## Manolo Fortich Water District Annual Procurement Plan for FY 2025

			Is this an		Sched	ule for Each	Procurement	Activity		Esti	mated Budget (Ph	P)	Remarks
Code (PAP)	Procurement Project	PMO/ End-User	Early Procuremen t Activity? (Yes/No)	Mode of Procurement	Advertisemen t/Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE	со	(brief descripti on of Project)
	Office Supplies Expenses (Refer to APP-CSE for details)												
5 02 03 010	a. Billing And Commercial Section	Billing And Commercia I Section		NP-53.5 Agency- to-Agency	N/A	N/A	Quarterly	Quarterly	Corporate Budget	120,000.00	120,000.00		
5 02 03 010	b. Property and Supply	Property and Supply	NO	NP-53.5 Agency- to-Agency	N/A	N/A	Quarterly	Quarterly	Corporate Budget	60,000.00	60,000.00		
5 02 03 010	c. Admin/General Services	Admin/Gen eral Services	NO	NP-53.5 Agency- to-Agency	N/A	N/A	Quarterly	Quarterly	Corporate Budget	64,000.00	64,000.00		
5 02 03 010	d. Accounting Section	Accounting Section	NO	NP-53.5 Agency- to-Agency	N/A	N/A	Quarterly	Quarterly	Corporate Budget	47,000.00	47,000.00		
5 02 03 010	e. Office of the General Manager	Office of the General Manager	NO	NP-53.5 Agency- to-Agency	N/A	N/A	Quarterly	Quarterly	Corporate Budget	64,000.00	64,000.00		
5 02 03 010	f. Cash Management Section	Cash Manageme nt Section	NO	NP-53.5 Agency- to-Agency	N/A	N/A	Quarterly	Quarterly	Corporate Budget	65,000.00	65,000.00		
5 02 03 010	g. Engineering and Maintenance Division	Engineerin g and Maintenanc e Division	NO	NP-53.5 Agency- to-Agency	N/A	N/A	Quarterly	Quarterly	Corporate Budget	80,000.00	80,000.00		
5 02 03 020	Accountable Forms Expenses	Cash Manageme nt Section	NO	NP-53.5 Agency- to-Agency	N/A	N/A	Quarterly	Quarterly	Corporate Budget	200,000.00	200,000.00		

5 02 03 090	Fuel, Oil and Lubricants Expenses (Red Plate)	All Division	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	Jan-25	Jan-25	Corporate Budget	1,420,000.00	1,420,000.00	
5 02 03 090	Fuel, Oil and Lubricants Expenses (Transportation Allowance)	All Division	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	Jan-25	Jan-25	Corporate Budget	180,000.00	180,000.00	
5 02 03 990	Other Supplies and Materials Expenses	All Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	50,000.00	50,000.00	
5 02 01 010	Travelling Expenses	All Division	NO						Corporate Budget	1,200,000.00	1,200,000.00	
	Training Expenses			Competitive Bidding								
5 02 02 010	1. Personnel Development and Professional Growth	All Division	NO						Corporate Budget	650,000.00	650,000.00	
5 02 02 010	2. On-line Fora / Virtual Seminars	All Division	NO						Corporate Budget	50,000.00	50,000.00	
5 02 04 020	Electricity Expenses	All Division	NO	Direct Contracting	N/A	N/A	Jan-25	Jan-25	Corporate Budget	400,000.00	400,000.00	
5 02 05 010	Postage and Courier Services	All Division	NO	Direct Contracting	N/A	N/A	Jan-25	Jan-25	Corporate Budget	10,000.00	10,000.00	
5 02 05 020	Telephone Expenses- Mobile	All Division	NO	Direct Contracting	N/A	N/A	Jan-25	Jan-25	Corporate Budget	70,000.00	70,000.00	
5 02 05 030	Internet subscription Expenses	All Division	NO	Direct Contracting	N/A	N/A	Jan-25	Jan-25	Corporate Budget	250,000.00	250,000.00	
5 02 05 040	Cable, Satellite, Telegraph and Radio Expenses	All Division	NO	Direct Contracting	N/A	N/A	Jan-25	Jan-25	Corporate Budget	5,000.00	5,000.00	
5 02 06 010	Awards/Rewards Expenses	All Division	NO						Corporate Budget	370,000.00	370,000.00	

	Advertising, Promotional and Marketing Expenses											
5 02 99 010	1. MFWD 2026 Calendar	Admin Division	NO	NP-53.9 - Small Value Procurement	Oct-25	N/A	Oct-25	Oct-25	Corporate Budget	580,000.00	580,000.00	
5 02 99 010	2. Souvenir Programs, Magazines and Tarpaulins	All Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	20,000.00	20,000.00	
5 02 15 010	Taxes, Duties and Licenses	All Division	NO						Corporate Budget	3,500,000.00	3,500,000.00	
5 112 15 1120	Fidelity Bond premiums	All Division	NO	NP-53.5 Agency- to-Agency	N/A	N/A	July / Oct 2025	July / Oct 2025	Corporate Budget	35,000.00	35,000.00	
5 02 15 030	Insurance Expenses	All Division	NO	NP-53.5 Agency- to-Agency	N/A	N/A	Jan-25	Jan-25	Corporate Budget	400,000.00	400,000.00	
5 02 16 010	Labor and Wages	All Division	NO	Direct Contracting	N/A	N/A	Jan-25	Jan-25	Corporate Budget	3,400,000.00	3,400,000.00	
5 02 99 030	Representation Expenses	All Division	NO						Corporate Budget	400,000.00	400,000.00	
5 02 09 010	Generation, Transmission and Distribution Expenses (Power/Buseco)	All Division	NO	Direct Contracting	N/A	N/A	Jan-25	Jan-25	Corporate Budget	20,000,000.00	20,000,000.00	
5 02 09 010	Generation, Transmission and Distribution Expenses (Fuel for Brownout)	All Division	NO	Direct Contracting	N/A	N/A	Jan-25	Jan-25	Corporate Budget	500,000.00	500,000.00	
5 02 09 010	Generation, Transmission and Distribution Expenses (Filter Machine)	All Division	NO	Competitive Bidding	r Contract (Con	itinuation)			Corporate Budget	20,000,000.00	20,000,000.00	
5 02 03 130	Chemicals and Filtering Supplies Expenses	Engineerin g and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	2,700,000.00	2,700,000.00	
5 02 10 030	Extraordinary & Miscellaneous Expenses	All Division	NO						Corporate Budget	116,000.00	116,000.00	

5 02 10 030- 1	Cultural and Athletic Expenses	All Division	NO	NP-53.9 - Small Value Procurement	Apr-25	N/A	Apr-25	Apr-25	Corporate Budget	135,000.00	135,000.00	
5 02 99 060	Membership Dues and Cont. to Organizations	All Division	NO						Corporate Budget	80,000.00	80,000.00	
5 02 99 080	Donations	All Division	NO						Corporate Budget	50,000.00	50,000.00	
5 02 99 140	Documentary Stamp Expenses	All Division	NO						Corporate Budget	1,000.00	1,000.00	
	Major Events and Conventions Expenses			Competitive Bidding								
5 02 99 180	1. Venue and Accomodation for MFWD 2025 Foundation	All Division	NO	NP-53.9 - Small Value Procurement	Jul-25	N/A	Jul-25	Jul-25	Corporate Budget	500,000.00	500,000.00	
5 02 99 180	2. Venue and Accomodation for MFWD Year-End Assessment / Performance Evaluation 2025	All Division	NO	NP-53.9 - Small Value Procurement	Dec-25	N/A	Dec-25	Dec-25	Corporate Budget	500,000.00	500,000.00	
5 02 99 990	Other Maintenance and Operating Expenses (BOD)	BOD	NO						Corporate Budget	851,320.00	851,320.00	
5 02 11 010	Legal Services	All Division	NO	Direct Contracting	N/A	N/A	Jan-25	Jan-25	Corporate Budget	150,000.00	150,000.00	
5 02 11 020	Auditing Services	All Division	NO						Corporate Budget	150,000.00	150,000.00	
5 02 11 030	Consultancy Services	All Division	NO	NP-53.7 Highly Technical Consultants	N/A	N/A	Jan-25	Jan-25	Corporate Budget	25,000.00	25,000.00	
5 02 11 990	Other Professional Services	All Division	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	Corporate Budget	100,000.00	100,000.00	
5 02 12 010	Environment/Sanitary Services	All Division	NO						Corporate Budget	3,000,000.00	3,000,000.00	
	Security Services											

5 02 12 030	Security Guard Services	Admin/Gen eral Services	NO	Competitive Bidding	Multi-Year Con	tract (Continuat	ion)		Corporate Budget	2,100,000.00	2,100,000.00	
	Maint. of River, Lake and other Intake											
5 02 13 030-1	Various Materials for Maintenance at Dahilayan Source (Intake Structure)	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	250,000.00	250,000.00	
	Maint of Springs & Tunnels											
5 02 13 030- 2	Repair of Pipeline Pedestal at Dicklum River, Agusan River, Camp Phillips and Miranda Creek	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	May-25	N/A	May-25	May-25	Corporate Budget	100,000.00	100,000.00	
5 02 13 030- 2	Honorarium	Engineering and Maintenanc e Division	NO	Direct Contracting	Jan-25	N/A	Jan-25	Jan-25	Corporate Budget	450,000.00	450,000.00	
	Maint. of Wells			Competitive Bidding								
5 02 13 030- 3	Maintenance of Water Well	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Apr-25	N/A	Apr-25	Apr-25	Corporate Budget	100,000.00	100,000.00	
	Maint. of Reservoir and Tanks											
5 02 13 030- 4	Various Construction Materials for Reservoir and Tanks Repairs	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	Corporate Budget	200,000.00	200,000.00	
	Maint. of Trans & Dist. Mains (Materials)											

	Rehabilitation of Pipes in Various Barangays	Engineering and Maintenance Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	1,000,000.00	1,000,000.00	
	1. Brgy. Agusan											
	Canyon											
	2. Brgy Alae											
	3. Dahilayan											
	4. Brgy. Damilag											
	5. Brgy. Diclum											
	6. Sitio Kitam-is,											
	Cebucawan, Awol											
	7. Brgy. Lingi-on											
	8. Brgy. Lunocan											
	9. Brgy.											
	Mambatangan/Balubal/											
	Upper Puerto											
	10. Brgy. Mampayag											
	11. Brgy.											
	Mantibugao											
	12. Brgy. San											
	Miguel											
	13. Brgy. Sto. Nino											
	14. Brgy. Tankulan											
	15. Purchase of	Engineering										
5 02 13 030-	Fittings for	and		NP-53.9 - Small					Corporate			
	Maintenance (Refer to	Maintenanc	NO	Value	Quarterly	N/A	Quarterly	Quarterly	Budget	2,000,000.00	2,000,000.00	
	APP-CSE for details)	e Division		Procurement								
	16 Maint of Trans	C Division										
5 02 13 030-	& Dist. Mains (Fuel for	All Division	NO	Direct	Jan-25	N/A	Jan-25	Jan-25	Corporate	100,000.00	100,000.00	
	Red plate)			Contracting					Budget	,	,	
	17. Maint. of Trans											
5 02 13 030-	& Dist. Mains								Corporate			
5	(Transportation	All Division	NO						Budget	360,000.00	360,000.00	
Ŭ	Allowance)								Ŭ			
	Maint. of Services											

5 02 13 030- 6	Fittings for New Service Connection (Refer to APP-CSE for details)	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	2,000,000.00	2,000,000.00	
	Maint. of Water Meters											
5 02 13 030- 7	Maintenance of Meters for New Service Connection	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	3,000,000.00	3,000,000.00	
	Maint of Pumping Plant Structures and Improvements											
5 02 13 030- 9	Repair of Cristan Villa Control House	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Mar-25	N/A	Mar-25	Mar-25	Corporate Budget	300,000.00	300,000.00	
	Maint of Water Treatment Structures and Improvements											
5 02 13 030- 10	Repair of Lingi-on Perimeter Fence (Lompon Area)	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	Corporate Budget	150,000.00	150,000.00	
	Maintenance of Trans. and Distribution Structures and Improvements											
5 02 13 030- 11	Purchase of Construction Materials for Maintenance Use	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	200,000.00	200,000.00	
5 02 13 030- 12	Maint of Administrative Structures and Improvements	All Division	NO	NP-53.9 - Small Value Procurement	Oct-25	N/A	Oct-25	Oct-25	Corporate Budget	60,000.00	60,000.00	

5 02 13 030- 13	Maint of Power Production Equipment (Refer to APP-CSE for details)	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	500,000.00	500,000.00	
	Maint. of Pumping Equipment											
5 02 13 030-	Materials for Electrical Accessories (Refer to APP-CSE for details)	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	341,512.00	341,512.00	
14	Purchase of Protective Gear, Sealants and Cleaning Supplies for Pump Stations	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	58,488.00	58,488.00	
	Maint. Of Water Treatment Equipment											
5 02 13 030- 15	Purchase of Chlorinator Assorted Parts & Accessories for Pumping Station	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	69,650.00	69,650.00	
5 02 13 030- 15	Replacement of 232 PSI Chlorinator Feed Pump	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	360,350.00	360,350.00	
6 02 12 020-	Maintenance of Filter Machine Parts and Accessories	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	May-25	N/A	May-25	May-25	Corporate Budget	100,000.00	100,000.00	
5 02 13 030- 15	Maintenance of Chlorinator Feed Pump HDPE Pipe	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	70,000.00	70,000.00	
5 02 13 030- 16	Maint. Of Tools, Shop and Garage Equip.(Refer to APP- CSA for details)	All Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	170,000.00	170,000.00	

	Maint. of Office Equipment												
L NO 10 NEN	Repair and Maintenance of MFWD Sound System	Admin Division	NO	NP-53.9 - Small Value Procurement	Oct-25	N/A	Oct-25	Oct-25	Corporate Budget	10,000.00	10,000.00		
5 02 13 050-	Other Office Equiptment (Refer to APP CSE for Details)	All Division	NO	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Corporate Budget	215,000.00	215,000.00		
5 02 13 050-	Maint. of IT Equipment (Refer to APP CSE for Details)	All Division	NO	NP-53.9 - Small Value Procurement	Quartely	N/A	Quartely	Quartely	Corporate Budget	726,101.00	726,101.00		
5 02 13 050- 2	HRIS Rental	Admin Division	NO	Direct Contracting					Corporate Budget	161,280.00	161,280.00		
5 02 13 050-	Maint. Of Communications Equipment	All Division	NO	NP-53.9 - Small Value Procurement	Quartely	N/A	Quartely	Quartely	Corporate Budget	50,000.00	50,000.00		
5 02 13 060	Maint. of Land Transport Equipt.	All Division	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	Corporate Budget	1,000,000.00	1,000,000.00		
5 02 13 070	Maint. Of Furniture and Fixtures (Refer to APP CSE for Details)	All Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	134,000.00	134,000.00		
1 06 03 110- 10	Purchase of Pumps, Motors, VFD with accessories	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	2,000,000.00		2,000,000.00	
1 06 03 110- 4	Purchase of Various Sizes Valves and Fittings for Transmission and Distribution Mains	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	480,000.00		480,000.00	
	Purchase of Ultrasonic Flow Meter	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Apr-25	N/A	Apr-25	Apr-25	Corporate Budget	1,000,000.00		1,000,000.00	

1 06 01 010	Purchase of Land at Tan Area (650 sq.m at 3,500.00)	Engineering and Maintenanc e Division	NO						Corporate Budget	2,275,000.00	2,275,000.00	
1 06 03 110- 4	Construction of Water Supply System at Mountain Breeze Residences, Alae, Manolo Fortich, Bukidnon	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	Corporate Budget	15,000,000.00	15,000,000.00	
1 06 04 010	Construction of New Administration Building (Two Story with Roof Deck) Kihare, Tankulan, Manolo Fortich, Bukidnon	Engineering and Maintenanc e Division	YES	Competitive Bidding	Nov-24	Dec-24	Feb-25	Feb-25	Corporate Budget	41,000,000.00	41,000,000.00	
1 06 05 110	Construction of Office Laboratory and Equipment	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Jul-25	N/A	Jul-25	Jul-25	Corporate Budget	2,700,000.00	2,700,000.00	
1 06 03 110- 4	Purchase and Installation of Various Sizes uPVC Pipes from Agusan Canyon to Alae	Engineering and Maintenanc e Division	NO	Competitive Bidding	Mar-25	Mar-25	Mar-25	Mar-25	Corporate Budget	30,000,000.00	30,000,000.00	
5 02 13 030-7	Site Development and Improvement of DWFP (Plant beautification, Sludge lagoon sump improvement, backfilling works and structures repainting)	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Apr-25	N/A	Apr-25	Apr-25	Corporate Budget	1,000,000.00	1,000,000.00	
1 06 03 110	Water Meter Sizing	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Corporate Budget	500,000.00	500,000.00	

Grand Total								*		193,882,644.00	78,884,701.00	114,997,942.00	
06 05 030	2 Units Airconditioner	Admin Division	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	Corporate Budget	200,000.00		200,000.00	
06 06 010	Purchase of Vehicle for	Engineering and Maintenanc e Division	NO	Competitive Bidding	Apr-25	Apr-25	Apr-25	Apr-25	Corporate Budget	1,038,880.00		1,038,880.00	
1 06 06 010	GM's Office	Engineering and Maintenanc e Division	NO	Competitive Bidding	Apr-25	Apr-25	Apr-25	Apr-25	Corporate Budget	2,262,700.00		2,262,700.00	
1 06 05 030	Installation of CCTV Security Camera ( All Pump Station and Reservoir)	Engineering and Maintenanc e Division	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	Corporate Budget	500,000.00		500,000.00	
4 010-	IFUTCHASE AND INSTAllation	e Division Engineering and Maintenanc e Division	NO	Competitive Bidding	Apr-25	Apr-25	Apr-25	Apr-25	Corporate Budget	13,241,363.00		13,241,362.00	
	Purchase of Heavy Equipment Mini Dump Truck	Engineering and Maintenanc	NO	Competitive Bidding	Mar-25	Mar-25	Mar-25	Mar-25	Corporate Budget	1,800,000.00		1,800,000.00	

Prepared by:

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**Reviewed by:** End ENGR. ERMITOL. GANAS **BAC Chairman** 

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Approved by:

F amond ENGR. ROGELIOK. PANGAN General Manager

