


**CALBAYOG CITY WATER DISTRICT**  
 JD Avelino St., Calbayog City, Samar

**ANNUAL PROCUREMENT PLAN 2018**

Code	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule of its Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief description of Program /Project)
				Ads/Postof IB/REI	Sub/Open of Bids	Notice of Awards	Contract Signing		Total	MOOE	CO	
10404990	<b>Other Supplies &amp; Materials</b>	Administra-	shopping	Quarterly/Semi-Annual				Corporate Fund	2,000,000.00		2,000,000.00	for new connection and
	Inventory	tive and										maintenance/rehabilitation
	* Bushing Reducer G.I. of various sizes	Human Resource										program
	*Corporation Cock, Brass of various sizes											
	*Coupling G.I. of various sizes											
	*Elbow Female Adapter (P.E.) of various sizes											
	* Elbow G.I. of various sizes											
	*Elbow Reducer G.I. of various sizes											
	* Elbow Straight G.I. of various sizes											
	*End Cap G.I. of various sizes											
	*Male Adapt/Replacement piece (P.E.) of various sizes											
	*Plug G.I. schedule 40 of various sizes											
	*Replacement Piece Brass of various sizes											
	*Straight Coupler/Compression Coupling (P.E.) of various sizes											
	*Stop Cock/Ball Valve, Brass with Lock Wing of various sizes											
	*Tailpiece of various sizes											
	*Tee G.I. of various sizes											
	* Tee Reducer G.I. of various sizes											
	*Union Patente G.I. Schedule 40 of various sizes											
	*Pipes G.I. Schedule 40 of various sizes											
	*Pipes, P.E. , SDR 11 of various sizes											
	*Meter Stand G.I. Schedule 40 with Thread of various sizes											
	*Nipple G.I. Schedule 40 with Thread of various sizes											
	*Niple Plastic Threaded of various sizes											
	*Saddle Clamp of various Sizes											
	*Teflon Tape (1/2"; 1")											
	*Tires											
	*. Water Pump Aerator											

CALBAYOG CITY WATER DISTRICT

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 ENGR. MICHEL T. MALAQUI  
 DOCUMENTS & RECORDS CONTROLLER

DATE: 2/12/18 TIME: 1:30 pm



1060311012	Procurement of water meters (1/2"; 1"; 2")	Administra- five and Human	shopping/ public bidding	Quarterly/Semi-Annual	Corporate Fund	2,250,000.00	2,250,000.00	for new water service connection and water meter replacement program
10404130	Procurement of Construction Materials:	Administra- five and Human	Shopping	Quarterly	Corporate Fund	83,506.50	83,506.50	restoration: water meter base and other construction works
	Sand	Human						
	Gravel	Resource						
	Marine Plywood (1/4")							
	Ordinary Plywood (1/4")							
	Lacquer Thinner							
	Various Paints							
	Roller/Paint Brush							
	Nails (assorted)							
	Cocolumber							
	Goodlumber							
	Cement							
	Deformed Steel Bars							
	Corrogated G.I. Sheets							
	G.I. Plain Sheets							
	Tie Wire							
10602990	Land Improvements	Adm. & Hum. Res./Eng'ng & Operafion Division	Shopping	Semi-Annual	Corporate Fund	100,000.00	100,000.00	
10604010	Procurement of various materials for the improvement of the administration building and other structures:	Adm. & Hum. Resource Division	Shopping	Quarterly	Corporate Fund	116,753.90	116,753.90	
	Various Paints							
	Ordinary Plywood (1/4")							
	Nails (assorted)							
	Cocolumber							
	Goodlumber							
	Cement							
	Corrogated G. I. Sheets							
	G.I. Plain Sheets							
	Roller/Paint Brush							
	Barbed/Cyclone Wire							
10605020	Procurement of Office Equip't IT-Hardwares:	All Divisions	Shopping	Quarterly	Corporate Fund	400,000.00	400,000.00	
	Desktop Computer							
	USB Type Keyboard							
	USB Type Mouse							
	AVR 500A							
	AVR Servo Type 3000VA							
	UPS 500 VA							
	CIS Printer							
	300 MBPS Wireless N Router							
	Back-UP Server Computer							
	Laptop Computer							
	Digital Signage for TV Monitor							
	UTP Cable							
	Risograph Machine							
	Airconditioning Unit							
	Photocopying Machine							



	Projector											
	CCTV Camera											
10404160	<b>Information materials inventory</b> such as: flyers, leaflets, brochures, and the like intended for informa- tion dissemination	Adm. & Hum. Resource Division	Shopping		Quarterly		Corporate Fund	20,000.00		20,000.00		
1069899005	<b>Stores Equipment</b> Racks/Shelves, weighing scales Aluminum Cabinets Push Carts Movable Ladder	Administra- tive and Human Res. Division	Shopping		Quarterly		Corporate Fund	50,000.00		50,000.00	for stocking of supplies/ materials/fittings	
10605070	<b>Communication Equipment</b> SO-239 VHF female connector, U-bolts 3/16" dia., PL-259 connector, RG-58 coaxial cable, PL-258 VHF straight connector, BNC VHF male connector, battery charger (maxlin)- MPS-16RV, battery 12 V (FB HIDASH), battery clip (big), fuse 2 ampere (big), fuse 2 ampere (small), KMC-30 hand microphone, PG-2N DC-power cable, PG-3B DC line noise filter, antenna- motorola portable radio, kenwood portable radio, whip antenna-car mobile base radio	Adm. & Hum. Res. Division; Eng'ng & Oper. Division; and Commercial Services Division	Shopping		Quarterly		Corporate Fund	100,000.00		100,000.00	For day-to-day monitoring	
10404190	<b>Electrical and other Materials such</b> as: electrical tape, PDX wire # 10 & 12, round bulb (5 & 9 watts), compact bulb (18 watts), tox inch, staple wire, fiourescent lamp (40 & 20 watts), starter (fiourescent) - 40 & 20 watts, outlet (double)-concrete with box & wood type, switch-concrete with box & wood type	All Divisions	Shopping		Quarterly		Corporate Fund	50,000.00		50,000.00		
1069899008	<b>Tools, Shop and Garage Equip't</b> Concrete Cutter, grass cutter, blades, various tools, repairshop equipment, mixers, forges, tanks, gasoline pumps, machine tools, motors, pumps & other similar equipment	Adm. & Hum. Res. Division; Eng'ng & Oper. Division	Shopping		Quarterly		Corporate Fund	80,500.00		80,500.00		
10607010	<b>Furnifures and Fixtures</b> Gang Chairs Client's Chairs Office Chairs Office tables Monoblock Chairs Steel Cabinets Venetian Blinds Bulletin Boards	All Divisions	Shopping		Quarterly		Corporate Fund	100,000.00		100,000.00	Additional Furnitures and Fixtures	
10801020	<b>Computer Software</b> Anti-virus 2018, IT Equipment, Geographical Information System	All Divisions	Shopping		Annually		Corporate Fund	143,990.00		143,990.00	Additional IT Software; GIS	
10603060	<b>Communication Networks</b> *Tower/Repeater	Adm. & Hum. Resource Division	Shopping		Annually		Corporate Fund	100,000.00		100,000.00		
10603050	<b>Power Supply Systems</b>	All Divisions	Shopping		Quarterly		Corporate Fund	100,000.00		100,000.00		



50203080	<b>Medical, Dental and Laboratory</b>	All Divisions	Shopping		Quarterly		Corporate Fund	10,500.00	10,500.00		First Aid Kit
	Supplies:										
	Cotton Balls										
	Betadine										
	Gauze Pad										
	Hydrogen Peroxide										
	Elastic Bandage										
	Medical Scissor										
	Medicine										
	Band-aid										
50203090	<b>Fuel, Oil and Lubricants</b>	Administra- tive and	Shopping		Monthly		Corporate Fund	143,000.00	143,000.00		For Muticab Pick-Up, Motorcycle Toyota Avanza, Grass Cutter
	Gasoline (Premium & Unleaded)	Human									
	Havoline/DeLo Gold	Resource									
	Grease										
	Motor/Brake Oil										
50203010	<b>Office Supplies Expenses</b>	All Divisions	Shopping		Monthly		Corporate Fund	358,840.08	358,840.08		
50203990	<b>Other Supplies and Materials Expenses</b>	Adm. & Hum. Res. Division	Shopping		Monthly		Corporate Fund	10,000.00	10,000.00		Other supplies not budgeted in other accounts
50202010	<b>Traveling Expenses-Local</b>	All Divisions	per letter of invitation		Monthly		Corporate Fund	400,000.00	400,000.00		Attendance to seminars/training conferences; official business transactions to attached agency like GSIS, PAG-IBIG and the like
50202010	<b>Training Expenses</b>	All Divisions	per letter of invitation		Monthly		Corporate Fund	200,000.00	200,000.00		Providing technical as well as professional advancement to employees
50204010	<b>Water Expenses</b>	CCWD			Monthly		Corporate Fund	97,023.63	97,023.63		Water Consumption of the CCWD
50204020	<b>Electricity Expenses</b>	CCWD	Direct Contracting		Monthly		Corporate Fund	475,864.68	475,864.68		Electric Consumption of the Adm. & Human Res. Division
50205010	<b>Postage and Courier Services</b>	LBC & forwarder	Direct Contracting		Monthly		Corporate Fund	60,000.00	60,000.00		Mailing to various suppliers & attached agencies; freight & handling
502050201	<b>Telephone Expenses-Mobile</b>	CCWD	Direct Contracting		Monthly		Corporate Fund	3,600.00	3,600.00		Information Dissemination thru call and text
502050202	<b>Telephone Expenses-Landline</b>	CCWD	Direct Contracting		Monthly		Corporate Fund	75,208.08	75,208.08		For incoming & outgoing calls- suppliers & other attached agencies
50205030	<b>Internet Subscription Expenses</b>	CCWD	Direct Contracting		Monthly		Corporate Fund	46,800.00	46,800.00		Philgeps & online official transactions
50205040	<b>Cables, Satellite, Telegraph and Radio Expenses</b>	concessionaires/ clients	Direct Contracting		Monthly		Corporate Fund	4,200.00	4,200.00		Monthly subscription of cable tv for concessionaires or clients
50299070	<b>Subscription Expenses (Website)</b>	CCWD	Direct Contracting		Annually		Corporate Fund	6,000.00	6,000.00		Website hosting
50299020	<b>Printing &amp; Publication Expenses</b>	CCWD	Shopping				Corporate Fund	21,325.33	21,325.33		Tarpaulin and other forms; office ID's
50299010	<b>Advertising Promotional Marketing Expenses</b>	employees & concessionaires	Shopping		Annually		Corporate Fund	100,000.00	100,000.00		Calendars/tokens/t-shirts
50215010	<b>Taxes, Dufies &amp; Licenses</b>	attached agencies			Annually		Corporate Fund	150,000.00	150,000.00		Monthly/Quarterly/Annual Dues (Real Property Tax; NWRB Permit, Radio Licenses; etc.)
50215020	<b>Fidelity Bond Premiums</b>	Bureau of Treasury			Annually		Corporate Fund	25,000.00	25,000.00		Fidelity bond of accountable officers
50215030	<b>Insurance Premiums</b>	GSIS			Annually		Corporate Fund	110,919.54	110,919.54		Insurable risk of government property
50299030	<b>Representation Expenses</b>	clients and			Monthly		Corporate Fund	150,000.00	150,000.00		Improving the general image



		non-clients									of the CCWD through representation
50206010	Awards/Rewards Expenses	CCWD loyalty awardees; tipsters		Annually		Corporate Fund	70,000.00	70,000.00			Rewards for the reported water pilferage & other illegal acts; awards for the CCWD employees pursuant to CSC implementing guidelines
50206030	Indemnities	employees; clients/non-clients		Monthly		Corporate Fund	15,650.00	15,650.00			Injuries, damages & other claims necessary to provide compensation, financial assistance against injuries & damages, claims of clients, non-clients, employees or other losses not covered by injuries & expenses in settlement of claims
50299050	Rent/Lease Expenses	CCWD	Contract	Quarterly		Corporate Fund	40,000.00	40,000.00			Rental of land, building, facilities, equipment, vehicles, machinery and others necessary in the operation
50207010	Survey Expenses	CCWD	Direct Contracting	Annually		Corporate Fund	30,000.00	30,000.00			Conduct of cadastral, structural, topographical, statistical, and other types of surveys
50208010	Demolition & Relocation Expenses	DPWH	Direct Contracting	Quarterly		Corporate Fund	200,000.00	200,000.00			Surety Bond due to the DPWH in connection with cutting, demolition or excavation activities of the CCWD
50299060	Membership Dues and Contribution to Organization	PAWD, EVAWD; VAWD etc.		Monthly/Annually		Corporate Fund	33,000.00	33,000.00			
50204990	Other Utility Expenses	Charitable Institutions		Monthly		Corporate Fund	198,346.08	198,346.08			Discount for charitable institutions
50299080	Donations	private/ government institutions		Quarterly		Corporate Fund	10,000.00	10,000.00			
50211010	Legal Services	Legal Counsel		Monthly		Corporate Fund	60,000.00	60,000.00			Monthly allowance of the assigned OGCC Legal Counsel
50211020	Auditing Services	COA		Annually		Corporate Fund	125,000.00	125,000.00			Audit fees
50211030	Consultancy Services	Consulting Agency		Annually		Corporate Fund	300,000.00	300,000.00			Consultants contracted to perform particular outputs or services primarily advisory in nature and requiring highly specialized or technical expertise
50211990	Other Professional Services (Computerization)	JMK IT Solutions		Annually		Corporate Fund	189,000.00	189,000.00			Implementation of Computerization Systems
502119901	Other Professional Services			Monthly		Corporate Fund	50,000.00	50,000.00			
50212990	Other General Services			Monthly		Corporate Fund	72,000.00	72,000.00			Office maintenance
50212030	Security Services		Public Bidding	Monthly		Corporate Fund	2,144,620.00	2,144,620.00			Safeguarding of the CCWD Administration building and vital facilities -10 Security Guards necessary in the day-to-day operation
50299990	Other Maintenance and Operating Expenses	CCWD	Shopping	Monthly		Corporate Fund	250,000.00	250,000.00			Other operating expenses not falling under any of the specific maintenance & other operating expense accounts
		*Services: pipe threading, fabrication, and other maintenance									
		*common wire nails, concrete nails									









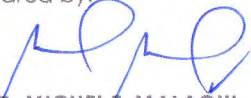


10605020 IT Equipment									
	1 Set Desktop Computer, Cellphone/Laptop	Finance Services Department	Shopping	2nd Quarter of 2018	Corporate Budget	25,000.00		25,000.00	Additional computer for Finance Services Department personnel
	1 Unit Computer Printer ( Dot Matrix & CISS			2nd Quarter of 2018		5,000.00		5,000.00	Additional printer for Finance Services Department
	1 Epson Printer 2190 ( Long Bar )			2nd Quarter of 2018		20,000.00		20,000.00	Backup /preventive maintenance for IT equipments
	1 unit CPU			2nd Quarter of 2018		10,000.00		10,000.00	
	1 Unit UP ( APC 500 VA )			2nd Quarter of 2018		10,000.00		10,000.00	
	1 Unit AVR			2nd Quarter of 2018		2,000.00		2,000.00	
	1 Unit Led Monitor			2nd Quarter of 2018		7,500.00		7,500.00	
	1 Unit Cashier OR Printer			1st Quarter of 2018		15,000.00		15,000.00	
	1 Unit Money Counter Machine			1st Quarter of 2018		7,000.00		7,000.00	
10607010-13 Furnitures & Fixtures									
	2 Units Office Chairs, Tables, Queuing Machine	Finance Services Department	Shopping	2nd Quarter of 2018	Corporate Budget	5,000.00		5,000.00	Additional office chairs for Finance Services Department personnel
	1 Units Steel Cabinet			1st Quarter of 2018		8,000.00		8,000.00	Additional steel cabinets for Finance Services Department personnel
10801020-13 IT Software/Hardware									
	Computer Anti-Virus Protection	Finance Services Department	Shopping	1st Quarter of 2018	Corporate Budget	15,000.00		15,000.00	For preventive maintenance
50209010-13 Miscellaneous Customer Accounts Expenses									
	Official Receipt (250 Booklets/Carbonized for Cashier)	Finance Services Department	Shopping	25% every Quarter of 2018	Corporate Budget	150,000.00	150,000.00		
							<b>150,000.00</b>	<b>129,500.00</b>	
<b>Sub Total</b>						<b>279,500.00</b>			
10605030	IT Equipment	Commercial Services Department	shopping	1st Quarter and 3rd Quarter of 2018	Corporate Budget			139,300.00	
10607010	Furnitures & Fixtures	Commercial Services Department	shopping	2nd Quarter of 2018	Corporate Budget			7,000.00	
10605990	Other Furnitures and Equipment	Commercial Services Department	shopping	2nd Quarter of 2018	Corporate Budget			14,000.00	
10801020	IT Softwares	Commercial Services Department	shopping	1st Quarter of 2018	Corporate Budget			8,000.00	
50204990	Utility Expense - Fuel	Commercial Services Department		Monthly	Corporate Budget	169,420.00	169,420.00		
50213030-1	Repair and Maintenance - Meter Maintenance	Commercial Services Department	shopping		Corporate Budget	856,452.80	856,452.80		
50209010-10	Miscellaneous Customer and Accounts Expense	Commercial Services Department			Corporate Budget	106,000.00	106,000.00		
<b>Sub Total</b>							<b>1,131,872.80</b>	<b>168,300.00</b>	
<b>Sub Total</b>						<b>1,300,172.80</b>			

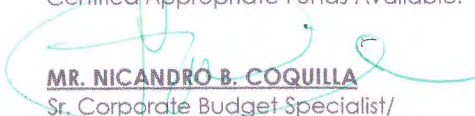


50203090	Fuel & Oil for Service Vehicles	Engineering & Operations Department		Monthly	Corporate Budget	2,117,904.00	2,117,904.00		
50213030-09	Repair and Maintenance - Transmission and Distribution Mains	Engineering & Operations	shopping	1st Quarter and 2nd Quarter of 2018	Corporate Budget	3,109,413.00	3,109,413.00		
50213030-15	Repair and Maintenance of Other Transmission and Distribution Mains	Engineering & Operations	shopping	1st Quarter and 3rd Quarter of 2018	Corporate Budget	381,675.00	381,675.00		
50204020	Electricity Expense	Engineering & Operations		Monthly	Corporate Budget	22,723,200.00	22,723,200.00		
50203130	Chemicals and Filtering Supplies expense	Engineering & Operations	shopping	1st Quarter of 2018	Corporate Budget	4,913,360.00	4,913,360.00		
50213040-02	Pumping Plant Structures and Improvements	Engineering & Operations Department	shopping		Corporate Budget	101,256.00	101,256.00		
50213040-03	Water Treatment Plant Structures and Improvements	Engineering & Operations	shopping		Corporate Budget	148,500.00	148,500.00		
50213050-03	Repair and Maintenance - Machinery and Equipment (Pumping)	Engineering & Operations			Corporate Budget	555,000.00	555,000.00		
50213050-04	Repair and Maintenance - Machinery and Equipment (Water Treatment)	Engineering & Operations			Corporate Budget	75,000.00	75,000.00		
50213030-13	Repair and Maintenance of Meter Installation	Engineering & Operations	shopping	2nd Quarter and 3rd Quarter of 2018	Corporate Budget			616,308.00	
							<b>34,185,308.00</b>	<b>616,308.00</b>	
<b>Sub Total</b>						<b>34,801,616.00</b>			
<b>GRAND TOTAL</b>							<b>51,728,891.92</b>		

Prepared by:

  
**ENGR. MICHEL T. MALAQUI**  
 Executive Assistant C

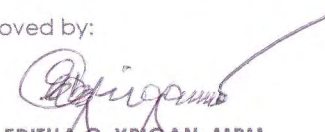
Certified Funds Available/  
 Certified Appropriate Funds Available:

  
**MR. NICANDRO B. COQUILLA**  
 Sr. Corporate Budget Specialist/  
 OIC-Finance Services Department

Recommending Approval:

  
**ENGR. JOSEPH M. DACURRO**  
 Division Manager B  
 BAC Chairman

Approved by:

  
**MRS. EDITHA C. YRIGAM, MPM**  
 General Manager B

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