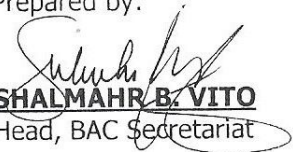



## ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2015

<b>ADMINISTRATIVE &amp; FINANCE DEPARTMENT</b>		<b>BREAKDOWN</b>
Capital Expenditures (CAPEX)		21,841,433.08
Administrative Division		1,248,000.00
General Services Division		11,958,838.00
Total		<u>35,048,271.08</u>
<b>COMMERCIAL SERVICES DEPARTMENT</b>		
Customer Accounts Division		500,000.00
Customer Services Division		450,000.00
Total		<u>950,000.00</u>
<b>ENGINEERING DEPARTMENT</b>		
Construction & Maintenance Division		8,921,538.00
Planning & Design Division (Budget allocation is under the CAPEX)		-
Total		<u>8,921,538.00</u>
<b>PRODUCTION DEPARTMENT</b>		
Operation & Maintenance Division		12,316,052.00
Quality Control Division		345,000.00
Total		<u>12,661,052.00</u>
<b>GRAND TOTAL</b>	<b>P</b>	<u><u>57,580,861.08</u></u>

Prepared by:

  
**SHALMAHR B. VITO**  
Head, BAC Secretariat


Checked by:

  
**MA. ROSARIO MOSES D. ALBA**  
Officer in Charge  
Accounting, Budget and Cash Division


## ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2015

<b>ADMINISTRATIVE &amp; FINANCE DEPARTMENT</b>		<b>BREAKDOWN</b>
Capital Expenditures (CAPEX)		21,841,433.08
Administrative Division		1,248,000.00
General Services Division		11,958,838.00
Total		<u>35,048,271.08</u>
<b>COMMERCIAL SERVICES DEPARTMENT</b>		
Customer Accounts Division		500,000.00
Customer Services Division		450,000.00
Total		<u>950,000.00</u>
<b>ENGINEERING DEPARTMENT</b>		
Construction & Maintenance Division		8,921,538.00
Planning & Design Division (Budget allocation is under the CAPEX)		-
Total		<u>8,921,538.00</u>
<b>PRODUCTION DEPARTMENT</b>		
Operation & Maintenance Division		12,316,052.00
Quality Control Division		345,000.00
Total		<u>12,661,052.00</u>
<b>GRAND TOTAL</b>	<b>P</b>	<u><u>57,580,861.08</u></u>

Prepared by:

  
**SHALMAHR B. VITO**  
Head, BAC Secretariat

Checked by:

  
**MA. ROSARIO MOSES D. ALBA**  
Officer in Charge  
Accounting, Budget and Cash Division

**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN  
CAPITAL EXPENDITURES**


Program/Activity/Project	Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
				Breakdown per quarter				
3 Provision for WTP Equipment	Additional 2 unit chemical storage tank	254.111.B	500,000.00		500,000.00			Public Bidding/ Small Value Procurement
4 Rehabilitation of Lawa-an Reservoir (Phase 2)	Rehabilitation of Lawa-an Reservoir (Phase 2)	254.111.B	900,000.00	300,000.00	300,000.00	300,000.00		Public Bidding
5 Expansion/Rehabilitation of Distribution Lines	Additional service connections on unserved areas (labor and materials), improve services and increase revenue	254.IV.C	1,500,000.00	375,000.00	375,000.00	375,000.00	375,000.00	Public Bidding/ Shopping
5 Non-Revenue-Water Reduction Program	Improve services and increase revenue collection	254.IV.C	5,242,093.20	1,312,055.80	1,747,525.80	1,342,955.80	839,555.80	Public Bidding/ Shopping
6 2,500 Pieces of ½"Ø Water Meters with Accessories	Improve services and increase revenue	254.1V.F	3,300,000.00		1,980,000.00		1,320,000.00	Public Bidding
7 Provisions for Service Vehicle	Two (2) units of motorcycle for Customers' Service and Planning and Design Division	241	146,000.00	146,000.00	-	-		Shopping/Small Value Procurement
8 Rehabilitation of Lawa-an Reservoir (Phase 2 & 3)	Rehabilitation of Lawa-an Reservoir (Phase 2 & 3)	264-F	1,702,521.68	1,702,521.68	-	-		Public Bidding
9 Provision for Pumping Equipment	One (1) unit 75Hp submersible pump for the improvement of operations at WTP.	254.11.C	2,500,000.00	2,500,000.00	-	-		Public Bidding
Grand Total			21,841,433.08	8,280,645.68	6,073,865.80	4,317,955.80	3,168,965.80	

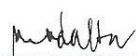
Prepared by:

Checked by:

Evaluated and Validated by:

Recommending Approval:

  
**SHALMAHR B. VITO**  
Head, BAC Secretariat

  
**MA.ROSARIO MOSES D. ALBA**  
Officer in Charge  
Accounting, Budget & Cash Division

  
**MANUEL B. SALAZAR**  
Chairman  
Bids and Awards Committee

  
**GONZALO GLEN B. DELGADO**  
General Manager



**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN  
ADMINISTRATIVE DIVISION**

Program/Activity/Project		Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
					Breakdown per quarter				
1	Advertising & Promotion Expenses	Calendar printing for 2015	780-A	200,000.00	-	-	200,000.00	-	Small Value Procurement
2	Advertising & Promotion Expenses	BAC requirements for national publication	780-A	100,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Shopping/Direct Contracting/Small Value Procurement
3	Miscellaneous Expenses	Catering services & other related expenses	884-A	400,000.00	50,000.00	50,000.00	100,000.00	200,000.00	Small Value Procurement / Shopping
4	Medical Benefits of 127 Regular Employees	Health Maintenance Organization (HMO) Program for 127 Regular Employees	824	548,000.00	548,000.00	-	-	-	Direct Contracting
Grand Total				1,248,000.00	623,000.00	75,000.00	325,000.00	225,000.00	

Prepared by:

  
**SHALMAHR B. VITO**  
Head, BAC Secretariat

Checked by:

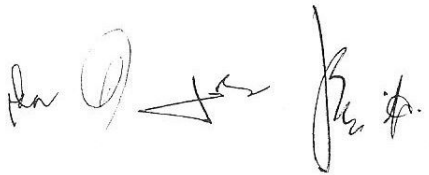
  
**ELITA M. FRANCISCO**  
Division Manager  
Administrative Division

Evaluated and Validated by:

  
**MANUEL B. SALAZAR**  
Chairman  
Bids & Awards Committee

Recommending Approval:

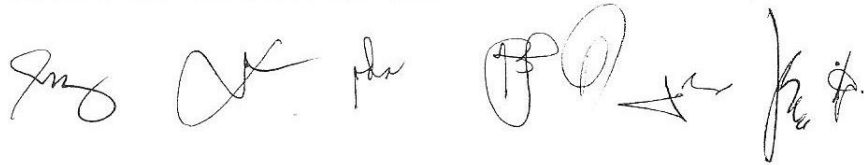
  
**GONZALO GLEN B. DELGADO**  
General Manager





**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN  
GENERAL SERVICES DIVISION**


Program/Activity/Project		Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
					Breakdown per quarter				
1	Office Supplies	Regular Office Supplies for the entire departments	155	1,330,000.00	332,500.00	332,500.00	332,500.00	332,500.00	Shopping
2	Accountable Forms	Cashier's and collector's official receipts, and water bills	156	350,000.00	87,500.00	87,500.00	87,500.00	87,500.00	Negotiated Procurement
3	Fuel, Oil & Lubricants	Fuel, Oil & Lubricants for office service vehicles, grass cutters & generators (for all divisions)	161	3,565,438.00	891,359.50	891,359.50	891,359.50	891,359.50	Direct Contracting/ Shopping
4	Other Outside Services Employed	Security Services of 30 Guards	797	5,558,400.00	5,558,400.00	-	-	-	Public Bidding
5	Maintenance Office Building & Grounds	Labor & materials for the repair, maintenance & improvements of office buildings & grounds	811	200,000.00	88,000.00	24,000.00	66,000.00	22,000.00	Shopping/ Small Value Procurement
6	Maintenance of Office Equipment	Repair, maintenance & replacement parts of photocopier & other equipment	821-A	60,000.00	15,000.00	25,000.00	10,000.00	10,000.00	Shopping/ Small Value Procurement
7	Maintenance of Furniture & Fixtures	Repair, maintenance & replacement of parts of furniture & airconditioning unit	822-A	200,000.00	85,000.00	45,000.00	40,000.00	30,000.00	Shopping/ Small Value Procurement
8	Maintenance of IT Equipment & Software	Repair, maintenance & replacement of parts of computer equipment & software	823-A	100,000.00	47,500.00	40,000.00	12,500.00	-	Shopping/ Small Value Procurement
9	Maintenance of Communication Equipment	Repair & maintenance of VHS base/handheld radio	829-A	50,000.00	-	50,000.00	-	-	Shopping/ Small Value Procurement
10	Maintenance of Service Vehicles	Labor, materials & replacement of parts for the repair & maintenance of service vehicles	841-A	395,000.00	120,000.00	90,000.00	65,000.00	120,000.00	Shopping/ Small Value Procurement



**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN  
GENERAL SERVICES DIVISION**

Program/Activity/Project	Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
				Breakdown per quarter				
11 Fire Extinguishers	Refill of fire extinguishers	850-B	150,000.00	50,000.00	50,000.00	50,000.00		Small Value Procurement
Grand Total			11,958,838.00	7,275,259.50	1,635,359.50	1,554,859.50	1,493,359.50	

Prepared by:

  
**SHALMAH B. VITO**  
Head, BAC Secretariat

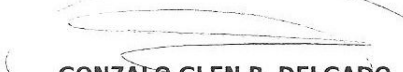
Checked by:

  
**LIZALYN B. BAYLON**  
Division Manager  
General Services Division

Evaluated and Validated by:

  
**MANUEL B. SALAZAR**  
Chairman  
Bids & Awards Committee

Recommending Approval:

  
**GONZALO GLEN B. DELGADO**  
General Manager



**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN  
CUSTOMERS' SERVICE DIVISION**

BANK OF EAST ASIA - SERVICE DIVISION								
Program/Activity/Project	Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
				Breakdown per quarter				
1 Marketing Program and Advertisement Expense	Marketing and information campaign for additional service connections	780-C	300,000.00	75,000.00	75,000.00	75,000.00	75,000.00	Small Value Procurement
2 Maintenance of Motor Service Vehicles	Repair & maintenance of service vehicle for bank and sub-office collections	841-C	150,000.00	37,500.00	37,500.00	37,500.00	37,500.00	Shopping/ Small Value Procurement
Grand Total			450,000.00	112,500.00	112,500.00	112,500.00	112,500.00	

Prepared by:

  
**SHALMAHR B. VITO**  
Head, BAC Secretariat


Checked by:

  
**TERESITA A. DELOTAVO**  
Division Manager  
Customer Services Division

Evaluated and Validated by:

  
**MANUEL B. SALAZAR**  
Chairman  
Bids & Awards Committee

Recommending Approval:

  
**GONZALO GLEN B. DELGADO**  
General Manager



**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN  
CUSTOMER ACCOUNTS DIVISION**

Program/Activity/Project		Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
					Breakdown per quarter				
1	Maintenance of Office Equipments	Repair and Maintenance of office equipment	821-C	100,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Shopping/ Small Value Procurement
2	Furnitures & Fixtures	Repair, maintenance & replacement of office furnitures & fixtures	822-C	200,000.00	50,000.00	50,000.00	50,000.00	50,000.00	Shopping/ Small Value Procurement
3	IT Equipment & Softwares	Repair & maintenance of IT equipments & softwares for effective reporting and recording	823-C	200,000.00	50,000.00	50,000.00	50,000.00	50,000.00	Shopping/ Small Value Procurement
Grand Total				500,000.00	125,000.00	125,000.00	125,000.00	125,000.00	

Prepared by:

  
**SHALMAHR B. VITO**  
Head, BAC Secretariat


Checked by:

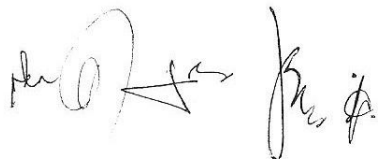
  
**LILIBETH A. ARLUIZ**  
Division Manager  
Customer Accounts Division

Evaluated and Validated by:

  
**MANUEL B. SALAZAR**  
Chairman  
Bids & Awards Committee

Recommending Approval:

  
**GONZALO GLEN B. DELGADO**  
General Manager





**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN  
PLANNING AND DESIGN DIVISION**

Program/Activity/Project	Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
				Breakdown per quarter				
1 Two (2) Units Transmitter for 16"Ø Electro-magnetic Flow Meter	Replacement for existing transmitter in Arcabalo and Lawa-an)	254.IV.C	450,000.00	450,000.00	-	-		Public Bidding/ Project by Administration
2 One (1) unit 4"Ø Electro-magnetic Flow Meter	For Sigma Water Supply System	254.IV.C	185,000.00	185,000.00	-	-		Project by Administration
3 One (1) set Digital Acoustic Leak Detector	Additional Leak Detection Equipment	254.IV.C	475,000.00	475,000.00	-	-		Project by Administration
4 Five (5) units Data Logger	Additional Monitoring Equipment	254.IV.C	695,470.00	695,470.00	-	-		Project by Administration
5 Twenty-Four (24) units Reed Switch	Additional Monitoring Equipment	254.IV.C	278,400.00	278,400.00	-	-		Project by Administration
6 Materials for Leak Repair of Service Connections and Distribution Lines	Non-revenue water revenue reduction program	254.IV.C	1,047,720.00		527,010.00	520,710.00		
7 Materials for cluster, transfer and rectification of Service Connection in Roxas City.	Non-revenue water revenue reduction program	254.IV.C	490,053.20		250,074.10	239,979.10		Project by Administration
Grand Total			3,621,643.20	2,083,870.00	777,084.10	760,689.10	-	

**NOTE: The budget allocation is under the Capital Expenditures**

Prepared by:

  
**SHALMAH B. VITO**  
Head, BAC Secretariat

Checked by:

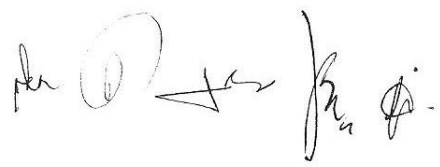
  
**MANUEL B. SALAZAR**  
Division Manager  
Planning & Design Division

Evaluated and Validated by:

  
**MANUEL B. SALAZAR**  
Chairman  
Bids & Awards Committee

Recommending Approval:

  
**GONZALO GLEN B. DELGADO**  
General Manager



# YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN CONSTRUCTION AND MAINTENANCE DIVISION

Program/Activity/Project		Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
					Breakdown per quarter				
1	Maintenance of Office Equipment	Repair, maintenance & replacement parts of equipment	821-M	100,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Shopping/ Small Value Procurement
2	Furniture and Fixtures	Repair & maintenance of furniture & fixtures	822-M	60,000.00	15,000.00	15,000.00	15,000.00	15,000.00	Shopping/ Small Value Procurement
3	IT Equipment and Software	Improve services	823-M	80,000.00	20,000.00	20,000.00	20,000.00	20,000.00	Shopping/ Small Value Procurement
4	Maintenance of Service Vehicles	Repair & maintenance of service vehicle	841-M	1,268,400.00	317,100.00	317,100.00	317,100.00	317,100.00	Shopping/ Small Value Procurement
5	Maintenance of Reservoir & Tanks	Maintenance of Reservoir	762	155,050.00	38,762.50	38,762.50	38,762.50	38,762.50	Shopping/ Small Value Procurement
5	Maintenance of the Miscellaneous Plant/Construction & Maint. General Expenses	Repair and maintenance of industrial equipment	850-A	150,000.00	37,500.00	37,500.00	37,500.00	37,500.00	Shopping/ Small Value Procurement/ Direct Contracting
7	Maintenance of Water Service Connections	Repair and maintenance of water service connection	854.IV.C	1,414,326.00	353,581.50	353,581.50	353,581.50	353,581.50	Public Bidding/ Shopping
3	Maintenance of Transmission and Distribution Lines, and Submainlines	Repair and maintenance of transmission and distribution lines, and submainlines	854.IV.E	3,497,150.00	874,287.50	874,287.50	874,287.50	874,287.50	Public Biding/ Shopping
9	Maintenance of Water Meter	Repair,maintenance and replacement of water meter inserts and spareparts	854.IV.F	2,098,000.00	524,500.00	524,500.00	524,500.00	524,500.00	Direct Contracting
0	Maintenance of Fire Hydrant	Fittings & Materials for the repair & maintenance of fire hydrants	854.IV.H	98,612.00	24,653.00	24,653.00	24,653.00	24,653.00	Shopping/ Small Value Procurement
Grand Total				8,921,538.00	2,230,384.50	2,230,384.50	2,230,384.50	2,230,384.50	

Prepared by:

Checked by:

Evaluated and Validated by:

Recommending Approval:

**SHALMAHR B. VITO**

**ZALDY A. LACSON**

**MANUEL B. SALAZAR**

**GONZALO GLEN B. DELGADO**

Head, BAC Secretariat

Division Manager

Chairman

General Manager

Construction & Maintenance Division Bids & Awards Committee




**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN  
OPERATION AND MAINTENANCE DIVISION**

Program/Activity/Project	Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
				Breakdown per quarter				
1 Liquefied Gas Chlorine with 99% Minimum Alumina Content @ 1 Ton per Cylinder	Liquefied Gas Chlorine to be used for water treatment & removal of bacteria in the water	765-P3-A	1,570,553.00	785,276.50	-	785,276.50	-	Public Bidding
2 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	4,490,889.00	2,245,444.50	-	2,245,444.50	-	Public Bidding/Small Value Procurement
3 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	2,686,399.00	1,343,199.50		1,343,199.50		Public Bidding
4 Polymer @ 25 Kilograms per Bag	Additional coagolant chemicals used in water treatment	765-P3-A	143,071.00		71,535.50		71,535.50	Public Bidding/ Shopping
5 Maintenance of Office Equipment	Repair and maintenance of office equipment	821-P1	30,000.00	7,500.00	7,500.00	7,500.00	7,500.00	Shopping/ Small Value Procurement
6 Maintenance of Furniture & Fixtures	Repair and maintenance furnitures and fixtures	822-P1	30,000.00	7,500.00	7,500.00	7,500.00	7,500.00	Shopping/ Small Value Procurement
7 Maintenance of IT Equipment	Repair and maintenance of IT equipment	823-P1/P3	44,000.00	11,000.00	11,000.00	11,000.00	11,000.00	Shopping/ Small Value Procurement
8 Maintenance of Communication Equipment	Repair and maintenance of communication equipment	829-P1/P3	34,000.00	-	34,000.00	-	-	Shopping/ Small Value Procurement
9 Maintenance of Service Vehicle	Repair and maintenance of service vehicles	841-P1/P3	100,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Shopping/ Small Value Procurement
10 Repair and Maintenance of Structure and Improvements	Repair and maintenance of structures and improvements of Lawa-an Water Treatment Plant	854-IIA	150,000.00	37,500.00	37,500.00	37,500.00	37,500.00	Shopping/ Small Value Procurement
11 Maintenance of Pumping Equipment	Repair & maintenance of pumping equipment	854-IIC	1,277,010.00	638,505.00	-	319,252.50	319,252.50	Shopping/ Small Value Procurement/ Direct Contracting/Negotiated Procurement

**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN  
OPERATION AND MAINTENANCE DIVISION**

Program/Activity/Project	Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
				Breakdown per quarter				
12 Maintenance of Structures & Improvement	Repair & maintenance of WTP structure & improvement	854-IIIA	1,026,130.00	256,532.50	256,532.50	256,532.50	256,532.50	Public Bidding/ Shopping/ Small Value Procurement
13 Maintenance of WTP Equipment	Repair & maintenance of WTP equipment	854-IIIB	734,000.00	183,500.00	183,500.00	183,500.00	183,500.00	Shopping/ Small Value Procurement
Grand Total			12,316,052.00	5,540,958.00	634,068.00	5,221,705.50	919,320.50	

Prepared by:

  
**SHALMAH B. VITO**  
Head, BAC Secretariat

Checked by:

  
**WINIFRED O. DELA PEÑA**  
Division Manager  
Operation & Maintenance Division

Evaluated and Validated by:

  
**MANUEL B. SALAZAR**  
Chairman  
Bids & Awards Committee

Recommending Approval:

  
**GONZALO GLEN B. DELGADO**  
General Manager





**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN  
QUALITY CONTROL DIVISION**

Program/Activity/Project		Purpose	Account No.	Total Estimated Budget	1st quarter	2nd quarter	3rd quarter	4th quarter	Mode of Procurement
					Breakdown per quarter				
1	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	Shopping
2	Maint.of IT Equipment & Software	Repair and maintenance of IT equipment and software	823-P4	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00	Shopping/ Small Value Procurement
3	Maintenance of Laboratory Equipment	Repair and maintenance of laboratory equipment	833	25,000.00	6,250.00	6,250.00	6,250.00	6,250.00	Shopping/ Small Value Procurement
4	Other Supply Expenses	Physical/Analysis Chemicals use in Laboratory	765-P4	300,000.00	75,000.00	75,000.00	75,000.00	75,000.00	Shopping/ Small Value Procurement/ Direct Contracting
Grand Total				345,000.00	86,250.00	86,250.00	86,250.00	86,250.00	

Prepared by:

  
**SHALMAHR B. YITO**  
Head, BAC Secretariat

Checked by:

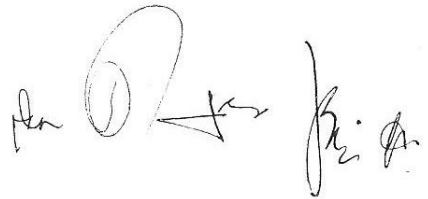
  
**VINCENT I. VILLASIS**  
Division Manager  
Quality Control Division

Evaluated and Validated by:

  
**MANUEL B. SALAZAR**  
Chairman  
Bids & Awards Committee

Recommending Approval:

  
**GONZALO GLEN B. DELGADO**  
General Manager



**YEAR 2015 MRWD ANNUAL PROCUREMENT PLAN**

Evaluated and Validated by:  
**BIDS AND AWARDS COMMITTEE**




**MANUEL B. SALAZAR**  
Chairman



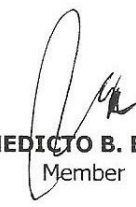
**ZALDY A. LACSON**  
Vice-Chairman



**JOECEL B. BELVIS**  
Member

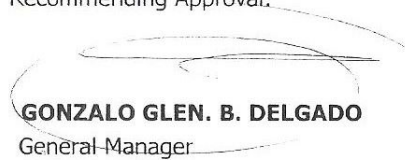


**ROUEL B. BAES**  
Member



**BENEDICTO B. BUENO**  
Member

Recommending Approval:



**GONZALO GLEN B. DELGADO**  
General Manager