

SAN CARLOS CITY WATER DISTRICT
Burgos St, San Carlos city Pangasinan

Annual Procurement Plan for FY 2018

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget(Php)			Remarks	
				Adm/Postof IB/REI	Sub/Open of Bids	Notice of Award	Contract signing		Total	MOOE	CO		
Office Furnitures for Boardroom													
	Chairs	OGM	NP-Small Value			18-Aug		Approved by the Board	60,000.00		60,000.00	Replacement of Chairs at Boa	
	Office Table	OGM	NP-Shopping			5/9/2018		Approved by the Board	10,000.00		10,000.00	Replacement of Table for the Recording St	
Television Set for Boardroom													
	LED TV	OGM	NP-Shopping			2/1/2018	2/2/2018	Approved by the Board	21,704.00		21,704.00	For Boardroom use.	
Office improvement													
	Improvement	Admin	NP-Shopping	Delegated to Engineering Division					Approved by the Board	30,000.00		30,000.00	Improvement of Office
Office Supplies and other Expenses													
	Common Use Supplies and Eqmpt. Available at PS-DBM	Admin	NP-Agency to Agency			Mar-18		Approved by the Board	31,000.00		31,000.00	Office use.	
	Common Use Supplies & Eqmpt. not avail at PS DBM	Production	NP-Shopping	Delegated to Production Division					Approved by the Board	45,000.00		45,000.00	Office use.
	Books, Newspaper and others	Admin	NP-Shopping	Delegated to Admin Division					Approved by the Board	10,000.00		10,000.00	Office use.
Telecommunication Services													
	Landline	OGM	Not Applicable	To renew the current service provider as per recommendation of the end-user.					Approved by the Board	8,000.00		8,000.00	Office use.
	Internet Service	Admin	Direct Contracting	Delegated to Admin Division					Approved by the Board	52,800.00		52,800.00	For website Connection and Elector
	Call Cards and others	Admin	NP-Shopping	Delegated to Admin Division					Approved by the Board	28,000.00		28,000.00	
	Cable Television Service	OGM	Not Applicable	To renew the current service provider as per recommendation of the end-user.					Approved by the Board	7,800.00		7,800.00	
Petroleum, Oil and Lubricants													
	Petroleum, Fuel	Admin	NP-Small Value			2/19/2018	2/1/2018	2/2/2018	Approved by the Board	136,000.00		136,000.00	
	Oil, Lubricants and Others	Eng'ng	NP-Shopping	Delegated to Engineering Division					Approved by the Board	34,500.00		34,500.00	
Repair and Maintenance													
	Preventive maintenance of aircon units	Prod	NP-Small Value	Delegated to Production Division					Approved by the Board	10,800.00		10,800.00	For aircon unit cleaning.
	Preplacement of defective parts of motor vehicle and Equipment	Eng'ng	NP-Shopping	Delegated to Engineering Division					Approved by the Board	36,000.00		36,000.00	For maintenance of motor veh
	Registration of Motor vehicles	Production	NP-Agency to Agency	Delegated to Production Division					Approved by the Board	7,500.00		7,500.00	
Taxes, Insurance Premiums and Other Fees													
	Insurance of SCCWD Properties and motor vehicles	Production	NP-Agency to Agency	Delegated to Production Division					Approved by the Board	201,190.00		201,190.00	
Professional Services and Others													
	Retainership Agreement	Admin	Direct Contracting			7/1/2018		Approved by the Board	60,000.00		60,000.00	As per approval of OGCC.	
	Website Maintenance and Development	Admin	NP-Small Value			1/19/2018	2/7/2018	2/15/2018	Approved by the Board	42,000.00		42,000.00	For Website updates, development
	Outsourcing of skilled workers	Admin	NP-Small Value	Delegated to Admin Division					Approved by the Board	12,000.00		12,000.00	

Prepared By:

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Approved By:

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 General Manager

Recommending Approval:

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