



BUENAVISTA WATER DISTRICT
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ANNUAL PROCUREMENT PLAN FOR 2021

Code (PAP)	Procurement Program / Project	PMO / End - User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
10404010	Office Supplies Inventory	FCS	NP-SVP	1st to 4th Quarter				Corporate Fund	13,500.00	13,500.00		Checks
10404020	Accountable Forms Inventory	FCS	NP-SVP	1st to 4th Quarter				Corporate Fund	240,000.00	240,000.00		Official Receipt
10404030	Non Accountable Forms Inventory	FCS	NP-SVP	1st to 4th Quarter				Corporate Fund	200,000.00	200,000.00		Water Bill
10404120	Chemical Filtering Supplies Inventory - Chlorine	PWQS	NP-SVP / DC	1st to 4th Quarter				Corporate Fund	726,000.00	726,000.00		Gas Chlorine and Liquid Chlorine dioxide
10404990	Other Supplies & Materials Inventory - Maintenance CI Fittings	ECS	NP-SVP	1st to 4th Quarter				Corporate Fund	258,000.00	258,000.00		Various CI STC, Gate Valve Fittings
10404990	Other Supplies & Materials Inventory - Maintenance Fittings 1/2" and 3/4"	ECS	NP-SVP	1st to 4th Quarter				Corporate Fund	903,050.00	903,050.00		Various Brass, GI Fittings and Water Meter for Maintenance
10404990	Other Supplies & Materials Inventory - Maintenance PE Pipe and Compression Fittings	ECS	NP-SVP	1st to 4th Quarter				Corporate Fund	193,350.00	193,350.00		PE Pipe and various Compression Fittings for Maintenance
10404990	Other Supplies & Materials Inventory - Service Connection	FCS	NP-SVP / PB	1st to 4th Quarter				Corporate Fund	1,854,550.00	1,854,550.00		Various Brass, GI Fittings and Water Meter for New Service Connection
10404990	Other Supplies & Materials Inventory - Service Connection PE Pipe and Compression Fittings	FCS	NP-SVP	1st to 4th Quarter				Corporate Fund	78,450.00	78,450.00		PE Pipe and various Compression Fittings for new service connection
10404990	Other Supplies & Materials Inventory - Merchandise	FCS	NP-SVP	1st to 4th Quarter				Corporate Fund	532,600.00	532,600.00		Various Brass, GI Fitting for Merchandise
10404990	Other Supplies & Materials Inventory - Merchandise PE Pipe and Compression Fittings	FCS	NP-SVP	1st to 4th Quarter				Corporate Fund	885,500.00	885,500.00		PE Pipe and various Compression Fittings for Merchandise
10603110	Plant (UPIS)	ECS	NP-SVP / PB	1st to 4th Quarter				Corporate Fund	6,550,000.00		6,550,000.00	Retaining wall for Reservoir, Pump Station No. 6 and Pipeline Extension Projects (DRRMP)
10604010	Building and Land Improvements	AGSS/ECS	NP-SVP	1st to 4th Quarter				Corporate Fund	2,730,000.00		2,730,000.00	Improvements of Stockroom and Warehouse (DRRMP)
10605020	Office Equipment	AGSS	NP-SVP	1st to 4th Quarter				Corporate Fund	350,000.00		350,000.00	Biometric, CCTV and Queing System
10605030	Information & Communication Tech. Equipment	AGSS	NP-SVP	1st to 4th Quarter				Corporate Fund	110,000.00		110,000.00	Desktop Computer w/ Printer and Laptop
10605990	Other Machinery & Equipment	ECS/PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	1,155,000.00		1,155,000.00	Transformer, Metering Pump, Thermal Scanner for Electrical (DRRMP)
10606010	Land and Transportation Equipment	ECS	NP-SVP	1st to 4th Quarter				Corporate Fund	300,000.00		300,000.00	One (1) unit Multicab Pick-up for DRRMP

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10801020	Computer Software	AGSS	NP-SVP	1st to 4th Quarter				Corporate Fund	275,000.00		275,000.00	Software Licenses
50102100	Director's Fees and Remuneration Meetings	AGSS	NP-SVP	1st to 4th Quarter				Corporate Fund	1,182,000.00	1,182,000.00		Director's Fees
50201010	Travel Expenses	AGSS	NP-SVP	1st to 4th Quarter				Corporate Fund	1,421,200.00	1,421,200.00		Travelling expenses for PAWD, CHRMP, NORMIN & MAWD Meetings
50202010	Training & Scholarship Expenses	AGSS	NP-SVP	1st to 4th Quarter				Corporate Fund	532,000.00	532,000.00		Seminars and training fees for PAWD, CHRMP, NORMIN & MAWD Meetings
50203010	Office Supplies Expenses	AGSS / FCS / ECS / PWQS	NP-Agency to Agency	1st to 4th Quarter				Corporate Fund	444,225.00	444,225.00		Common Office and Computer Supplies
50203090	Fuel, Oil and Lubricants Expenses	AGSS / FCS / ECS / PWQS	DC	1st to 4th Quarter				Corporate Fund	926,730.00	926,730.00		Gasoline and oil for Generator Set and Motor Vehicle
50203130	Chemical, Filtering & Laboratory Supplies Expenses	PWQS	NP-SVP / DC	1st to 4th Quarter				Corporate Fund	156,600.00	156,600.00		Bacteria Test, Physical and Chemical Test
50203990	Other Supplies Expenses	AGSS / FCS / ECS / PWQS	NP-Agency to Agency	1st to 4th Quarter				Corporate Fund	294,395.00	294,395.00		Common Electrical & Janitorial Supplies
50204020	Electricity Expenses	AGSS / PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	4,920,000.00	4,920,000.00		Office and Pump Stations
50205010	Postage & Courier Services	AGSS / FCS / ECS / PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	20,000.00	20,000.00		Cost of postage,delivery of official forms, documents & records.
50205020	Telephone Expenses - Landline	AGSS / FCS / ECS / PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	150,000.00	150,000.00		Telephone subscription
50205030	Internet Subscription Expenses	AGSS / FCS / ECS / PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	46,600.00	46,600.00		Web Hosting & Internet Subscription
50206010	Awards and Rewards Expenses	AGSS / FCS / ECS / PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	10,000.00	10,000.00		Reward to Concessionaires who can report an illegal connection
50207010	Survey Expenses	AGSS / FCS / ECS / PWQS	NP-SVP	1st to 4th Quarter				Corporate Fund	75,000.00	75,000.00		Survey plans and titling of Land
50211010	Legal Services	AGSS	DC	1st to 4th Quarter				Corporate Fund	100,000.00	100,000.00		Legal Professional Services
50211020	Auditing Services	AGSS	DC	1st to 4th Quarter				Corporate Fund	200,000.00	200,000.00		Auditing Fees
50212030	Security Services	AGSS	DC	1st to 4th Quarter				Corporate Fund	432,000.00	432,000.00		Office Security Services
50213050	Maintenance of Communication Equipment	AGSS / FCS / ECS	NP - SVP	1st to 4th Quarter				Corporate Fund	5,000.00	5,000.00		Repair & maintenance of Radio and antenna
50213050	Maintenance of IT Equipment & Software	AGSS / FCS / ECS	NP - SVP	1st to 4th Quarter				Corporate Fund	16,600.00	16,600.00		Repair & maintenance of IT Equipment including parts
50213050	Maintenance of Furniture and Fixture	AGSS / FCS / ECS	NP - SVP	1st to 4th Quarter				Corporate Fund	4,000.00	4,000.00		Repair & maintenance of Fixture
50213050	Maintenance of Office Equipment	AGSS / FCS / ECS / PWQS	NP - SVP	1st to 4th Quarter				Corporate Fund	23,000.00	23,000.00		Repair & maintenance of Office Equipment including parts
50213050	Maintenance of Other Machinery & Equipment	PWQS	NP - SVP	1st to 4th Quarter				Corporate Fund	84,900.00	84,900.00		Repair & maintenance of Other Machinery & Equipment including parts
50213060	Maintenance of Land Transportation Equipment	AGSS / FCS / ECS / PWQS	NP - SVP	1st to 4th Quarter				Corporate Fund	312,175.00	312,175.00		Repair & maintenance of Service Vehicle including parts
50215010	Taxes, Duties & Licenses	AGSS	DC / NP - SVP	1st to 4th Quarter				Corporate Fund	844,894.39	844,894.39		Franchise Tax/ Building & Electrical Permit/ Generator Set Permit to Operate/ Water Permit/ Service Vehicles/ Real Property Tax

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50215030	Insurance Expenses	AGSS	DC	1st to 4th Quarter				Corporate Fund	147,000.00	147,000.00		Fidelity Bond and Service Vehicles
50216010	Labor and Wages	AGSS / ECS	DC	1st to 4th Quarter				Corporate Fund	628,800.00	628,800.00		Wages for Watchman and Office Clerk
50299010	Advertising, Promotional and Marketing expenses	AGSS	NP - SVP	1st to 4th Quarter				Corporate Fund	420,000.00	420,000.00		Advertisement, Calendar 2021
50299020	Printing & Publication Expenses	AGSS / FCS / ECS / PWQS	NP - SVP	1st to 4th Quarter				Corporate Fund	26,760.00	26,760.00		Tarpaulin, Mimeo Forms & Ledger Card
50299030	Representation Expenses	AGSS	NP - SVP	1st to 4th Quarter				Corporate Fund	126,000.00	126,000.00		BOD Meetings and Visitors
50299040	Transportation & Delivery Expenses	AGSS / FCS / ECS / PWQS	NP - SVP	1st to 4th Quarter				Corporate Fund	16,000.00	16,000.00		
50299050	Rent/Lease Expenses	PWQS	DC	1st to 4th Quarter				Corporate Fund	80,400.00	80,400.00		Lot rental of reservoir and dosing station
50299060	Membership Dues & Contributions to Organizations	AGSS	DC	1st to 4th Quarter				Corporate Fund	30,000.00	30,000.00		
50299080	Donation	AGSS		1st to 4th Quarter				Corporate Fund	50,000.00	50,000.00		
50299180	Major Events and Convention Express	AGSS	NP - SVP	1st to 4th Quarter				Corporate Fund	1,898,000.00	1,898,000.00		(Admin) - World Water Day, Capability Building, Family Day, 24rd BWD Anniversary and Year-end Assessment
50299990	Other Maintenance & Operation Expenses	AGSS	NP - SVP	1st to 4th Quarter				Corporate Fund	685,000.00	685,000.00		GAD Programs, Tree Planting, Independence Day and Araw ng Buenavista
								GRAND TOTAL	33,664,279.39	22,194,279.39	11,470,000.00	

Prepared by:



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BAC Secretariat

Verified & Checked by:



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BAC Chairman

Approved by:



ELISA B. ALIBAY
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