



PLARIDEL WATER DISTRICT

A.C. Reyes St., Poblacion, Plaridel, Bulacan 3004
Tel. Nos. (044) 795-0102 / 795-1613; Fax No. (044) 760-0229
Email Address: plaridel_water_district1987@yahoo.com
Website: plaridelwaterdistrict.ph



POSTING CERTIFICATION

This is to certify that the Plaridel Water District has posted its Supplemental Annual Procurement Plan #10 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
27 of March, 2025.


Alberto A. Mendoza

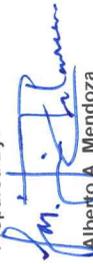
Head, Bids and Awards Committee Secretariat

Supplemental Annual Procurement Plan #10

Code (PAP)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Estimated Budget (Php)			Remarks (brief description of Project)	
					Advertisement/ Posting of IBIREI	Submission/ Opening of Bids	Notice of Award	Contract Signing	Total	MOOE		CO
50213050 /823	Repairs and Maintenance - IT Equipment and Software											
	Maintenance / Check-up of Billing System and Server	Commercial	NO	NP-53.2 Emergency Cases	N/A	N/A	March	March	8,000.00	8,000.00		
	Part of Maintenance / Check-up of Billing System included Server	Commercial	NO	Direct Contracting	N/A	N/A	March-Dec.	March-Dec.	24,000.00	24,000.00		

TOTAL BUDGET: 32,000.00

Prepared By:


 Alberto A. Mendoza
 BAC Head Secretariat

Check and Verified By:

ABSENT
 Justin Michael B. Berango
 BAC Chairperson


 Charlie A. Felicitas
 BAC Vice Chairperson


 Elmer C. Marcelo
 BAC Member

ABSENT
 Reynante D. Francisco
 BAC Member

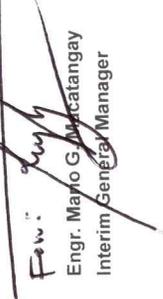

 Alvin S. Chinchuntic
 BAC Member


 Edgardo N. De Leon
 BAC Member


 Aquilino U. Del Rosario
 BAC Member

Review and Recommended By:


 Daiia Marie H. Tabao
 Financial Planning Assistant /


 Engr. Mario G. Macatangay
 Interim General Manager

Approved By:


 Nathanael Andres S. Bernabe Jr.
 Head of Procuring Entity



SUPPLEMENTAL PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) FOR 2025 #02



END-USER/UNIT : Commercial Division

Charged to Operating Funds
Projects, Programs and Activities (PAPs)

ITEM	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 / Check-up of Billing System and Server	1	8,000.00	Emergency Case		8,000.00												
			24,000.00	Direct Contracting	<i>when the need arises</i>													

TOTAL BUDGET: 32,000.00

TOTAL ESTIMATED BUDGET: 32,000.00

NOTE: Technical specifications for each item/project being proposed shall be submitted as part of the PPMP

Prepared :

LIZANING SANTOS
 CSA B, Billing & Meter Reading Section

Recommending Approval :

MARIYAYE H. ERSANDO
 Manager, Commercial Division

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)
					Advertising Posting of IB/REI	Submission of Bids	Notice of Award		Contract Signing	Total	
	Submersible Water Pump	CONSTRUCTION & MAINTENANCE	NO	NP-53.9 - Small Value Procurement	February	N/A	February	Corporate Budget	16,980.00	16,980.00	
	Angle Grinder	CONSTRUCTION & MAINTENANCE	NO	NP-53.9 - Small Value Procurement	February	N/A	February	Corporate Budget	3,000.00	3,000.00	
	Concrete Cutter for New Connection	CONSTRUCTION & MAINTENANCE	NO	NP-53.9 - Small Value Procurement	February	N/A	February	Corporate Budget	48,500.00	48,500.00	
	Stand Fan	ENGINEERING PRODUCTION	NO	Shopping	February	N/A	February	Corporate Budget	16,000.00	16,000.00	
	Fire Extinguishers	ENGINEERING PRODUCTION	NO	NP-53.9 - Small Value Procurement	March	N/A	March	Corporate Budget	24,000.00	24,000.00	
	Flow Meter	ENGINEERING PRODUCTION	NO	NP-53.9 - Small Value Procurement	January	N/A	January	Corporate Budget	45,000.00	45,000.00	
	Manual Transfer Switch	ENGINEERING PRODUCTION	NO	NP-53.9 - Small Value Procurement	January	N/A	January	Corporate Budget	35,000.00	35,000.00	
	Battery for GenSet	ENGINEERING PRODUCTION	NO	NP-53.9 - Small Value Procurement	January	N/A	January	Corporate Budget	20,000.00	20,000.00	
	Chipping Gun with Pointed Chisel	SEPTAGE	NO	NP-53.9 - Small Value Procurement	March	N/A	March	Corporate Budget	70,000.00	70,000.00	
50213050/823	Repair and Maintenance - IT Equipment										
	Maintenance/Check up of Computers	FINANCE	NO	NP-53.9 - Small Value Procurement	Jan - Dec	N/A	Jan - Dec	Corporate Budget	15,000.00	15,000.00	
	Maintenance/Check up of Accounting Server	FINANCE	NO	Direct Contracting	N/A	N/A	Jan - Dec	Corporate Budget	30,000.00	30,000.00	
	Maintenance/Check up of Printer	FINANCE	NO	NP-53.9 - Small Value Procurement	Jan - Dec	N/A	Jan - Dec	Corporate Budget	10,000.00	10,000.00	
	Computers	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan - Dec	N/A	Jan - Dec	Corporate Budget	40,000.00	40,000.00	
	Laptop	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan - Dec	N/A	Jan - Dec	Corporate Budget	30,000.00	30,000.00	
	Printers	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan - Dec	N/A	Jan - Dec	Corporate Budget	30,000.00	30,000.00	
	Repair and Maintenance of CCTV	ADMINISTRATIVE	NO	NP-53.9 - Small Value Procurement	Jan - Dec	N/A	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	Corporate Budget	30,000.00	30,000.00	
	Maintenance/Check up of System, Visor and Printers for meter reading	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan - Dec	N/A	Jan - Dec	Corporate Budget	70,000.00	70,000.00	
	Maintenance/Check up of Billing System and Server	COMMERCIAL	NO	Direct Contracting	N/A	N/A	Jan - Dec	Corporate Budget	40,000.00	40,000.00	
	New Network Re-Cabling for Billing & Collection System / Network Hbb	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	Jan - Dec	N/A	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 - Dec	N/A	Jan - Dec	Corporate Budget	40,000.00	40,000.00	
	REPAIR AND MAINTENANCE OF IT EQUIPMENT & SOFTWARE	CONSTRUCTION & MAINTENANCE ENGINEERING PRODUCTION	NO	NP-53.9 - Small Value Procurement	Jan - Dec	N/A	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	Corporate Budget	30,000.00	30,000.00	
10606030/223	Information and Communication Technology Equipment & Software										
	Upgrade on Accounting System	FINANCE	NO	Direct Contracting	N/A	N/A	March	Corporate Budget	200,000.00	200,000.00	
	Computer Package (complete set) - Stockroom	ADMINISTRATIVE	NO	Shopping	January	N/A	January	Corporate Budget	70,000.00	70,000.00	
	Computer Package for Server (complete set with OS and license)	COMMERCIAL	NO	NP-53.9 - Small Value Procurement	January	N/A	January	Corporate Budget	300,000.00	300,000.00	

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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	
	Commercial System Modernization	1 package with training	3,200,000.00	PUBLIC BIDDING			3,200,000.00										
50299020 / 781	PRINTING AND BINDING		617,100.00														
	Thermal Paper	9,000 rolls	188,100.00	SMALL VALUE PROCUREMENT	188,100.00												
	Disconnection Notice	400,000 pcs	286,000.00	SMALL VALUE PROCUREMENT	286,000.00												
	Disconnection Order	200,000 pcs	143,000.00	SMALL VALUE PROCUREMENT	143,000.00												
50213050/ 823	REPAIRS AND MAINTENANCE - IT EQUIPMENT & SOFTWARE		240,000.00														
	Maintenance/Check up of Computers and Printers	14 sets	30,000.00	SMALL VALUE PROCUREMENT													
	Maintenance/Check up of System, Visor and Printers for meter reading	6 sets	70,000.00	SMALL VALUE PROCUREMENT													
	Maintenance/Check up of Billing System and Server	14 sets	40,000.00	DIRECT CONTRACTING													
	New Network Re-Cabling for Billing & Collection System / Network Hub	1 set	100,000.00	SMALL VALUE PROCUREMENT													
50213030/857	REPAIR AND MAINTENANCE - WATERWAYS		220,000.00														
	Disconnection Lock	1000 pcs	220,000.00	SMALL VALUE PROCUREMENT					220,000.00								
50299010/780	ADVERTISING, PROMOTIONAL & MARKETING		95,000.00														
	Citizen's Charter	1 set	5,000.00	SMALL VALUE PROCUREMENT				5,000.00									
	Tarpaulin & leaflets		80,000.00	SMALL VALUE PROCUREMENT	80,000.00												
50203090/761	Fuel, Oil and Lubricants Expenses		280,000.00														
	Other Maintenance and Operating Expenses - GAD		25,000.00	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant	25,333.33	25,333.33	25,333.33	25,333.33	25,333.33	25,333.33	25,333.33	25,333.33	25,333.33	25,333.33	25,333.33	25,333.33	25,333.33
50299990/884	Other Maintenance and Operating Expenses - GAD		25,000.00														
	Provision of Tent in front of PLAWD Office		25,000.00	SHOPPING				25,000.00									
10606010/241	MOTOR VEHICLES		270,000.00														
	Motorcycle	3 units	270,000.00	SMALL VALUE PROCUREMENT													

TOTAL BUDGET: 6,701,380.00

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

Prepared by: **Lisandre Santos**

Customer Services

Noted by: **Marifaye H. Erando**
Division Manager



MEMO FOR THE GENERAL MANAGER

FILE/REF NO.

FROM **MARIFAYE H. ERSANDO**
Manager, Commercial Division

DATE
February 14, 2025

SUBJECT
Emergency Procurement for Billing System Repair and Maintenance

Background:

The Plaridel Water District (PLAWD) has been using the Billing and Collection system developed by Mr. Alfredo Caldejon Jr. for several years. The system is crucial for managing customer data, recording transactions, processing payments, and delivering essential services.

On the first two (2) weeks of February, during the processing of the monthly report, multiple issues were encountered: New accounts do not have ledgers, accounts were penalized even after payment prior to due date, large file backup causing insufficient space on server, reading data is from 2 months ago instead of the previous month only, unbalance summary reports for aging of accounts, transaction summary, and collection summary report.

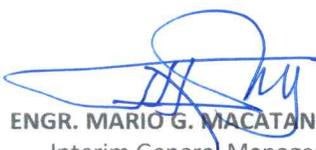
Justification:

The immediate resolution of the system error is crucial to maintaining accurate billing and collection processes for affected accounts. Delays in addressing the issue could lead to customer dissatisfaction, delays in revenue collection, and operational inefficiencies.

Recommendation:

To address the issues, a thorough review of the billing and collection system should be conducted to identify and rectify the root cause of the errors. Coordinating with Mr. Alfredo L. Caldejon Jr., the system developer, with his expertise, is essential in resolving the issues.

It is also recommended to allocate necessary resources and staff to assist Mr. Caldejon with the tasks.

<p>Recommending Approval:</p> <p>LIZANDRO SANTOS CSA B, Billing & Meter Reading Section</p> <p>MARIFAYE H. ERSANDO Manager, Commercial Division</p>	<p>Approved by:</p> <p> ENGR. MARIO G. MACATANGAY Interim General Manager</p>	<p>Date Approved:</p>
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Management System
ISO 9001:2015



INCIDENT REPORT

Subject: Repair of the Billing and Collection System

BACKGROUND:

The Plaridel Water District (PLAWD) has been using the Billing and Collection System developed by Mr. Alfredo L. Caldejon Jr. for several years. The system is crucial for managing customer data, recording transactions, processing payment, and delivering essential services.

On the first two (2) weeks of February, during the processing of the monthly report, multiple issues were encountered: new accounts do not have ledgers, accounts were penalized even after payment prior to due date, large file backup causing insufficient space on server, reading data is from 2 months ago instead of the previous month only, unbalance summary reports for aging of accounts, transaction summary, and collection summary report.

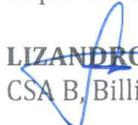
JUSTIFICATION:

The immediate resolution of the system error is crucial to maintaining accurate billing and collection processes for affected accounts. Delays in addressing the issue could lead to customer dissatisfaction, delays in revenue collection, and operational inefficiencies.

RECOMMENDATION:

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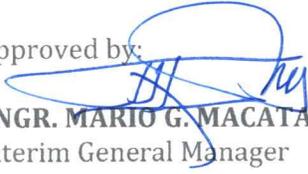
Reported by:


LIZANDRO SANTOS
CSA B, Billing & Meter Reading Section

Noted by:


MARIHAYE H. ERSANDO
Manager, Commercial Division

Approved by:


ENGR. MARIO G. MACATANGAY
Interim General Manager

This certificate serves as an official acknowledgment of the successful completion of the project.
