



# PLARIDEL WATER DISTRICT

A.C. Reyes St., Poblacion, Plaridel, Bulacan 3004  
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## POSTING CERTIFICATION

This is to certify that the Plaridel Water District has posted its Supplemental Annual Procurement Plan #38 CY 2024 on its agency website and can be accessible through this link: <https://plaridelwaterdistrict.ph/bac2024/>

This certification is being issued in compliance with GPPB Circular No. 02-2020, this 25 of November, 2024.

  
**Alberto A. Mendoza**

Head, Bids and Awards Committee Secretariat

**PLARIDEL WATER DISTRICT SUPPLEMENTAL ANNUAL PROCUREMENT PLAN #38 (Non-CSE) for 2024**

Code (PAP)	Procurement Project	PIO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PAP)			Remarks (brief description of Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MODE	CO	
10404130 / 168	Construction Materials Inventory			NP-53.9 - Small Value Procurement	November	N/A	November	November	Corporate Budget	100,000.00	100,000.00		
	Disconnection Tag	COMMERCIAL	NO										
<b>TOTAL : 100,000.00</b>													

Prepared By:  
  
 Alberto A. Mendez  
 BAC Head/Secretary

Check and Verified By:  
  
 Mariaye H. Erasmo  
 BAC Chairperson  
  
 Christie A. Felicias  
 BAC Vice Chairperson  
  
 Justin Michael B. Berango  
 BAC Member  
  
 Rom Andrew A. Rivero  
 BAC Member

Elmer C. Marcelo  
 BAC Member  
  
 Liza Santos  
 BAC Member  
  
 Edmar L. Madanaga  
 BAC Member

Review and Recommended By:  
  
 Melina Marie de Vera Cruz  
 Corporate Budget Assistant  
  
 Engr. Maricel Macatangay  
 Interim General Manager

Approved By:  
  
 Nathanael Andres S. Bernabe Jr.  
 Head of Procuring Entity









APP NON-CSE CY 2024

Code (PAF)	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 (PIP)			Remarks (Brief description of Project)	
					Advertisement/Posting of ID/REZ	Submission/Opening of Bids	Notice of Award	Contract Signing			Total	MOOE		CO
	Laptop	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan. - July	N/A	Jan. - July	Jan. - July	Corporate Budget		30,000.00	30,000.00		
	Printers	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan. - Dec. 2023, Jan. - June, Sept., Nov.	N/A	Jan. - Dec. 2023, Jan. - June, Sept., Nov.	Jan. - Dec. 2023, Jan. - June, Sept., Nov.	Corporate Budget		30,000.00	30,000.00		
	Biometrics Finger Scanner - HR	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Nov.	N/A	Nov.	Nov.	Corporate Budget		30,000.00	30,000.00		
	Repair and Maintenance of CCTV - Admin	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan. - Dec.	N/A	Jan. - Dec.	Jan. - Dec.	Corporate Budget		100,000.00	100,000.00		
	Maintenance/Check up of Computers and Printers	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan. - Dec.	N/A	Jan. - Dec.	Jan. - Dec.	Corporate Budget		50,000.00	50,000.00		
	Maintenance/Check up of System & Visor	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan. - Dec.	N/A	Jan. - Dec.	Jan. - Dec.	Corporate Budget		70,000.00	70,000.00		
	Maintenance/Check up of Billing System, Included Server	COMMERCIAL	NO	Direct Contracting	N/A	N/A	Jan. - Dec.	Jan. - Dec.	Corporate Budget		150,000.00	150,000.00		
	New Network Re-Cabling for Billing & Collection System / Network Hub	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan. - Dec.	N/A	Jan. - Dec.	Jan. - Dec.	Corporate Budget		100,000.00	100,000.00		
	Repair and Maintenance of Computer, Laptop & Printer	OGM	NO	NP-53.9 - Small Value Procurement	Jan., Apr., July, Oct.	N/A	Jan., Apr., July, Oct.	Jan., Apr., July, Oct.	Corporate Budget		20,000.00	20,000.00		
	REPAIR & MAINTENANCE OF IT EQUIPMENT & SOFTWARE	CONSTRUCTION & MAINTENANCE	NO	NP-53.9 - Small Value Procurement	Jan. - Dec.	N/A	Jan. - Dec.	Jan. - Dec.	Corporate Budget		50,000.00	50,000.00		
	Repairs & Maint. - IT Equip. & Software	ENGINEERING PRODUCTION	NO	NP-53.9 - Small Value Procurement	Jan. - Dec.	N/A	Jan. - Dec.	Jan. - Dec.	Corporate Budget		30,000.00	30,000.00		
50213050/840	Repair and Maintenance - Other Machines and Equipment													
	Generator Set (PLAWD Office Building)	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan. - Dec.	N/A	Jan. - Dec.	Jan. - Dec.	Corporate Budget		50,000.00	50,000.00		
	REPAIR & MAINTENANCE OTHER MACHINERIES & EQUIPMENT	CONSTRUCTION & MAINTENANCE	NO	NP-53.9 - Small Value Procurement	Jan. - Dec.	N/A	Jan. - Dec.	Jan. - Dec.	Corporate Budget		100,000.00	100,000.00		
	Repairs & Maint. - Other Mach. & Equip.	ENGINEERING PRODUCTION	NO	NP-53.9 - Small Value Procurement	Jan. - Dec.	N/A	Jan. - Dec.	Jan. - Dec.	Corporate Budget		300,000.00	300,000.00		
	Calibration of Weighing Scale	ENGINEERING PRODUCTION	NO	NP-53.9 - Small Value Procurement	January	N/A	January	January	Corporate Budget		14,000.00	14,000.00		

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FROM THE OFFICE OF THE COMMERCIAL DIVISION	FOR CONSIDERATION OF THE INTERIM GENERAL MANAGER
SUBJECT: <b>REALIGNMENT OF FUNDS FOR THE PROCUREMENT OF ADDITIONAL DISCONNECTION TAGS</b>	DATE <b>22 October 2024</b>

**BACKGROUND**

With the implementation of the one-month disconnection policy, which was introduced to improve account management and reduce delinquent payments, we have seen a significant increase in the number of disconnected accounts. The average number of disconnected accounts per month has risen dramatically from 363 to 1107 (from September 23 to October 22, 2024), representing a **204.96%** increase.

This surge in disconnections has strained our current resources, specifically the stock of disconnection tags (padlocks) that we use to enforce disconnections. The budget allocated for disconnection tags in 2024 was based on the average of 358 disconnections per day (CY 2024). However, with the unexpected rise in disconnections, the current budget is no longer sufficient to meet our needs.

**JUSTIFICATION**

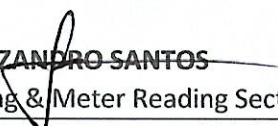

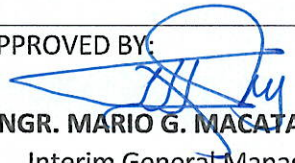
The increased number of disconnections requires additional resources to ensure that we maintain the integrity of our disconnection policy. Without sufficient tags, we risk operational delays and an inability to implement disconnections as required. This could undermine our policy’s effectiveness and potentially affect revenue collection efforts.

Given that the original budget allocation for 2024 was based on a lower disconnection rate, it is now imperative to realign the budget to accommodate the new daily average. This adjustment will enable us to avoid any disruption in service execution and continue managing delinquent accounts effectively.

**RECOMMENDATIONS**

The Commercial Division recommends re-aligning funds from **Network Re-Cabling for Billing & Collection System/Network Hub** which has an Approved Budget for the Contract (ABC) of ₱100,000.00 to **Additional Disconnection Tags**. This re-alignment will provide the necessary budget to purchase the additional tags required to meet the new demand.

We respectfully request your approval of this budget realignment and are confident that it will allow us to effectively manage the increased demand for resources without compromising operational performance.

REQUESTED BY:   <b>LIZANDRO SANTOS</b> CSA B, Billing & Meter Reading Section	RECOMMENDING APPROVAL:   <b>MARIFAYE H. ERSANDO</b> Manager, Commercial Division	APPROVED BY:   <b>ENGR. MARIO G. MACATANGAY</b> Interim General Manager
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