

**Victorias City Water District**

Quirino Street, Brgy. V, Victorias City

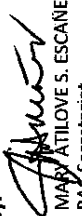
**INDICATIVE ANNUAL PROCUREMENT PLAN for CY 2021**

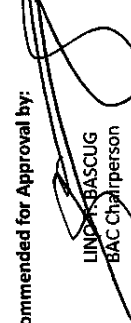
Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Estimated Budget		Remarks (Brief description of Program/Activity/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award		Contract Signing	Total	
10601010	Expenses for the processing of acquiring a title for the VCWD office lot	Administrative Division	Direct Contracting		As needed		Corp. Budget	200,000.00	V	
10601010	Provision for taxes, licenses, transfer fees and other miscellaneous expenses directly related to donated lots	Administrative Division	Direct Contracting		As needed		Corp. Budget	100,000.00	V	
10603030	Provisions for electrical upgrades, transformers & NONECO charges	Engineering Division	SVP		To be procured as the need arises		Corp. Budget	300,000.00	V	
10603050	Generator	Engineering Division	Public Bidding	August 2021	September 2021	October 2021	Corp. Budget	900,000.00	V	
10603110	2 units Motor Control, panel & accessories @ P250,000.00 each	Engineering Division	SVP		To be procured as the need arises		Corp. Budget	500,000.00	V	
10603110	2 units Submersible Pump	Engineering Division	SVP		To be procured as the need arises		Corp. Budget	290,000.00	V	
10603110	2 units Submersible motor	Engineering Division	SVP		To be procured as the need arises		Corp. Budget	290,000.00	V	
10603110	Other Miscellaneous Equipment, Soft Starter, Flowmeter, Motor Controls Components & Field Instruments	Engineering Division	SVP		To be procured as the need arises		Corp. Budget	370,000.00	V	
10603110	PRV's, Clustering, District Metered Area and Other Equipments	Engineering Division	SVP		To be procured in second quarter of the year		Corp. Budget	1,000,000.00	V	
10603110	Research and Development	Engineering Division	SVP		To be procured in third to fourth quarters of the year		Corp. Budget	100,000.00	V	
10603110	Provisions of 2 units Variable Capacity Dosing Pump and Accessories	Engineering Division	SVP		To be procured in third to fourth quarters of the year		Corp. Budget	100,000.00	V	
10605020	1 unit Printer (CIS-pigment ink) w/ scanner (Commercial)	Commercial Division	Shopping		To be procured in third quarter of the year		Corp. Budget	45,000.00	V	
10605020	1 unit Aircron for Admin. Building	Administrative Division	SVP		To be procured in third quarter of the year		Corp. Budget	100,000.00	V	
10605030	2 units Desktop computer w/ SSD @ P 50,000.00 each (Commercial)	Commercial Division	Shopping		To be procured in second quarter of the year		Corp. Budget	100,000.00	V	
10605030	1 unit Desktop computer @ P 50,000.00 (Admin.)	Administrative Division	Shopping		To be procured in first quarter of the year		Corp. Budget	50,000.00	V	
10605030	3 units Laptop (for OGM, Admin. & Commercial)	Admin. & Comm. Div.	Shopping		To be procured in third quarter of the year		Corp. Budget	180,000.00	V	
10605070	2 units FM Transceiver	Engineering Division	Shopping		To be procured in second quarter of the year		Corp. Budget	42,000.00	V	
10605990	Automation	Eng. Production section	Public Bidding		To be procured in second quarter of the year		Corp. Budget	3,000,000.00	V	
10605990	Portable Generator, Welding Inverter and other maintenance tools	Engineering Division	Shopping		To be procured as the need arises		Corp. Budget	200,000.00	V	
10605990	Leak Detection equipment	Engineering Division	Public Bidding		To be procured in third quarter of the year		Corp. Budget	1,500,000.00	V	
10606010	Purchase of one unit vehicle for Maintenance Section	Eng. Maintenance section	Public Bidding		To be procured in second quarter of the year		Corp. Budget	2,100,000.00	V	
10601020	Computer Software (Engineering)	Engineering Division	Shopping		To be procured in second quarter of the year		Corp. Budget	40,000.00	V	
50201010	Loyalty Incentives (in kind)	Administrative Division	Shopping		To be procured in fourth quarter of the year		Corp. Budget	65,000.00	V	
50201010	Rental of Vehicle	Administrative Division	SVP		To be procured as the need arises		Corp. Budget	100,000.00	V	
50203010	Office Supplies	Administrative Division	Shopping		To be procured semiannually in January & July		Corp. Budget	200,000.00	V	
50203010	Office Supplies	Commercial Division	Shopping		To be procured semiannually in January & July		Corp. Budget	100,000.00	V	
50203010	Office Supplies	Production Section	Shopping		To be procured semiannually in January & July		Corp. Budget	15,000.00	V	
50203010	Office Supplies	Maintenance Section	Shopping		To be procured semiannually in January & July		Corp. Budget	15,000.00	V	
50203010	Office Supplies	Office of the General Manager	Shopping		To be procured semiannually in January & July		Corp. Budget	10,000.00	V	
50203010	Office Supplies	Office of the Board of Directors	Shopping		To be procured semiannually in January & July		Corp. Budget	10,000.00	V	
50203020	Official Receipt and Checkbook	Administrative Division	Direct Contracting		To be procured as the need arises		Corp. Budget	20,000.00	V	
50203020	Official Receipt - Water Bill Collection	Commercial Division	SVP		To be procured in fourth quarter of the year		Corp. Budget	80,000.00	V	
50203080	Bacti-test of 170 samples @ P300/sample	Eng. Production section	Shopping		To be procured monthly		Corp. Budget	51,000.00	V	
50203080	Physical/chemical test of 16 samples (P7,000 /sample/year)	Eng. Production section	Shopping		To be procured in third quarter of the year		Corp. Budget	112,000.00	V	
50203080	Chlorine Residual Kit (consumables) & Other Laboratory Supplies	Eng. Production section	Shopping		To be procured as the need arises		Corp. Budget	70,000.00	V	
50203130	Chemicals for water treatment	Eng. Production section	Public Bidding	November 2020	November 2019	December 2020	Corp. Budget	1,040,000.00	V	
50203090	Diesel Fuel: Provision for Power Failure and Calamity (Generators)	Eng. Production section	Direct Contracting		To be procured as the need arises		Corp. Budget	485,100.00	V	
<b>Totals</b>								<b>13,880,100.00</b>		


Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget		Remarks (Brief description of Program/Activity/P project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	
50203090	Motor oil for generating sets	Engr. Production section	Direct Contracting		To be procured as the need arises		Corp. Budget	30,000.00	✓		
50203090	Diesel Fuel of Adventure, 2 units L-300 Van and Boom Truck	Adm. & Engr. Divisions	Direct Contracting		To be procured as the need arises		Corp. Budget	170,000.00	✓		
50203090	Diesel Fuel of Pick-up	Administrative Division	Direct Contracting		To be procured as the need arises		Corp. Budget	55,000.00	✓		
50203090	Diesel Fuel of Tamaraw	Engineering Division	Direct Contracting		To be procured as the need arises		Corp. Budget	55,000.00	✓		
50203090	Gasoline of 4 tricycle	Adm., Comm. & Engr. Div.	Direct Contracting		To be procured as the need arises		Corp. Budget	130,000.00	✓		
50203090	Diesel/Gasoline of various machineries & equipments	Engineering Division	Direct Contracting		To be procured as the need arises		Corp. Budget	25,000.00	✓		
50203090	Grease, oil, etc.	Adm., Comm. & Engr. Div.	Direct Contracting		To be procured as the need arises		Corp. Budget	15,000.00	✓		
50204020	Electric power for P.S. No. 1	Engr. Production section	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	490,000.00	✓		
50204020	Electric power for P.S. No. 2	Engr. Production section	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	1,450,000.00	✓		
50204020	Electric power for P.S. No. 3	Engr. Production section	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	2,170,000.00	✓		
50204020	Electric power for P.S. No. 4	Engr. Production section	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	2,860,000.00	✓		
50204020	Electric power for P.S. No. 5	Engr. Production section	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	570,000.00	✓		
50204020	Electric power for P.S. No. 6	Engr. Production section	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	880,000.00	✓		
50204020	Electric power for P.S. No. 7 (TerraVile)	Engr. Production section	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	1,220,000.00	✓		
50204020	Electric power for 3 Pump Stations @ Villa Victorias	Engr. Production section	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	1,200,000.00	✓		
50204020	Electric power for Toreno Pump Stations	Engr. Production section	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	1,000,000.00	✓		
50204020	Electric power for the Adm. Building	Administrative Division	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	500,000.00	✓		
50205010	LBC, Postage	Administrative Division	Direct Contracting		To be procured as the need arises		Corp. Budget	40,000.00	✓		
50205021	Telephone subscription	Administrative Division	Direct Contracting		To be paid monthly based on monthly telephone bill		Corp. Budget	30,000.00	✓		
50205022	Cell Cards/Load	Administrative Division	Direct Contracting		To be procured monthly		Corp. Budget	145,200.00	✓		
50205030	Internet subscription (5,000 x 12)	Various End-Users	Direct Contracting		To be procured monthly		Corp. Budget	60,000.00	✓		
50205030	Web Hosting	Administrative Division	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	15,000.00	✓		
50205040	Cable Subscription	Administrative Division	Direct Contracting		To be paid annually in third quarter of the year		Corp. Budget	13,000.00	✓		
50299010	Other Advertising Expenses	Administrative Division	Direct Contracting		To be paid monthly based on monthly bill		Corp. Budget	300,000.00	✓		
50299010	VCWD Calendars for the Year 2021	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	200,000.00	✓		
50299020	Photocopy and other printing expenses	Commercial Division	SVP		To be procured in fourth quarter of the year		Corp. Budget	10,000.00	✓		
50299050	Rental of Adm. Building lot @ P5,000/mo. x 12 mos.	Adm., Comm. & Engr. Div.	Shopping		To be procured as the need arises		Corp. Budget	60,000.00	✓		
50299050	Rental of Daan Banwa Deepwell @17,000.00/mo.	Administrative Division	Direct Contracting		To be paid monthly		Corp. Budget	204,000.00	✓		
50299040	Provision for Freight & Handling	Engineering Division	Direct Contracting		To be paid monthly		Corp. Budget	10,000.00	✓		
50299070	Provision for News Paper Subscription	Administrative Division	Direct Contracting		To be procured as the need arises		Corp. Budget	12,000.00	✓		
50211010	Provision for Professional fee	Administrative Division	Direct Contracting		To be paid weekly		Corp. Budget	60,000.00	✓		
50211010	Notarization and other legal expenses	Administrative Division	Direct Contracting		To be procured as the need arises		Corp. Budget	90,000.00	✓		
50211020	Provision for cost of audit services rendered by Commission on Audit	Administrative Division	Direct Contracting		To be procured as the need arises		Corp. Budget	180,000.00	✓		
50212030	Salary of security guards	Administrative Division	Public Bidding	November 2020	December 2020	December 2020	Corp. Budget	870,000.00	✓		
50213031	Maintenance of Power Production Equipment	Engr. Production section	Shopping/SVP		To be procured as the need arises		Corp. Budget	400,000.00	✓		
50213040	Repairs and maintenance of office buildings and other structures	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	100,000.00	✓		
50213051	Repairs and maintenance of office equipment	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	35,000.00	✓		
50213070	Repair of furnitures & fixtures	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	35,000.00	✓		
50213052	Repair of IT equipment & software	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	60,000.00	✓		
50213053	Repair of Communication Equipments	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	15,000.00	✓		
50213054	Repair of other machinery & equipment	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	60,000.00	✓		
50213060	Maint. of Boom Truck	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	35,000.00	✓		
							Totals	15,859,200.00			


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50213060	Repair of Tamaraw	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	35,000.00	V	
50213060	Maint. of L-300 Van & PET	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	100,000.00	V	
50213060	Maint. of Adventure	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	50,000.00	V	
50213060	Maint. of 4 units Tricycle	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	35,000.00	V	
50213060	Maint. Of Pick-up	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	30,000.00	V	
50213032	Provision for labor and materials for pump station breakdown	Engr. Production section	Shopping		To be procured as the need arises		Corp. Budget	950,000.00	V	
50213032	Materials and labor for the maintenance of Transmission and Distribution Mains	Engr. Production section	Shopping		To be procured as the need arises		Corp. Budget	850,000.00	V	
50213032	Water meter (1/2") & angle valve w/ lockwing (850 pcs.)	Engr. Maintenance Section	Public Bidding	Fourth Quarter of 2020	Jan. 2021		Corp. Budget	1,450,000.00	V	
50213032	Water meter, 1" (5 pcs)	Engr. Maintenance Section	Shopping/SVP		To be procured as the need arises		Corp. Budget	14,000.00	V	
50213032	Water meter, 1 1/2" (5 pcs)	Engr. Maintenance Section	Shopping/SVP		To be procured as the need arises		Corp. Budget	60,000.00	V	
50213032	Water meter, 2" (2 pcs)	Engr. Maintenance Section	Shopping/SVP		To be procured as the need arises		Corp. Budget	30,000.00	V	
50213032	Angle valve w/ lock wing (500 pcs.)	Engr. Maintenance Section	SVP		To be procured as the need arises		Corp. Budget	175,000.00	V	
50213032	Safety Equipments	Engineering Division	Shopping/SVP		To be procured in fourth quarter		Corp. Budget	50,000.00	V	
50203210	Firefighting Equipments (fire extinguishers, hose & etc.)	Administrative Division	SVP		To be procured as the need arises		Corp. Budget	70,000.00	V	
50203210	Office Equip't (printers, Labeling Machine, Vernier Caliper, Air Cooler & etc.)	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	75,000.00	V	
50203210	Communication Equip't (Radio Handset, Transceiver, Cellphone, Pocket Wifi)	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	90,000.00	V	
50203210	Other Machineries and Equipment (Various tools, Lawn Mower & etc.)	Administrative Division	Shopping		To be procured as the need arises		Corp. Budget	70,000.00	V	
50203220	Furniture & Fixtures (Tables, Chairs, Cabinets & Etc.)	Administrative Division	Shopping		To be procured in first quarter of the year		Corp. Budget	70,000.00	V	
50210030	Disaster Risk Reduction Program	Admin. & Engr. Division	Shopping		To be procured as the need arises		Corp. Budget	30,000.00	V	
50210030	Various COVID-19 Expenses	Administrative Division	Shopping/Negotiated		To be procured as the need arises		Corp. Budget	100,000.00	V	
							Corp. Budget	2,000,000.00	V	
							Totals	6,264,000.00		
							Grand Total	36,003,300.00		

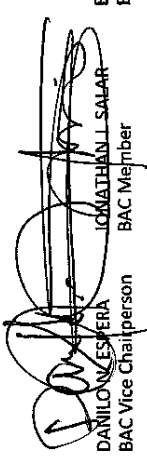
Notes:  
 SVP - Small Value Procurement  
 IB - Invitation to Bid  
 REI - Request for Expression to Bid  
 MOOE - Maintenance & Other Operating Expenses  
 CO - Capital Outlay


Prepared by:   
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 BAC Secretariat

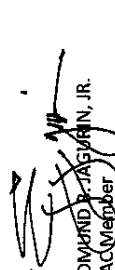
Recommended for Approval by:  
  
 LINO PASCUG  
 BAC Chairperson

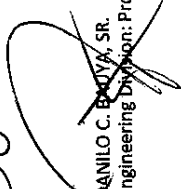
End-user Representatives:  
  
 LEONIE ANN BUTALON  
 Finance, Administrative & General Services Division

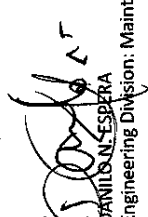
Approved by:  
  
 ABRAHAM J. DE DIOS, JR.  
 General Manager C

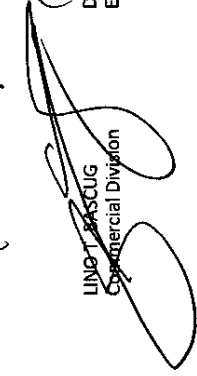
  
 DANILON ESPERA  
 BAC Vice Chairperson

  
 EDGIELU M. VALENCIANO  
 BAC Member

  
 EDMAND B. AGUSTIN, JR.  
 BAC Member

  
 DANILLO C. BAYDA, SR.  
 Engineering Division: Production Section

  
 DANILON ESPERA  
 Engineering Division: Maintenance Section

  
 LINO PASCUG  
 Commercial Division