

Toledo City Water District Annual Procurement Plan for FY 2020

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/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	OO	
50202910	Payment for Traveling Expenses of TCWD Personnel on Trainings/Seminars and Other Official Business	Administrative and Human Resource Department	NP-53.5 Agency-to-Agency	January	N/A	January	January	Corporate Budget	450,000.00	450,000.00	0	
50202910	Payment to Training and Scholarship Expenses of TCWD Personnel	Administrative and Human Resource Department	NP-53.5 Agency-to-Agency	January	N/A	January	January	Corporate Budget	200,000.00	200,000.00	0	
50210030	Procurement of Materials and Other Supplies for Cultural Presentation During the Annual Thanksgiving of Toledo City	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	January	N/A	January	January	Corporate Budget	30,000.00	30,000.00	0	Cultural Presentation During the Annual Thanksgiving of Toledo City
50210030	Procurement of Materials and Other Supplies for National Greening Program/ Pump Beautification/ World Water Day	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	March	N/A	March	March	Corporate Budget	28,000.00	28,000.00	0	National Greening Program/Pump Beautification/ World Water Day
50210030	Procurement of Materials and Other Supplies for Women's Month Celebration	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	March	N/A	March	March	Corporate Budget	25,000.00	25,000.00	0	Women's Month Celebration
50209910	Procurement of Tokens for Female Concessionaires During Civil Service Month Celebration	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	March	N/A	March	March	Corporate Budget	5,000.00	5,000.00	0	Civil Service Month Celebration
50209910	Procurement for Awards and Prizes During Anniversary Celebration of TCWD	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	April	N/A	April	April	Corporate Budget	50,000.00	50,000.00	0	TCWD Anniversary Celebration
50210030	Procurement of Materials and Other Supplies for Anniversary Celebration of TCWD	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	April	N/A	April	April	Corporate Budget	33,000.00	33,000.00	0	TCWD Anniversary Celebration
50210030	Procurement of Materials and Other Supplies for Government Employees Cultural Presentation/ LGU Annual Thanksgiving Celebration	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	June	N/A	June	June	Corporate Budget	43,000.00	43,000.00	0	Government Employees Cultural Presentation/ LGU Annual Thanksgiving Celebration
50210030	Procurement of Materials and Other Supplies for Civil Service Month Celebration	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	September	N/A	September	September	Corporate Budget	27,000.00	27,000.00	0	Civil Service Month Celebration
50210030	Procurement of Materials and Other Supplies for Sportsfest	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	October	N/A	October	October	Corporate Budget	51,000.00	51,000.00	0	Sportsfest
50210030	Procurement of Materials and Other Supplies for Employees Annual Assembly and Fellowship	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	December	N/A	December	December	Corporate Budget	297,000.00	297,000.00	0	Employees Annual Assembly and Fellowship
50209910	Procurement of Prizes During Employees Annual Assembly and Fellowship	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	December	N/A	December	December	Corporate Budget	45,000.00	45,000.00	0	Employees Annual Assembly and Fellowship
50210030	Procurement of Snacks/Meals for Monthly Staff Meeting	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	Corporate Budget	24,000.00	24,000.00	0	Monthly Staff Meeting
50210030	Procurement of Snacks/Meals with Venue for Board Meetings	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	Weekly	N/A	Weekly	Weekly	Corporate Budget	72,000.00	72,000.00	0	Board Meetings
50299930	Briefing of Guests from Water Districts, Local Government Units, Local Water Utilities Administration and National Government Agencies and Contingencies	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	As Scheduled	N/A	As Scheduled	As Scheduled	Corporate Budget	200,000.00	200,000.00	0	Briefing of Guests
50203010	Procurement of Office Supplies not Available in the DBM-PS	Various Divisions	Shopping	January	N/A	January	January	Corporate Budget	273,491.98	273,491.98	0	Office Supplies for Office Use

5020398	Procurement for Medical, Dental and Laboratory Supplies Expenses	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	As Needed	N/A	As Needed	As Needed	Corporate Budget	6,000.00	6,000.00	0	Medical, Dental and Laboratory Supplies
5020399	Procurement of Petroleum, Oil and Lubricant for TCWD Service Vehicles	Various Divisions	Shopping	January	N/A	January	January	Corporate Budget	719,970.00	719,970.00	0	Petroleum, Oil and Lubricant for TCWD Service Vehicles
5020399	Procurement of Janitorial supplies and Other Office Supplies for Office Use	Administrative and Human Resource Department	Shopping	January	N/A	January	January	Corporate Budget	15,000.00	15,000.00	0	Janitorial Supplies for Office Use
5020399	Procurement of Other Office Supplies and Materials for Office Use	Various Divisions	Shopping	As Needed	N/A	As Needed	As Needed	Corporate Budget	12,000.00	12,000.00	0	-
5020399	Procurement of Compact Fluorescent Lights and Other Materials for Project Office Use	Engineering and Construction Division	Shopping	January	N/A	January	January	Corporate Budget	10,748.56	10,748.56	0	-
5020401	Water Consumption at TCWD Office	Administrative and Human Resource Department	Direct Contracting	Monthly	N/A	Monthly	Monthly	Corporate Budget	30,000.00	30,000.00	0	-
5020402	Electricity Consumption at TCWD Office	Administrative and Human Resource Department	Direct Contracting	Monthly	N/A	Monthly	Monthly	Corporate Budget	600,000.00	600,000.00	0	-
5020501	Procurement for Postage and Courier Services	Various Divisions	NP-53.9 - Small Value Procurement	January	N/A	January	January	Corporate Budget	7,750.00	7,750.00	0	Postage and Courier Services
5020501	Payment for Sending Out Collection Letter and Litigation Expenses	Commercial Division	Direct Contracting	As Scheduled	N/A	As Scheduled	As Scheduled	Corporate Budget	35,000.00	35,000.00	0	-
5020502	Payment of Existing Cellular Lines Expenses for TCWD Officers and Key Employees	Various Divisions	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	425,000.00	425,000.00	0	Cellular Lines
5020502	Payment for Telephone Lines Subscription	Various Divisions	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	136,000.00	136,000.00	0	Telephone Lines
5020503	Payment for Cable and Internet Service Subscription	Administrative and Human Resource Department	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	36,400.00	36,400.00	0	Cable and Internet Service Subscription
5020701	Procurement for Lot Survey of Pumping Stations and Road Right-of-Way	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	July	N/A	July	July	Corporate Budget	120,000.00	120,000.00	0	-
5020702	Procurement for One (1) Lot for the Conduct of Geo-Resistivity Study	Engineering and Construction Division	NP-53.9 - Small Value Procurement	May	N/A	May	May	Corporate Budget	360,000.00	360,000.00	0	Geo-Resistivity Study
5021101	Payment for Retainership Fee of Legal Counsel	Administrative and Human Resource Department	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	N/A	N/A	Monthly	Monthly	Corporate Budget	196,000.00	196,000.00	0	-
5021102	Payment for Auditing Services	Finance Department	NP-53.5 Agency-to-Agency	N/A	N/A	Monthly	Monthly	Corporate Budget	150,000.00	150,000.00	0	-
5021190	Payment for Professional Services for Computer Data Processing	Administrative and Human Resource Department	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	N/A	N/A	Monthly	Monthly	Corporate Budget	60,000.00	60,000.00	0	-
5021190	Procurement for Professional Services for Quality Management System	Administrative and Human Resource Department	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology	N/A	N/A	Monthly	Monthly	Corporate Budget	80,000.00	80,000.00	0	Quality Management System
5021190	Payment for Professional services for Meter Reading System	Commercial Division	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	N/A	N/A	Monthly	Monthly	Corporate Budget	100,000.00	100,000.00	0	-
5021203	Procurement for Security Services for CY 2020-2021 to Ballguard TCWD Main Office and Bang Warehouse	Administrative and Human Resource Department	Shopping	January	N/A	January	January	Corporate Budget	750,000.00	750,000.00	0	Security Services
5021501	Payment for Registration and Smoke Test of TCWD Service Vehicles	Administrative and Human Resource Department	NP-53.5 Agency-to-Agency	N/A	N/A	As Scheduled	As Scheduled	Corporate Budget	45,500.00	45,500.00	0	TCWD Service Vehicles Registration
5021501	Payment for Licensing of Radio Communication System	Administrative and Human Resource Department	NP-53.5 Agency-to-Agency	N/A	N/A	September	September	Corporate Budget	19,700.00	19,700.00	0	Radio Communication System Licensing
5021501	Payment for Transfer Tax of TCWD Acquired Lots	Administrative and Human Resource Department	NP-53.5 Agency-to-Agency	N/A	N/A	September	September	Corporate Budget	19,800.00	19,800.00	0	-

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50215010	Payment for Water Charges to National Water Resources Board	Administrative and Human Resource Department	NP-53.5 Agency-to-Agency	N/A	N/A	September	September	Corporate Budget	65,000.00	65,000.00		
50215030	Payment for Insurance Premium of TCWD Service Vehicles	Administrative and Human Resource Department	NP-53.5 Agency-to-Agency	N/A	N/A	As Scheduled	As Scheduled	Corporate Budget	185,000.00	185,000.00	0	-
50215030	Payment for Fidelity Bond Premiums of Accountable Public Employees	Administrative and Human Resource Department	NP-53.5 Agency-to-Agency	N/A	N/A	April	April	Corporate Budget	35,000.00	35,000.00	0	-
50299010	Procurement of Corporate Tokens for TCWD Concessionaires	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	September	N/A	September	September	Corporate Budget	130,000.00	130,000.00	0	-
50299010	Procurement for Magazine Publication and Other Publications	Administrative and Human Resource Department	Direct Contracting	N/A	N/A	Quarterly	Quarterly	Corporate Budget	20,000.00	20,000.00	0	-
50299020	Procurement for Bookbinding and Other Printing Services	Various Divisions	NP-53.9 - Small Value Procurement	January	N/A	January	January	Corporate Budget	13,000.00	13,000.00	0	-
50299050	Payment for Rent/Lease Expenses of Water Sources and Office Space	Administrative and Human Resource Department	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	2,233,000.00	2,233,000.00	0	-
50299050	Payment of Membership Dues and Contribution to Organizations	Administrative and Human Resource Department	NP-53.5 Agency-to-Agency	N/A	N/A	As Scheduled	As Scheduled	Corporate Budget	40,000.00	40,000.00	0	-
50301040	Payment for Baric Charges	Finance Department	NP-53.5 Agency-to-Agency	N/A	N/A	As Needed	As Needed	Corporate Budget	12,000.00	12,000.00	0	-
50299690	Provisioning of Brgy. Tanods to Secure Pumping Stations at Brgys. Cantabaco and Mangit	Administrative and Human Resource Department	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	102,000.00	102,000.00	0	-
50299690	Provisioning of Electric Bills and Maintenance Cost at Rented Collection Area in Brgy. DAS	Administrative and Human Resource Department	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	18,000.00	18,000.00	0	-
50299690	Procurement of Two (2) Pos Helmet and Other Maintenance and Operating Supplies	Commercial Division	Shopping	February	N/A	February	February	Corporate Budget	10,000.00	10,000.00	0	-
50299690	Procurement of Personal Protective Supplies and Other Supplies and Materials for Office and Field Personnel Use	Engineering and Operations Department	Shopping	February	N/A	February	February	Corporate Budget	117,601.00	117,601.00	0	-
50299690	Procurement of Computer Parts and Other Supplies and Materials for Project Office Use	Various Divisions	Shopping	February	N/A	February	February	Corporate Budget	74,700.00	74,700.00	0	-
50213030	Procurement of Supplies and Materials for Repair and Maintenance of Infrastructure Assets for First Quater	Engineering and Operations Department	Shopping	January	N/A	January	January	Corporate Budget	648,715.00	648,715.00	0	Repair and Maintenance of Infrastructure Assets
50213030	Procurement of Supplies and Materials for Repair and Maintenance of Infrastructure Assets for Second Quater	Engineering and Operations Department	Shopping	April	N/A	April	April	Corporate Budget	568,735.00	568,735.00	0	Repair and Maintenance of Infrastructure Assets
50213030	Procurement of Supplies and Materials for Repair and Maintenance of Infrastructure Assets for Third Quater	Engineering and Operations Department	Shopping	July	N/A	July	July	Corporate Budget	742,550.00	742,550.00	0	Repair and Maintenance of Infrastructure Assets
50213030	Honorarium of Caretakers of Pumping Stations	Engineering and Operations Department	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	810,000.00	810,000.00	0	-
50213040	Procurement of Construction Supplies and Materials for Repair and Improvement of TCWD Office	Administrative and Human Resource Department	NP-53.9 - Small Value Procurement	June	N/A	June	June	Corporate Budget	100,000.00	100,000.00	0	Repair and Improvement of TCWD Office
50213050	Procurement for Preventive Maintenance and Repair of Various Air Conditioning Units at TCWD Office, Bangi Warehouses and Pumping Stations	Administrative and Human Resource Department	Shopping	January	N/A	January	January	Corporate Budget	35,000.00	35,000.00	0	PMO of ACU
50213050	Procurement of Parts and Labor for Repair and Maintenance of Office and IT Equipment	Various Divisions	Shopping	As Needed	N/A	As Needed	As Needed	Corporate Budget	166,200.00	166,200.00	0	-
50213050	Procurement of Ten (10) Pliers Pipe Wrenches and Other Tools for Field Personnel Use	Commercial Division	Shopping	February	N/A	February	February	Corporate Budget	26,500.00	26,500.00	0	-

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50213050	Procurement of Twelve (12) Pos Rapid Grip Wrench and Other Handtools for Maintenance Use	Engineering and Operations Department	Shopping	February	N/A	February	February	Corporate Budget	128,600.00	128,600.00	0	-
50213050	Procurement of IT Supplies and Other Items for Replacement of Defective Units	Various Divisions	Shopping	As Needed	N/A	As Needed	As Needed	Corporate Budget	24,360.00	24,360.00	0	-
50213090	Procurement of Vehicle Parts and Accessories and Labor for Repair and Maintenance of TGWC Service Vehicles	Various Divisions	Shopping	January	N/A	January	January	Corporate Budget	803,050.00	803,050.00	0	RM of TOWD Service Vehicles
50213070	Procurement for Repair and Maintenance of Office Furnitures and Fixtures	Various Divisions	Shopping	January	N/A	January	January	Corporate Budget	134,700.00	134,700.00	0	RM of Office Furnitures and Fixtures
10603110	Procurement of Supplies and Materials for Improvement of Pumping Stations	Engineering and Construction Division	Shopping	May	N/A	May	May	Corporate Budget	500,000.00	0	500,000.00	-
10603110	Procurement of Supplies and Materials for Improvement of Calibration Test Bench	Engineering and Construction Division	Shopping	February	N/A	February	February	Corporate Budget	200,000.00	0	200,000.00	-
10603110	Procurement of Supplies and Materials for Replacement of Transmission Pipelines to Ilhan Tank	Engineering and Construction Division	Shopping	February	N/A	February	February	Corporate Budget	450,000.00	0	450,000.00	-
10603110	Procurement of Supplies and Materials for Installation of Lateral Lines at Sitio Tunnel, Poblacion, Toledo City	Engineering and Construction Division	Shopping	February	N/A	February	February	Corporate Budget	325,000.00	0	325,000.00	-
10603110	Procurement of Submersible and Centrifugal Pumps for Soare	Engineering and Operations Department	Shopping	January	N/A	January	January	Corporate Budget	910,000.00	0	910,000.00	-
10603110	Procurement of Four (4) Units Dosing Pump	Engineering and Operations Department	Shopping	February	N/A	February	February	Corporate Budget	140,000.00	0	140,000.00	-
10603110	Procurement of One (1) Set Pump Controls	Engineering and Operations Department	Shopping	March	N/A	March	March	Corporate Budget	83,000.00	0	83,000.00	-
10603110	Procurement of One (1) Set Threading Machine for Maintenance Use	Engineering and Operations Department	Shopping	February	N/A	February	February	Corporate Budget	500,000.00	0	500,000.00	-
10603110	Procurement of One (1) Lot Submersible Cable for Replacement of Damaged Units	Engineering and Operations Department	Shopping	May	N/A	May	May	Corporate Budget	96,000.00	0	96,000.00	-
10044990	Procurement of One (1) Unit Container Van for Storage of Accounting Records	Finance Department	Shopping	1st Quarter	N/A	1st Quarter	1st Quarter	Corporate Budget	260,000.00	0	260,000.00	-
10605020	Procurement of Biometric and Television for Office Use	Administrative and Human Resource Department	Shopping	July	N/A	July	July	Corporate Budget	105,000.00	0	105,000.00	-
10605030	Procurement of Desktop Computer and Other IT Equipment for Office Use	Various Divisions	Shopping	January	N/A	January	January	Corporate Budget	190,000.00	0	190,000.00	-
10605990	Procurement of One (1) Unit Camera for Documentation	Commercial Division	Shopping	January	N/A	January	January	Corporate Budget	30,000.00	0	30,000.00	-
10605990	Procurement of Power Tools for Project Use	Engineering and Construction Division	Shopping	May	N/A	May	May	Corporate Budget	35,000.00	0	35,000.00	-
10606010	Procurement of One (1) Unit Motorcycle for Commercial Division Services	Commercial Division	Shopping	April	N/A	April	April	Corporate Budget	75,000.00	0	75,000.00	-
10606010	Procurement of Two (2) Units Multi Utility Vehicle for Maintenance Personnel Use	Engineering and Operations Department	Competitive Bidding	January	February	January	January	Corporate Budget	3,600,000.00	0	3,600,000.00	Charge to 5M Loan
10606010	Procurement of One (1) Unit Utility Van to Transport Personnel and Guests on Official Business Transactions	Administrative and Human Resource Department	Competitive Bidding	June	June	June	June	Corporate Budget	1,600,000.00	0	1,600,000.00	Charge to 5M Loan

1009010	Procurement of One (1) Unit Multi-Purpose Vehicle to Transport Materials, Manpower and Equipment for TOWD Operations	Engineering and Operations Department	Competitive Bidding	August	September	September	September	Corporate Budget	1,200,000.00	0	1,200,000.00	Supplemental Budget # 2020-03 BOD Resolution No.
1007010	Procurement of One (1) Unit Office Partition Panel for Finance Department	Finance Department	Shopping	1st Quarter	N/A	1st Quarter	1st Quarter	Corporate Budget	35,000.00	0	35,000.00	
1006900	Procurement of Supplies and Materials for Clustering	Engineering and Construction Division	Shopping	January	N/A	January	January	Corporate Budget	239,000.00	0	239,000.00	
1069900	Procurement of Supplies and Materials for Pro-Poor Project at North Section	Engineering and Construction Division	Competitive Bidding	January	January	February	February	Corporate Budget	4,474,560.30	0	4,474,560.30	
1069900	Procurement of Supplies and Materials for District Metering Area (DMA) and Clustering at Central Section	Engineering and Construction Division	Competitive Bidding	January	January	January	January	Corporate Budget	15,850,000.00	0	15,850,000.00	Charge to LWUA Loan
1069900	Procurement of One (1) Unit 2000L Capacity Water Truck	Engineering and Construction Division	Competitive Bidding	February	January	January	January	Corporate Budget	9,150,000.00	0	9,150,000.00	Charge to LWUA Loan
50203130	Procurement for Laboratory Services for Bacteriological Testing in Compliance to Safety Standards	Engineering and Operations Department	Shopping	January	N/A	January	January	Corporate Budget	336,000.00	336,000.00	0	Bacteriological Testing
50203130	Procurement for Laboratory Services for Physical and Chemical Testing in Compliance to Safety Standards	Engineering and Operations Department	Shopping	March	N/A	March	March	Corporate Budget	400,000.00	400,000.00	0	Physical and Chemical Testing
50203130	Procurement of Chlorine for Water Treatment	Engineering and Operations Department	Shopping	January	January	February	February	Corporate Budget	911,576.97	911,576.97	0	Water Treatment
50203130	Procurement of Drums, Hose and Orthodoline for Chlorination	Engineering and Operations Department	Shopping	January	January	February	February	Corporate Budget	77,000.00	77,000.00	0	Water Treatment
50209010	Payment for Generation, Transmission and Distribution Expenses-Purchased Water	Engineering and Operations Department	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	9,672,400.00	9,673,400.00	0	Purchased Water
50209010	Payment for Generation, Transmission and Distribution Expenses-Power/Fuel Purchased	Engineering and Operations Department	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	14,299,239.00	14,299,239.00	0	Power/Fuel Purchased
50209120	Board of Directors and Committee Members' Honorarium	Administrative and Human Resource Department	Direct Contracting	N/A	N/A	Monthly	Monthly	Corporate Budget	831,168.00	831,168.00	0	Honorarium
50213030	Procurement of Water Meters or Change Meter and Other Fittings for Disconnection and Reconnection	Commercial Division	Shopping	March	N/A	March	March	Corporate Budget	788,054.00	788,054.00	0	
-	Procurement of Water Meters and Fittings for New Installation	Commercial Division	Competitive Bidding	March	March	April	April	Corporate Budget	1,278,850.00	1,278,850.00	0	New Installation

*Updated as of June 30, 2020

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Recommending Approval:

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OSCAR A. REYES
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Date: