

LUBAO WATER DISTRICT

Lubao, Pampanga

ANNUAL PROCUREMENT PLAN

CALENDAR YEAR : 2015

MAINTENANCE & OTHER OPERATION EXPENSES (MOOE)

OFFICE OF THE GENERAL MANAGER

No.	TYPE OF CONTRACT	EXTENT/SIZE OF CONTRACT	PROCUREMENT METHOD	TIME SCHEDULE												APPROVED BUDGET FOR
				1ST QUARTER			2ND QUARTER			3RD QUARTER			4TH QUARTER			
				J	F	M	A	M	J	J	A	S	O	N	D	
1	Travelling Expense - Local	Training, Seminar Per Diem / Official Travel, Toll Fees	Negotiated Procurement													185,040.00
2	Travelling Expense - Foreign	Training, Seminar Per Diem / Official Travel, Toll Fees	Negotiated Procurement													300,000.00
3	Services	Training Expense (PAWD Convention)														120,000.00
4	Supply & Delivery	Office Supplies	Shopping													24,000.00
5	Supply & Delivery	Telephone Expenses - Mobile	Negotiated Procurement													79,200.00
6	Advertising	Calendar Production	Shopping													62,500.00
7	Services	Printing, Binding & Reproduction Expenses	Shopping													1,200.00
8	Services	Rent Expenses	Negotiated Procurement													12,000.00
9		Representation Expenses														708,640.00
10	Services	Auditing Services														200,000.00
11	Repairs & Maintenance	Repairs/Maintenance of IT Equipment	Shopping													3,000.00
12		Extraordinary Expenses														316,800.00
13		Miscellaneous Expenses														90,000.00
14	Taxes, Duties & Dues	Fidelity Bond	Negotiated Procurement													4,875.00
		Sub-Total														2,107,255.00
				TOTAL MOOE FOR OFFICE OF THE GENERAL MANAGER												2,107,255.00

ADMINISTRATIVE SERVICES DIVISION

No.	TYPE OF CONTRACT	EXTENT/SIZE OF CONTRACT	PROCUREMENT METHOD	TIME SCHEDULE												APPROVED BUDGET FOR
				1ST QUARTER			2ND QUARTER			3RD QUARTER			4TH QUARTER			
				J	F	M	A	M	J	J	A	S	O	N	D	
1	Travelling Expense - Local	Training, Seminar Per Diem / Official Travel, Toll Fees	Negotiated Procurement													48,000.00

5	Services	Printing, Binding & Reproduction Expenses	Shopping												4,200.00
6	Services	Transportation Expenses	Negotiated Procurement												6,000.00
7	Repairs & Maintenance	Repairs/Maintenance of IT Equipment	Small Value Procurement												40,000.00
8	Taxes, Duties & Dues	Fidelity Bond	Negotiated Procurement												9,375.00
		Sub-Total		TOTAL MOOE FOR FINANCE SERVICES DIVISION										317,261.00	

COMMERCIAL SERVICES DIVISION

No.	TYPE OF CONTRACT	EXTENT/SIZE OF CONTRACT	PROCUREMENT METHOD	TIME SCHEDULE												APPROVED BUDGET FOR	
				1ST QUARTER			2ND QUARTER			3RD QUARTER			4TH QUARTER				
				J	F	M	A	M	J	J	A	S	O	N	D		
1	Travelling Expense - Local	Training, Seminar Per Diem / Official Travel, Toll Fees	Negotiated Procurement														54,000.00
2	Supply & Delivery	Office Supplies	Shopping														300,000.00
3	Supply & Delivery	Accountable Forms	Shopping														160,000.00
4	Supply & Delivery	Telephone Expenses - Mobile	Negotiated Procurement														28,200.00
5	Services	Printing, Binding & Reproduction Expenses	Shopping														1,200.00
6	Services	Rent Expenses	Negotiated Procurement														-
7	Services	Transportation Expenses	Negotiated Procurement														144,000.00
8	Services	Other Professional Services	Negotiated Procurement														176,400.00
9	Repairs & Maintenance	Repairs/Maintenance of IT Equipment	Small Value Procurement														46,000.00
10	Taxes, Duties & Dues	Fidelity Bond	Negotiated Procurement														3,375.00
		Sub-Total		TOTAL MOOE FOR COMMERCIAL SERVICES DIVISION												913,175.00	

ENGINEERING & OPERATION DIVISION (MAINTENANCE/CONSTRUCTION)

No.	TYPE OF CONTRACT	EXTENT/SIZE OF CONTRACT	PROCUREMENT METHOD	TIME SCHEDULE												APPROVED BUDGET FOR	
				1ST QUARTER			2ND QUARTER			3RD QUARTER			4TH QUARTER				
				J	F	M	A	M	J	J	A	S	O	N	D		
1	Travelling Expense - Local	Training, Seminar Per Diem / Official Travel, Toll Fees	Negotiated Procurement														48,000.00
2	Supply & Delivery	Office Supplies	Shopping														81,300.00
3	Services	Medical Supplies	Shopping														-
4	Supply & Delivery	Telephone Expenses - Mobile	Negotiated Procurement														42,000.00
5	Services	Printing, Binding & Reproduction Expenses	Shopping														6,000.00
6	Services	Rent Expenses	Negotiated Procurement														12,000.00
7	Services	Transportation Expenses	Negotiated Procurement														24,000.00
8	Services	General Services	Negotiated Procurement														1,037,400.00
9	Repairs & Maintenance	Repairs/Maintenance of Land Improvements	Small Value Procurement														70,000.00
10	Repairs & Maintenance	Repairs/Maintenance of Other Structures	Small Value Procurement														240,000.00

11	Repairs & Maintenance	Repairs/Maintenance of IT Equipment	Small Value Procurement					3,000.00
12	Repairs & Maintenance	Repairs/Maintenance of Other PPE	Small Value Procurement					1,240,000.00
13	Taxes, Duties & Dues	Fidelity Bond	Negotiated Procurement					3,375.00
		Sub-Total		TOTAL MOOE FOR EOD (MAINTENANCE/CONSTRUCTION)				2,807,075.00

ENGINEERING & OPERATION DIVISION (PRODUCTION)

No.	TYPE OF CONTRACT	EXTENT/SIZE OF CONTRACT	PROCUREMENT METHOD	TIME SCHEDULE												APPROVED BUDGET FOR
				1ST QUARTER			2ND QUARTER			3RD QUARTER			4TH QUARTER			
				J	F	M	A	M	J	J	A	S	O	N	D	
1	Travelling Expense - Local	Training, Seminar Per Diem / Official Travel, Toll Fees	Negotiated Procurement													36,000.00
1	Supply & Delivery	Office Supplies	Shopping													48,300.00
2	Services	Phychem/Bacti Analysis	Shopping													390,000.00
3	Supply & Delivery	Water Treatment Chemicals	Shopping													1,916,800.00
4	Supply & Delivery	Fuel/Lubricants for Generating Set	Shopping													551,000.00
5	Supply & Delivery	Water Expenses	Negotiated Procurement													29,400.00
6	Supply & Delivery	Electricity Expenses	Negotiated Procurement													13,608,000.00
7	Supply & Delivery	Telephone Expenses - Mobile	Negotiated Procurement													28,200.00
8	Services	General Services	Negotiated Procurement													574,000.00
9	Services	Other Professional Services	Negotiated Procurement													137,000.00
10	Repairs & Maintenance	Repairs/Maintenance of Machineries	Small Value Procurement													104,000.00
11	Repairs & Maintenance	Repairs/Maintenance of Other Machineries	Small Value Procurement													351,000.00
12	Repairs & Maintenance	Repairs/Maintenance of Other PPE	Small Value Procurement													345,000.00
		Sub-Total		TOTAL MOOE FOR EOD (PRODUCTION)												18,118,700.00

		GRAND TOTAL														31,023,384.00

Prepared by:



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Approved by:



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