

San Rafael Water District
Annual Procurement Plan FY 2020

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)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A. MAINTENANCE AND OTHER OPERATING EXPENSES												
5 02 03 010	Common-Use Office Supplies	CMU	Shopping			Quarterly		Corporate Budget	110,000.00	110,000.00		for office use
5 02 03 990	Other Supplies and Materials	CMU	Shopping			Quarterly		Corporate Budget	60,000.00	60,000.00		for office use
5 02 03 090	Fuel, Oil and Lubricants	CMU	NP - Small Value Procurement			As Needed		Corporate Budget	100,000.00	100,000.00		for office use
5 02 05 020	Communication Services - Landline	CMU	NP - Small Value Procurement			Year Round		Corporate Budget	40,200.00	40,200.00		for office use
5 02 05 030	Internet Expenses	CMU	NP - Small Value Procurement			Year Round		Corporate Budget	77,200.00	77,200.00		for office use
5 02 05 010	Postage and Courier Services	CMU	NP - Small Value Procurement			As Needed		Corporate Budget	12,000.00	12,000.00		for office use
5 02 03 020	Accountable Forms	CMU	NP - Agency to Agency			Year Round		Corporate Budget	5,000.00	5,000.00		for office use
5 02 99 070	Subscription Expense	CMU	NP - Small Value Procurement			Year Round		Corporate Budget	5,000.00	5,000.00		for office use
5 02 13 050 02	Repairs and Maintenance - Office Equipment	CMU	NP - Small Value Procurement			As Needed		Corporate Budget	10,000.00	10,000.00		for office use
5 02 13 070	Repairs and Maintenance - Furnitures & Fixtures	CMU	NP - Small Value Procurement			As Needed		Corporate Budget	10,000.00	10,000.00		for office use
5 02 13 050 03	Repairs and Maintenance - ICT Equipment	CMU	NP - Small Value Procurement			As Needed		Corporate Budget	20,000.00	20,000.00		for office use
5 02 13 060	Repairs and Maintenance - Transportation Equipment	CMU	NP - Small Value Procurement			As Needed		Corporate Budget	50,000.00	50,000.00		for office use
5 02 99 030	Representation Expenses	CMU	NP - Small Value Procurement			Year Round		Corporate Budget	230,000.00	230,000.00		for various SRWD occassions
5 02 02 010	Training Expenses	CMU	NP - Small Value Procurement			Year Round		Corporate Budget	600,000.00	600,000.00		
5 02 04 030	Cooking Gas expense	CMU	NP - Small Value Procurement			Year Round		Corporate Budget	3,200.00	3,200.00		
5 02 99 010	Advertising Expense	CMU	NP - Small Value Procurement			Year Round		Corporate Budget	10,000.00	10,000.00		
5 02 11 010	Legal Services	CMU	NP - Agency to Agency			Year Round		Corporate Budget	46,000.00	46,000.00		
5 02 11 020	Auditing Expenses	CMU	NP - Agency to Agency			Year Round		Corporate Budget	360,000.00	360,000.00		
5 02 15 010	Taxes, Duties and Licences	CMU	NP - Agency to Agency			Year Round		Corporate Budget	258,222.75	258,222.75		
5 02 15 030	Insurance Expense	CMU	NP - Agency to Agency			Year Round		Corporate Budget	36,000.00	36,000.00		
B. CAPITAL OUTLAYS												
	Service Vehicle	CMU	Public Bidding	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	1,650,000.00		1,650,000.00	for office use
TOTAL									3,692,822.75	2,042,822.75	1,650,000.00	

Prepared by:


ROGELIO R. QUIASON
BAC Secretariat

Recommending Approval (Bids and Awards Committee):


JOCELYN D. VIOLA
BAC Chairperson


MARY GRACE V. MATIC
Member


ROSALYN P. CARILLO
Member


FRANCISCO DE LEON JR.
Member

Approved by:


ENGR. NUMERIANO M. CASTAÑEDA JR.
General Manager