

**SANTA MARIA WATER DISTRICT
ANNUAL PROCUREMENT PLAN FOR FY 2016**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Delivery/Completion	Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing			Total	MOOE	CO	
	Procurement of Various Office Supplies	Administrative, Finance, Customer Service/Accounts, Water Resource, Engineering, Construction & Maintenance Division	Agency to Agency	To be procured as the needs arises				Jan.-Dec.	IGF	552,119.41	552,119.41		Purchase of office supplies for replenishment of stocks and for use in day to day work of the employees.
	Procurement of various IT Forms and Supplies	Administrative, Finance, Customer Service/Accounts, Water Resource, Engineering, Construction & Maintenance Division	Agency to Agency	To be procured as the needs arises				Jan.-Dec.	IGF	261,706.44	52,025.00	209,681.44	Purchase of various forms, computer supplies, and computer peripherals
	Purchase of Paper Materials & Accountable Forms	Administrative, Finance, Customer Service/Accounts, Water Resource, Engineering, Construction & Maintenance Division	Agency to Agency/SVP	To be procured as the needs arises				Jan.-Dec.	IGF	651,741.00	651,741.00		Bin cards, Official receipts, official forms, letterheads, Riso Printing, corrugated file boxes, etc.
	Purchase of various cleaning equipment, janitorial and other supplies	Administrative, Finance, Customer Service/Accounts, Water Resource, Engineering, Construction & Maintenance Division	Shopping	To be procured as the needs arises				Jan.-Dec.	IGF	89,615.50	89,615.50		soap, dipper, surface protectors, mop, broom, decors, floorwax, dustpans, rugs, bowl cleaners, etc.
	Procurement of various Office, IT Equipment, Peripherals and accessories	Administrative, Finance, Customer Service/Accounts, Water Resource, Engineering, Construction & Maintenance Division	Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	566,545.65	9,526.64	557,019.01	Calculator, UPS, Power Supply, Signature Pad, Web cam, stop watch, telefax, palm chargers/batteries, meter reading device, money detector, portable radios, etc.
	Purchase of Audio and Small Office Devices	Administrative, Finance, Customer Service/Accounts, Water Resource, Engineering, Construction & Maintenance Division	Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	30,383.65	1,348.60	29,035.05	Puncher, scissors, sharpener, stapler/remover, waste basket, cans, trays, cork/white boards/erasers, microphone, etc.
	Purchase of Common Office Electrical Supplies	Administrative, Finance, Customer Service/Accounts, & Water Resource Division	Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	23,273.95	23,273.95		Batteries, Fluorescent tube/housing, starter, electrical tapes, adaptors, receptacles, etc.
	Procurement for Protective Gears & Devices	General Services, Customer Service/Accounts, Water Resource, Engineering, Construction & Maintenance Division	Shopping	To be procured as the needs arises				Jan.-Dec.	IGF	253,713.30		253,713.30	Belt bags, umbrella, boots, goggles, cargo belt, flashlights, ear muffs, helmets, traffic vests, raincoats, ear muffs, etc.
	Procurement for for Additional Motorcycles	Customer Accounts & Water Resource Division	Shopping	To be procured as the needs arises				Jan.-Dec.	IGF	202,000.00		202,000.00	Procurement of three (3) units motorcycle for additional service of the district.
	Purchase of Various Fittings & Supplies for maintenance & refurbishing purposes	General Services	Shopping	To be procured as the needs arises				Jan.-Dec.	IGF	66,197.35	66,197.35		BNG, cap brush, coaltar, cutting disk, deformed bars, epoxy, thinner, brushes, welding rods, etc.
	Procurement for Office, Transportation and Construction Equipments	General Services	Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	173,715.75		173,715.75	aircon, genset, engine for concrete cutter, electric grinder, welding machine, sprayer, grass cutter, jigsaw, and GPS tracker device
	Purchase of Other Chemical Supplies	Resource, and Construction & Maintenance Division	Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	28,010.00	28,010.00		Includes fire extinguishers and chemical admixtures for mainline rehabilitation
		TOTALS								2,899,022.00	1,473,857.45	1,425,164.55	

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page 2

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	Purchase of sim for GPS tracker	General Services Division	Direct Contracting	To be procured as the needs arises				Jan.-Dec.	IGF	118,800.00	118,800.00		Subscription of sim for GPS tracker
	Procurement for Other Professional Services	Water Resource & Engineering Division	Direct Contracting/SVP	To be procured as the needs arises				Jan.-Dec.	IGF	369,100.00	336,600.00	32,500.00	Water testing such as total fecal/coliform, HPC, Physical & Chemical Analysis, and installation of fire hydrants.
	Procurement of Various Construction and Maintenance Tools	Construction & Maintenance, General Services, Engineering, and Water Resource Division	Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	312,621.73		312,621.73	Purchase of various tools for the performance of tasks of the Construction & Maintenance, General Services, Engineering, and Water Resource Division.
	Supply & Delivery of Calcium Hypochlorite for CY 2016	Water Resource Division	Public Bidding	To be procured as the needs arises				Jan.-Dec.	IGF	1,414,800.00	1,414,800.00		Purchase of calcium hypochlorite for water treatment purposes.
	Supply & Delivery of Chlorine Dioxide for CY 2016	Water Resource Division	Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	498,624.00	498,624.00		Purchase of chlorine dioxide for water treatment purposes.
	Purchase of Various Water Treatment Parts and Supplies	Water Resource Division	Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	263,290.00	42,000.00	221,290.00	Purchase of various chlorinator parts and supplies for water treatment equipment
	Supply and Delivery of various GI Fittings for CY 2016 (167)	Customer Accounts, Engineering & Water Resource Division	Public Bidding	Feb. 4-11, 2016	15-Feb-16	23-Feb-16	9-Mar-16	Jan.-Dec.	IGF	10,291,820.87	10,291,820.87		GI fittings for new connection, change of meters, repair and maintenance.
	Supply and Delivery of HDPE Tubings and Plastic Fittings for CY 2016	Commercial Service & Water Resource Division	Public Bidding	Feb. 4-11, 2016	15-Feb-16	23-Feb-16	9-Mar-16	Jan.-Dec.	IGF	3,466,832.70	3,466,832.70		HDPE tubings. Pastic adaptors different sizes, PVC/saddle clamps, union couplings etc.
	Supply and Delivery of Water Meter for CY 2016	Commercial Service & Water Resource Division	Public Bidding	Feb. 4-11, 2016	15-Feb-16	23-Feb-16	9-Mar-16	Jan.-Dec.	IGF	10,300,200.00	10,300,200.00		10 Water Meter 1" and 6200 pcs. Of Water Meter 1/2
	Procurement of Construction & Heavy Equipments		Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	169,150.00		169,150.00	electric chipping hammer, fabricated metal barricades and steel plates
	Purchase of materials for disconnection of service lines	Customer Service Division	Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	174,600.00	174,600.00		Lead Seal, magnetic wire, disconnection tag, bolts and nuts
	Purchase of Flow Meter 50mm w/ Flange BNG	Customer Service Section	Shopping	To be procured as the needs arises				Jan.-Dec.	IGF	125,950.00		125,950.00	Purchase of CI Flow meter With flange and BNG
	Procurement for Advertisement, Public Hearing, Handbooks, & Other Peripherals	Customer Accounts & Customer Service Division	Shopping/SVP	To be procured as the needs arises				Jan.-Dec.	IGF	603,400.00	566,400.00	37,000.00	advertisements, public hearing expenses, handbooks, flyers, tarpaulin, orientation expenses and mascot
	Procurement for Mobile Text Blasting	Customer Service Division	Direct Contracting	To be procured as the needs arises				Jan.-Dec.	IGF	90,000.00	90,000.00		Text Blasting for dissemination of informations.
	Supply of Labor and Materials for Repair & Maintenance of Power & Pumping Equipment	Water Resource Division	Small Value Procurement	To be procured as the needs arises				Jan.-Dec.	IGF	626,606.70		626,606.70	Variable frequency drive, control card, blower fan, pressure switches, pressure gauge, timer on-delay, transmitter, etc.
	Rental of Radio Communication System	General Services	Direct Contracting	To be procured as the needs arises				Jan.-Dec.	IGF	576,000.00	576,000.00		Payment for rental of portable radios.
	Construction of Warehouse at Farmacia Emilia	General Services	Direct Contracting	To be procured as the needs arises				Jan.-Dec.	IGF	113,829.25		113,829.25	Supplies needed for the repairs of SMWD's, general services, Operation's office and warehouse
	Repairs & Maintenance of Office, IT Equipments & Furnitures & Fixtures	General Services	Direct Contracting/ SVP	To be procured as the needs arises				Jan.-Dec.	IGF	478,443.04	478,443.04		aircon cleaning, R & M of other office equipments, open shelves and stockroom, maintenance of computers, repairs and replacement of CCTV camers & peripherals.
	Repairs & Maintenance of Common Equipment	General Services	Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	373,880.50	373,880.50		Repairs & Maintenance of common equip of the district.
	TOTALS									30,367,948.79	28,729,001.11	1,638,947.68	

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page 3

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				Ads/Post of	Sub/Open of	Notice of	Contract			Total	MOOE	CO		
	Supply of Labor & Materials for the R & M of Gulod Concrete Tank	Water Resource Division	Direct Contracting	To be procured as the needs arises				Jan-Dec	IGF	307,372.00		307,372.00	Labor and materials for the Repair and Maintenance of Gulod Concrete Tank	
	Purchased of Supplies for repainting of various transmission and distribution lines	Water Resource Division	Shopping	To be procured as the needs arises				Jan-Dec	IGF	43,000.00	43,000.00		Paints, brushes, thinners, etc. for repainting of transmission & distribution lines	
	Supply of Labor and Materials for rehabilitation of wells at diff. Pump Stations	Water Resource Division	Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	804,000.00		804,000.00	Rehabilitation of three wells at Sta. Clara, T. Santiago, &	
	Supply of Labor and Materials for Camera Logging at diff. Pump Stations	Water Resource Division	Direct	To be procured as the needs arises				Jan-Dec	IGF	270,000.00	270,000.00		Camera Logging at Sta. Clara, T. Santiago	
	Supply & Delivery of Labor & Materials for site Development of Sitio Bato & Patag Pump Stations	Water Resource Division	Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	405,000.00		405,000.00	Includes labor and materials for site development of two pump stations.	
	Supply of Labor and Materials for Rehabilitation of Pump Stations	Water Resource Division	Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	450,000.00	450,000.00		Includes labor and materials for rehabilitation of pump stations.	
	Supply of uPVC Pipes, Fittings, Construction Supplies and civil works for Bulk Supply Improvement Project	Construction & Maintenance Division	Public Bidding/Direct Contracting	To be procured as the needs arises				Jan-Dec	IGF	22,274,992.05		22,274,992.05	Includes uPVC Pipes 300mm w/ rubber rings, and different sizes uPVC elbows.	
	Supply of uPVC Pipes and Fittings for Brgy. Catmon to Brgy. Balasing Ext. Project (BOV-BOV)	Construction & Maintenance Division	Public Bidding/Direct Contracting	Jan. 25-Feb.1, 2016	5-Feb-16	10-Feb-16	2-Mar-16	Jan-Dec	IGF	1,463,842.41		1,463,842.41	Includes uPVC Pipes , GI, and CI Fittings	
	Supply of uPVC Pipes and Fittings for Brgy.Balasing Side Streets Extension Project	Construction & Maintenance Division	Public Bidding/Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	375,214.60		375,214.60	Procurement of all necessary fittings for Brgy. Balasing Side Streets Extension Project.	
	Supply of uPVC Pipes, Fittings, Construction supplies and Civil Works for Brgy. Balasing Side St. Extension Projects.	Construction & Maintenance Division	Public Bidding/Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	191,820.50		191,820.50	Procurement of all necessary fittings for Brgy. Balasing Side Streets Extension Project.	
	Supply of Labor and Materials for 2016 Water Meter Cluster Standardization and Rehabilitation	Engineering	Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	829,398.96	829,398.96		includes uPVC Pipes, HDPE Tubings, CI & GI Fittings, Plastic Fittings, Gate Valves, etc.	
	Supply and Delivery of Construction Materials for Restoration, Rehabilitation and for Various Projects	Construction & Maintenance, General Services, Engineering, and Water Resource Division		To be procured as the needs arises				Jan-Dec	IGF	2,340,340.00	149,000.00	2,191,340.00	Purchase of white sand, gravel, and cement to be used in various projects, rehab and restorations.	
	Supply and Delivery of CI Fittings for Stock Replenishments and New Installations	Customer Service Division	Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	381,505.00	381,505.00		Includes CI Fittings, STC, BNG, Threaded Flanges, and Valve Box Cover	
	Supply and Delivery of GI Fittings for Stock Replenishments and New Installations	Customer Service Division	Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	257,839.20	257,839.20		Includes GI Bushings, cross tee, elbow, nipple, tee, and tee reducer.	
	Purchase of other Construction Materials	Engineering & Water Resource Division	Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	75,000.00	75,000.00		Includes concrete hollow blocks, paints and paint brushes	
	Purchase of uPVC Pipes for Repairs & Maintenance	Customer Service Division	Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	8,787.00	8,787.00		Includes uPVC pipes 50 and 150mm	
	Annual Replacement of Filter Tank, San Jose Patag	Water Source Division	Small Value Procurement	To be procured as the needs arises				Jan-Dec	IGF	88,000.00		88,000.00	Includes various materials and supplies for the maintenance of tank	
	Supply & Delivery of Teflon	Construction & Maintenance, Customer Service & Water Resource Division	Shopping	To be procured as the needs arises				Jan-Dec	IGF	698,200.00		698,200.00	Teflon for replenishment of stocks	
	TOTALS										31,264,311.72	2,464,530.16	28,799,781.56	
GRAND TOTAL											64,531,282.51	32667388.72	31,863,893.79	

30,295,105.11

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
- 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 (advertising/posting; submission and receipt/Opening of bids; award of contract; contract signing).
- 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

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


Breakdown into mooe and co for tracking purposes; alligned with budget documents

Any remark that will help GPPB track programs and projects

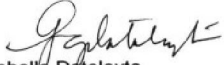
Prepared By:


Chaito S. Fernando
BAC Secretariat

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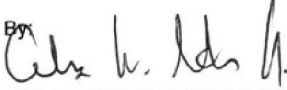

Nonela Concepcion
BAC Member


Maria Leonora S. Romarate
BAC Member


Ginabella Datolayta
BAC Member


ENGR. EMMANUEL A. DE VERA
BAC Chairman

Noted By:


ENGIR. CARLOS N. SANTOS JR.
General Manager