



BUENAVISTA WATER DISTRICT

Rizal Avenue, Barangay. 3, Buenavista Agusan del Norte

Telephone no. (085) 343-4037 / 808-0055; Fax no. 343-4037

Email add: bwd_adn@yahoo.com


ANNUAL PROCUREMENT PLAN FOR 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/Opn of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
10404010	Office Supplies Inventory	FCS	NP-SVP	1st to 4th Quarter				Corporate Fund	453,000.00	453,000.00		Water Bill, Official Receipt & Checks
10404120	Chemical Filtering Supplies Inventory - D	PWQS	NP-SVP / DC	1st to 4th Quarter				Corporate Fund	1,132,500.00	1,132,500.00		Gas Chlorine and Liquid Chlorine dioxide
10404990	Other Supplies & Materials Inventory - Maintenance	ECS	NP-SVP	1st to 4th Quarter				Corporate Fund	210,750.00	210,750.00		Various CI STC, Gate Valve & Valve Box Cover
10404990	Other Supplies & Materials Inventory - Maintenance Fittings 1/2"	ECS	NP-SVP	1st to 4th Quarter				Corporate Fund	784,850.00	784,850.00		Various Brass, Compression and GI Fittings and Water Meter for Maintenance
10404990	Other Supplies & Materials Inventory - Maintenance Fittings 3/4"	ECS	NP-SVP	1st to 4th Quarter				Corporate Fund	219,800.00	219,800.00		Various Brass, Compression and GI Fittings for Maintenance
10404990	Other Supplies & Materials Inventory - Service Connection	FCS	NP-SVP / PB	1st to 4th Quarter				Corporate Fund	1,934,200.00	1,934,200.00		Various Brass, Compression and GI Fittings and Water Meter for New Service Connection
10404990	Other Supplies & Materials Inventory - Merchandise	FCS	NP-SVP	1st to 4th Quarter				Corporate Fund	1,358,800.00	1,358,800.00		Various Brass, Compression and GI Fittings for Merchandise
10601010	Land	AGSS	DC	1st to 4th Quarter				Corporate Fund	4,000,000.00		4,000,000.00	Office Lot
10603110	Plant - Pump Station 6	PWQS	PB	April				Corporate Fund	4,000,000.00		4,000,000.00	Building, Pumping Plant Station & Equipment
10603110	Plant (UPIS) - Reservoir	ECS	PB	July				Loan	24,000,000.00		24,000,000.00	Ground Concrete Reservoir (2,000 cu,m.)
10603110	Plant (UPIS) - Parallel Transmission Lines (Phase 3) Income Tax Provision CY 2019	ECS	PB	March				Corporate Fund	2,000,000.00		2,000,000.00	Various sizes of pipes and fittings
10604010	Building and Improvements	AGSS	NP-SVP	May - June				Corporate Fund	96,000.00		96,000.00	Improvements of kitchen and restrooms
10605020	Office Equipment	AGSS/PWQS	NP-SVP	2nd to 3rd Quarter				Corporate Fund	105,000.00		105,000.00	Biometric, Projector and Water Fountain
10605030	Information & Communication Tech. Equipment	AGSS/FCS/ ECS	NP-SVP	1st to 4th Quarter				Corporate Fund	250,000.00		250,000.00	Desktop Computer w/ Printer and Laptop
10605990	Other Machinery & Equipment	ECS/PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	1,700,000.00		1,700,000.00	Transformer, Metering Pump, 3 Phase Line, Jack Hammer, Concrete Cutter, Hydraulic Cutter
10606010	Land Transportation Equipment	FCS/PWQS	NP-SVP	2nd and 4th Quarter				Corporate Fund	325,000.00		325,000.00	One (1) unit Single Motor and one (1) unit Multicab Pick-up
10801020	Computer Software	AGSS	NP-SVP	1st to 2nd Quarter				Corporate Fund	220,000.00		220,000.00	Software Licenses
50102100	Director's Fees and Remuneration Meetings	AGSS	DC	1st to 4th Quarter				Corporate Fund	1,182,000.00	1,182,000.00		Director's Fees

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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50202010	Training & Scholarship Expenses	AGSS	NP-SVP	1st to 4th Quarter				Corporate Fund	532,000.00	532,000.00		Seminars, PAWD, CHRMP, NORMIN & MAWD Meetings
50203010	Office Supplies Expenses	AGSS / FCS / ECS / PWQS	NP-Agency to Agency	1st to 4th Quarter				Corporate Fund	463,200.00	463,200.00		Common Office and Computer Supplies
50203090	Fuel, Oil and Lubricants Expenses	AGSS / FCS / ECS / PWQS	DC	1st to 4th Quarter				Corporate Fund	895,850.00	895,850.00		Gasoline and oil for Generator Set and Transportation Equipment
50203130	Chemical, Filtering & Laboratory Supplies Expenses	PWQS	DC	1st to 4th Quarter				Corporate Fund	153,600.00	153,600.00		Bacteria Test, Physical and Chemical Test
50203990	Other Supplies Expenses	AGSS / FCS / ECS / PWQS	NP-Agency to Agency	1st to 4th Quarter				Corporate Fund	245,985.00	245,985.00		Common Electrical & Janitorial Supplies
50204020	Electricity Expenses	AGSS / PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	4,620,000.00	4,620,000.00		Office and Pump Stations
50205010	Postage & Courier Services	AGSS / FCS / ECS / PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	20,000.00	20,000.00		Cost of postage,delivery of official forms, documents & records.
50205020	Telephone Expenses	AGSS / FCS / ECS / PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	150,000.00	150,000.00		Telephone subscription
50205030	Internet Subscription Expenses	AGSS / FCS / ECS / PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	46,600.00	46,600.00		Web Hosting & Internet Subscription
50211010	Legal Services	AGSS	DC	1st to 4th Quarter				Corporate Fund	30,000.00	30,000.00		Legal Professional Services
50211020	Auditing Services	AGSS	DC	October				Corporate Fund	150,000.00	150,000.00		Auditing Fees
50212030	Security Services	AGSS	DC	1st to 4th Quarter				Corporate Fund	216,000.00	216,000.00		Office Security Services
50212990	Other General Services	AGSS / FCS / ECS / PWQS	DC	1st to 4th Quarter				Corporate Fund	1,432,800.00	1,432,800.00		Office Clerk, Field Personnel and Watchman
50213050	Maintenance of Communication Equipment	AGSS / FCS / ECS	NP - SVP	April and October				Corporate Fund	5,000.00	5,000.00		Repair & maintenance of Radio and antenna
50213050	Maintenance of IT Equipment & Software	AGSS / FCS / ECS	NP - SVP	1st to 4th Quarter				Corporate Fund	17,100.00	17,100.00		Repair & maintenance of IT Equipment including parts
50213050	Maintenance of Furniture and Fixture	AGSS / FCS / ECS	NP - SVP	1st to 4th Quarter				Corporate Fund	4,000.00	4,000.00		Repair & maintenance of Fixture
50213050	Maintenance of Office Equipment	AGSS / FCS / ECS / PWQS	NP - SVP	1st to 4th Quarter				Corporate Fund	23,000.00	23,000.00		Repair & maintenance of Office Equipment including parts
50213050	Maintenance of Other Machinery & Equipment	PWQS	NP - SVP	1st to 4th Quarter				Corporate Fund	80,900.00	80,900.00		Repair & maintenance of Other Machinery & Equipment including parts
50213060	Maintenance of Land Transportation Equipment	AGSS / FCS / ECS / PWQS	NP - SVP	1st to 4th Quarter				Corporate Fund	439,275.00	439,275.00		Repair & maintenance of Service Vehicle including parts
50215010	Taxes, Duties & Licenses	AGSS	DC / NP - SVP	1st to 4th Quarter				Corporate Fund	838,800.05	838,800.05		Franchise Tax/ Building & Electrical Permit/ Generator Set Permit to Operate/ Water Permit/ Service Vehicles/ Real Property Tax
50215030	Insurance Expenses	AGSS	DC	1st to 4th Quarter				Corporate Fund	147,000.00	147,000.00		Fidelity Bond and Service Vehicles
50299010	Advertising, Promotional and Marketing expenses	AGSS	NP - SVP	1st to 4th Quarter				Corporate Fund	235,000.00	235,000.00		Advertisement, Calendar 2021
50299020	Printing & Publication Expenses	AGSS / FCS / ECS / PWQS	NP - SVP	1st to 4th Quarter				Corporate Fund	13,700.00	13,700.00		Tarpaulin, Mimeo Forms & Ledger Card
50299030	Representation Expenses	AGSS	DC	1st to 4th Quarter				Corporate Fund	126,000.00	126,000.00		BOD Meetings and Visitors

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/Op n of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50299040	Transportation & Delivery Expenses	AGSS / FCS / ECS / PWQS	NP - SVP	1st to 4th Quarter				Corporate Fund	16,000.00	16,000.00		
50299050	Rent/Lease Expenses	AGSS	DC	1st to 4th Quarter				Corporate Fund	80,400.00	80,400.00		Lot rental of reservoir and dosing station
50299060	Membership Dues & Contributions to Organizations	AGSS	DC	1st to 4th Quarter				Corporate Fund	30,000.00	30,000.00		
50299080	Donation	AGSS	DC	1st to 4th Quarter				Corporate Fund	50,000.00	50,000.00		
50299990	Other Maintenance & Operation Expenses	AGSS / ECS	NP - SVP	1st to 4th Quarter				Corporate Fund	2,388,000.00	2,388,000.00		(Admin) - World Water Day, Capability Building, Family Day, 24rd BWD Anniversary & Year-end Assessment/ (DRRMP) -Tree Planting, Preparedness-Capacity Training, Rehabilitation, Recovery and Response
								GRAND TOTAL	57,422,110.05	20,726,110.05	36,696,000.00	

Prepared by:



JENNIFER C. SURILLA
BAC Secretariat

Verified & Checked by:



ENGR. SALVADOR S. CHAN, JR.
BAC Chairman

Approved by:



ELISA B. ALIBAY
General Manager