



San Rafael Water District
Annual Procurement Plan 2022

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 02 010	Training Expenses	SRWD	NP - Small Value Procurement	Quarterly				Corporate Budget	625,000.00	625,000.00	-	For Office Use
5 02 03 010	Common-Use Office Supplies	SRWD	Shopping B	Quarterly				Corporate Budget	80,000.00	80,000.00	-	For Office Use
5 02 03 090	Fuel, Oil and Lubricants	SRWD	NP - Small Value Procurement	Monthly				Corporate Budget	80,000.00	80,000.00	-	For Office Use
5 02 03 990	Other Supplies and Materials	SRWD	Shopping A	Quarterly				Corporate Budget	50,000.00	50,000.00	-	For Office Use
5 02 04 030	Cooking Gas Expense	SRWD	Shopping A	As The Need Arises				Corporate Budget	3,200.00	3,200.00	-	For Office Use
5 02 05 010	Postage and Courier Services	SRWD	NP - Small Value Procurement	As The Need Arises				Corporate Budget	3,000.00	3,000.00	-	For Office Use
5 02 05 020	Communication Services - Landline	SRWD	NP - Small Value Procurement	Monthly				Corporate Budget	36,000.00	36,000.00	-	For Office Use
5 02 05 030	Internet Expenses	SRWD	NP - Small Value Procurement	Monthly				Corporate Budget	77,200.00	77,200.00	-	For Office Use
5 02 99 010	Advertising Expense	SRWD	NP - Small Value Procurement	As The Need Arises				Corporate Budget	5,000.00	5,000.00	-	For Office Use
5 02 99 070	Subscription Expense	SRWD	NP - Small Value Procurement	Monthly				Corporate Budget	6,000.00	6,000.00	-	For Office Use
5 02 99 990	Other Maintenance & Operating Expenses	SRWD	NP - Small Value Procurement	As The Need Arises				Corporate Budget	760,000.00	760,000.00	-	For Office Use
5 02 11 010	Legal Services	SRWD	NP - Small Value Procurement; Agency to Agency	As The Need Arises				Corporate Budget	80,000.00	80,000.00	-	For Office Use
5 02 13 050 02	Repairs and Maintenance - Office Equipment	SRWD	NP - Small Value Procurement	As The Need Arises				Corporate Budget	10,000.00	10,000.00	-	For Office Use
5 02 13 050 03	Repairs and Maintenance - ICT Equipment	SRWD	NP - Small Value Procurement	As The Need Arises				Corporate Budget	25,000.00	25,000.00	-	For Office Use
5 02 13 060	Repairs and Maintenance - Transportation Equipment	SRWD	NP - Small Value Procurement	As The Need Arises				Corporate Budget	50,000.00	50,000.00	-	For Office Use
B. CAPITAL OUTLAYS												
1 06 05 030	Time Attendance Fingerprint Scanner System	SRWD	NP - Small Value Procurement	As The Need Arises				Corporate Budget	30,000.00	-	30,000.00	For Office Use
1 06 05 030	Desktop/ Laptop	SRWD	NP - Small Value Procurement	As The Need Arises				Corporate Budget	55,000.00	-	55,000.00	For Office Use
TOTAL								1,975,400.00	1,890,400.00	85,000.00		

Prepared by:

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BAC Secretariat

Recommending Approval (Bids and Awards Committee):

JOSELYN D. VIOLA
BAC Chairperson

MARY GRACE V. MATIC
Member

ROSALIE F. CARILLO
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Approved by:

ENGR. NUMERIANO M. CASTAÑEDA JR.
General Manager