## ANNEX A

### MWSS REGULATORY OFFICE Annual Procurement Plan for 2014

| 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 Conf | Ads/Post of ITB / RFEI / RFQ | 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 | |
| | **PROGRAMS** | | | | | | | | | | | | | | | | | | | |
| | Technical Assistance on Service Coverage Determination | CSR | Competitive Bidding | | Mar-2014 | | | | | | Aug-2014 | | Aug-2014 | | | GOP | 19,000,000 | 19,000,000 | | Technical assistance for the conduct of a population based survey for the formulation of a methodology in monitoring and reporting compliance to service coverage targets set forth under Section 5 of the Concession Agreement |
| | Regulatory Financial Audit | FRA | Competitive Bidding | | Mar-2014 | | | | | | Apr-2014 | | Apr-2014 | | | GOP | 5,306,040 | 5,306,040 | | The objective of the audit is to determine whether the Cash Flows of the concessionaires are prudent and efficiently incurred. |
| | Consultancy Services for the Restructuring of the Rates of MWSS Concessionaires | FRA | Competitive Bidding | | Mar-2014 | | | | | | Jun-2014 | | Jun-2014 | | | GOP | 11,482,660 | 11,482,660 | | The objective of the consultancy is to review and recommend revisions to the present Rate Structure to improve the cross-subsidy between and among various customer groups. |
| | 2013 Asset Condition Report Consultancy Services for the Review and Validation of Concessionaires' Assets as of December 2013 | TRA | Competitive Bidding | | Mar-2014 | | | | | | May-2014 | | May-2014 | | | GOP | 15,875,450 | 15,875,450 | | The objective of the consultancy is to determine the accuracy and completeness of the submitted Asset Condition Report from the Concessionaires pursuant to Sections 6.5.2 and 6.5.3 of the Concession Agreement |
| | Analytical Services for Water Supply | TRA | Competitive Bidding | | Mar-2014 | | | | | | Jun-2014 | | Jun-2014 | | | GOP | 1,576,000 | 1,576,000 | | To perform the testing for the water samples collected by MWSSRO |
| | Analytical Services for Wastewater Quality | TRA | Competitive Bidding | | Mar-2014 | | | | | | Jun-2014 | | Jun-2014 | | | GOP | 3,867,450 | 3,867,450 | | To perform the testing for the wastewater samples collected by MWSSRO |
| | Bloomberg Subscription | FRA | Direct Contracting | | | | | | | | Apr-2014 | | Apr-2014 | | | GOP | 1,302,000 | 1,302,000 | | The objective of the subscription is to monitor and create a data bank of relevant economic and financial information affecting the MWSS Concessionaires, including comparable companies, local and international. |
| | RO Annual Report Production and Development | OCR | Competitive Bidding | | Mar-2014 | | | | | | Apr-2014 | | Apr-2014 | | | GOP | 800,000 | 800,000 | | Annual Report will be a joint undertaking together with MWSS-CO |
| | Hiring of two (2) Reorganization Experts | OCR | Negotiated Procurement - Highly Technical Consultants | | | | | | | | Mar-2014 | | | | | GOP | 1,500,000 | 1,500,000 | | For the preparation of the Reorganization / Rationalization plan of MWSS-RO |
| | Hiring of Medical Nurse and Doctor | OCR | Contract of Service | | | | | | | | Mar-2014 | | | | | GOP | 250,000 | 250,000 | | Cost to be shared with MWSS Corporate Office |
| | **CAPITAL EXPENDITURES** | | | | | | | | | | | | | | | | | | | |
| | 1 Room for Clean Sterilized Sample Containers | TRA | Shopping / Small Value Procurement | | Mar-2014 | | | | | | Apr-2014 | | | Apr-2014 | | GOP | 300,000 | | 300,000 | |

| 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 Conf | Ads/Post of ITB / RFEI / RFQ | 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 | |
| | Office Renovation | RO | Competitive Bidding | | | | | | | | Apr-2014 | | | | | GOP | 2,500,000 | | 2,500,000 | The renovation will follow the process undertaken by the MWSS CO. Phases of the renovation project shall be established and approved at a later time. |
| | CCTV System | OCR | Shopping / Small Value Procurement | | May-2014 | | | | | | Jun-2014 | | | Jun-2014 | | GOP | 150,000 | | 150,000 | |
| | Video Camera | OCR | Shopping / Small Value Procurement | | | | | | | | Mar-2014 | | | Mar-2014 | | GOP | 40,000 | | 40,000 | |
| | Double Loop Wire Binding Machine | FRA | Shopping / Small Value Procurement | | Feb-2014 | | | | | | Feb-2014 | | | Feb-2014 | | GOP | 60,000 | | 60,000 | |
| | Portable Public Address System | CSR | Shopping / Small Value Procurement | | Feb-2014 | | | | | | Mar-2014 | | | Mar-2014 | | GOP | 50,000 | | 50,000 | |
| | Supply, Delivery, Deployment and Training for an Enterprise Geogrphical Information System for the MWSS-RO | TRA | Competitive Bidding | | Mar-2014 | | | | | | May-2014 | | May-2014 | | | GOP | 11,703,261 | | 11,703,261 | To provide a geographical oriented view of the water network systems and operational performance of the entire MWSS service area |
| | Updating of Software for 7 Desktop Computers | OCR | Shopping / Small Value Procurement | | May-2014 | | | | | | Jun-2014 | | | Jun-2014 | | GOP | 105,000 | | 105,000 | |
| | Document Archiving and Retrieval System | OCR | Shopping / Small Value Procurement | | May-2014 | | | | | | Jun-2014 | | | Jun-2014 | | GOP | 455,000 | | 455,000 | |
| | 13 Units Desktop Computers | FRA | Shopping / Small Value Procurement | | May-2014 | | | | | | Jun-2014 | | | Jun-2014 | | GOP | 403,000 | | 403,000 | |
| | Android Tablet | CSR | Shopping / Small Value Procurement | | | | | | | | Mar-2014 | | | Mar-2014 | | GOP | 7,000 | | 7,000 | |
| | Local Area Network with Server, Cabling and Software | RO | Competitive Bidding | | Mar-2014 | | | | | | Jun-2014 | | Jun-2014 | | | GOP | 6,000,000 | | 6,000,000 | |
| | 2 units Passenger Van | RO | Competitive Bidding | | Jun-2014 | | | | | | Oct-2014 | | Oct-2014 | Oct-2014 | | GOP | 3,400,000 | | 3,400,000 | |
| | 2 Units Cross-over Utility Vehicle | RO | Competitive Bidding | | Jun-2014 | | | | | | Oct-2014 | | Oct-2014 | Oct-2014 | | GOP | 1,980,000 | | 1,980,000 | |
| | 2 Units Pick-up Truck | RO | Competitive Bidding | | Jun-2014 | | | | | | Oct-2014 | | Oct-2014 | Oct-2014 | | GOP | 3,000,000 | | 3,000,000 | |
| | **MODE - SUPPORT** | | | | | | | | | | | | | | | | | | | |
| | Office Supplies | ALA/FRA | Procurement Service / Shopping | | | | | | | | | | | various dates | | GOP | 981,026 | 981,026 | | Quarterly delivery |
| | Computer Supplies | ALA | Procurement Service / Shopping | | | | | | | | | | | various dates | | GOP | 591,280 | 591,280 | | Quarterly delivery |
| | Other Consumables | ALA/TRA | Procurement Service / Shopping | | | | | | | | | | | various dates | | GOP | 715,530 | 715,530 | | Quarterly delivery |
| | Common Office Devices | ALA | Procurement Service / Shopping | | | | | | | | | | | various dates | | GOP | 180,067 | 180,067 | | Quarterly delivery |

| 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 Conf | Ads/Post of ITB / RFEI / RFQ | 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 | |
| | RO Training Work Plan | ALA | Shopping / Small Value Procurement | | | | | | | | | | | various dates | | GOP | 2,085,524 | 2,085,524 | | Throughout the year based on the training plan |
| | Publications and Advertisement of Notices | OCR | Shopping / Small Value Procurement | | | | | | | | | | | various dates | | GOP | 1,750,000 | 1,750,000 | | As the need arises; includes BAC publications |
| | Internet Subscription | OCR | – | | | | | | | | | | | monthly | | GOP | 102,000 | 102,000 | | Payments for services rendered is based on an on-going contract |
| | Maintenance of RO Website | OCR | Shopping / Small Value Procurement | | | | | | | | | | | | | GOP | 50,000 | 50,000 | | |
| | Equipment Repairs and Maintenance | OCR | Shopping / Small Value Procurement | | | | | | | | | | | various dates | | GOP | 150,000 | 150,000 | | As the need arises |
| | Production of Information Materials | OCR | Shopping / Small Value Procurement | | | | | | | | | | | various dates | | GOP | 1,000,000 | 1,000,000 | | As the need arises |
| | Barangay Information Drive | CSR | Shopping / Small Value Procurement | | | | | | | | | | | | | GOP | 1,200,000 | 1,200,000 | | Covers expenses for venue, supplies, other logistic requirement for information drive planned for 150 barangays |
| | Arbitration Case - Expenses for Supplies, Materials and Miscellaneous Items | OCR | Procurement Service / Shopping | | | | | | | | | | | various dates | | GOP | 700,000 | 700,000 | | Consists of small value items procured as the need arises in the course of the Arbitration Case |
| | Subscription Expenses | OCR | Shopping / Small Value Procurement | | | | | | | | | | | various dates | | GOP | 64,500 | 64,500 | | Subscription to newspapers and other printed material related to the functions of the Regulatory Office |
| | TOTAL | | | | | | | | | | | | | | | | [illegible] | | | |

LEGEND: RO - MWSS Regulatory Office; OCR - Office of the Chief Regulator; FRA - Financial Regulation Area; TRA - Technical Regulation Area; CSR - Customer Service Regulation Area; ALA - Administration and Legal Affairs

DEFINITION

**1. 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.

**2. 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.

**3. PMO/End User** - Unit as proponent of program or project

**4. Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.

**5. Schedule for Each Procurement Activity** - Major procurement activities (pre-procurement conference; advertising/posting; pre-bid conference; eligibility screening; submission and receipt of bids; bid evalutaion; post qualification; award of contract; contract preparation), delivery/completion and acceptance/turnover.

**6. Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund

**7. Estimated Budget** - Agency approved estimate of project/program costs

**8. Remarks** - brief description of program or project

Prepared by:

CHRISTOPHER D. CHUEGAN
Head - BAC Secretariat

Recommended for Approval:

GERARDO A. SULLANO
BAC Chairman

APROVED:

EMMANUEL L. CAPARAS
Acting Chief Regulator