

METRO MIDSAYAP WATER DISTRICT Annual Procurement Plan for FY 2024

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 IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Provide budget for power consumption at Pump Stations (PSs) and Booster Pumps (BPs). Monitor and ensure payment of the monthly power consumption of PSs and BPs.		Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	6,800,000.00	6,800,000.00	-	Power bill for PS
1.1.1.1.01	Provide budget for fuel of generator sets. Monitor and ensure availability of fuel of generator sets.	PED-PWQS	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	322,800.00	322,800.00	-	Fuel for Gen. Set.
1.1.1.1.02	Provide budget for the maintenance of generator sets. Conducts regular maintenance check-up, change oil and filter of every generator sets.	ACD-AS-PMG	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	30,000.00	30,000.00	-	R & M for Gen. Set.
1.1.1.1.03	Conduct regular predictive maintenance of pumping facilities.	PED-PWQS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	16,000.00	16,000.00	-	Meals and supplies
1.1.1.1.04	Maintenance and upgrading of pull-out tools and equipments. Purchase additional and regularly clean pull-out tools and equipment.	PED-PWQS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	39,000.00	39,000.00	-	Maintenance tools/equipment
1.1.1.1.05	Provide spare for all pumping facilities. Purchase spare pump, motor and accessories	PED-PWQS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	937,000.00	222,000.00	715,000.00	Spare pumps and motors
1.1.1.2.01	Closely monitor activities of Supplier for Bulk Water Supply to ensure delivery of supply of water.	PED-PWQS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	32,640,105.27	32,640,105.27	-	BWS payment
1.1.1.2.03	Conduct Water Rationing/Water Delivery	PED-PWQS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	20,000.00	20,000.00	-	Water Tank
1.1.1.2.04	Payment of annual dues to NWRB	PED-PWQS	NP-63.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget	12,000.00	12,000.00	-	NWRB payment
1.1.1.3.01	Construct Power Generator House & Booster Pump (Sadean Booster Pump)	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	420,000.00	-	420,000.00	Labor and Materials (upon availability of funds)
1.1.1.3.02	Replacement of Liner (AST)	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	600,000.00	-	600,000.00	Labor and Materials (upon availability of funds)
1.1.1.3.03	Repair of Pump House w/ genset house (LPS 1 Tank)	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	200,000.00	-	200,000.00	Labor and Materials (upon availability of funds)
1.1.1.3.04	Pipelaying from Crossing Poblacion 8 to STEM	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	495,000.00	-	495,000.00	Labor and Materials (upon availability of funds)
1.1.1.3.05	Booster Pump (KPS)	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	85,000.00	-	85,000.00	Spare pumps and motors
1.1.2.1.01	Updating of maps and sketch plans of the existing water supply system distribution	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	30,000.00	30,000.00	-	LED TV
1.1.3.1.01	Upgrading of pipeline 2" diameter uPVC pipe from Bagong Jerusalem to Anonang Elementary School, Anonang, Midsayap - 1000 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	565,800.00	-	565,800.00	Labor and Materials (upon availability of funds)
1.1.3.1.02	Upgrading of pipeline 3" diameter uPVC pipe Pob 1 Brgy. Hall to Purok Walling-Walling, Poblacion 2, Midsayap - 700 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	430,100.00	-	430,100.00	Labor and Materials (upon availability of funds)
1.1.3.1.03	Upgrading of pipeline 2" diameter uPVC pipe from DNHS to covered court at Poblacion 2, Midsayap - 600 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	400,500.00	-	400,500.00	Labor and Materials (upon availability of funds)

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	Upgrading of pipeline 2" diameter uPVC pipe going to Cuijao Compound Poblacion 8, Midsayap - 300 meters											
1.1.3.1.04	Upgrading of pipeline 2" diameter uPVC pipe going to 34th IB, Salunayan, Midsayap - 700 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	185,650.00	-	185,650.00	Labor and Materials (upon availability of funds)
1.1.3.1.05	Upgrading of pipeline 2" diameter uPVC pipe from STEM booster pump to Vrancio Residence - 300 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	367,300.00	-	367,300.00	Labor and Materials (upon availability of funds)
1.1.3.1.06	Upgrading of pipeline 2" diameter uPVC pipe from corner Avance to corner Bugas Poblacion 5, Midsayap - 600 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	155,000.00	-	155,000.00	Labor and Materials (upon availability of funds)
1.1.3.1.07	Upgrading of pipeline 2" diameter uPVC pipe at the back of Miguel Ines Elementary School Lower Kalingawan, Midsayap - 400 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	350,650.00	-	350,650.00	Labor and Materials (upon availability of funds)
1.1.3.1.08	Upgrading of pipeline 2" diameter uPVC pipe Purok Ipliz to Canhi Res. Poblacion 2, Midsayap - 500 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	268,450.00	-	268,450.00	Labor and Materials (upon availability of funds)
1.1.3.1.09	Upgrading of pipeline 2" diameter uPVC pipe from Diamond Inn to Arde Residence Poblacion 8, Midsayap - 800 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	450,120.00	-	450,120.00	Labor and Materials (upon availability of funds)
1.1.3.1.10	Upgrading of pipeline 2" diameter uPVC pipe going to Brgy hall, Cabpangl Libungan - 1000 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	590,650.00	-	590,650.00	Labor and Materials (upon availability of funds)
1.1.3.1.11	Upgrading of pipeline 2" diameter uPVC pipe at silo Bungol, Poblacion Libungan - 600 meters	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	480,520.00	-	480,520.00	Labor and Materials (upon availability of funds)
1.1.4.1.01	Conduct Barangayan for potential service areas in Midsayap and Libungan	PED	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	56,000.00	56,000.00	-	Meals and supplies
1.1.4.1.03	Launch a Promotion to increase NSC and activate dormant accounts	ACD-CS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	4,800.00	4,800.00	-	Tarpaulin
2.1.1.1.01	Provide spare production meters for all PSs. Recommend purchase of production meter spare for all PSs. Regularly clean production meters.	PED-PWQS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	64,000.00	64,000.00	-	Production meters
2.1.1.1.03	Install District Metering for NRW reduction	PED-PWQS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	300,000.00	-	300,000.00	Flow Meter
2.1.1.2.05	Upgrade and provide additional tools and equipment for construction and repair and maintenance	PED-ECS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	1,086,100.00	46,100.00	1,040,000.00	Supplies, Equipments, Motor Vehicle
2.1.1.2.14	Coordinate with barangay officials on reported illegal connections	PED-ECS	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	30,000.00	30,000.00	-	Incentives
2.1.1.3.03	Schedule Change Water Meter (CWM) due to the following reasons: • VM is not moving • Consumption for two consecutive months is lower than its monthly average consumption • With erratic reading/consumption							Corporate Budget	300,000.00	300,000.00	-	Water meter

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	Collects water samples randomly collected at Midsayap and Libungan and submit to accredited Laboratory for Bacteriological testing (at least 5 samples in Midsayap and 5 samples in Libungan)	PED-PWQS	Limited Source Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	144,000.00	144,000.00	-	Laboratory Fees
2.1.2.1.03	Collects water samples for every water source and submit to accredited Laboratory for Physical Chemical Examination	PED-PWQS	Limited Source Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	100,000.00	100,000.00	-	Laboratory Fees
2.1.2.1.04	Chemical Examination	PED-PWQS PED-ECS GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	512,000.00	12,000.00	500,000.00	Supplies and equipments
2.1.2.1.05	Provide Laboratory Equipment at Villanica	PED-PWQS PED-ECS GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	512,000.00	12,000.00	500,000.00	Supplies and equipments
2.1.2.1.10	Ensure availability of metering pump and accessories	PED-PWQS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	94,000.00	4,000.00	90,000.00	Supplies and equipments
2.1.2.1.11	Provide PPEs for Pump Operators	PED-PWQS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	26,200.00	26,200.00	-	Supplies and equipments
3.1.1.1.01	Deliver bills and notices on time	ACD-CS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	1,420,000.00	763,000.00	637,000.00	Read and bill, supplies and equipments
	Coordinate with the outsource programmer for the upgrading of the BICOS System and activation of Customer Information System (CIS) module	ACD-CS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	230,200.00	25,000.00	205,200.00	Software, supplies and equipments
3.1.2.2.02	Disseminate information to MMWD's consumers thru radio announcements, brochures/leaflets, posters, and other forms of IEC	ACD-CS	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	57,600.00	57,600.00	-	Radio ads, etc
3.1.3.1.01	Payment of SMART plan for GMO, ACD, PED, holiness, landline, and Concerned Personnel	GMO	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	214,200.00	214,200.00	-	Load
3.1.3.1.03	Attend and participate in monthly regular board meetings (twice a month) and scheduled special board meetings (as necessary)	GMO ACD PED	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	70,000.00	70,000.00	-	Meals/Supplies
3.2.1.1.01	Conduct a health and wellness monitoring system for MMWD employees	ACD-AS-HRMG	Limited Source Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	90,000.00	90,000.00	-	Medical supplies/equipments
3.2.2.1.04	Ensure that accountable officers are properly bonded	ACD-AS-HRMG	NP-53.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget	87,000.00	87,000.00	-	Fidelity bond
3.2.2.1.10	Send officers and employees to seminars, trainings, conferences, fora and conventions that are appropriate to their workloads, and official errands as may be deemed necessary	GMO PED ACD ACD-AS-HRMG	NP-53.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget	804,300.00	804,300.00	-	Training and seminars
3.2.2.3.01	Prepare request for cash advance, travel order and itinerary for official errands	GMO ACD-AS-HRMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	50,000.00	-	50,000.00	Payroll system
3.2.2.3.02	Ensure that re-achoes are conducted for seminars attended by employees	GMO ACD-AS-HRMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	60,000.00	60,000.00	-	Meals and supplies
3.2.2.3.03	Conduct in-house seminars (i.e Fire and Calamity Disaster Training, Maintenance, Stress Management and Team Building)	GMO PED ACD ACD-AS-HRMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	275,000.00	275,000.00	-	Meals and supplies

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	Send officers and employees to GAD seminars, trainings and forums to effectively implement GAD programs within the District	GMO GAD Focal Point System	NP-53.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget		50,000.00	50,000.00	-	GAD Seminar
3.2.2.3.05	Award and recognize qualified and deserving employees by giving certificates, awards, rewards and recognition	ACD-AS-HRMG ACD-AS-PMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		62,000.00	62,000.00	-	Supplies and materials
3.2.2.3.07	Upgrade Sound System for MMWD Activities	GMO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		50,000.00	-	50,000.00	Sound system
3.2.2.3.10	Conduct staff meeting once a month		Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		72,000.00	72,000.00	-	Supplies and materials
3.2.2.3.11	Conduct of Gender Sensitivity Training for employees and Top Management	GMO ACD-AS-HRMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		36,000.00	36,000.00	-	Supplies and materials
3.2.2.3.12	Conduct of regular GFPS meetings, planning and assessment workshops	GFPS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		30,000.00	30,000.00	-	Supplies and materials
3.2.2.3.13	Participation in the Celebration of Women's Month	ACD-AS-HRMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		50,000.00	50,000.00	-	Supplies and materials
3.2.2.3.14	Participation in the 18th-Day Campaign to end Violence Against Women(VAW)	ACD-AS-HRMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		10,000.00	10,000.00	-	Supplies and materials
3.2.2.3.15	Settling up and Updating of GAD Corner	GFPS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		15,000.00	15,000.00	-	Supplies and materials
3.2.2.3.16	Development and implementation of Anti Sexual Harassment(ASH) Action Plan	CODI	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		10,000.00	10,000.00	-	Supplies and materials
3.2.2.3.17	Participate in the "Family Time, Quality Time 2024" activity during the weeklong celebration of MMWD Anniversary	ACD-AS-HRMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		190,000.00	190,000.00	-	Supplies and materials
3.2.2.3.18	Conduct of Consultation with Community Stakeholders in Project Sites	GFPS ACD	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		30,000.00	30,000.00	-	Supplies and materials
3.3.1.1.01	Prepare bank reconciliation for all bank accounts	ACD-AS-ABG	NP-53.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget		2,400.00	2,400.00	-	Snapshots
3.3.1.1.04	Physically organize and classify Property, Plant and Equipment (PPEs)and inventories	ACD-AS-PMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		60,000.00	-	60,000.00	Supplies and materials
3.3.1.1.05	Organize and update records of PPEs and inventories	ACD-AS-PMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		75,000.00	-	75,000.00	Inventory sytem
3.3.1.1.06	Conduct physical inventory count within the office and verify PPEs as to its existence	ACD-AS-PMG ACD-AS-ABG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		20,000.00	20,000.00	-	Meats and supplies
3.3.1.1.09	Provide budget and monitor fuel consumption of motor vehicles	ACD-AS-PMG	Limited Source Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		1,979,580.00	1,979,580.00	-	Fuel, oil and lubricants
3.3.1.1.10	Determine re-order point of inventories and spare parts/equipment (Normal Standard Operating Procedures)	ACD-AS-PMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		15,996,464.84	15,771,464.84	226,000.00	Meals/Supplies
3.3.1.1.12	Determine and monitor the condition of equipment (schedule for preventive repair and maintenance, if necessary)	ACD-AS-PMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget		7,332,877.01	7,332,877.01	-	Supplies/Materials/Labor
3.3.1.1.13	Update insurance for PPEs (i.e. Motor Vehicles, Buildings, Pump Stations and related	ACD-AS-PMG	NP-53.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget		279,000.00	279,000.00	-	Insurance
3.3.1.1.14	Update LTO registration for motor vehicles	ACD-AS-PMG	NP-53.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget		42,800.00	42,800.00	-	LTO Registration

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	Provide for twelve (12) Sgs for pump stations, Liungan Collecting Office and Main Office and maintain CCTV at main Office Compound	GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	3,362,000.00	3,312,000.00	50,000.00	Security services/equipments
3.3.1.2.01	Contract a retainer Legal Counsel duly confirmed by the OGCC and COA	GMO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	288,000.00	288,000.00	-	Legal fees
3.3.1.2.02	Signage are posted and maintained at restricted areas for both internal and external clients	GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	60,000.00	60,000.00	-	Signages
3.3.1.2.03	Regularly monitor and schedule preventive maintenance for motor vehicles	GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	565,671.85	565,671.85	-	Supplies/Materials/Labor
3.3.1.2.04	Construct one (1) Span Extension with perimeter fence of Admin Building	GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	2,000,000.00	-	2,000,000.00	Building
3.3.1.2.05	Provide and maintain reliable lighting facilities at PS, LSO, Main Building and other properties of the District	GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	100,000.00	100,000.00	-	Supplies/Materials/Labor
3.3.1.2.06	Provide cabinets for personnel files and BOD files and records	GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	15,000.00	15,000.00	-	Steel cabinet
3.3.1.2.07	Provide utility tools and supplies, kitchen, cooking and dining utensils, and other utility expenses of the office	GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	1,043,300.00	1,043,300.00	-	Utility expenses
3.3.1.2.08		PED	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	463,392.00	463,392.00	-	Labor fee
3.3.1.2.09	Process wages of job order employees/owned by the District (i.e. Real property Tax, Transfer of Titles)	ACD-AS-PMG	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	772,100.00	322,100.00	450,000.00	GSIS Insurance
3.3.2.1.03	Issue demand letters for internal and external clients with outstanding payables to MMWD	ACD-CS-CMG	NP-53.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget	4,500.00	4,500.00	-	Registered mail
3.3.3.1.07	Recommend the Implementation "Baik Tubig"	ACD-CS-CMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	4,800.00	4,800.00	-	Advertisement
3.3.3.1.08	Promo for disconnected service connections	ACD-CS-CMG	NP-53.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget	12,000.00	12,000.00	-	Checkbook
3.3.4.1.01	Release checks for approved disbursements	GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	149,000.00	149,000.00	-	Supplies/Materials/Labor
3.4.1.1.01	Clean, green and maintain pump stations, Main Office and other properties of the District	ACD-AS-PMG	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	40,000.00	40,000.00	-	Supplies/Materials/Labor
3.4.1.1.02	Grow and maintain flowering and non-flowering plants for clean air and natural environment	GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	20,000.00	20,000.00	-	Labor and Materials
3.4.1.1.03	Provide planting and landscaping materials	GMO-GSO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	66,000.00	66,000.00	-	Labor and Materials
3.4.1.1.04	Monitor on timely basis utility materials and supplies for easy access and use	GMO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	316,000.00	316,000.00	-	Supplies and materials
3.4.1.2.01	Provide sports program for the employees to be physically fit and have a healthy lifestyle	GMO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	30,000.00	30,000.00	-	Supplies and materials
3.4.1.2.02	Conduct outreach programs to Elementary Schools of barangays programmed for expansion (i.e. brigada eskwela "plumbing check")	GMO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	125,000.00	125,000.00	-	Labor and Materials
3.4.1.2.03	Sustain programs related to youth and their development (Physical & Emotional aspects, Intellectual & Creativity aspects)	GMO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget				

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 IB/REI	Submission/ Opening of Bids	Notice of Award		Contract Signing	Total	MOOE		CO
	Properly maintain the nursery/seedling station at Abaga Steel Tank											
3.4.2.1.01	Abaga Steel Tank	PED-PWQS	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	12,000.00	12,000.00	-	Supplies and materials
3.4.2.1.02	Purchase assorted kind of seedlings	PED-PWQS	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	5,000.00	5,000.00	-	Seedlings
3.4.2.1.03	Conduct tree planting and nurturing program along the Libungan river and other identified watershed areas											
3.4.3.1.01	Tree Planting, Growing and Nurturing Program	PED-PWQS	Direct Contracting	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	10,000.00	10,000.00	-	Meals
3.4.3.1.02	Year End General Assembly	GMO	Competitive Bidding	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Jan. to Dec.	Corporate Budget	10,000.00	10,000.00	-	Labor and materials
3.4.3.1.03	43rd Founding Anniversary Celebration	GMO	Competitive Bidding	November	November	December	December	Corporate Budget	50,000.00	50,000.00	-	Meals/Supplies
3.4.3.1.04	Promotion - raffie promo	GMO	Competitive Bidding	November	November	December	December	Corporate Budget	150,000.00	150,000.00	-	Meals/Supplies
4.1.1.1.03	Implement disconnection and follow up reports	ACD-CS	Competitive Bidding	October	October	November	November	Corporate Budget	100,000.00	100,000.00	-	Raffle prizes
4.1.1.1.02	Timely preparation (e-copy and manual) of JEV for the following Journals and ledgers	ACD-CS	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	267,000.00	267,000.00	-	Labor
4.1.4.1.05	Prepare transmittal letter in all out-going reports and mail to concerned office	ACD-AS-ABG	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	30,000.00	30,000.00	-	Labor
4.1.4.3.01	Deliverable reports for Commission on Audit	GMO	Direct Contracting	N/A	N/A	N/A	N/A	Corporate Budget	30,000.00	30,000.00	-	Mailing fee
4.1.4.3.11	Freedom of Information (FOI) Implementation and Updating of MMWD website	ACD-AS-ABG	NP-53.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget	180,000.00	180,000.00	-	Auditing fee
4.1.4.3.11	Freedom of Information (FOI) Implementation and Updating of MMWD website	ACD-CS	NP-53.5 Agency-to-Agen	N/A	N/A	N/A	N/A	Corporate Budget	50,000.00	50,000.00	-	Training and seminars

We hereby conform to the total amount reflected in this Annual Procurement Plan, Non-Common Used Supplies and Equipment has been included in or is within our approved budget for the year 2024.

Prepared by:

JUNIVERO. SARAD

Reviewed and Verified by:

~~DENNIS P. PRONGCO~~

Certified Funds Available:

DERNA E. DUMASIS, MMIPA

Attested by:

ENGR. JOEY C. TONZO, MMPA

~~Approved~~

CAROL S. TOLENTINO, CPA, MMPA

~~Property Officer A~~

Administrative Services Officer B

Division Manager - ACD

Division Manager - PED

General Manager

Date Prepared: January 25, 2024