

METRO BANGUED WATER DISTRICT
ANNUAL PROCUREMENT PLAN Non -CSE FY 2025
CAPITAL EXPENDITURES

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Delivery/Completion	Source of Funds	Estimated Budget	Remarks
				Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing			CAPITAL OUTLAY	(brief description of Program/Project)
	Water Supply Improvement Program	Technical	Competitive Bidding	To be procured through bidding				Jan-Dec	General Fund	23,470,000.00	Disaster and Risk Reduction Management Program, Water Supply Improvement Projects (Non revenue Water Reduction , District Metered Area Project, Water Source Development, Replacement of old meters, Design and Build Contract for the Construction of 500 cu.m. Ground Water Steel Tank, etc.)
	ACQUISITION OF EQUIPMENTS/TOOLS/FIXTURES/VEHICLES/LAND										
	2 Units 3-Wheel Cargo Service Vehicle	Technical	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	485,000.00	For Technical Personnel.
	1 Unit Welding Generator, Water Pump, Fusion Machine	Technical	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	770,000.00	For fabrication of GI Pipes in remote areas, for jointing of HDPE pipes and regular repairs/maintenance of distribution and Service Lines.
	8 Sets Office Computer	Admin,Finance,	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	800,000.00	For Office Use
	2 Units Desk Top	Technical	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	200,000.00	For Office Use.
	2 Units Floor Polisher-Heavy Duty	Admin	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	120,000.00	For Office Use.
	3 Lot CCTV Upgrading	Admin	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	750,000.00	For Office Use.
	1 Lot Accounting System	Finance	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	350,000.00	For Office Use.
	1 Lot ISO	Admin	Competitive Bidding	To be procured through competitive bidding				Jan-Dec	General Fund	1,500,000.00	To be certified as an organization which consistently provides services that meet customer and applicable statutory and regulatory requirements.
	1 Lot	Admin	Competitive Bidding	To be procured through competitive bidding				Jan-Dec	General Fund	11,000,000.00	For additional motorpool.
	3 Units Motorcycles	Admin,Technical, Finance	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	300,000.00	For Admin,Technical and Finance personnel use.
	5 Units Laptop	Admin, Technical	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	400,000.00	For Office Use.
	10 Units Cellular Phone	Admin	Competitive Bidding	To be procured through competitive bidding				Jan-Dec	General Fund	1,089,000.00	For Metro Bangued Water District General Manager, Board of Directors and Division Managers use.
	7 Units Reading Gadgets with Printer	Commercial	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	700,000.00	For Meter Reading use.
	2 Units Urban Standard 18-Seater Van	Admin	Competitive Bidding	To be procured through competitive bidding				Jan-Dec	General Fund	3,000,000.00	For Office Use.
	1 Unit Excavator (Backhoe)	Technical	Competitive Bidding	To be procured through competitive bidding				Jan-Dec	General Fund	5,000,000.00	For excavation, backfilling, concrete demolition and hauling of materials.
	Inventory System Upgrading	Admin	Negotiated procurement	To be procured through negotiated procurement (small value procurement)				Jan-Dec	General Fund	200,000.00	Enhance Inventory Management processes.
TOTAL CAPITAL OUTLAY										50,134,000.00	

Note: Subject to revision based on the approved Corporate Operating Budget for CY 2025.

Prepared by:

MOILIN B. BALAORO
Division Manager - Admin.

Certified Funds Available/Certified Appropriate Funds Available

HENRIETTA M. PAGAOA
OIC Finance Division

Approved:

KATHLEEN MARIE BALBIN-TAWANTAWAN
General Manager

**METRO BANGUED WATER DISTRICT
ANNUAL PROCUREMENT PLAN Non -CSE FY 2025
OPERATING AND MAINTENANCE EXPENSES**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Delivery/Completion	Source of Funds	Estimated Budget	Remarks (brief description of Program/Project)
				Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing			MOOE	
	<i>CHEMICAL, FILTERING AND LABORATORY</i>										
	Gas - 2.50 cylinder per month and Granular-one drum per semester	Technical	Shopping	Quarterly				Jan - Dec	General Fund	279,405.42	For water Disinfection
	Bacteriological Test / Chlorine Residual Test	Technical		Not Applicable				Jan - Dec	General Fund		For Water Testing to ensure quality of water
	Annual chemical/physical water analysis	Technical		Not Applicable				+	General Fund		For Water Testing to ensure quality of water
	<i>MATERIALS & FITTINGS FOR OPERATION</i>										
	Maintenance of Transmission and Distribution Mains	Technical	Competitive Bidding	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Jan - Dec	General Fund	4,550,000.00	Procurement of various supplies and materials needed for the day to day requirements of MBWD; including Laborers/Job Order Employees
	Maintenance of Services	Technical	Competitive Bidding	Not Applicable: To be procured by Administrative Division as delegated by the BAC				Jan - Dec	General Fund	4,550,000.00	Procurement of various supplies and materials needed for the day to day requirements of MBWD; including Laborers/Job Order Employees
	Maintenance of Meters	Technical	Competitive Bidding	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	5,350,000.00	Replacement of Water Meters - 5 yrs. Old and up
	<i>SUPPLIES</i>										
	Office Supplies	Admin	Shopping	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	1,165,505.97	Procurement of various office supplies needed for the day to day requirements of MBWD
	Other Supplies & Materials	Admin	Shopping	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	638,130.34	Procurement of various supplies needed for the day to day requirements of MBWD
	Semi-Expendable Machinery & Equipment Expenses	Admin	Shopping	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	2,072,674.29	Procurement of various supplies needed for the day to day requirements of MBWD
	<i>REPAIRS AND MAINTENANCE</i>										
	Buildings and Other Structures	Admin	Shopping	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	539,131.34	Procurement of items needed for the repair and maintenance of buildings and other structures.
	Office Equipments	Admin	Shopping	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	85,631.04	Procurement of items needed for the repair and maintenance of office equipments
	IT Equipment	Admin	Shopping	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	75,000.00	Procurement of items needed for the repair and maintenance of IT equipments
	Land Transport Equipment	Admin	Shopping	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	2,256,632.00	Procurement of items needed for the repair and maintenance of the District's service vehicles.
	Water Treatment Equipment	Technical	Shopping	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	8,000.00	Procurement of items needed for the repair and maintenance of Chlorinator Equipment
	Tools, Shop and Garage Equipment	Admin	Shopping	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	28,000.00	Procurement of items needed for the repair and maintenance of Tools, Shop and Garage Equipment
	Furnitures and Fixtures	Admin	Shopping	Not Applicable: To be procured by Administrative Division as delegated by				Jan - Dec	General Fund	25,000.00	Procurement of items needed for the repair and maintenance of Furnitures and Fixtures
	<i>UTILITIES</i>										
	Fuel, Oil and Lubricant	Admin		Not Applicable				Jan - Dec	General Fund	2,016,191.14	Procurement of the day to day gasoline, diesel and lubricating oils needed for MBWD vehicles and equipment
	Water Expense	Admin		Not Applicable				Jan - Dec	General Fund	14,055.10	Water Consumption of Casamata Offices and Main Office
	Electricity	Admin		Not Applicable				Jan - Dec	General Fund	612,458.28	Electric Consumption for Lusuac Source, Casamata Hills Office and Main Office
	<i>PROFESSIONAL SERVICES</i>										
	Legal Services	Admin		Not Applicable				Jan - Dec	General Fund	99,907.47	Fees in connection with MBWD legal matters
	<i>GENERAL SERVICES</i>										
	Customer Account Expense-Customer Record	Commercial		Not Applicable				Jan - Dec	General Fund	132,000.00	Payment for the Job Order Employees of MBWD
	Administrative and General Salaries	Admin		Not Applicable				Jan - Dec	General Fund	2,333,432.35	Payment for the Job Order Employees of MBWD
	<i>COMMUNICATION</i>										

Postage and Deliveries	Admin	Not Applicable	Jan - Dec	General Fund	37,373.97	Postage and Delivery Fees for the requirements of MBWD
Telephone Expenses - Landline	Admin	Not Applicable	Jan - Dec	General Fund	212,356.66	This is intended to provide communication link services to MBWD office
Telephone Expenses - Mobile	Admin	Not Applicable	Jan - Dec	General Fund		Load Allowance for the 13 MBWD employees and BODs. And Load for the Data Logger.
Internet Expense	Admin	Not Applicable	Jan - Dec	General Fund	36,000.00	Internet Services at MBWD Office.
ADVERTISING, PROMOTIONAL AND MARKETING	Admin	Not Applicable	Jan - Dec	General Fund	1,214,224.89	Radio plugs and newsletters(DZPA), BAC Advertisements and Advertisements on other News Letters
<i>INSURANCE PREMIUMS AND OTHER FEES</i>						
Insurance Premiums	Admin	Not Applicable	Jan - Dec	General Fund	371,493.02	Payment for the Annual Insurance of MBWD Buildings and Vehicles
Franchise Tax (2% of Sales)	Admin	Not Applicable	Jan - Dec	General Fund	1,518,866.29	Annual payment of fees to BIR
Real Property Tax	Admin	Not Applicable	Jan - Dec	General Fund		Annual Taxes
Extraordinary and Miscellaneous Expenses	Admin	Not Applicable	Jan - Dec	General Fund	135,600.00	GM's extraordinary allowance
Membership Dues and Contributions to Organizations	Admin	Not Applicable	Jan - Dec	General Fund	25,574.61	Annual water charges by regulating authorities
Audit Services	Admin	Not Applicable	Jan - Dec	General Fund	1,004,899.76	Audit services fees for 2022
Other Financial Charges	Admin	Not Applicable	Jan - Dec	General Fund	12,000.00	Imposed charges to MBWD by Banks and other Institutions.
OTHER MAINTENANCE AND OPERATING EXPENSES	Admin	Not Applicable	Jan - Dec	General Fund	3,155,188.26	This is intended for GM's Discretionary Fund, Anniversary Expenses, Christmas Program and Other OMOE.
<i>OTHERS</i>						
Travel Expenses	Admin	Not Applicable	Jan - Dec	General Fund	2,385,408.92	Travelling Expenses for MBWD Management Staff and Personnel on their Official Business
Training and Scholarship Expense	Admin	Not Applicable	Jan - Dec	General Fund	431,897.14	Registration Fees of Executives, officers and employees in attending seminars, trainings and conferences inside and outside the area and cost of various materials and handouts needed during the said events.
Donations	Admin	Not Applicable	Jan - Dec	General Fund	1,576,382.87	Donations for charitable, religious and other contributions, Water consumption of 50 Drinking Fountains, Corporate Social Responsibility Program, Repair of Artesian Well and Distribution of Bottled Water
Representation Expense	Admin	Not Applicable	Jan - Dec	General Fund	2,037,642.73	Snacks during seminar for new connection, Due dates, Board meeting and for other visitors.
Rent/Lease Expense	Admin	Not Applicable	Jan - Dec	General Fund	840,000.00	This is intended for the payment of MBWD office building, office building (extension), and space (generator house) rentals.
Generation, Transmission & Distribution Expenses	Admin	Competitive bidding	To be procured by Administrative Division as delegated by the BAC	General Fund	18,980,000.00	This is intended for the supply and delivery of treated/ potable water.
TOTAL					60,806,063.86	

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MOILIN B. BALAORO
Division Manager - Admin.

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Certified Appropriate Funds Available


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OIC-Finance Division

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