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BAC Secretariat
MWSS Regulatory Office

ANNEX A

MWSS REGULATORY OFFICE Annual Procurement Plan for 2015

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	Adapt of TB / RFE / RFQ	Pre-bid Conf	Eligibility Check	Subopen of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed		Delivery/ Completion	Acceptance/ Turnover	Total		MOOE	CO				
	PROGRAMS																							
	Technical Audit & Evaluation of CAPEX Programs and Projects of the Concessionaires	TRA	Competitive Bidding		Feb-15							May-15												
	GIS of MWSS-RO	TRA	Competitive Bidding		Mar-15							Jun-15												
	Analytical Services for Water Supply Check Monitoring	TRA	Competitive Bidding		May-15							Sep-15												
	Wastewater Quality Analytical Services	TRA	Competitive Bidding		May-15							Sep-15												
	2015 Regulatory Financial Audit Services	FRA	Competitive Bidding		Apr-15							Jun-15												
	Consultancy Services for the Restructuring of the Rates of MWSS Water Concessionaires	FRA	Competitive Bidding		Feb-15							May-15												
	Bloomber Professional Services Subscription	FRA	Direct Contracting									Mar-15												
	Engagement of Various Experts (2014): QMS-ISO Consultant (2015)	ALA	Negotiated Procurement									May-15												
	HRD Consultant for the Development of Competency Framework	ALA	Negotiated Procurement									May-15												
	Procurement of consultant services for the development of Information System Strategic Plan	OCR	Negotiated Procurement																					
	Public Dialogues, Community Briefings, Info Drive	CSR	Shopping / Negotiated Procurement									Various dates												
	CAPITAL EXPENDITURES																							
	Wire Binding Machine	OCR	Shopping									Mar-15												
	Laminator (upto A3)	OCR	Shopping									Mar-15												
	Portable 3000 Lumen Projector	CSR	Shopping									Mar-15												
	Waterproof Digital Camera	CSR	Shopping									Mar-15												

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Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity												Source of Funds	Estimated Budget (PMP)			Remarks (brief description of Program/Project)			
				Pre-Proc Conf	Ad/Post of ITB /RFEB/ 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				
	Audio Recorder (2pcs)	FRA	Shopping																GOP	30,000		30,000	
	Heavy Duty Cross Cut Shredder	FRA	Shopping																GOP	10,000		10,000	
	Electronic bulletin board	OCR	Shopping																GOP	200,000		200,000	
	Conference room audio visual upgrade	OCR	Negotiated Procurement																GOP	250,000		250,000	
	Camera LENS (EF 100mm F2.8 Macro USM)	OCR	Shopping																GOP	30,000		30,000	
	CAMERA FLASH (speed light - 320EX)	OCR	Shopping																GOP	20,000		20,000	
	Flat file drawer (10drawer 36"48")	TRA	Shopping																GOP	20,000		20,000	
	Storage/cabinets for files	OCR	Shopping																GOP	100,000		100,000	
	storage racks (steel)	OCR	Shopping																GOP	150,000		150,000	
	Executive Tables	ALA	Competitive Bidding																GOP	187,920		187,920	
	Executive Chairs	ALA	Competitive Bidding																GOP	62,640		62,640	
	Jr. Executive Chairs	ALA	Competitive Bidding																GOP	689,040		689,040	
	Document Management System	OCR	Competitive Bidding																GOP	600,000		600,000	
	Desktop Computers	OCR	Competitive Bidding																GOP	2,100,000		2,100,000	
	Android PC Tablet w/ data plan	TRA	Shopping																GOP	180,000		180,000	
	Printers and scanners	OCR	Shopping																GOP	400,000		400,000	
	Biometrics with time and attendance system and payroll	OCR	Competitive Bidding																GOP	650,000		650,000	
	MOOE - SUPPORT																						
	OFFICE SUPPLIES	RO	Shopping / Negotiated Procurement																GOP	903,224		903,224	
	COMPUTER SUPPLIES	RO	Shopping / Negotiated Procurement																GOP	987,175		987,175	

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Code (PAB)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity										Source of Funds	Estimated Budget (MWSS Regulator for Projects)		Remarks			
				Pre-Proc Conf	Adopt of (T/F/RE)/RfQ	Pre-bid conf	Eligibility Check	Subopen of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed		Delivery/ Completion	Accepted Turnover		Total	MODE	
	OTHER CONSUMABLE SUPPLIES	RO	Shopping / Negotiated Procurement														GOP	820,392	820,392	
	GASOLINE, OIL AND LUBRICANTS	RO	Shopping / Negotiated Procurement														GOP	1,217,276	1,217,276	
	OTHER SUPPLIES EXPENSE	RO	Shopping / Negotiated Procurement														GOP	408,296	408,296	
	POSTAGE AND DELIVERIES	RO	Shopping / Negotiated Procurement														GOP	48,000	48,000	
	TELEPHONE EXPENSES - MOBILE	RO	Continuing Contract														GOP	642,000	642,000	
	INTERNET EXPENSE	RO	Continuing Contract														GOP	198,000	198,000	
	RENT EXPENSE for copiers	RO	Continuing Contract														GOP	464,012	464,012	
	JANITORIAL SERVICES	RO	Renewal of Contract														GOP	950,000	950,000	
	SECURITY SERVICES	RO	Renewal of Contract														GOP	1,100,000	1,100,000	
	REPAIRS AND MAINTENANCE	RO	Shopping / Negotiated Procurement														GOP	1,487,135	1,487,135	As the need for repairs arises
	TRAVELLING EXP-LOCAL	RO	Shopping / Negotiated Procurement														GOP	258,537	258,537	
	TRAINING EXP-LOCAL	RO	Shopping / Negotiated Procurement														GOP	2,547,024	2,547,024	Spread throughout the year for employees of RO
	TRAINING EXP-FOREIGN	RO	Negotiated Procurement														GOP	2,500,000	2,500,000	Spread throughout the year for employees of RO
	ADVERTISING EXPENSES	RO	Negotiated Procurement														GOP	1,550,000	1,550,000	
	PRINTING AND BINDING - RO Annual Report	OCR	Competitive Bidding														GOP	800,000	800,000	
	PRINTING AND BINDING - (Info materials, etc)	RO	Negotiated Procurement														GOP	1,154,500	1,154,500	As the need arises
	SUBSCRIPTION EXPENSES	RO	Negotiated Procurement														GOP	108,800	108,800	
	TOTAL																	76,214,142		

LEGEND: RO - JMSS Regulator/ 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

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Code (PAP)	Procurement Program/Project	PMO/ End User	Mode of Procurement	Schedule for Each Procurement Activity										Source of Funds	Estimated Budget (PNP)			Remarks (brief description of Program/Project)	
				Pre-Proc Conf	Adopt of ITB / PFI / RFO	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed		Delivery/ Completion	Accepted/ Turnover	Total		MOOE

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 evaluation; post qualification; award of contract; contract preparation); delivery/completion and acceptance/turnover.
- 6. Source of Funds** - Whether Gov, Foreign Assisted or Special Purpose Fund
- 7. Estimated Budget** - Agency approved estimate of project/program costs
- 8. Remarks** - brief description of program or project

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**BAC Secretariat
MWSS Regulatory Office**

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