



Santa Maria 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 I/B/E/E	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50203010-000	Common Electrical Supplies	Admin/Finance/WR/C&M/Eng'g	Agency to Agency /Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	66,326.00	66,326.00		Fluorescent tube, led bulb and batteries, rechargeable batteries
50203010-000	Common Office Supplies	All Divisions	Agency to Agency /Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	502,754.38	502,754.38		Clip folder, Copy paper, paper clip, brown envelop, folders, correction tapes, lever arch files, file box , pencils and others
50203010-000	Common Office Supplies	Customer Accounts/Admin	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	5,485.00	5,485.00		Planner, Transparent Plastics
50203010-000	Common Office Devices	All Divisions	Agency to Agency /Shopping	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	18,488.08	18,488.08		Cutter, Pencil Sharpeners, Puncher, Scissors, Stapler remover, stapler, tape dispenser, metal desk tray
50203010-000	Common Janitorial Supplies	All Divisions	Agency to Agency /Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	651,829.90	651,829.90		Brush, doormat, pail, dipper ,dish washing soap, rags, floorwax, garbage bag and others
50203010-000	Common Computer Supplies	Finance/Customer Services/ Accounts	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	148,227.96	148,227.96		Continuous forms
50203010-000	Common Computer Supplies	All Divisions	Agency to Agency /Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	59,219.00	59,219.00		Inks
50203010-000	Computer Equipment and Accessories	Admin/GS/CA/CS/Engg	Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	12,992.25	12,992.25		Flash drive & mouse, cartridge, keyboard, sd card and others
50203010-000	Computer Equipment and Accessories	Admin/GS/WR	Agency to Agency /Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	5,532.72	5,532.72		Ribbon Cartridge, Thermal Tape for fax
50203990-220	Office Equipment and Accessories	Customer Service	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	249,425.00	249,425.00		Inventory tag, Magnetic Wires, Bolts & Nuts, Thermal Tapes
50203990-220	Office Equipment and Accessories	Customer Service	NP-53.2 Emergency Cases	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	27,000.00	27,000.00		Thermal Tapes
50203010-000	Consumables	All Divisions	Agency to Agency /Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	101,765.04	101,765.04		Ballpens, Coffee, creamer, sugar, paste, ribbon printer and others
50203010-000	Printing and Binding Materials	Admin/Finance	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	62,400.00	62,400.00		Plastic Comb binding Ring, Bookbinding, laminator machine nad sheets
50203010-000	Paper Materials and Products	All Divisions	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	242,497.29	242,497.29		Budget utilization slips, disbursement vouchers, letter head, service application card and others
50203010-000	Miscellaneous Office Supplies	Admin	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	140,216.00	140,216.00		Calendar, company IDs, first aid kit, tarpaulin and others
50203210-120	Accountable Forms	CA & Finance	NP-53.5 Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	1,413,100.00	1,413,100.00		Journal entry vouchers and official receipts
50203990-000	Other Supplies Expenses - Disconnection Supplies	Cust. Services	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	225,750.00	225,750.00		Bolts & Nuts, Disconnection Tag, Lead Seal and Magnetic Wire used for disconnection
50203990-000	Other Supplies Expenses -Plumbing Tools	Admin/GS/CA/CS/WR/CM/Engg	Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	358,763.52	358,763.52		Adjustable Wrench, ombination Wrench, Pipe Wrench, Wood Saw, Cement Trowel, Shovel and Others
50203990-000	Other Supplies Expenses	Admin/CS/CAWAR/CAM/Engg	Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	364,070.00	364,070.00		Beach Umbrella, Boots, Raincoats, Flashlights, Body bag, Belt bags and Others
20501990-000	Supply of Valves	CS/CM/WR/Engg	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,644,092.21	1,644,092.21		Gate Valve, Butterfly valves & Check Valves
20501990-000	Supply of Valves	CS/CM/WR/Engg	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	191,808.54	191,808.54		CI 50mm Check Valve ff wafer type/ CI 50mm Gate Valve ff
20501990-000	Supply of Brass fittings	CS/WR/C&M	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	6,502,637.08	6,502,637.08		Brass Adaptors, Ball Valves, Check Valves and others
20501990-000	Supply of Brass fittings	CS/WR/C&M	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	3,500.00	3,500.00		Water Faucets
20501990-000	Supply of Cast Iron fittings	CS/C&M	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,175,458.66	595,982.17	579,476.49	CI Sleeve type couplings, valve box cover and others
20501990-000	Supply of Ductile Iron fittings	CS/C&M	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	2,793,851.00	2,744,505.00	49,346.00	DI Sleeve Type Coupling, Flange Adaptors and others
20501990-000	Supply of Galvanized Iron fittings	CS/WR/C&M/Eng'g	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	4,129,641.13	4,127,255.63	2,385.50	GI Bushings, Couplings, Elbows, Nipples and others

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				Advertisement/Posting of IR/PEL	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
20501990-000	Supply of Galvanized Iron fittings	CS/C&M	NP-53.2 Emergency Cases	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	6,185.75	6,185.75		St. Elbow 50MM
20501990-000	Supply of HDPE fittings	CS/WR/C&M	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	549,825.00	549,825.00		HDPE Tubings and Pipes
20501990-000	Supply of Plastic fittings	CS/C&M	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,571,246.10	1,571,246.10		Plastic Adaptors, Elbows, Plastic Saddle Clamps and others
20501990-000	Supply of uPVC fittings	CS/WR/C&M	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	794,829.33	772,772.61	22,056.72	uPVC Elbows and Pipes with Rubber Ring, and Couplings
20501990-000	Other Fittings	CS/C&M	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	266,040.00	265,950.00	90.00	Teflon 3/4
20501990-000	Other Fittings	CS/C&M	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	49,700.00	49,700.00		Pressure Gauges and Meter Gaskets
50213040-130	Various Electrical Supplies	Admin/GS/WR	Shopping	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	16,665.00	16,665.00		Cable ties, Stranded Wires, Electrical Tapes, Extension Cord, Starter, Flexible Hose and Others
50213030-336	Various Painting Materials	GS/CM/Eng'g.	Shopping	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	35,672.74	35,672.74		Paint Brush, Paints, Thinner and others
50212990-310	General Services	Water Resource	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	855,000.00	855,000.00		Physical and Chemical Analysis, Total Fecal, coliform & Heterotrophic Plate count test
50203130-310	Other Supplies Expenses - Chemicals	Water Resource	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,945,000.00	1,945,000.00		Chlorine - Calcium Hypochlorite Chlorine Liquid for water treatment
50203130-310	Other Supplies Expenses - Chemicals	Water Resource	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	171,200.00	171,200.00		Ortho-Tolidine Solution, Chemical Disinfectant, Free Chlorine Reagent and Test Kits
50213070-130	R & M - Furniture and Fixture	Admin/GS/Fin/CS/C A/Engg	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	66,560.00	66,560.00		Table top glass cover, Steel Filing Cabinet, Steel Rack, Chairs, Tables and Others
50213050-131	Repairs and Maintenance-Machinery and Equipment - ICT Equipment	All Divisions	Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	299,835.00	299,835.00		Internal hard drive/disk, keyboard, network hub, UPS battery and others
50213050-131	Repairs and Maintenance-Machinery and Equipment - ICT Equipment	Admin/Gen. Services	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	33,250.00	33,250.00		Power Adaptor, Digital camera, Hard wire Kit, BNC Connector, DC Connectors
50213050-000	R & M - Communication Equipment	Gen. Services/WR	Shopping	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	7,100.00	7,100.00		Mobile Phone, Telephone extension cable, splitter for telephone, Audio jack
50213050-000	R & M - Construction and Heavy Equipment	Gen. Services/CM	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	305,810.21	305,810.21		Concrete Cutter, compressor, Blades, Fan Belt, Moil Point, Pillow Block and others
50213050-134	R & M - Firefighting Equipment & Accessories	Gen. Services	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	26,640.00	26,640.00		Fire Extinguisher 10 lbs./ Installation of Fire Hydrant Cages
50213050-134	R & M - Firefighting Equipment & Accessories	Gen. Services	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	14,144.00	14,144.00		Brass Fire Hydrant 2 1/2
50213060-130	R & M - Transportation Equipment	Gen. Services	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	143,698.00	143,698.00		Dash Cam, GPS/Installation, Tool box and Others
50213060-130	R & M - Transportation Equipment	Gen. Services	NP-53.9 - Small Value Procurement/ Shopping	Monthly	Monthly	Monthly	Monthly	Corporate Budget	1,186,767.28	1,186,767.28		Labor and parts for the maintenance of service vehicles, Vulcanizing and others
50213030-327	R & M - Other PPE - Meters	Water Resource	NP-53.9 - Small Value Procurement	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	295,792.00	295,792.00		Verification calibration of Electromagnetic Flowmeter
10603110-000	Plant-Utility Plant in Service - Meters	CS/C&M	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	7,240,996.05	7,240,996.05		Water meters 1/2, 3/4 and 1"/Flowmeter with Companion (50MM/75MM/100MM)
50213030-325	R & M - Transmission and Distribution Mains	C&M	Shopping	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,202,067.16	469,326.16	732,741.00	Coco lumber, gi wire, common nail, chb, plywood, deformed bar whitesand and others
50213030-325	R & M - Transmission and Distribution Mains	C&M	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,017,066.00	303,016.00	714,050.00	White Sand , Gravel, Cement And Chemical Admixture
50213030-315	R & M Tools, Shops and Garage Equipment	General Services	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	54,952.00	54,952.00		Rust Remover, Cap Brush, Coal tar, Nozzles, Power Spray Hose, Reflective tapes, Muriatic Acid and Others
50213990-311	R & M - Other PPE - Power Production Equipment	Water Resource	NP-53.9 - Small Value Procurement	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	107,464.00	107,464.00		Circuit Breaker, Thermal Overload Relay, Timer and others

[Handwritten marks and signatures]



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50213990-311	R & M - Other PPE - Power Production Equipment	Water Resource	Competitive Bidding	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	115,339.62	115,339.62		Production Well No. 5 : Power Supply
50213990-312	R & M - Other PPE - Pumping Equipment	Water Resource	NP-53.9 - Small Value Procurement	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	94,728.00	94,728.00		Potting Kit, Sensorprom for Flow Meter, Cable Kit, Lamp Assembly for Turbidimeter
50213990-312	R & M - Other PPE - Pumping Equipment	Water Resource	NP-53.2 Emergency Cases	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	1,453,168.00	1,453,168.00		Submersible Pump, Motor, BI Seamless, BI Coupling, Fabricated Coupling, Sumerbible Cables
50213990-312	R & M - Other PPE - Pumping Equipment	Water Resource	Shopping	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	24,000.00	24,000.00		Big Electrical Tape, Rubber Tapes
50213990-313	R & M - Other PPE - Water Treatment Equipment	Water Resource	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	112,493.60	112,493.60		PE Chlorinator Hose Tubing, Diaphragm, Foot and Injection Valve for water treatment, Chemical Tank
50213030-314	Repairs and Maintenance-Plant-Utility Plant in Service - Reservoirs and Tanks	Water Resource	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	63,390.00	63,390.00		Nylon Thread , Postlight with Photo Cell
50213050-131	Repairs and Maintenance-Machinery and Equipment	Gen. Services	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	563,064.00	563,064.00		Computer Maintenance, Aircon Maintenance and Others
50203130-310	R&M- Various Repairs	GS/CM	NP-53.2 Emergency Cases	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	164,900.00	164,900.00		Various Repairs Equipment, Furniture, Communication and other ICT,
50204010-210	Water Drinking	Admin	Shopping	Monthly	Monthly	Monthly	Monthly	Corporate Budget	80,640.00	80,640.00		Water Drinking
50204990-110	Cooking Gas Expenses	Gen. Services	Shopping	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	1,400.00	1,400.00		Cooking gas used in connection w/ government activities
50212030-130	Security Services	Gen. Services	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,973,496.48	1,973,496.48		Security Guard
50211030-110	Consultancy Services	Admin	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	413,334.00	413,334.00		Consultancy ISO
50299180-210	Corporate GiveAways	Customer Accounts	Competitive Bidding	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	Corporate Budget	2,100,000.00	2,100,000.00		Giveaways to Concessionaires
50299010-220	Advertising Expenses (Flyers, Giveaways, Orientation & Pouch)	Cust. Services	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	149,320.00	149,320.00		Flyers, and orientation expenses
50299010-220	Advertising Expenses - Administrative	Customer Services	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	45,000.00	45,000.00		Mascot of SMWD
50104990-110	Other Personal Benefit	Admin	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	637,200.00	637,200.00		Medical Package, Praise, Cakes
50102100-001	Trainings, Seminars and Conventions	Admin/Finance	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	1,872,300.00	1,872,300.00		Accommodation, Airfare, Venues
50299180-220	Other Operating and Maintenance Expenses	Customer Services	Shopping	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	9,788.00	9,788.00		Mascot Maintenance, Dry Clean
50299180-110	Other Operating and Maintenance Expenses	Admin	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	420,000.00	420,000.00		Food and Venue for Bowling, Anniversary, Year End Party and Others
50213030-325	Plant-Utility Plant in Service - Transmission and Distribution Mains	Construction and Maintenance	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,248,000.00	1,248,000.00		Brgy.. Caypombo Bridge Rehabilitation Project (Caypombo - Pulong Buhangin Bridge)
10605070-110	Communication Equipment	Admin	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	55,000.00		55,000.00	Portable Speaker with Wireless Microphone
10605080-000	Construction and Heavy Equipment	Construction and Maintenance	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	83,200.00		83,200.00	Concrete Cutter
10605030-000	Information and Communications Technology Equipment	Admin/ GS/CS	Agency to Agency /Shopping	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	Corporate Budget	709,377.00		709,377.00	Computers, External Hard Drive, Microsoft Office, UPS and Printer, Mobile phone, HDMI, Audio Jack, external hard disk, power laptop adaptor
10606010-000	Motor Vehicles	Engineering	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,269,000.00		1,269,000.00	2.4 Diesel Pick-up MT
10606010-000	Motor Vehicles	Engineering	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	272,800.00		272,800.00	Motorcycle and Side Car
10698990-314	Other Property, Plant and Equipment - Water Treatment Equipment	Water Resource	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	37,800.00		37,800.00	Chemical Dosing Pump



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10698990-313	Other Property, Plant and Equipment - Pumping Equipment	Water Resource	NP-53.2 Emergency Cases	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	991,908.00		991,908.00	Submersible cable and pump motor, Lowering of Pumps
10698990-313	Other Property, Plant and Equipment - Pumping Equipment	Water Resource	NP-53.9 - Small Value Procurement	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	570,115.00		570,115.00	Flowmeter Display Electro Magnetic, Pressure Transmitter, LCP Display and VFD
10698990-313	Other Property, Plant and Equipment - Pumping Equipment	Water Resource	Competitive Bidding	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	2,285,378.30		2,285,378.30	Production of Well No. 3 and 5 : Electro-Mechanical
10603110-329	Plant-Utility Plant in Service - Transmission and Distribution Mains	Construction and Maintenance	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	273,603.00		273,603.00	Excavation/Pipe Excavation (120 cm)/Intercon/BOV Box (120cm)
10603110-318	Plant-Utility Plant in Service - Reservoirs and Tanks	Water Resource	NP-53.2 Emergency Cases	As the need Arise	As the need Arise	As the need Arise	As the need Arise	Corporate Budget	595,000.00		595,000.00	Rehabilitation and Camera logging
10603110-000	Plant-Utility Plant in Service - Meters	CS/C&M	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	138,457.50		138,457.50	Flowmeter with Companion (50MM/75MM/100MM)
10604990-310	Other Structures	Water Resource	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Corporate Budget	1,114,103.67		1,114,103.67	Proposed Right-of-Way Road Improvement Manggahan PS/Painting of SMWD Logo and Pump Station ID/Renovation of SMWD Pump Stations
TOTAL										48,801,752.36	10,495,888.18	
TOTAL ANNUAL PROCUREMENT PLAN FOR THE YEAR 2020									59,297,640.54			

Prepared by:

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Certified correct:

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