

**AMADEO WATER DISTRICT Annual Procurement Plan for FY 2021**

| Code (PAP)  | Procurement Program/Project  | PMO/ End-User                               | Is this an Early Procurement Activity? | Mode of Procurement               | Schedule for Each Procurement Activity |                  |                 |                  | Source of Funds | Estimated Budget (Php) |              |            | Remarks (brief description of Program/Activity/Project) |
|---|--|---|--|-----------------------------------|--|------------------|-----------------|------------------|-----------------|------------------------|--------------|------------|---|
|   |  |   |  |                                   | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award | Contract Signing |                 | Total                  | MOOE         | CO         |   |
| <b>I. AVAILABLE AT PROCUREMENT SERVICE STORE</b>            |  |   |  |                                   |  |                  |                 |                  |                 |                        |              |            |   |
|   | OFFICE SUPPLIES  | ALL DIVISION                                | NO                                     | NP-53.5 Agency-to-Agency          |  |                  |                 |                  | General Funds   | 196,063.25             | 196,063.25   |            |   |
|   | INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES                   | ALL DIVISION                                | NO                                     | NP-53.5 Agency-to-Agency          |  |                  |                 |                  | General Funds   | 210,953.60             | 210,953.60   |            |   |
|   | OSH  | ALL DIVISION                                | NO                                     | NP-53.5 Agency-to-Agency          |  |                  |                 |                  | General Funds   | 294,917.05             | 294,917.05   |            |   |
|   | OTHER SUPPLIES AND MATERIALS EXPENSE   | ALL DIVISION                                | NO                                     | NP-53.5 Agency-to-Agency          |  |                  |                 |                  | General Funds   | 15,318.75              | 15,318.75    |            |   |
|   | REPAIRS AND MAINTENANCE - BUILDING   | COMMERCIAL                                  | NO                                     | NP-53.5 Agency-to-Agency          |  |                  |                 |                  | General Funds   | 2,879.80               | 2,879.80     |            |   |
|   | SEMI EXPENDABLE - INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES | ALL DIVISION                                | NO                                     | NP-53.5 Agency-to-Agency          |  |                  |                 |                  | General Funds   | 10,726.45              | 10,726.45    |            |   |
|   | SEMI EXPENDABLE - FURNITURE AND FIXTURES   | COMMERCIAL                                  | NO                                     | NP-53.5 Agency-to-Agency          |  |                  |                 |                  | General Funds   | 20,061.60              | 20,061.60    |            |   |
|   | SEMI EXPENDABLE OFFICE EQUIPMENT   | ADMIN. GEN. SERVICES/COMMERCIAL             | NO                                     | NP-53.5 Agency-to-Agency          |  |                  |                 |                  | General Funds   | 78,262.27              | 78,262.27    |            |   |
| <b>II. ITEMS NOT AVAILABLE IN PROCUREMENT SERVICE STORE</b> |  |   |  |                                   |  |                  |                 |                  |                 |                        |              |            |   |
|   | OFFICE SUPPLIES  | ALL DIVISION                                | NO                                     | Shopping                          |  |                  |                 |                  | General Funds   | 192,854.00             | 192,854.00   |            |   |
|   | ACCOUNTABLE FORMS EXPENSE  | ADMIN. GEN. SERVICES/COMMERCIAL/ENGINEERING | NO                                     | Shopping                          |  |                  |                 |                  | General Funds   | 10,150.00              | 10,150.00    |            |   |
|   | ACCOUNTABLE FORMS EXPENSE (OFFICIAL RECEIPT)   | COMMERCIAL                                  | NO                                     | NP-53.5 Agency-to-Agency          |  |                  |                 |                  | General Funds   | 127,850.00             | 127,850.00   |            |   |
|   | INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES                   | COMMERCIAL                                  | NO                                     | NP-53.9 - Small Value Procurement |  |                  |                 |                  | General Funds   | 450,000.00             | -            | 450,000.00 |   |
|   | OFFICE EQUIPMENT   | ADMIN. GEN. SERVICES/COMMERCIAL             | NO                                     | NP-53.9 - Small Value Procurement |  |                  |                 |                  | General Funds   | 965,000.00             | -            | 965,000.00 |   |
|   | OSH  | ADMIN. GEN. SERVICES/COMMERCIAL/ENGINEERING | NO                                     | NP-53.9 - Small Value Procurement |  |                  |                 |                  | General Funds   | 57,100.00              | 57,100.00    |            |   |
|   | OTHER SUPPLIES AND MATERIALS EXPENSE   | ADMIN. GEN. SERVICES                        | NO                                     | NP-53.9 - Small Value Procurement |  |                  |                 |                  | General Funds   | 1,500.00               | 1,500.00     |            |   |
|   | REPAIRS AND MAINTENANCE - TRANSPORTATION EQUIPMENT   | COMMERCIAL                                  | NO                                     | NP-53.9 - Small Value Procurement |  |                  |                 |                  | General Funds   | 14,500.00              | 14,500.00    |            |   |
|   | REPAIRS AND MAINTENANCE - BUILDING   | COMMERCIAL                                  | NO                                     | NP-53.9 - Small Value Procurement |  |                  |                 |                  | General Funds   | 8,000.00               | 8,000.00     |            |   |
|   | REPAIRS AND MAINTENANCE - INFRASTRUCTURE ASSETS  | COMMERCIAL/ENGINEERING                      | NO                                     | Competitive Bidding               |  |                  |                 |                  | General Funds   | 3,514,717.50           | 3,514,717.50 |            |   |
|   | SEMI EXPENDABLE - INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES | ADMIN. GEN. SERVICES/ACCOUNTING/COMMERCIAL  | NO                                     | Shopping                          |  |                  |                 |                  | General Funds   | 49,500.00              | 49,500.00    |            |   |

| Code (PAP)            | Procurement Program/Project             | PMO/ End-User        | Is this an Early Procurement Activity? | Mode of Procurement   | Schedule for Each Procurement Activity |                  |                 |                  | Source of Funds | Estimated Budget (Php) |               |              | Remarks (brief description of Program/Activity/Project)   |
|-----------------------|---|----------------------|--|---|--|------------------|-----------------|------------------|-----------------|------------------------|---------------|--------------|---|
|                       |   |                      |  |   | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award | Contract Signing |                 | Total                  | MOOE          | CO           |   |
|                       | SEMI EXPENDABLE -FURNITURE AND FIXTURES | ACCOUNTING           | NO                                     | NP-53.9 - Small Value Procurement   | within the year 2021                   |                  |                 |                  | General Funds   | 4,000.00               | 4,000.00      |              |   |
|                       | SEMI EXPENDABLE KITCHEN EQUIPMENT       | ADMIN. GEN. SERVICES | NO                                     | NP-53.9 - Small Value Procurement   | within the year 2021                   |                  |                 |                  | General Funds   | 11,800.00              | 11,800.00     |              |   |
|                       | SEMI EXPENDABLE OFFICE EQUIPMENT        | ALL DIVISION         | NO                                     | NP-53.9 - Small Value Procurement   | within the year 2021                   |                  |                 |                  | General Funds   | 171,600.00             | 171,600.00    |              |   |
|                       | OTHER MACHINERIES AND EQUIPMENT         | ENGINEERING          | NO                                     | NP-53.9 - Small Value Procurement   | within the year 2021                   |                  |                 |                  | General Funds   | 150,000.00             | 150,000.00    |              |   |
|                       | COMMUNICATION EQUIPMENT                 | ENGINEERING          | NO                                     | NP-53.9 - Small Value Procurement   | within the year 2021                   |                  |                 |                  | General Funds   | 100,000.00             | 100,000.00    |              |   |
|                       | SEMI EXPENDABLE - OTHER MACHINERY       | ENGINEERING          | NO                                     | NP-53.9 - Small Value Procurement   | within the year 2021                   |                  |                 |                  | General Funds   | 212,100.00             | 212,100.00    |              |   |
|                       | CONSTRUCTION MATERIALS                  | ENGINEERING          | NO                                     | Competitive Bidding   | within the year 2021                   |                  |                 |                  | General Funds   | 85,230.00              | 85,230.00     |              |   |
|                       | TRANSPORTATION EQUIPMENT                | COMMERCIAL           | NO                                     | Competitive Bidding   | within the year 2021                   |                  |                 |                  | General Funds   | 2,500,000.00           | -             | 2,500,000.00 |   |
| <b>OTHER ACCOUNTS</b> |   |                      |  |   |  |                  |                 |                  |                 |                        |               |              |   |
|                       | TRAVELLING EXPENSE-LOCAL                | All Division         | NO                                     | NP-53.9 - Small Value Procurement   | within the year 2021                   |                  |                 |                  | General Funds   | 180,080.00             | 180,080.00    |              | Transportation, travel per diems for seminars/training  |
|                       | TRAINING EXPENSES                       | All Division         | NO                                     | NP-53.9 - Small Value Procurement   | within the year 2021                   |                  |                 |                  | General Funds   | 360,000.00             | 360,000.00    |              | It also includes expenses incurred related to training such as payment of honoraria to lectures, hand outs supplies and materials used, meals and snacks. |
|                       | FUEL, OIL AND LUBRICANTS EXPENSES       | All Division         | NO                                     | NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets | within the year 2021                   |                  |                 |                  | General Funds   | 720,000.00             | 720,000.00    |              | Fuel and lubricant for motor vehicles   |
|                       | WATER EXPENSES                          | All Division         | NO                                     | NP-53.5 Agency-to-Agency  | within the year 2021                   |                  |                 |                  | General Funds   | 6,312.00               | 6,312.00      |              | Cost of water consumed in government operations/projects  |
|                       | ELECTRICITY EXPENSE                     | All Division         | NO                                     | Direct Contracting  | within the year 2021                   |                  |                 |                  | General Funds   | 13,452,829.76          | 13,452,829.76 |              | Cost of electricity consumed in government operations/projects  |
|                       | OTHER UTILITY EXPENSES                  | All Division         | NO                                     | Direct Contracting  | within the year 2021                   |                  |                 |                  | General Funds   | 1,500.00               | 1,500.00      |              | Cost of cooking gas consumed in government operations/projects  |

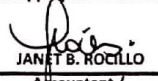
| Code (PAP) | Procurement Program/Project                        | PMO/ End-User | Is this an Early Procurement Activity? | Mode of Procurement                       | Schedule for Each Procurement Activity |                  |                 |                  | Source of Funds      | Estimated Budget (Php) |            |              | Remarks (brief description of Program/Activity/Project)  |
|------------|--|---------------|--|---|--|------------------|-----------------|------------------|----------------------|------------------------|------------|--------------|--|
|            |  |               |  |   | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award | Contract Signing |                      | Total                  | MOOE       | CO           |  |
|            | POSTAGE AND COURIER SERVICES                       | All Division  | NO                                     | Shopping                                  | within the year 2021                   |                  |                 |                  | General Funds        | 3,000.00               | 3,000.00   |              | Cost of Postage/delivery of official forms/documents/records etc.  |
|            | TELEPHONE EXPENSE                                  | All Division  | NO                                     | Direct Contracting                        | within the year 2021                   |                  |                 |                  | General Funds        | 152,040.00             | 152,040.00 |              | Cost of transmitting messages thru telephone landlines and mobiles   |
|            | INTERNET SUBSCRIPTION EXPENSES                     | All Division  | NO                                     | Direct Contracting                        | within the year 2021                   |                  |                 |                  | General Funds        | 89,400.00              | 89,400.00  |              | Cost of transmitting messages thru the internet  |
|            | MEMBERSHIP DUES AND CONTRIBUTIONS TO ORGANIZATIONS | All Division  | NO                                     | NP-53.5 Agency-to-Agency                  | within the year 2021                   |                  |                 |                  | General Funds        | 24,000.00              | 24,000.00  |              | Membership dues/ contributions/fees to professionals/ recognized organizations                                   |
|            | ADVERTISING, PROMOTIONAL AND MARKETING EXPENSE     | All Division  | NO                                     | NP-53.9 - Small Value Procurement         | within the year 2021                   |                  |                 |                  | General Funds        | 200,000.00             | 200,000.00 |              | Cost of advertisement in newspaper/ magazines/ televisions/ radio/ other forms of media.                         |
|            | RENT/ LEASE EXPENSES                               | All Division  | NO                                     | NP-53.10 Lease of Real Property and Venue | within the year 2021                   |                  |                 |                  | General Funds        | 300,000.00             | 300,000.00 |              | Expenses for the use of facilities/ equipment etc.   |
|            | SUBSCRIPTION EXPENSES                              | All Division  | NO                                     | NP-53.9 - Small Value Procurement         | within the year 2021                   |                  |                 |                  | General Funds        | 42,360.00              | 42,360.00  |              | Cost of subscription to reading materials (magazine, newspaper, etc.)  |
|            | AUDITING SERVICES                                  | All Division  | NO                                     | NP-53.5 Agency-to-Agency                  | within the year 2021                   |                  |                 |                  | General Funds        | 500,000.00             | 500,000.00 |              | Cost of services rendered by auditors and billed by the commission on audit                                      |
|            | ENVIRONMENTAL/SANITARY SERVICES                    | Engineering   | NO                                     | NP-53.9 - Small Value Procurement         | within the year 2021                   |                  |                 |                  | General Funds        | 150,000.00             | 150,000.00 |              | Payment for water test   |
|            | OTHER PROFESSIONAL SERVICES                        | All Division  | NO                                     | NP-53.5 Agency-to-Agency                  | within the year 2021                   |                  |                 |                  | General Funds        | 16,000.00              | 16,000.00  |              | The professional services contracted by the agency not classified under specific professional services accounts. |
|            | REPAIRS AND MAINTENANCE- MACHINERIES AND EQUIPMENT | All Division  | NO                                     | Shopping                                  | within the year 2021                   |                  |                 |                  | General Funds        | 320,000.00             | 320,000.00 |              | Cost of repairing and maintaining machineries and equipment due to unforeseen contingencies (as need arises)     |
|            | REPAIRS AND MAINTENANCE- TRANSPORTATION EQUIPMENT  | All Division  | NO                                     | Shopping                                  | within the year 2021                   |                  |                 |                  | General Funds        | 215,500.00             | 215,500.00 |              | Cost of repairing and maintaining motor vehicles due to unforeseen contingencies (as need arises)                |
|            | REPAIRS AND MAINTENANCE- FURNITURE AND EQUIPMENT   | All Division  | NO                                     | Shopping                                  | within the year 2021                   |                  |                 |                  | General Funds        | 3,000.00               | 3,000.00   |              | Cost of repairing and maintaining furnitures and equipment due to unforeseen contingencies (as need arises)      |
|            | LAND   | All Division  | NO                                     | NP-53.10 Lease of Real Property and Venue | within the year 2021                   |                  |                 |                  | General Funds        | 1,500,000.00           | -          | 1,500,000.00 | Cost/Appraised value of acquired land  |
|            | POWER SUPPLY SYSTEMS                               | All Division  | NO                                     | Competitive Bidding                       | within the year 2021                   |                  |                 |                  | Special Purpose Fund | 2,500,000.00           | -          | 2,500,000.00 | Values of Electrification  |

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|------------|-----------------------------|---------------|--|-----------------------------------|--|------------------|-----------------|------------------|----------------------|------------------------|----------------------|----------------------|---|
|            |                             |               |  |                                   | Ads/Post of IB/REs                     | Sub/Open of Bids | Notice of Award | Contract Signing |                      | Total                  | MOOE                 | CO                   |   |
|            | WATER SUPPLY SYSTEMS        | Engineering   | NO                                     | Competitive Bidding               | within the year 2021                   |                  |                 |                  | Special Purpose Fund | 16,000,000.00          | -                    | 16,000,000.00        | Values of Artesian Wells, Reservoirs and Conduits   |
|            | BUILDINGS                   | All Division  | NO                                     | NP-53.9 - Small Value Procurement | within the year 2021                   |                  |                 |                  | General Funds        | 700,000.00             | -                    | 700,000.00           | Office building constructed/ acquired including related improvements which are permanent or capital in nature |
|            |                             |               |  |                                   |  |                  |                 |                  | <b>TOTAL Php</b>     | <b>46,891,106.03</b>   | <b>22,276,106.03</b> | <b>24,615,000.00</b> |   |

Prepared by:

  
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 Utilities Services Assistant E


Certified Funds Available /  
 Certified Appropriate Funds Available:

  
 JANET B. ROCILLO  
 Accountant /  
 Local Budget Officer

Recommending Approval:

  
 RHODERICK L. MARANAN  
 BAC Chairperson

Approved by:

  
 NILO C. DELA PENA  
 Head of the Procuring Entity