.00
page 3	2,064,760.00
page 4	389,000.00
<b>TOTAL</b>	<b>12,254,145.00</b>

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