



January 29, 2016

MR. ANDRES F. IBARRA
Administrator
LOCAL WATER UTILITIES ADMINISTRATION
Katipunan Road, Balara, Quezon City

Dear Admin. Ibarra:

In reference to our compliance with the LWUA reporting requirements, please find enclosed copy of our CY 2016 Annual Procurement Plan.

For your reference and perusal.

Thank you and God Speed!

Very truly yours

ORIGINAL SIGNED
ENGR. LORETO G. LIMCOLIOC
General Manager

Encls: a/s

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**ANNUAL PROCUREMENT PLAN
FOR THE BUDGET YEAR 2016 (CAPEX ITEMS)**

CODE	QTY	Program Activity/ Project	End-User	Mode of Procurement	Schedule of Each Procurement Activity	Source of Funds	Estimated Budget PhP	Remarks
					MONTH		Amount	
I. TECHNICAL SERVICES GROUP:								
IA. Environmental & Snaitation Department								
1.	1 lot	Turbidimeter, Portable Type	SpTP	Shopping	January-February	Operational Fund	75,000.00	
2	1 lot	Waste-water Set up Spectrophotometer (For COD Analysis)	SpTP	Shopping	March-April	Operational Fund	276,000.00	
3	1 lot	Digester (For COD Analysis)	SpTP	Shopping	March-April	Operational Fund	200,000.00	
4	1 set	BOD Incubator	SpTP	Shopping	May-June	Operational Fund	180,000.00	
5	1 set	BOD Analyzer	SpTP	Shopping	May-June	Operational Fund	200,000.00	
6	1 set	Eye Wash and Safety Shower Station	SpTP	Shopping	July-August	Operational Fund	120,000.00	
7	2 sets	Whole Body Suits with Gas Masks	SpTP	Shopping	July-August	Operational Fund	80,000.00	
8	1 lot	Full Bore Waste Water Meter	SpTP	Shopping	January	Operational Fund	190,000.00	
9	2 sets	Portable Radios	SpTP	Shopping	February	Operational Fund	20,000.00	
10	1 lot	Various Tools & Equipment (grasscutter, portable welding machine. Harness, allen keys, shovels,	SpTP	Shopping	April, July, October	Operational Fund	100,000.00	
11	2 sets	Spare Pumps and Motors	SpTP	Shopping		Operational Fund	200,000.00	
12	1 lot	Carrying bed (14 cu.m. capacity/600 sacks)	SpTP	Shopping	2nd wk. of Jan.- February	Reserve Fund	413,500.00	
13	1 lot	Sludge (14 cu.m.)	SpTP	Shopping	2nd wk. of Jan.- February	Reserve Fund	169,000.00	
14	1 lot	Cleaning area for vacuum trucks	SpTP	Shopping	2nd wk. of Jan- 2nd wk. of February	Reserve Fund	30,000.00	
15	1 lot	Septage Treatment Plant office and laboratory (2 floors)	SpTP	Public Bidding	March-2nd wk. of June- <i>bidding phase</i> ; 3rd wk. of June- 2nd wk of Oct.- <i>construction phase</i>	Reserve Fund	2,500,000.00	
16	1 lot	Cyclone fence- 290m	SpTP	Public Bidding	2nd wk. of May- 1st wk. of Aug.- <i>bidding phase</i> ; 2nd wk. of Aug.- 1st wk. of Oct.- <i>construction phase</i>	Reserve Fund	1,055,000.00	
IB. Engineering Department								
1	1 lot	Improvement of main office entrance gate and concreting of side walk	Construction Division	Shopping	3rd wk. of January-February; 4th wk. of March- 1st wk. of May	Operational Fund	240,619.49	
2	1 lot	Re-painting of main office perimeter fence	Construction Division	Shopping	2nd wk. of February- 1st wk. of May	Operational Fund	175,000.00	
3	1 lot	Re-painting of elevated steel tank (Reservoir No. 42)	Construction Division	Shopping	4th wk. of February- 1st wk. of May	Operational Fund	365,000.00	

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					MONTH		Amount	
4	1 lot	Re-painting of elevated steel tank (Reservoir No. 44)	Construction Division	Shopping	4th wk. of March-3rd wk. of July	Operational Fund	335,000.00	
5	1 lot	Installation of Fire Exits	Construction Division	Shopping	4th wk. of March-1st wk. of May; 3rd wk. of May- June	Operational Fund	75,000.00	
6	1 lot	Re-painting of ground steel tank (outside)	Construction Division	Shopping	4th wk. of March-June	Operational Fund	120,500.00	
7	1 lot	Re-painting of elevated steel tank	Construction Division	Shopping	4th wk. of March-1st wk. May; October-2nd wk. of November	Operational Fund	83,000.00	
8	1 lot	Colinas tank repair	Construction Division	Public Bidding	2nd wk. of January-1st wk. of March- <i>bidding phase</i> ; 2nd wk. of March-1st wk. of July- <i>construction phase</i>	Operational Fund	950,000.00	
9	1 lot	Transmission line and reservoir (Palmera Subd. To Kaypian) PHASE 1	Construction Division	Public Bidding	March-May- <i>bidding phase</i> ; June-December- <i>construction phase</i>	Reserve Fund	12,500,000.00	
10	1 lot	200mm distribution line extension project (from CLN Bldg. to Pleasant Hills Subd. Gate 1)	Construction Division	Public Bidding	4th wk. of March-July- <i>bidding phase</i> ; August- December- <i>construction phase</i>	Reserve Fund	10,270,000.00	
11	1 lot	Replacement of transmission line	Maintenance Division	Public Bidding	2nd wk of Jan- 3rd wk of Mar.- <i>bidding phase</i> ; 4th wk of Mar.-May- <i>construction phase</i>	Operational Fund	3,854,000.00	
12	1 lot	Rehabilitation of 100mm to 150mm pipeline	Maintenance Division	Public Bidding	2nd wk. of Jan.-3rd wk. of Mar.- <i>bidding phase</i> ; 4th wk. of Mar.- 2nd wk. of June- <i>construction phase</i>	Operational Fund	1,650,000.00	
13	1 lot	Rehabilitation of 250mmφ steel pipe	Maintenance Division	Shopping	4th wk. of Jan.- 1st wk. of April	Operational Fund	66,000.00	
14	1 lot	Rehabilitation of 75mmφ distribution line	Maintenance Division	Shopping	March- 3rd wk. of May	Operational Fund	290,000.00	
15	1 lot	Installation of 75mmφ parallel line	Maintenance Division	Shopping	2nd wk. of Feb.- 3rd wk. of May	Operational Fund	500,000.00	
16	1 lot	Rehabilitation of 50mmφ distribution line	Maintenance Division	Shopping	March- 3rd wk. of May	Operational Fund	135,000.00	
17	1 lot	Rehabilitation of enroached line (Residencia de Muzon Subd.)	Maintenance Division	Shopping	2nd wk. of May- 1st wk. of September	Operational Fund	130,000.00	
18	1 lot	Rehabilitation of enroached line (San Martin 4, Area C)	Maintenance Division	Shopping	2nd wk. of May- 1st week of August	Operational Fund	130,000.00	
19	1 lot	Rehabilitation of pipelines	Maintenance Division	Shopping	2nd wk. of May- December	Operational Fund	900,000.00	
20	1 lot	Rehabilitation of 100mmφ to 150mm. Pipeline	Maintenance Division	Shopping	2nd wk. of May- December	Operational Fund	1,825,000.00	
21	1 lot	Lot for Steel Bolted Tank	Maintenance Division	Shopping	October- December	Reserve Fund	3,000,000.00	
22	1 lot	Sump Pit, Pumps & Motorsnd 60mm Transmission Line for WTP3	Construction Division	Public Bidding	October-December	Loan	20,000,000.00	
23	1 lot	250mm Transmission Line for WTP to Gaya-gaya & part of Tungko & San Manuel Sub-system	Construction Division	Public Bidding	October-December	Loan	12,200,000.00	
24	1 lot	2,000 cu.m. Elevated Reservoir for WTP3	Construction Division	Public Bidding	October-December	Loan	41,700,000.00	

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					MONTH		Amount	
25	1 lot	Construction of Steel Bolted Tank with Liner for Muzon	Construction Division	Public Bidding	October-December	Loan	38,420,000.00	
26	1 lot	Construction of Water Treatment Plnt No. 3	Construction Division	Public Bidding	October-December	Loan	137,680,000.00	
II. OPERATIONS GROUP								
1	1 lot	Sludge extraction system for WTP 2*	Prod. & Dist'n.	Public Bidding	February- March	Operational Fund	5,000,000.00	
2	1 lot	WTP entrance gate elevation/relocation	Prod. & Dist'n.	Shopping	February-March; 2nd wk. of May- wk. of June	Operational Fund	800,000.00	
3	1 lot	Spare pump and motor and controller*	Prod. & Dist'n.	Public Bidding	February- March; 2nd wk of May- 2nd wk. of June; July & October	Operational Fund	2,500,000.00	
4	1 lot	Spare mechanical valves, actuator and actator controller for WTP 1 and WTP 2	Prod. & Dist'n.	Shopping	February-March; 2nd wk. of May-2nd wk. of June; August & November	Operational Fund	2,000,000.00	
5	1 lot	WTP CCTV	Prod. & Dist'n.	Shopping	July- December	Operational Fund	300,000.00	
6	1 lot	WTP laboratory supply room	Prod. & Dist'n.	Shopping	2nd wk. of May- 2nd wk. of August	Operational Fund	150,000.00	
7	1 lot	WTP Perimeter Lighting Facilities	Prod. & Dist'n.	Shopping	2nd wk. of May-2nd wk. of July	Operational Fund	300,000.00	
8	1 lot	WTP maintenance workshop	Prod. & Dist'n.	Shopping	September-November	Operational Fund	1,000,000.00	
9	5 sites	Interconnection of transmission line to distribution line	Prod. & Dist'n.	Shopping	June-September	Operational Fund	500,000.00	
10	7 srcls	Pull-out of pumping unit at abandoned sources	Prod. & Dist'n.	Shopping	February-March	Operational Fund	350,000.00	
11	6 ps	Abandonment of pumphouse	Prod. & Dist'n.	Shopping	February-March	Operational Fund	90,000.00	
12	12 stn	Downgrading of power supply to single phase	Prod. & Dist'n.	Shopping	February-March	Operational Fund	120,000.00	
13	1 lot	Chain Hoist and catwalk for Angat, Igay and Fresh Air PS	Prod. & Dist'n.	Shopping	February-March; 2nd wk. of May-2nd wk. of June	Operational Fund	1,500,000.00	
14	1 lot	Perimeter fencing of Metrogate Booster Station	Prod. & Dist'n.	Shopping	February-March	Operational Fund	700,000.00	
15	1 lot	Installation of inlet pipe for reservoir*	Prod. & Dist'n.	Public Bidding	August-October	Operational Fund	2,000,000.00	
16	1 lot	Repeater system with base tower*	Prod. & Dist'n.	Public Bidding	July-September	Operational Fund	1,770,000.00	
17	2 units	Additional compact filters for WTP*	Prod. & Dist'n.	Public Bidding	2nd wk. of May-June	Operational Fund	27,000,000.00	
18	1 unit	Atomic absorption spectrometer*	Prod. & Dist'n.	Public Bidding	July-September	Operational Fund	3,500,000.00	
19	2 units	PAC flowmeter and flow sensor for WTP 1 and WTP 2	Prod. & Dist'n.	Shopping	2nd wk. of May-June	Operational Fund	600,000.00	
20	10 sets	Sand trap device for WTP 1 and WTP 2 sand filters	Prod. & Dist'n.	Shopping	2nd wk. of May-June	Operational Fund	200,000.00	
21	5 units	Diesel flowmeters	Prod. & Dist'n.	Shopping	July-August	Operational Fund	125,000.00	

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CODE	QTY	Program Activity/ Project	End-User	Mode of Procurement	Schedule of Each Procurement Activity	Source of Funds	Estimated Budget PhP	Remarks
					MONTH		Amount	
22	1 lot	Automatic valves/pressure logger *	Prod. & Dist'n.	Public Bidding	February-March	Operational Fund	4,000,000.00	
23	1 lot	Radio transceiver/base	Prod. & Dist'n.	Shopping	February-March	Operational Fund	310,000.00	
24	3 units	Motorcycle	Prod. & Dist'n.	Shopping	October-November	Operational Fund	270,000.00	
25	1 lot	Pumps and motors*	Prod. & Dist'n.	Public Bidding	July-September	Operational Fund	4,000,000.00	
26	1 lot	MSSS tools	Prod. & Dist'n.	Shopping	2nd wk. of May-2nd wk. of August	Operational Fund	400,000.00	
27	16 units	GPS device	Prod. & Dist'n.	Shopping	March	Operational Fund	160,000.00	
28	6 units	Desktop computer	Prod. & Dist'n.	Shopping	February-March	Operational Fund	360,000.00	
29	2 units	Laptop computer	Prod. & Dist'n.	Shopping	June	Operational Fund	100,000.00	
30	1 lot	Generator set*	Prod. & Dist'n.	Public Bidding	June-September	Operational Fund	2,150,000.00	
31	2 units	Filing cabinet	Prod. & Dist'n.	Shopping	2nd wk. of May-2nd wk. of June	Operational Fund	24,000.00	
32	6 units	Water level transmitter*	Prod. & Dist'n.	Public Bidding	July-September	Operational Fund	1,500,000.00	
33	1 lot	Slope protection and darinage improvement at fresh air reservoir/pumping station	Prod. & Dist'n.	Shopping	February-March	Reserve Fund	5,000,000.00	
34	1 lot	DMA Project phase II*	Prod. & Dist'n.	Public Bidding	February-March; 2nd wk. of May-December	Reserve Fund	5,000,000.00	
III. ADMINISTRATIVE SERVICES GROUP								
IIIA. Commercial Department								
1	1 lot	Computer Programs	Comm'l Dept.	Shopping	July-September	Operational Fund	290,000.00	
2	1 lot	Periodic maintenance of big printers	Comm'l Dept.	Shopping	January-December	Operational Fund	100,000.00	
3	45 units	Licenses Softwares	Comm'l Dept.	Shopping	January-March	Operational Fund	675,000.00	
4	1 unit	Printer (PRINTRONIX)	Comm'l Dept.	Shopping	April-June	Operational Fund	750,000.00	
5	2 units	Motorcycle	Comm'l Dept.	Shopping	First and Third Quarter of the Year	Operational Fund	160,000.00	
6	1 unit	Two-way Radio	Comm'l Dept.	Shopping	First and Third Quarter of the Year	Operational Fund	30,000.00	
7	2 units	Laptop computer	Comm'l Dept.	Shopping	January-March	Operational Fund	140,000.00	
8	1 unit	HIGH SPEED DESKTOP COLOUR (HEAVY DUTY) DOCUMENT SCANNER-	Comm'l Dept.	Shopping	Third Quarter of the Year	Operational Fund	80,000.00	
9	5 units	Computer Sets	Comm'l Dept.	Shopping	First to Third Quarter of the Year	Operational Fund	200,000.00	
10	4 units	Printer, LX310	Comm'l Dept.	Shopping	First to Third Quarter of the Year	Operational Fund	48,000.00	
11	3 units	Filing Cabinets	Comm'l Dept.	Shopping	First to Third Quarter of the Year	Operational Fund	30,000.00	

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					MONTH		Amount	
12	15 units	Computer Parts	Comm'l Dept.	Shopping	January- December	Operational Fund	225,000.00	
13	1 unit	RECORDER ADAPTABLE TO LANDLINE AND CELLPHONE	Comm'l Dept.	Shopping	April-June	Operational Fund	20,000.00	
III B. Administrative & Finance Department								
1	1 lot	Multi-purpose room (2nd floor)	Admin. Division	Public Bidding	July-October	Operational Fund	3,500,000.00	
2	1 lot	Stockroom	Admin. Division	Shopping	February	Operational Fund	1,000,000.00	
3	1 lot	Fencing of Sarmiento Homes Collection Office*	Admin & Finance Division	Shopping	March	Operational Fund	350,000.00	
4	1 lot	Renovation of roof and tiles of Francisco Homes Extension Office*	Admin & Finance Division	Shopping	April	Operational Fund	300,000.00	
5	1 lot	Payroll program	Finance Division	Shopping	June	Operational Fund	200,000.00	
6	1 lot	Inventory control/cashier's collection system	Finance Division	Shopping	August-September	Operational Fund	350,000.00	
7	10 sets	Computer units	Admin. Division	Shopping	February-November	Operational Fund	500,000.00	
8	1 lot	Licensed Software e.g. Anti-virus, etc	Admin & Finance Division	Shopping	January-December	Operational Fund	375,000.00	
9	1 lot	Upgrading/ replacement parts/printers*	Admin & Finance Division	Shopping	February-December	Operational Fund	50,000.00	
10	1 lot	Mess room for employees	Admin & Finance Division	Shopping	June-July	Operational Fund	800,000.00	
11	1 lot	Fencing of Parking area @ Main Office*	Admin & Finance Division	Shopping	May	Operational Fund	500,000.00	
12	1 lot	Provision for employees' clinic and first aid kit	Admin & Finance Division	Shopping	June	Operational Fund	300,000.00	
13	1 lot	Construction of gym room and purchase of equipment	Admin & Finance Division	Shopping	July	Operational Fund	300,000.00	

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CY 2016 ANNUAL PROCUREMENT PLAN

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				Pre-Procurement	Ads/Post of ITB	Pre-Bid Conf	Sub/Open of Bids	Bid Evaluation	Post Quality	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance Turn-over		Mode	
A. Incentive																	
A.1	Grocery Items	All Dept.	Shopping	Not Applicable											Operational Funds	150,000.00	Christmas Gift Incentive for employees
B. Supplies, Materials & Fittings																	
B. 1	Office Supplies	All Dept.	Shopping												Operational Funds	470,000.00	Procurement of various office supplies needed for the day to day requirement
B. 2	Toners & Drums	All Dept.	Shopping	Not Applicable. To be procured by the Administrative & Finance Department											Operational Funds	97,000.00	Toners & drums for photocopy machine
B. 3	Ribbons/Inks for Printers	All Dept.	Shopping												Operational Funds	350,000.00	Ribbons/ Inks for various printers
B. 4	Janitorial Cleaning Supplies	Admin & Finance	Shopping	Not Applicable. To be procured by the Administrative & Finance Department											Operational Funds	100,000.00	Supply and Delivery of various Janitorial and cleaning supplies
B. 5	GI Fittings/ Plastic Fittings	Eng'g.	Shopping based on size requirements												Operational Funds	2,000,000.00	Various materials for installation connections and services line leak works
B. 6	CI Fittings/PE Pipe/GI Pipe	Eng'g.	Shopping based on size requirements												Operational Funds	20,000,000.00	Various materials for main line leak works
B. 7	Lubricants (Meter Cleaner)	Eng'g.	Shopping	Not Applicable. To be procured by the Administrative & Finance Department											Operational Funds	200,000.00	Supply of lubricants
B. 8	Motorcycle Parts/ Electrical Parts / Concrete Cutter Blade	Eng'g. & Prod'n.	Shopping	Not Applicable. To be procured by the Administrative & Finance Department											Operational Funds	450,000.00	Procurement of various materials for the day to day operation of San Jose Water
B. 9	Water Meter	Eng'g.	Exclusive*												Operational Funds	6,500,000.00	Supply and delivery of water meter
C. UTILITIES																	
C. 1	Electric Power Supply	Prod'n.	Exclusive Meralco												Operational Funds	156,783,800.00	
C. 2	Treated Water	Prod'n.	Bidding												Operational Funds	37,610,600.00	
C. 3	Raw Water	Admin.	Exclusive												Operational Funds	68,656,800.00	
C. 4	Electricity	Admin	Exclusive Meralco												Operational Funds	2,124,800.00	

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				Pre-Procurement	Ads/Post of ITB	Pre-Bid Conf	Sub/Open of Bids	Bid Evaluation	Post Quality	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance Turn-over		Mode	
D. COMMUNICATION																	
D. 1	Handheld Radio		Shopping												Operational Funds		
D. 2	Telephone (landline & mobile)	Admin.	Exclusive PLDT/Globe												Operational Funds	720,800.00	
D. 3	Internet	Admin	PLDT												Operational Funds	165,800.00	
E. AWARDS AND INCENTIVES																	
E. 1	Plaques	Admin.	Shopping												Operational Funds	99,000.00	
E. 2	Watches	Admin.	Shopping												Operational Funds	317,000.00	
F. ADVERTISING																	
F. 1	Advertising, Promotional & Marketing Expenses	OGM Comm'l.	Shopping												Operational Funds	1,619,500.00	
G. PRINTING AND BINDING																	
G. 1	Calendars, Brochures & other Public Info Materials	OGM Comm'l.	Bidding & Shopping												Operational Funds	1,708,700.00	
H. RENT																	
H. 1	Radio Repeater		Contract of Services												Operational Funds	47,000.00	
H. 2	Rental Vehicle	All departments	Contract of Services												Operational Funds	14,006,300.00	Contract renewal
I. PROFESSIONAL SERVICES																	
I. 1	Outside Laboratory Study/Services		Shopping												Operational Funds		
I. 2	Surveyor's Fee		Shopping												Operational Funds	100,000.00	

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				Pre-Procurement	Ads/Post of ITB	Pre-Bid Conf	Sub/Open of Bids	Bid Evaluation	Post Quality	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance Turn-over		Mode	
I. 3	Legal Services	OGM	Contract of Services												Operational Funds	470,400.00	
I. 4	Auditing Services	Admin. & Finance	COA Exclusive												Operational Funds	250,000.00	
I. 5	Security Services	Admin. & Finance	Public Bidding												Operational Funds	8,636,650.00	2 year Contract Jan. 2014 up to Jan. 2016
I. 6	Computer Programming Services	Comm'l. Admin	Contract of Services												Operational Funds	95,000.00	
I. 7	Other Professional Fees		Shopping												Operational Funds	350,000.00	
I. 8	Meter Reading & Bill Dist. Services	Comm'l.	Public Bidding												Operational Funds	3,700,000.00	
J. TRAINING AND SCHOLARSHIPS																	
J. 1	Training Expertise	All Dept.													Operational Funds	4,325,000.00	
K. REPAIR AND MAINTENANCE																	
K. 1	Building & Other Structures	Admin.	Shopping												Operational Funds	2,740,000.00	
K. 2	Office Equipment	All Dept.	Shopping												Operational Funds	620,000.00	
K. 3	Laboratory Equipment	Prod'n.	Shopping												Operational Funds	215,000.00	
K. 4	Motor Vehicles	Admin. Prod'n., OGM	Shopping												Operational Funds	1,260,100.00	

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				Pre-Procurement	Ads/Post of ITB	Pre-Bid Conf	Sub/Open of Bids	Bid Evaluation	Post Quality	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance Turn-over		Mode	
K. 5	Furniture & Fixtures	All Dept.	Shopping												Operational Funds	239,000.00	
K. 6	Const. Eqpt. & other machinery	Eng'g. Prod'n.	Shopping												Operational Funds	660,000.00	
K. 7	Transmission & Distribution Lines	Eng'g.	Shopping & Admin												Operational Funds	7,260,000.00	
K. 8	Wells	Prod'n.													Operational Funds	600,000.00	
K. 9	Power Production Equipment		Contract of Services												Operational Funds	1,631,900.00	
K. 10	Pumping Equipment		Contract of Services												Operational Funds	2,894,000.00	
K. 11	Communication Equipment		Contract of Services												Operational Funds	171,900.00	
K. 12	Reservoir and tanks		Shopping & Contract of Service												Operational Funds	100,000.00	
K. 13	Service Connections		Shopping*												Operational Funds	13,178,660.00	
L. TAXES, INSURANCE PREMIUMS AND OTHER FEES																	
L. 1	Taxes		Exclusive BIR												Operational Funds	13,890,300.00	
L. 2	Insurance		Exclusive												Operational Funds	416,000.00	
L. 3	Licenses		Exclusive												Operational Funds	160,000.00	

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