

**Bayawan Water District**  
**Annual Procurement Plan for FY 2024**  
**( Non-Common-Use Supplies and Equipment )**

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)			
				Pre-Proc Conference	Ads/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed		Delivery/Completion	Acceptance/Turnover	Total		MOOE	CO	
<b>SUPPLIES AND MATERIALS EXPENSES</b>																					
COB-24	Fuel, Oil & Lubricants	Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	973,200.00	973,200.00		
COB-24	Accountable Forms Expenses	Commercial/Administrative	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	160,000.00	160,000.00		
COB-24	Non-Accountable Forms Expenses	Commercial/Administrative	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	38,050.00	38,050.00		
COB-24	Food Supplies Expenses	Commercial/Administrative/Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	100,000.00	100,000.00		
COB-24	Welfare Goods Expenses	Commercial/Administrative	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	39,600.00	39,600.00		
COB-24	Drug and Medicines Expenses	Commercial/Administrative	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	10,000.00	10,000.00		
COB-24	Chemical and Filtering Supplies Expenses	Commercial/Administrative	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	3,396,000.00	3,396,000.00		
COB-24	Semi-Expendable Machinery and Equipment Expenses	Commercial/Administrative	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	257,515.84	257,515.84		
COB-24	Semi-Expendable Furniture, Fixtures and Books Expenses	Commercial/Administrative	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	311,500.00	311,500.00		
COB-24	Supplies and Materials for Water Systems Operations Expenses	Commercial/Administrative	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	2,973,600.00	2,973,600.00		
COB-24	Housekeeping/Cleaning Supplies Expenses	Commercial/Administrative	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	53,146.24	53,146.24		
COB-24	Other Supplies Expenses	Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	30,000.00	30,000.00		
<b>SURVEY, RESEARCH, EXPLORATION AND DEVELOPMENT EXPENSES</b>																					
COB-24	Survey Expenses	Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	50,000.00	50,000.00		
<b>GENERATION, TRANSMISSION &amp; DISTRIBUTION EXPENSES</b>																					
COB-24	Source of Supply - Miscellaneous Expenses	Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	60,000.00	60,000.00		
COB-24	Source of Supply - Engineering Expenses	Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	518,400.00	518,400.00		
COB-24	Power Production Expenses	Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	20,000.00	20,000.00		
COB-24	Fuel for Power Production	Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	264,000.00	264,000.00		
COB-24	Pumping Operation Expenses	Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	20,000.00	20,000.00		
COB-24	Power/Fuel Purchased for Pumping	Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	9,231,915.00	9,231,915.00		
COB-24	Water Treatment Operation Labor Expenses	Technical/Engineering	Small Value Procurement (Shopping)						1st to 4th Quarter								COB	187,500.00	187,500.00		

COB-24	Trans. & Distribution Engineering Expenses	Technical / Engineering	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	506,040.00	506,040.00		
COB-24	Miscellaneous Customer Accounts Expenses	Technical / Engineering	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	765,000.00	765,000.00		

**CONFIDENTIAL, INTELLIGENCE & EXTRAORDINARY EXPENSES**

COB-24	Extraordinary & Miscellaneous Expenses	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	100,000.00	100,000.00		
COB-24	Confidential Expenses	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	50,000.00	50,000.00		
COB-24	Intelligence Expenses	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	50,000.00	50,000.00		

**PROFESSIONAL SERVICES**

COB-24	Legal Services	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	50,000.00	50,000.00		
COB-24	Auditing Services	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	100,000.00	100,000.00		
COB-24	Other Professional Services	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	230,000.00	230,000.00		
COB-24	Consultancy Services	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	100,000.00	100,000.00		

**GENERAL SERVICES**

COB-24	Security Services	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	1,080,000.00	1,080,000.00		
COB-24	Other General Services	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	162,000.00	162,000.00		

**OTHER MAINTENANCE AND OPERATING EXPENSES**

COB-24	Advertising Promotional and Marketing Expenses	Technical / Engineering	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	90,000.00	90,000.00		
COB-24	Representation Expenses	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	301,200.00	301,200.00		
COB-24	Rent/Lease Expenses	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	29,000.00	29,000.00		
COB-24	Membership Dues and Contribution to Organizations	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	79,700.00	79,700.00		
COB-24	Subscription Expenses	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	1,344,000.00	1,344,000.00		
COB-24	Donations	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	20,000.00	20,000.00		
COB-24	Documentary Stamps Expenses	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	5,000.00	5,000.00		
COB-24	Major Events and Convention Expenses	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	368,500.00	368,500.00		
COB-24	Other Maintenance and Operating Expenses	Commercial / Administrative	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	59,932.49	59,932.49		


**REPAIRS AND MAINTENANCE - INFRASTRUCTURE ASSETS**


COB-24	Maintenance of Collecting & Impounding Reservoir	Technical / Engineering	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	20,000.00	20,000.00		
COB-24	Maintenance of Supply Mains	Technical / Engineering	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	234,000.00	234,000.00		
COB-24	Maintenance of Other Pumping Plant	Technical / Engineering	Small Value Procurement (Shipping)	1st to 4th Quarter	COB	20,000.00	20,000.00		




COB-24	Office Equipment	Technical / Engineering	Small Value Procurement (Shopping)		1st to 4th Quarter	COB	553,000.00	553,000.00	
COB-24	Communications Equipment	Technical / Engineering	Small Value Procurement (Shopping)		1st to 4th Quarter	COB	62,000.00	62,000.00	
COB-24	Construction and Heavy Equipment	Technical / Engineering	Small Value Procurement (Shopping)		1st to 4th Quarter	COB	400,000.00	400,000.00	
COB-24	Electrical Equipment	General / Administrative / Engineering	Small Value Procurement (Shopping)		1st to 4th Quarter	COB	390,000.00	390,000.00	
COB-24	Other Machinery and Equipment	Technical / Engineering	Small Value Procurement (Shopping)		1st to 4th Quarter	COB	495,000.00	495,000.00	
COB-24	Transportation Equipment	Technical / Engineering	Small Value Procurement (Shopping)		1st to 4th Quarter	COB	900,000.00	900,000.00	
<b>FURNITURE, FIXTURES AND BOOKS</b>									
COB-24	Furniture and Fixtures	Technical / Engineering	Small Value Procurement (Shopping)		1st to 4th Quarter	COB	400,000.00	400,000.00	
						<b>TOTAL</b>	<b>36,467,235.14</b>		

Note: Adopted and approved under Board Resolution No. 86 s. 2023 dated December 1, 2023.

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**DEFINITION**

- PROGRAM (BESF)** - A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
- PROJECT (BESF)** - Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
- PMO/End User** - Unit as proponent of program or project
- Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
- Schedule for Each Procurement Activity** - Major procurement activities (pre-procurement conference, advertising/posting, pre-bid conference, eligibility screening, submission and receipt of bids, bid evaluation, post qualification, award of contract, contract preparation), delivery/completion and acceptance/turnover.
- Source of Funds** - Whether Govt, Foreign Assisted or Special Purpose Fund
- Estimated Budget** - Agency approved estimate of project/program costs
- Remarks** - brief description of program or project

**Remarks**

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGaps.

Breakdown into more and on for tracking purposes, aligned with budget documents  
 Any remark that will help GPPB track programs and projects