

2017 Annual Procurement Plan
CAPEX


Code	Procurement Program/Project	pcs	unit	Estimated unit cost	PMO/ End User	Mode of Procurement	Schedule for Each Procurement Activity			Delivery/ Completion	Source of Funds	Estimated Budget		Remarks (brief description of Program/Project)
							Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award Signing			MOOE	CO	
203-09	Transmission & Distribution Mains													
	POTABLE WATER PIPELINES													
	50 mm uPVC Pipes series 10 class 100 ISO	2700	LM	280.00	Consumers	Public	to be procured upon implementation of the expansion projects			continuing project	Gen. Fund	756,000.00		Expansion
203-09	GATE VALVE ASSEMBLIES													
	50 mm CI Gate Valve (Mechanical) with Bolts, nuts and gaskets	5	pcs	11,915.00	Consumers	Shopping	to be procured upon implementation of the expansion projects			continuing project	Gen. Fund	59,575.00		Expansion
203-09	VARIOUS FITTINGS FOR THE EXPANSION													
	Fittings and other materials	1	LS	81,557.50	Consumers	Shopping	to be procured upon implementation of the expansion projects			continuing project	Gen. Fund	81,557.50		Expansion
203-09	PAVEMENT DEMOLITION													
	Concrete >=75 mm	270	sq m	409.00	Consumers	Shopping	to be procured as the need arises			continuing project	Gen. Fund	110,430.00		Expansion
203-09	SURFACE RESTORATION													
	Concrete	21	cu m	6,300.00	Consumers	Shopping	to be procured as the need arises			continuing project	Gen. Fund	132,300.00		Expansion
203-09	FABRICATION OF BRIDGE CROSSINGS													
	Steel Pipes fabrication and installation	60	meters	5,000.00	Consumers	Shopping	to be procured as the need arises			continuing project	Gen. Fund	300,000.00		Expansion
203-09	HYDRANTS / BLOW OFF ASSEMBLIES													
	75 mm Blow off/ Fire Hydrants	4	sets	34,605.00			to be procured as the need arises					138,420.00		Expansion
203-12	NRW REDUCTION PROJECT													
	Meters													
	Water Meter Replacement	100	pcs	2,000.00	Consumers	Shopping	to be procured upon implementation of the project			continuing project	Gen. Fund	200,000.00		Water Meter Replacement
204-05	Administrative Structures & Improvements													
	Construction of Office Building			1,900,000.00	Employees/ Consumers	Bidding	Bidding			continuing project	Gen. Fund	1,900,000.00		Admin Building Construction
	Perimeter Fence/Backfilling			600,000.00	Employees/ Consumers	Shopping	After the Completion of Office Building			continuing project	Gen. Fund	600,000.00		Office Improvements
	SUB-TOTAL											4,278,282.50		


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							Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award Signing			MOOE	CO	
207-01	OFFICE EQUIPMENTS													
	8 channels CCTV	1	LS	50,000.00								50,000.00		
	Digital camera	1	set	16,500.00								16,500.00		
	UPS	3	unit	4,400.00	Admin	Shopping	to be procured as the need arises			Jan - Dec	Gen. Fund	13,200.00		
	Laptop	2	unit	44,000.00								88,000.00		
	Printer	2	unit	11,000.00								22,000.00		
214	LAND TRANSPORT EQUIPMENT													
	Procurement of Motor Vehicle	1	unit	500,000.00	Admin.	Negotiated		3rd Quarter		July - Sept.	Gen. Fund	500,000.00		
225-06	POWER OPERATED EQUIPMENTS													
	Heavy duty concrete demolition hammer	1	set	50,000.00								50,000.00		
	Air conditioning unit	4	units	50,000.00	Eng'g.	Shopping	to be procured as the need arises			Jan - Dec	Gen. Fund	200,000.00		
	AC Generator	1	set	200,000.00								200,000.00		
225-07	Tools, Shops & Garage Equipment													
	Leak Detection Equipment	1	sets	95,000.00	Eng'g.	Shopping	to be procured as the need arises			June-Dec	Gen. Fund	95,000.00		
	Rigid Pipe Wrench 1/2, 3/4, 1"	1	sets	22,000.00								22,000.00		
226	Furniture & Fixtures													
	Partitions, tables and chairs	1	LS	100,000.00	Admin	Shopping	to be procured as the need arises			Jan - Dec	Gen. Fund	100,000.00		
261	Intangible Assets													
	Computerized Billing	1		55,000.00	Admin	Shopping				Jan - Jun	Gen. Fund	55,000.00		
	Sub-Total											1,411,700.00		
	GRAND TOTAL											5,689,982.50		

TOTAL CAPEX

5,700,000.00

Prepared by:

MARIE GRACE A. REDULFIN
 Administrative/General Services
 Officer A

Recommending Approval:

ENGR. JAYSON C. ANTOLIN
 General Manager D

Approved by:

DIRECTOR BIENVENIDO G. LUZANO
 Board Chairman

**2017 Annual Procurement Plan
OPERATING AND MAINTENANCE EXPENSE**

Code	Procurement Program/Project	pcs	unit	Estimated unit cost	PMO/ End User	Mode of Procurement	Schedule for Each Procurement Activity			Delivery/ Completion	Source of Funds	Estimated Budget		Remarks (brief description of Program)
							Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award Signing			MOOE	CO	
	OFFICE SUPPLIES													
	Alcohol	60	bottles	95.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	5,700.00		
	Ball pen	12	dozen	180.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	2,160.00		
	Bond Paper Long Subs. 20	96	reams	185.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	17,760.00		
	Bond paper Short Subs. 20	96	reams	180.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	17,280.00		
	Columnar Book - Assorted	36	pcs	40.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,440.00		
	Computer Ink - Black	12	bottles	400.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	4,800.00		
	Computer Ink - Colored (Magenta)	12	bottles	400.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	4,800.00		
	Computer Ink - Colored (Cyan)	12	bottles	400.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	4,800.00		
	Computer Ink - Colored (Yellow)	12	bottles	400.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	4,800.00		
	Cutlery (Big)	12	pcs	20.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	240.00		
	Cutlery (Small)	12	pcs	15.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	180.00		
	Fax Paper	5	pcs	80.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	400.00		
	Liquid Paper-Correction Tape	80	pcs	35.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	2,800.00		
	Log Book	10	pcs	80.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	800.00		
	Packing Tape	10	pcs	55.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	550.00		
	Paper Clip Big	24	boxes	20.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	480.00		
	Paper Clips Small	24	boxes	10.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	240.00		
	Paper Fastener	50	boxes	35.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,750.00		
	Paste	6	pcs	50.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	300.00		
	Pencil	3	dozen	85.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	255.00		
	Penel Pen - Black/Blue	50	pcs	30.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,500.00		
	Printer Cartridge (Epson LX310+)	3	pcs	150.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	450.00		
	Printer Ribbon (Epson LX310+)	50	pcs	33.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,650.00		
	Printer Cartridge (Epson FX2175 Dot Matrix)	3	pcs	200.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	600.00		
	Printer Ribbon (Epson FX2175)	20	pcs	35.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	700.00		
											Sub-Total	76,435.00		

Item	Procurement Program/Project	pcs	unit	Estimated unit cost	PMO/ End User	Mode of Procurement	Schedule for Each Procurement Activity			Delivery/ Completion	Source of Funds	Estimated Budget		Remarks (brief description of Program/Project)
							Ads/Post of IB/ REI	Sub/Oper. of Bids	Notice of Award Signing			MOOE	CO	
	Rubber Band (Golden Lion)	50	boxes	10.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	500.00		
	Scissors-heavy duty	24	pcs	50.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,200.00		
	Scotch Tape 1"	36	pcs	20.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	720.00		
	Sign Pen - Black	40	pcs	50.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	2,000.00		
	Staple-Highlighter Pen	12	pcs	40.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	480.00		
	Staple Wire #35	24	boxes	36.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	864.00		
	Staplers	6	pcs	295.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,770.00		
	DTR	6	pad	30.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	180.00		
	Office Calculator 12 digits	6	pcs	750.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	4,500.00		
	Note pad	24	pad	185.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	4,440.00		
	Digital Photocopier Toner	6	bottles	3,000.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	18,000.00		
	Marking Pen, white board	12	pcs	18.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	216.00		
	Notebook, stenographer's	10	pcs	25.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	250.00		
	Eraser, white board	5	pcs	13.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	65.00		
	Puncher, heavy duty	6	pcs	160.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	960.00		
	Stamping dater, self - inking	4	pcs	495.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,980.00		
	staple remover, twin jaws	12	pcs	25.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	300.00		
	Fire extinguisher	4	pcs	6,000.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	24,000.00		
	Mouse, optical, usb connection	6	pcs	225.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,350.00		
	Continuous Paper - Long	5	boxes	600.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	3,000.00		
	Continuous Paper - Short	5	boxes	500.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	2,500.00		
	Masking Tape 1/2"	72	pcs	17.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,224.00		
	Ruler 12inches	20	pcs	10.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	200.00		
	Tissue Paper	250	rolls	10.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	2,500.00		
	Albatross	15	pcs	35.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	525.00		
	Soap - powder	12	kilos	150.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,800.00		
	Soap - lababier	12	car	16.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	192.00		
	Soap - bath	12	pcs	20.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	240.00		
										Sub-Total		75,956.00		

Procurement Program/Project	pcs	unit	Estimated unit cost	PMO/ End User	Mode of Procurement	Schedule for Each Procurement Activity			Delivery/ Completion	Source of Funds	Estimated Budget		Remarks (brief description of Program/Project)
						Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award Signing			MOOE	CO	
Zorrox	12	liters	120.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,440.00		
Multi Insect killer	15	bottles	225.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	3,375.00		
Glade Air Freshener	12	bottles	300.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	3,600.00		
Domex	10	bottles	120.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,200.00		
Axion dishwashing paste/liquid	10	pcs/bottles	25.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	250.00		
Downy	10	bottles	130.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,300.00		
Pledge	6	bottles	300.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,800.00		
Mop	4	pcs	250.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,000.00		
Rags	20	pcs	40.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	800.00		
Air Freshener	20	pcs	150.00	Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	3,000.00		
Walls Tambo	10	pcs	180.00	Adm/Techl	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	1,800.00		
Walls Ting-Ting	40	pcs	20.00	Adm/Techl	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	800.00		
Dust pan	6	pcs	65.00	Adm/Techl	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	390.00		
Gloves	10	pair	30.00	Adm/Techl	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	300.00		
Kitchen utensils				Adm	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	8,000.00		
Bulb (LED)	60	pcs	300.00	Adm/Techl	Shopping		to be procured semi-annually		Jan - Dec	Gen. Fund	18,000.00		
										Sub-Total	47,055.00		
GRAND TOTAL											219,000.00		

Procurement Program/Project	pcs	unit	Estimated unit cost	PMO/ End User	Mode of Procurement	Schedule for Each Procurement Activity			Delivery/ Completion	Source of Funds	Estimated Budget		Remarks (brief description of Program/Project)
						Ads/Post of IB REI	Sub/Open of Bids	Notice of Award			MOOE	CO	
ACCOUNTABLE FORMS INVENTORY													
Official Receipts (4,000/box)	3	boxes	8,030.00	Fin	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	24,000.00		
Statement of Accounts (6,000/box)	7	boxes	7,530.00	Billing	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	52,500.00		
Official Receipts - NPO	100	bkts.	130.00	Fin	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	10,000.00		
Water District Checks	12	bkts.	130.00	Fin	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	1,200.00		
										TOTAL	96,500.00		

Prepared by:

NARCISA A. ALLESTEROL
Storekeeper designate

Reviewed by:

MARIE GRACE A. REDULFIN
Adm./Gen. Services Officer

Approved by:

ENGR. JAYSON C. ANTOLIN
General Manager D

2017 Annual Procurement Plan
OPERATING AND MAINTENANCE EXPENSE

Procurement Program/Project	pcs	unit	Estimate unit cost	PMO/End User	Mode of Procurement	Schedule for Each Procurement Activity			Delivery/Completion	Source of Funds	Estimated Budget		Remarks (brief description of Program/Project)
						Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award Contract Signing			MOOE	CO	
Chlorine (powder Pure-Ox)	600	kilos	550.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	330,000.00		
TOTAL											330,000.00		
Procurement Program/Project	pcs	unit	Estimate unit cost	PMO/End User	Mode of Procurement	Schedule for Each Procurement Activity			Delivery/Completion	Source of Funds	Estimated Budget		Remarks (brief description of Program/Project)
MATERIALS for NSC & REPAIRS						Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award Contract Signing			MOOE	CO	
1/2" Brass Water Meter w/ tail piece	500	pcs	1,100.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	550,000.00		
1/2" Brass St. Coupling Adapter	500	pcs	150.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	75,000.00		
1/2" Brass Ball Valve with lockwing	500	pcs	210.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	105,000.00		
1/2" x 1/2" Saddle Clamp	400	pcs	220.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	88,000.00		
1/2" x 1/2" Saddle Clamp	300	pcs	300.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	90,000.00		
1/2" x 1/2" Saddle Clamp	100	pcs	370.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	37,000.00		
1/2" x 1/2" Saddle Clamp	50	pcs	600.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	30,000.00		
1/2" GI Elbow - schedule 40	1200	pcs	26.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	31,200.00		
1/4" x 1/2" GI Elbow Reducer - sched 40	400	pcs	45.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	18,000.00		
1/2" GI Pipe - sched 40	120	pcs	450.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	54,000.00		
1/2" GI Plug	100	pcs	20.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	2,000.00		
1/2" PE Male Adapter (NLC)	500	pcs	130.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	65,000.00		
1/2" PE Tubing SDR 9 ISO x 300 meters	25	rolls	7,900.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	197,500.00		
efflon Tape (omega brand)	800	pcs	20.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	16,000.00		
1/2" PE Union Coupling (LC)	300	pcs	125.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	37,500.00		
adlock	400	pcs	125.00	Consumer	Shopping		to be procured quarterly		Jan - Dec	Gen. Fund	50,000.00		
TOTAL											1,500,000.00		

Prepared by:
MARCISA A. VALLESTEROL
MW-A/Storekeeper designate

Reviewed by:
MARIE GRACE A. REDULFIN
Adm./Gen. Services Officer

Approved by:
ENGR. JAYSON C. ANTOLIN
General Manager D