POSTING CERTIFICATION

This is to certify that the Plaridel Water District has posted its Supplemental Annual Procurement Plan # 14 CY 2022 on its agency website and can be accessible through this link: http://plaridelwaterdistrict.ph/index.php/human-resource/supplemental
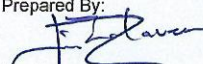
This certification is being issued in compliance with GPPB Circular No. 02-2020, this

03 of August, 2022.


Jim Benzon R. Talavera

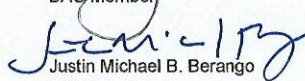Head, Bids and Awards Committee Secretariat

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement /Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50213050 / 823	**REPAIRS AND MAINTENANCE - IT EQUIPEMENT AND SOFTWARE**												
	Maintenance and Check up of Computer- Commercial (Licensed Software)	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	July	July	Others	34,000.00	34,000.00		MEMO 2022-03
	Maintenance and Check up of Computer - Commercial	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	July	July	Others	401.00	401.00		MEMO 2022-03
	Repair and Maintenance of IT Equipment & Software - CM (Licensed Software)	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	July	July	Others	46,000.00	46,000.00		MEMO 2022-03
	Repair and Maintenance of IT Equipment & Software - CM	Admin	NO	NP-53.5 Agency-to-Agency	N/A	N/A	July	July	Others	400.00	400.00		MEMO 2022-03
									TOTAL BUDGET:		80,801.00		
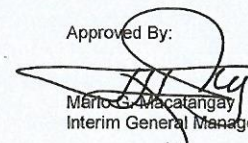
Prepared By:

Jim Benzon R. Talavera
BAC Head Secretariat

Check and Verified By:

Maritaye H. Ersando
BAC Chairperson

ABSENT
Charlie A. Felicitas
BAC Vice Chairperson

Ron Andrew A. Rivero
BAC Member

Justin Michael B. Berango
BAC Member

Alberto A. Mendoza
BAC Member

ABSENT
Daniel Gravador
BAC Member

Review and Recommended By:

Judy Ann D.R Manuel
Corporate Budget Officer C

Approved By:

Mario G. Macatangay
Interim General Manager
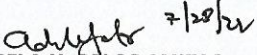
SUPPLEMENTAL PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END-USER/UNIT: Admin Division
Charged to Corporate Funds
Projects, Programs and Activities (PAPs)

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES											
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
50213050 / 823	**REPAIRS AND MAINTENANCE - IT EQUIPMENT AND SOFTWARE**															
	Maintenance and Check up of Computer - Commercial (Licensed Software)	1 lot	34,000.00								34,000.00					
	Maintenance and Check up of Computer - Commercial		401.00				401.00									
	Repair and Maintenance of IT Equipment & Software - CM (Licensed Software)	1 lot	46,000.00								46,000.00					
	Repair and Maintenance of IT Equipment & Software - CM		400.00		400.00											
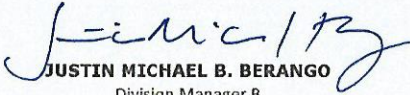
TOTAL BUDGET:		80,801.00

NOTE: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared By:

End - user

7/28/21

ANGELO M. DELOS SANTOS
Procurement Assistant B
Administrative Division

Submitted By:

JUSTIN MICHAEL B. BERANGO
Division Manager B
Administrative Division

MEMO FOR THE
MANAGER

FROM	ADMINISTRATIVE DIVISION	DATE 29 March 2022
SUBJECT	REALIGNMENT OF THE BUDGET FOR THE MAINTENANCE/CHECK UP OF COMPUTERS AND PRINTERS	

BACKGROUND

The Plaridel Water District (PLAWD) has a total of thirty-five (35) desktop computers used variously by different Divisions. Particularly, Office of the Interim General Manager – 2 desktop computers; Administrative Division – 8 desktop computers; Finance Division – 8 desktop computers; Commercial Division – 13 desktop computers; and Engineering Division – 4 desktop computers.

These desktop computers do not contain genuine Windows operating system and MS Office software.

There is a need to install genuine versions of Windows to access the optional updates and downloads to get the most from the PC, helping to protect it from viruses, spyware and other malicious threats. Without the genuine software, the PC is more likely to be infected with serious computer viruses which can damage the user's computer system.

PLAWD's Annual Procurement Plan has an allocated budget for Repairs and Maintenance – IT Equipment and Software. In order to fund the purchase of the software, there is a need to realign the budget from the Maintenance/Check up of Computers and Printers amounting to PhP35,000.00 and use the same to augment the existing budget for Repair and Maintenance of IT Equipment and Software amounting to PhP50,000.00. The pooled amount will be used for the purchase of software program.
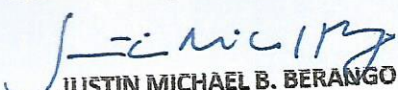
Given the limited budget and the high cost of the genuine software (estimated cost is PhP15,340.00 per computer), it would be more prudent to first install genuine software on the computers of the Interim General Manager and the Division Managers.

Thereafter, in order to continuously improve the capability of PLAWD's IT equipment, the subsequent purchase of new computers will already include genuine software. Also, yearly software updating of the existing desktop computers in all divisions will be conducted.

RECOMMENDATION

It is therefore recommended to realign the budget intended for the Maintenance/Check up of Computers and Printers of the Commercial Division, in the amount P35,000.00, to supplement the P50,000.00 budget intended for the Repair and Maintenance of IT Equipment and Software of the Engineering Division, to fund the purchase of software for the desktop computers of the Interim General Manager and the Division Managers and the laptop of DM Reynante D. Francisco.

Recommending Approval:	Approved by:	Date Approved:
JUSTIN MICHAEL B. BERANGO Manager, Administrative Division	ENGR. MARIO G. MACATANGAY Interim General Manager	03/30/2022