

**SANTA ROSA (N.E.) WATER DISTRICT**  
Santa Rosa-Fort Magsasay Road, Brgy. Rizal, Santa Rosa, Nueva Ecija

**CY 2015 ANNUAL PROCUREMENT PLAN**

Code	Program/Activity/Project	End-User	Mode of Procurement	Schedule for Each Procurement Activity											Source of Funds	Estimated Budget Php			Remarks/Activity (Brief Description of Program/Project)
				Pre-pro Conf	Ads/Post of ITB	Pre-Bid Conf	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance Turnover		PS	MOOE	CO	
<b>A. Professional Services</b>																			
	Security Services	AS	Public Bidding	With approved Contract. To renew the services of the existing service provider.									Jan.-Dec.	GoP	1,142,400.00		Security Services for SRWD.		
	Legal Services	AS	Not Applicable	First to Fourth Quarter						Jan.-Dec.	GoP	24,000.00		Legal Services for SRWD.					
	Auditing Services	AS	NP-Agency to Agency	Audit of SRWD on an annual basis									GoP	150,000.00		Auditing Services for SRWD.			
	Consultancy Services	AS	Not Applicable	First to Fourth Quarter						Jan.-Dec.	GoP	50,000.00		Consultancy Services for SRWD.					
<b>B. Supplies and Materials</b>																			
	Common Use Supplies available at Procurement Service	AS	NP-Agency to Agency	To be procured on a quarterly basis by the Administrative Service.									GoP	250,000.00		Common use Office and Janitorial Cleaning supplies available at the Procurement Service.			
	Accountable Forms	AS	NP-Agency to Agency	To be procured as the need arises by the Administrative Service.									GoP	4,200.00		Checks issued by SRWD			
	Chlorine/Water Analysis	AS	Direct Contracting	Chlorine procurement and conduct of Water Analysis on a monthly basis.						Jan.-Dec.	GoP	1,425,400.00		Chlorination and water analysis requirements of SRWD.					
	Petroleum, Oil and Lubricants	AS	Not Applicable	To be procured as the need arises.						Jan.-Dec.	GoP	1,200,000.00		Supply of Petroleum, Oil and Lubricants of SRWD vehicles and Generator Sets					
	Service Connection Materials/Fittings	AS	NP-Small Value	Quarterly						Jan.-Dec.	GoP	2,000,000.00		Construction Materials Inventory for service connections of SRWD.					
	Water Meters	AS	Direct Contracting	Quarterly						Jan.-Dec.	GoP		2,000,000.00	Water Meters for new service connections of SRWD					
<b>C. Utilities</b>																			
	Electricity Services	AS	Direct Contracting	Not Applicable						Jan.-Dec.	GoP	7,800,000.00		SRWD Office and Pumping Stations' Power Supply					
<b>D. Communication</b>																			
	Telecommunication Services																		
	a. Landline	AS	Not Applicable	To renew the services of existing service provider.						Jan.-Dec.	GoP	25,000.00		SRWD Office telephone requirement					
	b. Cellular Phone Lines	AS	Not Applicable	To renew the services of existing service provider.						Jan.-Dec.	GoP	75,000.00		Provision for cellular phone lines for SRWD officials					
	c. Wireless Broadband Services	AS	Not Applicable	To renew the services of existing service provider.						Jan.-Dec.	GoP	110,760.00		Unlimited wireless broadband connection of SRWD Office					

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<b>E. Advertising</b>																			
	Publication/Posting of Notices in Newspaper / Gazette	AS	NP-Small Value	Delegated to the Administrative Service									Jan.-Dec.	GoP	30,000.00		Publication requirements of SRWD		
	SRWD Raffle for Concessionaires	AS	NP-Small Value	Delegated to the Administrative Service									Jan.-Dec.	GoP	250,000.00		Annual SRWD Raffle for concessionaires		
<b>F. Rent/Subscription</b>																			
	Pumping Station Site (owned by the Municipality), Brgy. Rizal	AS	NP-Agency to Agency	Not Applicable									Jan.-Dec.	GoP	72,000.00		Rental of pumping station site in Brgy. Rizal		
	Well, Brgy. Malacañang	AS	Direct Contracting	Not Applicable									Jan.-Dec.	GoP	43,200.00		Rental of existing well in Brgy. Malacañang		
	Office Space, Brgy. Mapalad	AS	Direct Contracting	Not Applicable									Jan.-Dec.	GoP	72,000.00		Rental of Brgy. Mapalad Office		
	Cable Television Services	AS	Direct Contracting	Not Applicable									Jan.-Dec.	GoP	10,000.00		Monthly Subscription of cable TV services of SRWD office and pumping station.		
	Newspapers & Magazines	AS	NP-Small Value	Delegated to the Administrative Service									Jan.-Dec.	GoP	15,000.00		Daily subscription of newspaper for SRWD Office.		
<b>G. Representation</b>																			
	20th SRWD Anniversary	AS	NP-Small Value	Fourth Quarter							October 10	GoP	150,000.00		Corporate Social Responsibility (Medical/Dental Mission for 500 less-fortunate residents of Santa Rosa)				
<b>H. Repair and Maintenance</b>																			
	Electrification, Power and Energy Structures	AS	NP-Small Value	Delegated to the Administrative Service									GoP	50,000.00		Repairs & Maintenance of WD Electrification, Power & Energy Structures			
	Office Building	AS	NP-Small Value	Delegated to the Administrative Service									GoP	150,000.00		Repairs & Maintenance of WD Office Building			
	Office Equipment	AS	NP-Small Value	Delegated to the Administrative Service									GoP	50,000.00		Repairs & Maintenance of WD Office Equipment			
	Furnitures and Fixtures	AS	NP-Small Value	Delegated to the Administrative Service									GoP	10,000.00		Repairs & Maintenance of WD Furnitures & Fixtures			
	IT Equipment and Software	AS	NP-Small Value	Delegated to the Administrative Service									GoP	20,000.00		Repairs & Maintenance of WD IT Equipment			
	Communication Equipment	AS	NP-Small Value	Delegated to the Administrative Service									GoP	10,000.00		Repairs & Maintenance of WD Communication Equip.			
	Other Machinery and Equipment	AS	NP-Small Value	Delegated to the Administrative Service									GoP	100,000.00		Repairs & Maintenance of WD Other Machineries & Equipment			
	Motor Vehicles	AS	NP-Small Value	Delegated to the Administrative Service									GoP	200,000.00		Preventive Maintenance, Repairs of SRWD vehicles			
	Other Property, Plant & Equipment	AS	NP-Small Value	Delegated to the Administrative Service									GoP	500,000.00		Repairs & Maintenance of WD Other Property & Equipment			
	Artesian Wells, Reservoirs, Pumping Stations and Conduits	AS	NP-Small Value	Delegated to the Administrative Service									GoP	150,000.00		Repairs & Maintenance of WD wells and reservoirs			



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<b>I. Taxes, Insurance Premiums and Other Fees</b>																			
	Registration and Insurance of Motor Vehicles	AS	NP-Agency to Agency	Not Applicable									Jan.-Dec.	GoP		50,000.00		Registration and insurance coverage of SRWD vehicles	
	Insurance of SRWD Properties	AS	NP-Agency to Agency	Not Applicable									Jan.-Dec.	GoP		100,000.00		Insurance of SRWD Properties including Office, Pumping Stations & Contents.	
	Taxes due to BIR	AS	NP-Agency to	Not Applicable									Jan.-Dec.	GoP		959,775.77		Franchise Tax on Water Sales	
<b>J. Equipment</b>																			
	Metering Pump	PS	Direct Contracting	First Quarter						January	GoP			70,000.00		Replacement of Metering Pump-Gomez Pumping Station			
	Solinoid	PS	NP-Small Value	First Quarter						January	GoP			30,000.00		For Omico Pumping Station			
	Air Release Valve	PS	NP-Small Value	First Quarter						January	GoP			30,000.00		For all pumping stations			
	Concrete Cutter	PS	NP-Small Value	First Quarter						March	GoP			45,000.00		For Maintenance Section			
	Grass Cutter	PS	NP-Small Value	Second Quarter						June	GoP			15,000.00		For Production Section			
	Copier	AS	NP-Small Value	Third Quarter						July	GoP			80,000.00		Replacement of defective copier			
<b>K. Expansion/Improvement Projects</b>																			
	Improvement of Office Facilities	AS	Direct Contracting	First Quarter						January	GoP			500,000.00		Materials and Labor for the Construction of Concrete Fence			
	Main Line Rehabilitation	MS	Direct Contracting	First Quarter						March	GoP			500,000.00		Fittings and other materials and labor for Rehabilitation of Mainline at Brgy. Rajal			
	Expansion-Brgy. Mapalad 3	MS	Direct Contracting	First Quarter						March	GoP			320,000.00		Materials and Labor for the Restoration of Well in Brgy. Mapalad			
	Metering Pump-Brgy. Mapalad 3	PS	Direct Contracting	First Quarter						January	GoP			70,000.00		Metering Pump-Brgy. Mapalad 3			
	ABB Variable Frequency Drive-Brgy. Mapalad 3	PS	Direct Contracting	First Quarter						January	GoP			170,000.00		ABB Variable Frequency Drive Brgy. Mapalad 3			
	Control Panel-Brgy. Mapalad 3	PS	Direct Contracting	First Quarter						January	GoP			90,000.00		Control Panel-Brgy. Mapalad 3			
	Improvement of Office Facilities	AS	Direct Contracting	Second Quarter						May	GoP			200,000.00		Materials and Labor for the Construction of Guard House			
	Submersible Deepwell Pump	PS	Direct Contracting	Third Quarter						August	GoP			255,000.00		Materials for the Upgrade of Gomez Pumping Station			
	Riser Pipe	PS	Direct Contracting	Third Quarter						August	GoP			125,000.00		Materials for the Upgrade of Gomez Pumping Station			
	Flow Meter	PS	Direct Contracting	Third Quarter						August	GoP			80,000.00		Materials for the Upgrade of Gomez Pumping Station			

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	Electricals/wire	PS	Direct Contracting	Third Quarter											August	GoP			430,000.00	Materials for the Upgrade of Gomez, Rizal and San Gregorio Pumping Stations
	Yard Pipe	PS	Direct Contracting	Third Quarter											August	GoP			75,000.00	Materials for the Upgrade of Gomez Pumping Station
	25KVA Distribution Transformer	PS	Direct Contracting	Third Quarter											August	GoP			245,000.00	Materials for the Upgrade of Gomez Pumping Station
	Pressure Transmitter, ATS, VFD, Step-up/Step-down Transformer	PS	Direct Contracting	Third Quarter											August	GoP			350,000.00	Materials for the Upgrade of Gomez Pumping Station
	Purchase of 1 unit Generator Set	PS	Public Bidding		August 5, 2015	August 14, 2015	August 19, 2015	August 25, 2015	August 26, 2015	Sept 1, 2015	Sept 4, 2015	Sept 7, 2015	September		GoP			945,000.00	Replacement of Generator Set of Gomez Pumping Station	
	Purchase of Computer Server	AS	Direct Contracting	Fourth Quarter											November	GoP			460,000.00	Materials for the Computer Server
															-			17,248,735.77	7,085,000.00	

Prepared by:



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Recommending Approval:

Approved  
 Disapproved

**ENGR. JOEL FELIX H. BERNARDO**  
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