

M. 3 BANGUED WATER DISTRICT
ANNUAL PROCUREMENT PLAN
FOR THE CY 2016

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	FOR THE CY 2016				Source of Funds	MOOE	CO	Remarks (brief description of Program/Project)
				Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing				
I.	WATER SYSTEM IMPROVEMENT										
1	Construction of 128 cu. m. - Reservoir	Technical	Competitive Bidding	4th Quarter				Internally Generated Funds		5,000,000.00	To increase water pressure and water supply at Pidigan Area
2	Installation of 4kms.-Transmission Line (Peñarrubia-Bacsil)	Technical	Competitive Bidding	3rd Quarter				Internally Generated Funds		6,000,000.00	To increase water pressure and water supply of the MBWD System
3	Development of the 2nd spring (Phase 1)	Technical	Competitive Bidding	4th Quarter				Internally Generated Funds		1,500,000.00	To increase water supply of the MBWD System
4	Replacement of 4kms - Old Transmission Lines	Technical	Competitive Bidding	4th Quarter				Internally Generated Funds		6,000,000.00	To increase water pressure and water supply of the MBWD System
5	Replacement of 2.4" Transmission Lines to 1-6" Transmission Line (Lipcan-Bariquir, Zone 5)	Technical	Competitive Bidding	4th Quarter				Internally Generated Funds		1,500,000.00	To increase water pressure and water supply at Bangued Area
6	Wastewater Treatment Plant	Technical	Competitive Bidding	4th Quarter				Internally Generated Funds		17,000,000.00	In Compliance w/ Republic Act # 9275 (Clean Water Act of 2004)
II.	ACQUISITION OF EQUIPMENTS/TOOLS/FIXTURES/VEHICLES										
1	Pneumatic Breaker	Technical	Shopping (small values)	4th Quarter				Internally Generated Funds		250,000.00	For MBWD Plumbers Use
2	Tools (Plumbing)	Technical	Shopping (small values)	4th Quarter				Internally Generated Funds		200,000.00	For MBWD Plumbers Use
3	Concrete Cutter	Technical	Shopping	1st Quarter				Internally Generated Funds		80,000.00	For MBWD Plumbers Use re: Pav't Demolition
4	Meter Test Bench	Technical	Competitive Bidding	4th Quarter				Internally Generated Funds		1,500,000.00	To calibrate New Water Meters prior to installation
5	Aircon	Admin	Shopping	1st Quarter-4th Quarter				Internally Generated Funds		500,000.00	Acquisition of new airconditioning units
6	Steel Filing Cabinet	Commercial / Technical	Shopping (small values)	1st Quarter-3rd Quarter				Internally Generated Funds		20,000.00	Used for keeping important files of MBWD
7	Office Computer	Commercial / Technical	Shopping (small values)	1st Quarter				Internally Generated Funds		128,000.00	Acquisition of new computer
8	Printer	Commercial / Technical	Shopping (small values)	1st Quarter				Internally Generated Funds		20,000.00	Acquisition of new printer
9	UPS	Admin/ Finance/ Commercial/ Technical	Shopping (small values)	1st Quarter-2nd Quarter				Internally Generated Funds		12,000.00	Acquisition of new UPS
10	CPU rated Power Supply	Admin/ Finance/ Commercial/ Technical	Shopping (small values)	4th Quarter				Internally Generated Funds		20,000.00	Acquisition of new CPU
11	Grass Cutter	Technical	Shopping (small values)	4th Quarter				Internally Generated Funds		20,000.00	For Technical Division Use
12	Toyota Hilux	Admin	Competitive Bidding	4th Quarter				Internally Generated Funds		2,500,000.00	Acquisition of new vehicle
II.	CHEMICAL, FILTERING AND LABORATORY										
1	Gas - 2.50 cylinder per month	Technical	Shopping (small values)	Quarterly				Internally Generated Funds	510,000.00		For water Disinfection

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				Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing				
2	Water Expense	Admin	Not Applicable					Internally Generated Funds	12,000.00		Water Consumption of Casamata Offices and Main Office
3	Electricity	Admin	Not Applicable					Internally Generated Funds	384,000.00		Electric Consumption for Lusuac Source, Casamata Hills office and Main Office
III.	PROFESSIONAL SERVICES										
1	Legal Services	Admin	Not Applicable					Internally Generated Funds	102,000.00		Notarial Fees and Other Fees in connection with MBWD legal matters
C.	GENERAL SERVICES										
1	Customer Account Expense-Meter Reading	Commercial	Not Applicable					Internally Generated Funds	105,600.00		Payment for the Job Order Employees of MBWD
2	Customer Account Expense-Customer Record	Commercial	Not Applicable					Internally Generated Funds	528,000.00		Payment for the Job Order Employees of MBWD
	Administrative and General Salaries	Admin	Not Applicable					Internally Generated Funds	528,000.00		Payment for the Job Order Employees of MBWD
	COMMUNICATION										
	Postage and Deliveries	Admin	Not Applicable					Internally Generated Funds	30,000.00		Postage and Deliveries for the requirements of MBWD
	Telephone Expenses - Landline	Admin	Not Applicable					Internally Generated Funds	78,000.00		This is intended to provide communication link services to MBWD office
	Telephone Expenses - Mobile	Admin	Not Applicable					Internally Generated Funds	158,400.00		Load Allowance for the 18 MBWD employees and BODs. And Load for the Data Logger.
	Internet Expense	Admin	Not Applicable					Internally Generated Funds	15,588.00		Internet Services (Globe) at GM's Office
	ADVERTISING, PROMOTIONAL AND MARKETING	Admin	Not Applicable					Internally Generated Funds	120,000.00		Radio plugs and newsletters(DZPA), BAC Advertisements and Advertisements from other News Letters
	INSURANCE PREMIUMS AND OTHER FEES										
	Insurance Premiums	Admin	Not Applicable					Internally Generated Funds	261,000.00		Payment for the Annual Insurance of MBWD Buildings and Vehicles
	Franchise Tax (2% of Sales)	Admin	Not Applicable					Internally Generated Funds	1,003,548.18		Annual payment of fees to BIR
	1% Share for the utilization of natural resources 2015	Admin	Not Applicable					Internally Generated Funds	501,774.09		Annual payment
	Registration Fees of Motor Vehicles	Admin	Not Applicable					Internally Generated Funds	40,000.00		Annual payment for the registration of MBWD Motor Vehicles
	Real Property Tax	Admin	Not Applicable					Internally Generated Funds	10,000.00		Annual Taxes
	Fidelity Bond	Admin	Not Applicable					Internally Generated Funds	75,000.00		Annual payment

MUNICIPAL BANGUED WATER DISTRICT
QUAL PROCUREMENT PLAN
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				Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing				
2	Granular- one dum per semester	Technical	Shopping(small values)	Quarterly				Internally Generated Funds	17,000.00		For water Disinfection
3	Bacteriological test	Technical		Not Applicable				Internally Generated Funds	28,800.00		For Water Testing to ensure quality of water
4	Annual chemical/physical water analysis	Technical		Not Applicable				Internally Generated Funds	2,000.00		For Water Testing to ensure quality of water
5	Chlorine Residual Test	Technical		Not Applicable				Internally Generated Funds	190,080.00		For Water Testing to ensure quality of water
IV. MATERIALS & FITTINGS FOR OPERATION											
1	Maintenance of transmission and Distribution Mains	Technical	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	1,416,000.00		Procurement of various supplies and materials needed for the day to day requirements of MBWD; including Laborers/Job Order Employees
2	Maintenance of Services	Technical	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	1,656,000.00		Procurement of various supplies and materials needed for the day to day requirements of MBWD; including Laborers/Job Order Employees
3	Maintenance of Meters	Technical	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	990,000.00		Replacement of old Water Meters (50 meters per month)
V. SUPPLIES											
1	Office Supplies	Admin	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	765,750.00		Procurement of various office supplies needed for the day to day requirements of MBWD
2	Other Supplies	Admin	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	60,000.00		Procurement of various supplies needed for the day to day requirements of MBWD
VI. REPAIRS AND MAINTENANCE											
1	Buildings and Other Structures	Admin	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	72,000.00		Procurement of items needed for the repair and maintenance of buildings and other structures.
2	Office Equipments	Admin	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	60,000.00		Procurement of items needed for the repair and maintenance of office equipments
3	IT Equipments	Admin	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	12,000.00		Procurement of items needed for the repair and maintenance of IT equipments
4	Land Transport Equipment	Admin	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	180,000.00		Procurement of items needed for the repair and maintenance of Land Transport Equipments (District's service vehicle)
5	Water Treatment Equipment	Technical	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	90,000.00		Procurement of items needed for the repair and maintenance of Water Treatment Equipments (Chlorinator Equipment)
6	Tools, Shop and Garage Equipment	Admin	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	12,000.00		Procurement of items needed for the repair and maintenance of Tools, Shop and Garage Equipment
7	Furnitures and Fixtures	Admin	Shopping(small values)	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Internally Generated Funds	30,000.00		Procurement of items needed for the repair and maintenance of Furnitures and Fixtures
VII. UTILITIES											
1	Fuel, Oil and Lubricant	Admin		Not Applicable				Internally Generated Funds	420,000.00		Procurement of the day to day gasoline, diesel and lubricating oils needed for MBWD vehicles and equipments

MUNICIPALITY OF BANGUED WATER DISTRICT
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7	Extraordinary and Miscellaneous Expenses	Admin	Not Applicable					Internally Generated Funds	115,020.00			GM's extraordinary allowance
8	Membership Dues and Contributions to Organizations	Admin	Not Applicable					Internally Generated Funds	57,900.00			Annual water charges by regulating authorities
9	Other Financial Charges	Admin	Not Applicable					Internally Generated Funds	2,400.00			Bank and other Institutions that imposed charges to MBWD
III	OTHER MAINTENANCE AND OPERATING EXPENSES	Admin	Not Applicable					Internally Generated Funds	760,000.00			This is intended for GM's Discretionary Fund, Anniversary Expenses, Christmas Program and Other OMOE.
V	OTHERS											
1	Other Personnel Benefits	Admin	Not Applicable					Internally Generated Funds	2,261,962.56			Program on Awards and Incentives for Excellence (PRAISE), Gender Development and Loyalty Award.
2	Travel Expenses	Admin	Not Applicable					Internally Generated Funds	1,496,000.00			Travelling Expenses for MBWD Management Staff and Personnel on their Official Business
	Training and Scholarship Expense	Admin	Not Applicable					Internally Generated Funds	420,000.00			Registration Fees of Executives, officers and employees in attending seminars, trainings and conferences inside and outside the area and cost of various materials and handouts needed during the said events.
	Donations	Admin	Not Applicable					Internally Generated Funds	928,420.00			Donations for charitable, religious and other contributions, Water consumption of 37 Drinking Fountains, Corporate Social Responsibility Program, Repair of Artesian Well and Distribution of Bottled Water
	Representation Expense	Admin	Not Applicable					Internally Generated Funds	521,400.00			Snacks during seminar for new connection, Due dates, Board meeting and for other visitors.
	Rent/Lease Expense	Admin	Not Applicable					Internally Generated Funds	324,000.00			This is intended for the payment of MBWD office building, COA office, and space (generator house) rentals.
	GRAND TOTAL								17,349,242.83	42,250,000.00		

Prepared by:

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[X] Approved
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Date: June 10, 2016

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