BIDS AND AWARDS COMMITTEE

RESOLUTION NO. 037-2013

BAC Resolution Recommending for the Approval by the Interim Board of Directors of MRWD Annual Procurement Plan for Fiscal Year 2013, Pursuant to Rule II, Section 7 of the Revised Implementing Rules and Regulations of R.A 9184

WHEREAS, Rule II, Section 7 (Procurement Planning) of the Revised Implementing Rules and Regulations of Republic Act No. 9184 mandates all procuring entities that all procurement shall be within the approved budget and should be meticulously and judiciously planned through the Annual Procurement Plan (APP);

WHEREAS, consistent with government fiscal discipline measures, only those considered crucial to the efficient discharge of governmental functions shall be included in the APP. Thus, the procurement project shall be considered crucial to the efficient discharge of governmental functions if it is required for the day-to-day operations or is in pursuit of the principal mandate of the Metro Roxas Water District (MRWD);

WHEREAS, pursuant thereof, no procurement shall be undertaken unless it is in accordance with the approved APP of the MRWD consistent with its duly approved yearly budget. The APP shall bear the approval of the Interim Board of Directors as the Head of the Procuring Entity or the General Manager as may be authorized to act in their behalf;

WHEREAS, the Management directed all Division Heads (end-user units) to prepare and submit their respective Project Procurement Management Plan (PPMP) for their different programs, activities and projects (PAPs) for fiscal year 2013;

WHEREAS, all prepared PPMPs were then submitted to the Accounting, Budget and Cash Division for validation if the Approved Budget for the Contract (ABC) reflected in the PPMPs is consistent with the approved corporate budget;

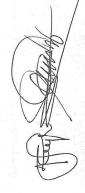
WHEREAS, the PPMPs, after review of the Accounting, Budget and Cash Division were forwarded to the Bids and Awards Committee (BAC) through its Secretariat, for the finalization of the modes of procurement under the proposed APP. Accordingly, the BAC made several consultations with the respective end-user units during the preparation and consolidation of the APP;

WHEREAS, after thorough review, validation, and consolidation of PPMPs, the BAC has prepared the proposed APP of MRWD for fiscal 2013 with a total estimated budget of Fifty Three Million Five Hundred Eighty Six Thousand Two Hundred Thirty Eight and 34/100 Pesos (P53,586,238.34);

WHEREAS, in view of the foregoing and taking into consideration the importance of the APP in government procurement, the Committee collectively decided to recommend to the Interim Board of Directors as the Head of the Procuring Entity the approval of the proposed APP.

1 | Page MRWD Bids and Awards Committee

Metro Roxas Water District Annual Procurement Plan for Fiscal Year 2013





NOW, THEREFORE, for and in consideration of the foregoing, **We**, the Members of the **Bids and Awards Committee**, hereby collectively **RESOLVE** as it is hereby **RESOLVED**:

a.) To recommend for the approval by the Interim Board of Directors of MRWD Annual Procurement Plan for fiscal year 2013 with a total estimated budget of Fifty Three Million Five Hundred Eighty Six Thousand Two Hundred Thirty Eight and 34/100 Pesos (P53,586,238.34)

b.) To recommend for approval of the Interim Board of Directors of the Metro Roxas Water District this BAC Resolution No. 037-2013.

RESOLVED, at the Bids and Awards Committee Office, $1^{\rm st}$ floor, MRWD Bldg., Km. 1, Roxas City , this $11^{\rm th}$ day of February 2013.

VINCENTI, VILLASIS

BAZ Vice-Chairperson

BAC Member

BAC Member

BOBBY STATE BAC Member

Approved by:

GONZALO GLEN B. DELGADO

General Manager

By authority of the Interim Board of Directors through Resolution No. _____ series of 2013

dhairperson

YEAR 2013 MRWD ANNUAL PROCUREMENT PLAN CAPITAL EXPENDITURES

			Total Estimated	Ist quarter	2nd quarter	3rd quarter	4th quarter	Mode of
Program/Activity/Project	Purpose	Account No.	Budget		Breakdown p	er quarter		Procurement
Provision for Office Equipments	Additional/replacement of office equipments for the effective delivery of services	221	100,000.00	25,000.00	25,000.00	25,000.00		Shopping/ Small Value Procurement
Provision for Air-conditioning Units	Additional/replacement of air-conditioning units to provide conducive working environment to personnel and provide better service to the concessionaires	222	100,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Shopping/ Small Value Procurement
I.T Equipment and Software	Additional computers with printers,laptop for off-site collection and among others to be used for effective collection system and improve delivery of services	223	275,000.00	195,000.00	40,000.00	20,000.00	20,000.00	Shopping/Small Value
I Unit Service Vehicle (Four Wheels)	Additional service vehicle for the Construction and Maintenance Division for effective delivery of services	241	1,000,000.00		1,000,000.00			Public Bidding
5 Unit of Service Motorcycle	Additional motor service vehicle for MRWD meter readers for effective delivery of services	241	70,000.00	70,000.00				Small Value Procurement
Surveillance/Monitoring System (CCTV)	Improve security system in all Panit-an Water Treatment Plant	250-B	200,000.00		200,000.00			Small Value Procurement
I Set of Electric Actuator for 600mm Val- 7 matic Butterfly Valve including Installation, Commissioning and Wiring	Replacement of the damaged actuator at the Water Treatment Plant	254.11.C	800,000.00		800,000.00			Public Bidding
3 Expansion/Rehabilitation of Distribution Lines	Additional service connections, improve services and increase revenue collection	254.IV.C	1,000,000.00	250,000.00	250,000.00	250,000.00	250,000.00	Shopping/Small Value Procurement
9 Non-Revenue-Water Reduction Program	Improve services and increase revenue collection	254.IV.C	4,026,951.00	1,006,737.70	1,006,737.70	1,006,737.70	1,006,737.70	Public Bidding/Shopp
2,000 Pieces of 1/2" Water Meters with Accessories	Improve services and increase revenue	229	3,666,000.00		1,833,000.00		1,833,000.00	Public Bidding
50 Pieces of 3/4" Water Meters with Accessories	Improve services and increase revenue	233	188,550.00		94,275.00		94,275.00	Public Bidding



12 50 Pieces of 1°O Water Meters with Accessories Improve services and increase revenue 241 276,900.00 138,450.00 138,450.00 Public Bidding

Grand Total 11,703,401.00 1,571,737.70 5,412,462.70 1,326,737.70 3,392,462.70

Prepared by: Approved by:

DOMINADOR B. GENTUYA, JR. JOGIA DELFIN LIZALYN B. BAYLON GONZALO GLEN B. DELGADO

Division Manager Accounting, Budget & Cash Division

Head of the BAC Secretariat

Chairperson
Bids and Awards Committee

General Manager

By authority of the Interim Board of Directors through Res. No. 24

YEAR 2013 MRWD ANNUAL PROCUREMENT PLAN CONSTRUCTION & MAINTENANCE DIVISION

			Total Estimated	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of
Program/Activity/Project	Purpose	Account No.	Budget		Breakdown	er quarter		Procurement
Maintenance of Equipments	Repair, maintenance & replacement parts of equipments	821-M	140,000.00	35,000.00	35,000.00	35,000.00	35,000.00	Shopping/Small Value Procurement
Furnitures and Fixtures	Repair & maintenance of furnitures & fixtures	822-M	70,000.00	17,500.00	17,500.00	17,500.00	17,500.00	Shopping/Small Value Procurement
IT Equipment and Software	Improve services	823-M	100,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Shopping/Small Value Procurement
Maintenance of Service Vehicles	Repair & maintenance of service vehicles	841-M	1,010,400.00	252,600.00	252,600.00	252,600.00	252,600.00	Shopping/Small Value Procurement
Maintenance of Watercrafts	Maintenance and repair of watercrafts	844	150,000.00	37,500.00	37,500.00	37,500.00	37,500.00	Shopping/Small Value Procurement
Maintenance of the Miscellaneous Plant/Construction & General Expenses	Repair and maintenance of industrial equipments	850-A	240,000.00	60,000.00	60,000.00	60,000.00	60,000.00	Shopping/Direct Contracting
Maintenance of Water Service Connections	Repair and maintenance of water service connections	854.IV.C	1,400,000.00	350,000.00	350,000.00	350,000.00	350,000.00	Shopping
Maintenance of Transmission and Distribution lines, and Submainlines	Repair and maintenance of transmission and distribution lines, and submainlines	854.IV.E	4,300,000.00	1,075,000.00	1,075,000.00	1,075,000.00	1,075,000.00	Public Bidding/Shoppi
Maintenance of Water Meters	Replacement of water meter inserts and spareparts	854.IV.F	2,500,000.00	833,333.33	833,333.33		833,333.34	Direct Contracting
Maintenance of Fire Hydrants	Fittings & Materials for the repair & maintenance of fire hydrants	854.IV.H	100,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Shopping
		Grand Total	10,010,400.00	2,710,933.33	2,710,933.33	1,877,600.00	2,710,933.34	

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DOMINADOR B. GENTUYA, JR.

Head of the BAC Secretariat

Chacked by

ZAVDY A. LACSON

Division Manager

Construction & Maintenance Division

Recommending approva

LIZALYN B. BAYLON

Chairperson
Bids & Awards Committee

GONZALO GLEN B. DELGADO

General Manager

By authority of the Interim Board of Directors through Res. No. 26

YEAR 2013 MRWD ANNUAL PROCUREMENT PLAN **GENERAL SERVICES DIVISION**

			Total Estimated	Ist quarter	2nd quarter	3rd quarter	4th quarter	Mode of
Program/Activity/Project	Purpose	Account No.	Budget			Procurement		
Fuel, Oil & Lubricants	Fuel, Oil & Lubricants for office service vehicles, grass cutters & generators (for all divisions)	761	9,334,100.00	2,333,525.00	2,333,525.00	2,333,525.00	2,333,525.00	Shopping/Direct Contracting
Maintenance Office Building & Grounds	Labor & materials for the repair, maintenance & improvements of office buildings & grounds	811	250,000.00	62,500.00	62,500.00	62,500.00		Shopping/Small Value Procurement
Maintenance of Office Equipments	Repair, maintenance & replacement parts of photocopiers & other equipments	821-A	60,000.00	15,000.00	15,000.00	15,000.00		Shopping/Small Value Procurement
Furnitures & Fixtures	Repair, maintenance & replacement of parts furnitures & airconditioning units	822-A	150,000.00	37,500.00	37,500.00	37,500.00		Shopping/Small Value Procurement
IT Equipment & Softwares	Repair, mantenance & replacement of parts of computer equipments & softwares	823-A	200,000.00	50,000.00	50,000.00	50,000.00		Shopping/Small Value Procurement
Communication Equipments	Repair & maintenance of VHS base/handheld radio	829-A	50,000.00	12,500.00	12,500.00	12,500.00		Shopping/Small Value Procurement
Maintenance of Service Vehicles	Labor, materials & replacement of parts for the repair & maintenance of service vehicles	841-A	300,000.00	75,000.00	75,000.00	75,000.00		Shopping/Small Value Procurement
Fire Extinguishers	Refill of fire extinguishers	850-B	150,000.00	50,000.00	100,000.00			Shopping/Small Value Procurement
Office Supplies	Regular Office Supplies for the entire departments	155	609,700.00	152,425.00	152,425.00	152,425.00	152,425.00	Shopping
Computer Printer Inks, Toner Cartridges & Ribbon Cartridges	Office computer printer inks, toner cartridges & ribbon cartridges for the entire departments	155	803,300.00	200,825.00	200,825.00	200,825.00	200,825.00	Shopping
Accountable Forms	Cashier's and collectors official receipts, and water bills	156	572,000.00	143,000.00	143,000.00	143,000.00	143,000.00	Shopping/Negotitiate Procurement
		Grand Total	12,479,100.00	3,132,275.00	3,182,275.00	3,082,275.00	3,082,275.00	

DOMINADOR B. GENTUYA, JR.

Head of the BAC Secretariat

LIZALYN B. BAYLON
Division Manager
General Services Division

Recommending approval:

LIZALYN B. BAYLON
Chairperson
Bids & Awards Committee

GONZALO GLEN B. DELGADO

General Manager

Approved by:

YEAR 2013 MRWD ANNUAL PROCUREMENT PLAN ADMINISTRATIVE DIVISION

			Total Estimated	lst quarter	2nd quarter	3rd quarter	4th quarter	Mode of
Program/Activity/Project	Purpose	Account No.	Budget	Breakdown per quarter				Procurement
Security Services	Security services to secure MRWD installations & facilities	797	5,035,140.00	5,035,140.00				Public bidding
Advertising & Promotion Expenses	Calendar printing for 2014	780-A	200,000.00				200,000.00	Small Value Procurement
Miscellaneous Expenses	Catering services & other related expenses	884-A	400,000.00			150,000.00	250,000.00	Small Value Procurement
		Grand Total	5,635,140.00	5,035,140.00		150,000.00	450,000.00	

pared by:

DOMINADOR B. GENTUYA, IR. Head of the BAC Secretariat ELITA M. FRANCISCO

Oivision Manager

Administrative Division

Recommending approval:

LIZALYN B. BAYLON

Chairperson Bids & Awards Committee Approved by:

GONZALO GLEN B. DELGADO

General Manager

YEAR 2013 MRWD ANNUAL PROCUREMENT PLAN PLANNING & DESIGN DIVISION

(Note: The budget allocation for the Planning & Design Division APP is under the Capital Expenditures)

			Total Estimated	lst quarter	2nd quarter	3rd quarter	4th quarter	Mode of	
Program/Activity/Project	Purpose	Account No.	Budget	·	Breakdown per quarter				
I Unit of Correlating Radio Logger	Data gathering, improve services	254.IV.C	1,285,452.00		1,285,452.00			Public Bidding	
6 Units of Data Logger with Ridge Switch	Data gathering, improve services	254.IV.C	360,000.00	360,000.00				Public Bidding	
Satelite Base Map	To provide satelite base data map, improve services	254.IV.C	500,000.00		500,000.00			Public Bidding	
I Unit Ground Microphone Data Logger	For easy identification of leaks in transmission & distribution lines	254.IV.C	650,000.00	650,000.00				Public Bidding	
4 Units of VHF FM Transceiver	Data gathering, improve services	254.IV.C	40,000.00	40,000.00				Small Value Procurement	
2 Sets of Computer Units	Additional computer units for the Planning and Design Division	254.IV.C	25,000.00	25,000.00				Small Value Procurement	
Area Metering for Roxas City	Labor and materials components of the area metering program for Roxas City	254.IV.C	4,026,951.00	1,006,737.70	1,006,737.70	1,006,737.70	1,006,737.70	Public Bidding/Proje administration	
		Grand Total	6,887,403.00	2,081,737.70	2,792,189.70	1,006,737.70	1,006,737.70		

Prepared by:

DOMINADOR B. GENTUYA, JR.

Head of the BAC Secretariat

Checked by:

MANUEL B. SALAZAR

Division Manager

Planning & Design Division

Recommending approval

LIZALYN B. BAYLON

Chairperson

Bids & Awards Committee

Approved by:

GONZALO GLEN B. DELGADO

General Manager

YEAR 2013 MRWD ANNUAL PROCUREMENT PLAN **OPERATION & MAINTENANCE DIVISION**

			Total Estimated	Ist quarter	2nd quarter	3rd quarter	4th quarter	Mode of
Program/Activity/Project	Purpose	Account No.	Budget		Breakdown p	er quarter		Procurement
Repair and Maintenance of Structures and Improvements	Repair and maintenance of structures and improvements of Lawa-an Water Treatment Plant	854-IIA	300,000.00	200,000.00	100,000.00			Shopping/Small Value Procurement
Liquified Gas Chlorine with 99% Minimum Alumina Content @ I Ton per Cylinder	Liquefied Gas Chlorine to be used for water treatment & removal of bacteria in the water	765-P3-A	1,470,000.00	1,344,000.00			126,000.00	Public Bidding/Shopp
Aluminum Sulfate with 17% Minimum Alumina Content @ 50 Kilograms per Bag	Coagolant chemicals used in water treatment during low turbid raw water	765-P3-A	3,360,000.00	750,000.00		2,610,000.00		Public Bidding/Shopp
Poly Aluminum Chloride with 30% Minimum Alumina Content @ 25 Kilograms per Bag	Coagolant chemicals used in water treatment during high turbid raw water	765-P3-A	2,250,000.00	1,700,000.00			549,950.00	Public Bidding/Shopp
Polymer @ 25 Kilograms per Bag	Additional coagolant chemicals used in water treatment	765-P3-A	140,000.00		140,000.00			Public Bidding/Shopp
Maintenance of Water Treatment Plant 5 Building Structures, Electric Motors, Gen-sets & Other Facilities	Repair, maintenance & improvements of WTP building structures, electric motors, gen-set & other facilities	854-IIIA	681,180.00	170,295.00				Shopping/Small Value
Maintenance of Pumping Equipment	Repair & maintenance of pumping equipments	854-IIC	1,777,520.00	444,380.00	444,380.00	444,380.00	444,380.00	Shopping/Small Valu Procurement
Maintenance of Office Equipment	Repair and maintenance of office equipments	821-PI	37,000.00	9,250.00	9,250.00	9,250.00	9,250.00	Shopping
9 Maintenance of Furniture & Fixtures	Repair and maintenance furnitures and fixtures	822-PI	37,000.00	9,250.00	9,250.00	9,250.00	9,250.00	Shopping
Maintenance of IT Equipment	Repair and maintenance of IT equipments	823-P1/P3	66,000.00	16,500.00	16,500.00	16,500.00	16,500.00	Shopping
2 Maintenance of Communication Equipment	Repair and maintenance of communicatio equipments	829-P1/P3	54,000.00	13,500.00	13,500.00	13,500.00	13,500.00	
4 Maintenance of Service Vehicle	Repair and maintenance of service vehicles	841-P1/P3	120,478.00	30,119.50	30,119.50	30,119.50	30,119.50	Shopping
Transcendince of Service Venicle		Grand Total	10,293,178.00	4,687,294.50	684,380.00	3,054,380.00	1,120,330.00	

DOMINADOR B. GENTUYA, JR. Head of the BAC Secretariat

Division Manager

Operation & Maintenance Division

LIZALYN B BAYLON Chairperson Bids & Awa

GONZALO GLEN B. DELGADO

General Manager

Approved by:

By autority of the Interim Board of Directors through Res. No. $\underline{2}$

YEAR 2013 MRWD ANNUAL PROCUREMENT PLAN QUALITY CONTROL DIVISION

			Total Estimated	Ist quarter	2nd quarter	3rd quarter	4th quarter	Mode of
Program/Activity/Project	Purpose	Account No.	Budget		Breakdown	per quarter		Procurement
7108141111111111111111111111111111111111	· ·	222322						Shopping/Small Value
Maint.of Office Equipment	Repair and maintenance of office equipment	821-P4	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00	Procurement
								Shopping/Small Value
2 Maint of IT Equipment & Software	Repair and maintenance of IT equipment and software	823-P4	30,000.00	7,500.00	7,500.00	7,500.00	7,500.00	Procurement
Maintenance of Laboratory Equipment								Shopping/Small Valu
	Repair and maintenance of laboratory equipment	833	100,000.00	0,000.00 25,000.00	25,000.00	25,000.00	25,000.00	Procurement
		Grand Total	140,000.00	35,000.00	35,000.00	35,000.00	35,000.00	

DOMINATOR B. GENTUYA, JR.

Head of the BAC Secretariat

VINCENT VILLASIS

Division Manager Quality Control Division

Recommending approval:

LIZALYN B. BAYLON
Chairperson
Bids & Awards Committee

Approved by:

GONZALO GLEN B. DELGADO

General Manager

YEAR 2013 MRWD ANNUAL PROCUREMENT PLAN CUSTOMERS ACCOUNTS DIVISION

			Total Estimated	lst quarter	2nd quarter	3rd quarter	4th quarter	Mode of
Program/Activity/Project	Purpose	Account No.	Budget		Procurement			
Maintenance of Office Equipments	Repair and Maintenance of office equipments	821-C	50,000.00	12,500.00	12,500.00	12,500.00	12,500.00	Shopping/Small Value Procurement
Furnitures & Fixtures	Repair, maintenance & replacement of office furnitures & fixtures	822-C	100,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Shopping/Small Value Procurement
IT Equipment & Softwares	Repair & maintenance of IT equipments & softwares for effective reporting and recording	823-C	250,000.00	62,500.00	62,500.00	62,500.00	62,500.00	Shopping/Small Value Procurement
Maintenance of Motor Service Vehicles	Repair & maintenance of service vehicle for bank and sub-office collections	841-C	50,000.00	12,500.00	12,500.00	12,500.00	12,500.00	Shopping/Small Value Procurement
		Grand Total	450,000.00	112,500.00	112,500.00	112,500.00	112,500.00	

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DOMINADOR B. GENTUYA, JR.

Head of the BAC Secretariat

Checked by

LILIBETH A. ARLUZ
Division Manager

Customer Accounts Division

Recommending approval:

LIZALYN B. BAYLON Chairperson

Bids & Awards Committee

GONZALO GLEN B. DELGADO

General Manager

Approved by:

YEAR 2013 MRWD ANNUAL PROCUREMENT PLAN **CUSTOMERS SERVICES DIVISION**

			Total Estimated	lst quarter	2nd quarter	3rd quarter	4th quarter	Mode of
Program/Activity/Project	Purpose	Account No.	Budget		Breakdown	oer quarter		Procurement
Marketing Program and Advertisement Expense	Marketing and information campaign for additional service connections	780-C	290,000.00	72,500.00	72,500.00	72,500.00		Shopping/Small Valu Procurement
Maintenance of Office Equipments	Repair & maintenance of office equipments	821-C	50,000.00	12,500.00	12,500.00	12,500.00		Shopping/Small Value Procurement
Furnitures & Fixtures	Repair & maintenance of furnitures & fixtures	822-C	100,000.00	25,000.00	25,000.00	25,000.00		Shopping/Small Value Procurement
IT Equipments & Softwares	Repair, maintenance & replacement of IT equipment & softwares for effective reporting & recording	823-C	150,000.00	37,500.00	37,500.00	37,500.00		Shopping/Small Value
Replacement Parts of Motor Service Vehicles	Repair & maintenance of motor service vehicles for meter reading & investigation of new service connection applications	841-C	100,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Shopping/Small Valu
	175	Grand Total	690,000.00	172,500.00	172,500.00	172,500.00	172,500.00	

DOMINADOR'B. GENTUYA, JR.

Head of the BAC Secretariat

Division Manager

Customer Services Division

Recommending approval:

1 LIZALYN B. BAYLON Chairperson

Bids & Awards Committee

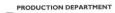
Approved by:

GONZALO GLEN B. DELGADO

General Manager

METRO ROXAS WATER DISTRICT ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2013

ADMINISTRATIVE & FINANCE	CAPITAL OUTLAY
DEPARTMENT	
Accounting, Budget & Finance Division (Capital	
Expenditures))	11,703,401.00
Administrative Division	5,635,140.00
General Services Division	12,479,100.00
Total	29,817,641.00
COMMERCIAL SERVICES	
DEPARTMENT	
Customer Accounts Division	450,000.00
Customer Services Division	690,000.00
Total	1,140,000.00
ENGINEERING DEPARTMENT	
Construction & Maintenance Division	10,010,400.00
Planning & Design Division (APP budget	7
allocation is under the CAPEX)	
Total	10,010,400.00





Operation & Maintenance Division	
Quality Control Division	
Total	

10,293,178.00 140,000.00 10,433,178.00

GRAND TOTAL

51,401,219.00

Prepared b

DOMINADOR B. GENTUYA, JR.
Head of the BAC Secretariat

Checked by

JOGTA, DELFIN

Division Manager - Accounting, Budget and Cash Division

Recommending Approval:

LIZALYN B. BAYLON BAC Chairperson VINCENT I. VILLASIS
BAC Vice-Chairperson

ELITA M. FRANCISCO
BAC Member

BAC Member

BOBBY - DEPA CRUZ BAC Member

Approved by:

GONZALO GLEN B. DELGADO

General Manager

By authority of the IBOD through Resolution No. $\underline{2\zeta}$, series of 2013