

VICTORIAS CITY WATER DISTRICT Indicative Annual Procurement Plan for CY 2022

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PnP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/RE	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
10601010	VCWD Office lot	Administrative Division	NO	Direct Contracting	N/A	N/A	As soon as approved by the LGU		Corp. Budget	200,000		✓	
10601010	Expenses for the processing of acquiring a title for the VCWD office Lot	Administrative Division	NO	Direct Contracting	N/A	N/A	As soon as approved by the LGU		Corp. Budget	150,000		✓	
10603050	Electrical upgrades, transformers & NONECO charges	Engineering Division	NO	NP-53.9 - Small Value Procurement	6/3/2022	N/A	6/14/2022	6/16/2022	Corp. Budget	300,000		✓	
10604010	Renovation of Office Building	Engineering Division	NO	NP-53.9 - Small Value Procurement	2/17/2022	N/A	3/1/2022	3/3/2022	Corp. Budget	200,000		✓	
10604010	Renovation of Stockroom	Engineering Division	NO	NP-53.9 - Small Value Procurement	5/13/2022	N/A	5/24/2022	5/26/2022	Corp. Budget	400,000		✓	
10604010	Warehouse at Terraville Pump Station	Engineering Division	NO	NP-53.9 - Small Value Procurement	8/12/2021	N/A	8/23/2021	8/25/2022	Corp. Budget	300,000		✓	
10605020	Printer (CIS-pigment ink) w/ scanner	Admin. & Engineering	NO	NP-53.9 - Small Value Procurement	1/14/2022	N/A	1/25/2022	1/27/2022	Corp. Budget	45,000		✓	
10607010	Furnitures, Cabinets, Dividers, Counters & etc.	Administrative Division	NO	NP-53.9 - Small Value Procurement	4/1/2022	N/A	4/11/2022	4/13/2022	Corp. Budget	200,000		✓	
10607010	Storage Rack for stockroom, file room and warehouse	Administrative Division	NO	NP-53.9 - Small Value Procurement	10/7/2022	N/A	10/18/2022	10/20/2022	Corp. Budget	200,000		✓	
10605030	2 units Desktop computer w/ SSD	Commercial Division	NO	NP-53.9 - Small Value Procurement	7/8/2022	N/A	7/19/2022	7/21/2022	Corp. Budget	110,000		✓	
10605030	Desktop computer	Administrative Division	NO	NP-53.9 - Small Value Procurement	2/11/2022	N/A	2/22/2022	2/24/2022	Corp. Budget	55,000		✓	
10605030	Laptop	Office of the GM	NO	NP-53.9 - Small Value Procurement	2/11/2022	N/A	2/22/2022	2/24/2022	Corp. Budget	45,000		✓	
10605030	Laptop	Engineering Division	NO	NP-53.9 - Small Value Procurement	2/11/2022	N/A	2/22/2022	2/24/2022	Corp. Budget	45,000		✓	
10601020	Meter Reading Software	Commercial Division	NO	NP-53.9 - Small Value Procurement	3/18/2022	N/A	3/29/2022	3/31/2022	Corp. Budget	50,000		✓	
10601020	Inventory Management Software	Administrative Division	NO	NP-53.9 - Small Value Procurement	3/18/2022	N/A	3/29/2022	3/31/2022	Corp. Budget	40,000		✓	
10601020	Project Management Software	Engineering Division	NO	NP-53.9 - Small Value Procurement	3/18/2022	N/A	3/29/2022	3/31/2022	Corp. Budget	30,000		✓	
10601020	File Management Software	Administrative Division	NO	NP-53.9 - Small Value Procurement	3/18/2022	N/A	3/29/2022	3/31/2022	Corp. Budget	30,000		✓	
10605070	2 units FM Transceiver	Engineering Division	NO	NP-53.9 - Small Value Procurement	2/11/2022	N/A	2/22/2022	2/24/2022	Corp. Budget	42,000		✓	
10605990	Automation	Engineering Division	NO	Competitive Bidding	6/3/2022	6/30/2022	7/5/2022	7/7/2022	Corp. Budget	4,000,000		✓	
10605990	Portable Generator, Welding Inverter and other maintenance tools	Engineering Division	NO	NP-53.9 - Small Value Procurement	4/1/2022	N/A	4/11/2022	4/13/2022	Corp. Budget	200,000		✓	
10606010	Vehicle with customized accessories for Maintenance Section	Engineering Division	NO	Competitive Bidding	9/10/2022	9/29/2022	10/4/2022	10/6/2022	Corp. Budget	2,300,000		✓	
10606010	Vehicle	Administrative Division	NO	Competitive Bidding	9/10/2022	9/29/2022	10/4/2022	10/6/2022	Corp. Budget	2,000,000		✓	
10606010	Vehicle	Engineering Division	NO	Competitive Bidding	9/10/2022	9/29/2022	10/4/2022	10/6/2022	Corp. Budget	2,000,000		✓	
10603110	2 units Motor Control, pannel & accessories	Engineering Division	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A			Corp. Budget	500,000		✓	
10603110	2 units Submersible Pump	Engineering Division	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A			Corp. Budget	290,000		✓	
10603110	2 units Submersible motor	Engineering Division	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A			Corp. Budget	290,000		✓	
10603110	Soft Starter, Flowmeter, Motor Controls Components & Field Instruments	Engineering Division	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A			Corp. Budget	370,000		✓	
10603110	PRV's, Clustering, District Metered Area and Other Equipments	Engineering Division	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A			Corp. Budget	1,000,000		✓	
10603110	Research and Development	Engineering Division	NO	NP-53.9 - Small Value Procurement	3/18/2022	N/A	3/29/2022	3/31/2022	Corp. Budget	100,000		✓	
10603110	Materials for the replacement, upgrade and ext. of Trans. and Distr. Mains	Engineering Division	NO	Competitive Bidding	6/9/2022	7/6/2022	7/11/2022	7/13/2022	Corp. Budget	6,000,000		✓	
10603110	2 units Variable Capacity Dosing Pump and Accessories	Engineering Division	NO	NP-53.9 - Small Value Procurement	4/1/2022	N/A	4/11/2022	4/13/2022	Corp. Budget	100,000		✓	
10603110	Toreno Pump Station Extension Project	Engineering Division	NO	NP-53.9 - Small Value Procurement	4/1/2022	N/A	4/11/2022	4/13/2022	Corp. Budget	250,000		✓	
90102120	Loyalty Incentives (in kind)	Administrative Division	NO	NP-53.9 - Small Value Procurement	8/12/2021	N/A	8/23/2021	8/25/2022	Corp. Budget	32,500		✓	
50201010	Rental of Vehicle	Administrative Division	NO	NP-53.9 - Small Value Procurement	1/14/2022	N/A	1/25/2022	1/27/2022	Corp. Budget	100,000		✓	
50203010	Office Supplies	Administrative Division	NO	NP-53.9 - Small Value Procurement	1/14/2022	N/A	1/25/2022	1/27/2022	Corp. Budget	270,000		✓	
50203010	Office Supplies	Commercial Division	NO	NP-53.9 - Small Value Procurement	1/14/2022	N/A	1/25/2022	1/27/2022	Corp. Budget	105,000		✓	
50203010	Office Supplies	Production Section	NO	NP-53.9 - Small Value Procurement	1/14/2022	N/A	1/25/2022	1/27/2022	Corp. Budget	35,000		✓	
50203010	Office Supplies	Maintenance Section	NO	NP-53.9 - Small Value Procurement	1/14/2022	N/A	1/25/2022	1/27/2022	Corp. Budget	35,000		✓	
50203010	Office Supplies	Office of the GM	NO	NP-53.9 - Small Value Procurement	1/14/2022	N/A	1/25/2022	1/27/2022	Corp. Budget	35,000		✓	
50203010	Office Supplies	Office of the BOD	NO	NP-53.9 - Small Value Procurement	1/14/2022	N/A	1/25/2022	1/27/2022	Corp. Budget	20,000		✓	
50203020	Official Receipt and Checkbook	Administrative Division	NO	Direct Contracting	N/A	N/A	As the need arises		Corp. Budget	20,000		✓	
50203020	Official Receipt - Water Bill Collection	Commercial Division	NO	NP-53.9 - Small Value Procurement	6/3/2022	N/A	6/14/2022	6/16/2022	Corp. Budget	80,000		✓	
50203080	Microbiological Test of 180 samples	Administrative Division	NO	Direct Contracting	N/A	N/A	Monthly testing		Corp. Budget	63,000		✓	
50203080	Physical/chemical test of 18 samples	Administrative Division	NO	Direct Contracting	N/A	N/A	End of year testing		Corp. Budget	153,000		✓	
50203080	Chlorine Residual Kit (consumables) and Other Laboratory Supplies	Administrative Division	NO	NP-53.9 - Small Value Procurement	1/14/2022	N/A	1/25/2022	1/27/2022	Corp. Budget	20,000		✓	
50203080	Vitamins for Employees and Job Order Workers	Administrative Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A			Corp. Budget	70,000		✓	

50203080	Medicines and first aid kits for Employees and Job Order Workers	Administrative Division	NO	NP-53.9 - Small Value Procurement	1/14/2022	N/A	1/25/2022	1/27/2022	Corp. Budget	17,000	✓	
50203130	Chemicals for water treatment	Production Section	YES	Competitive Bidding	11/12/2021	12/2/2021	12/7/2021	12/9/2021	Corp. Budget	1,250,000	✓	
50204020	Electric power for P.S. No. 1	Production Section	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	490,000	✓	
50204020	Electric power for P.S. No. 2	Production Section	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	1,450,000	✓	
50204020	Electric power for P.S. No. 3	Production Section	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	2,170,000	✓	
50204020	Electric power for P.S. No. 4	Production Section	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	2,860,000	✓	
50204020	Electric power for P.S. No. 5	Production Section	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	570,000	✓	
50204020	Electric power for P.S. No. 6	Production Section	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	880,000	✓	
50204020	Electric power for P.S. No. 7 (Terravle)	Production Section	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	1,220,000	✓	
50204020	Electric power for 3 Pump Stations @ Villa Victorias	Production Section	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	1,200,000	✓	
50204020	Electric power for Toreno Pump Stations	Production Section	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	1,000,000	✓	
50204020	Electric power for the Admin. Building	Administrative Division	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	500,000	✓	
50205010	LBC Postage	Administrative Division	NO	Direct Contracting	N/A	N/A	As the need arises		Corp. Budget	40,000	✓	
50205021	Telephone subscription	Administrative Division	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	30,000	✓	
50205022	Cell Cards/Load	Various End-Users	NO	Direct Contracting	N/A	N/A	Availed monthly		Corp. Budget	147,000	✓	
50205030	Internet subscription (5,000 x 12)	Administrative Division	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	60,000	✓	
50205030	Web Hosting	Administrative Division	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	15,000	✓	
50205040	Cable Subscription	Administrative Division	NO	Direct Contracting	N/A	N/A	As billed monthly		Corp. Budget	10,000	✓	
50299010	VCWD Calendars for the Year 2022	Commercial Division	NO	NP-53.9 - Small Value Procurement	10/7/2022	N/A	10/18/2022	10/20/2022	Corp. Budget	200,000	✓	
50299010	Christmas Give aways	Commercial Division	NO	NP-53.9 - Small Value Procurement	10/27/2022	N/A	11/8/2022	11/10/2022	Corp. Budget	100,000	✓	
50299010	VCWD Sponsorship	Commercial Division	NO	Direct Contracting	N/A	N/A	As the need arises		Corp. Budget	100,000	✓	
50299010	Other Advertising Expenses (Corporate Social Responsibility)	Commercial Division	NO	Direct Contracting	N/A	N/A	As the need arises		Corp. Budget	100,000	✓	
50299020	Photocopy and other printing expenses	Administrative Division	NO	Shopping	As needed	N/A			Corp. Budget	10,000	✓	
50299050	Rental of Adm. Building lot	Administrative Division	NO	Direct Contracting	N/A	N/A	Monthly rental w/ LGU		Corp. Budget	60,000	✓	
50299030	Meals and snacks during company meetings and representations	Administrative Division	NO	Shopping	As needed	N/A			Corp. Budget	350,000	✓	
50299030	Office Decorations	Administrative Division	NO	NP-53.9 - Small Value Procurement	10/27/2022	N/A	11/8/2022	11/10/2022	Corp. Budget	50,000	✓	
50299030	VCWD Anniversary Celebration	Administrative Division	NO	NP-53.9 - Small Value Procurement	8/12/2022	N/A	8/23/2022	8/25/2022	Corp. Budget	150,000	✓	
50299030	CSC Anniversary Celebration	Administrative Division	NO	NP-53.9 - Small Value Procurement	8/12/2022	N/A	8/23/2022	8/25/2022	Corp. Budget	115,000	✓	
50299030	Women's Month Celebration	Administrative Division	NO	NP-53.9 - Small Value Procurement	2/11/2022	N/A	2/22/2022	2/24/2022	Corp. Budget	25,000	✓	
50299030	18-Day Campaign to end VAW	Administrative Division	NO	NP-53.9 - Small Value Procurement	10/7/2022	N/A	10/18/2022	10/20/2022	Corp. Budget	60,000	✓	
50299030	VCWD Employees' General Assembly (HR Programs & Activities)	Administrative Division	NO	NP-53.9 - Small Value Procurement	10/27/2022	N/A	11/8/2022	11/10/2022	Corp. Budget	100,000	✓	
50299040	Provision for Freight & Handling	Administrative Division	NO	Direct Contracting	N/A	N/A	As the need arises		Corp. Budget	10,000	✓	
50299070	News Paper Subscription	Administrative Division	NO	Direct Contracting	N/A	N/A	Existing subscription		Corp. Budget	12,000	✓	
50299070	Subscription to Inventory Management Software	Administrative Division	NO	Direct Contracting	N/A	N/A	1/14/2022	1/18/2022	Corp. Budget	2,000	✓	
50299070	Subscription to Online Platform for virtual meetings	Administrative Division	NO	Direct Contracting	N/A	N/A	1/14/2022	1/18/2022	Corp. Budget	10,000	✓	
50211010	Professional fees	Administrative Division	NO	Direct Contracting	N/A	N/A	As the need arises		Corp. Budget	60,000	✓	
50211010	Notarization and other legal expenses	Administrative Division	NO	Direct Contracting	N/A	N/A	As the need arises		Corp. Budget	90,000	✓	
50211020	Cost of audit services rendered by Commission on Audit	Administrative Division	NO	Direct Contracting	N/A	N/A	When billed by COA		Corp. Budget	180,000	✓	
50212030	Salary of security guards	Administrative Division	YES	Competitive Bidding	11/5/2021	11/25/2021	11/29/2021	12/2/2021	Corp. Budget	920,000	✓	
50213031	Repair & Maintenance of Power Production Equipments	Production Section	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A			Corp. Budget	400,000	✓	
50213040	Repairs and maintenance of office buildings and other structures	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	150,000	✓	
50213051	Repairs and maintenance of office equipment	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	70,000	✓	
50213070	Repair of furnitures & fixtures	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	35,000	✓	
50213052	Repair of IT equipment & software	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	60,000	✓	
50213053	Repair of Communication Equipments	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	15,000	✓	
50213054	Repair of other machinery & equipment	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	60,000	✓	
50213060	Repairs & Maintenance of Boom Truck	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	35,000	✓	
50213060	Repairs & Maintenance of Tamaraw	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	35,000	✓	
50213060	Repairs & Maintenance of L-300 Van & PET	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	100,000	✓	
50213060	Repairs & Maintenance of Adventure	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	50,000	✓	
50213060	Repairs & Maintenance of 4 units tricycle	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	35,000	✓	
50213060	Repairs & Maintenance of Pick up	Administrative Division	NO	Shopping	As the need arises	N/A			Corp. Budget	30,000	✓	
50213032	Water meters & angle valves w/ lock wing	Maintenance Section	NO	Competitive Bidding	1/7/2022	2/3/2022	2/7/2022	2/9/2022	Corp. Budget	1,729,000	✓	

50213032	Labor and materials for pump station breakdown	Production Section	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A			Corp. Budget	950,000	✓	
50213032	Materials and labor for the maintenance of Transmission and Distribution M	Maintenance Section	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A			Corp. Budget	850,000	✓	
50210030	Disaster Risk Reduction Program	Administrative Division	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A			Corp. Budget	100,000	✓	
50210030	RT-PCR Test	Administrative Division	NO	NP-53.9 - Small Value Procurement	4/1/2022	N/A	4/11/2022	4/13/2022	Corp. Budget	500,000	✓	
50203210	Firefighting Equipments	Administrative Division	NO	NP-53.9 - Small Value Procurement	4/1/2022	N/A	4/11/2022	4/13/2022	Corp. Budget	70,000	✓	
50203210	Office Equipments	Administrative Division	NO	NP-53.9 - Small Value Procurement	4/1/2022	N/A	4/11/2022	4/13/2022	Corp. Budget	107,000	✓	
50203210	Information and Communication Technology Equipment	Administrative Division	NO	NP-53.9 - Small Value Procurement	4/1/2022	N/A	4/11/2022	4/13/2022	Corp. Budget	34,000	✓	
50203210	Other Machineries and Equipment	Administrative Division	NO	NP-53.9 - Small Value Procurement	4/1/2022	N/A	4/11/2022	4/13/2022	Corp. Budget	94,000	✓	
50203220	Semi-Expendable Furniture & Fixtures	Administrative Division	NO	NP-53.9 - Small Value Procurement	3/11/2022	N/A	3/22/2022	3/24/2022	Corp. Budget	30,000	✓	


Prepared by:



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Recommended for Approval by:


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 BAC Chairperson


 DANILO N. ESPERA
 BAC Vice Chairperson


 JONATHAN J. SALAR
 BAC Member


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 Finance, Administrative & General


 LINO S. BASBUG
 Commercial Division


 DANILO N. ESPERA
 Engineering Division: Maintenance Section


 DANILO C. BAUYA, SR.
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