



Department of Finance
Insurance Commission
2020

Revised Consolidated Annual Procurement Plan (APP)

No.	Program / Activity / Project	End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget PhP			Remarks/Activity (Brief Description of Program/Project)
				ADS/POST OF IB/REI	SUB/OPEN OF BIDS	NOTICE OF AWARD	CONTRACT SIGNING		TOTAL	MOOE	CO	
1	Janitorial Manpower Services	Admin	Competitive Bidding	N/A	N/A	N/A	N/A	SF 151	6,782,050.00	6,782,050.00	-	MYOA issued by DBM dated November 12, 2018 for the 3-year Contract for the recurring Janitorial Services for IC-Manila Head Office-Cebu-Davao District Offices in the amount of Php20,407,805.00 . Breakdown as follows: First Year - Php6,165,500.00 ; Second Year - Php6,782,050.00 ; Third Year - Php7,460,255.00
2	Security Manpower Services		Competitive Bidding	N/A	N/A	N/A	N/A	SF 151	8,855,000.00	8,855,000.00	-	MYOA issued by DBM dated November 12, 2018 for the 3-year Contract for the recurring Security Services for IC-Manila Head Office-Cebu-Davao District Offices in the amount of Php26,645,500.00 . Breakdown as follows: First Year - Php8,050,000.00; Second Year - Php8,855,000.00; Third Year - Php9,740,500.00
1	Photocopying Machine	Admin	NP-53.9 - Small Value Procurement	October 2020	N/A	April 2020	May 2020	SF 151	500,000.00	500,000.00	-	Supply, Delivery and Installation at the OCOM and strategic IC places
2	Lease of Contract for District Offices											
	i. Cebu District Office	Admin	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	SF 151	1,197,900.00	1,197,900.00	-	MYOA issued by DBM dated November 12, 2018 for the 3-year lease Contract of the IC-Cebu District Office in the amount of Php3,876,590.00 . Breakdown as follow: First Year - 1,361,000.00; Second Year - Php1,197,900.00; Third Year - Php1,317,690.00
	ii. Davao District Office	Admin	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	SF 151	647,000.00	647,000.00	-	MYOA issued by DBM dated November 12, 2018 for the 3-year lease Contract of the IC-Davao District Office in the amount of Php2,114,000.00 . Breakdown as follow: First Year - 787,000.00; Second Year - Php647,000.00; Third Year - Php680,000.00



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1 Office Equipment												
1.1 IC DAVAO DISTRICT OFFICE												
	i. Refrigerator		NP-53.9 - Small Value Procurement	October 2020	N/A	October 2020	November 2020	SF 151	25,000.00	-	25,000.00	
	ii. Customized Cabinets		NP-53.9 - Small Value Procurement	October 2020	N/A	October 2020	November 2020	SF 151	60,000.00	60,000.00	-	Provision for cusotmized cabinets to replace defective cabinets and additional for filing
	iii. ACU Window Type Inverter		NP-53.9 - Small Value Procurement	October 2020	N/A	October 2020	November 2020	SF 151	20,000.00	-	20,000.00	Provision for two (2) to be installed at Lobby and office of the Division Manager Davao District Office
	vi LED TV 40"		NP-53.9 - Small Value Procurement	October 2020	N/A	October 2020	November 2020	SF 151	70,000.00	-	70,000.00	Supply, Delivery and Instalation of two (2) LED TVs to be installed at the Davao Computer Laboratory
	v. Binding Machine		NP-53.9 - Small Value Procurement	October 2020	N/A	October 2020	November 2020	SF 151	15,000.00	15,000.00	-	For Davao District Office use
	vi. Industrial Stand Fan - Heavy Duty		NP-53.9 - Small Value Procurement	October 2020	N/A	October 2020	November 2020	SF 151	15,000.00	15,000.00	-	
1.2 IC CEBU DISTRICT OFFICE												
	i. Door Entrance (glass tinting)		NP-52 - Shopping	September 2020	N/A	October 2020	October 2020	SF 151	5,000.00	5,000.00	-	Provision to to control the heat and glare from the sun, secure your glass for safety and or maintain privacy



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1.3 IC MANILA OFFICE												
	i. Office Furniture and Fixtures	Admin	NP-53.9 - Small Value Procurement	May 2020	N/A	May 2020	June 2020	SF 151	150,000.00	150,000.00	-	Provision for replacement of old and defective office furnitures and fixtures
	ii. Heavy Duty Shredder	Records / FEG	NP-53.9 - Small Value Procurement	March 2020	N/A	March 2020	March 2020	SF 151	120,000.00	-	120,000.00	
	iii. Procurement projects to improve the safety and working environment at the IC head office against the spread of COVID-19											
	a. Additional facilities/improvements	IC-GADFS	NP-53.9 - Small Value Procurement	August to December 2020	N/A	August to December 2020	August to December 2020	SF 151	60,000.00	-	60,000.00	Provision of equipment/items as safety measures against COVID-19
	b. Consumables	IC-GADFS	NP-53.9 - Small Value Procurement	August to December 2020	N/A	August to December 2020	August to December 2020	SF 151	50,000.00	50,000.00	-	Provision of consumables to IC employees and clients
	iv. Teleprompter	OCOM	NP-52 - Shopping	September 2020	N/A	September 2020	September 2020	SF 151	10,000.00	10,000.00		To be use for auto-cueing of speeches, announcement
	v. Air-conditioning Unit for the Office of the Insurance Commissioner (OCOM)	Admin/OCOM	NP-53.9 - Small Value Procurement	September 2020	N/A	September 2020	October 2020	SF 151	145,000.00	-	145,000.00	Supply, Delivery and Installation of Brand-New Air-conditioning Unit (ACU) and Dismantling of existing ACU
	vi. Air-Conditioning Units for Various Divisions	Admin	NP-53.9 - Small Value Procurement	November 2020	N/A	November 2020	December 2020	SF 151	850,000.00	-	850,000.00	Supply, Delivery, and Installation/Commissioning of Four (4) Brand New Air-Conditioning units (ACUs) for Certain Divisions/Units at the IC Main Office in Manila (including dismantling of existing units to be replaced)
	vii. Additional Spotlights to be installed outside the IC Main Office Building	Admin	NP-53.9 - Small Value Procurement	November 2020	N/A	November 2020	December 2020	SF 151	300,000.00	-	300,000.00	Installation of additional spotlights outside the IC Main Office Building
	viii. Additional CCTV Surveillance Cameras to be installed inside and outside IC Main Office Building	Admin	NP-53.9 - Small Value Procurement	November 2020	N/A	November 2020	December 2020	SF 151	110,000.00	-	110,000.00	Installation of additional CCTV surveillance cameras in strategic areas within and outside IC Main Office Building



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1	Mineral Drinking Water	Admin	NP-52 - Shopping	Year Round	Year Round	Year Round	Year Round	SF 151	105,600.00	105,600.00	-	Supply and Delivery of Drinking water with Brand New Hot and Cold Dispenser
2	Common Use Supplies available at Procurement Service	Admin	NP-53.5 Agency-to-Agency - Thru DBM-PS	Year Round	Year Round	Year Round	Year Round	SF 151	4,500,000.00	4,500,000.00	-	Supply and Delivery, based on approved APP-CSE for CY 2018
3	Common Use Supplies not available at Procurement Service	Admin	NP-53.9 - Small Value Procurement/ Shopping	Year Round	Year Round	Year Round	Year Round	SF 151	5,000,000.00	5,000,000.00	-	Supply and Delivery, based on approved APP-CSE for CY 2018
4	Business Cards for IC Officials	OCOM/ODCOM	NP-52 - Shopping	Year Round	Year Round	Year Round	Year Round	SF 151	50,000.00	50,000.00	-	Provisions for the IC Executives
5	Non-Common Use Supplies and Materials	Admin	NP-53.9 - Small Value Procurement/ Shopping/Emergency Cases	Year Round	Year Round	Year Round	Year Round	SF 151	250,000.00	250,000.00	-	Emergency Procurement of non-common use supplies and materials for the Insurance Commission
6	Non-Common Use Supplies and Materials for procurement under the Bayanihan to Heal as One Act	Admin	NP-53.9 - Small Value Procurement/ Shopping/Emergency Cases under the Bayanihan to Heal as One Act	March to June 2020	N/A	March to June 2020	March to June 2020	SF 151	500,000.00	500,000.00	-	Emergency Procurement of supplies and materials for under the Bayanihan to Heal as One Act
1	Consultancy Services for Actuary for PhilHealth Audit	FEG/TSG	NP-53.7-Highly Technical Consultants	N/A	N/A	January 2020	January 2020	SF 151	1,000,000.00	1,000,000.00		Engagement of the Services of Highly Technical Consultant for Philippine Health Insurance Corporation (PhilHealth) Audit
2	Consultancy Services for Investment Advisor for SSS Audit	FEG/TSG	NP-53.7-Highly Technical Consultants	N/A	N/A	July 2019	August 2019	SF 151	2,500,000.00	2,500,000.00		Engagement of the Services of Highly Technical Consultant for SSS Audit
3	Consultancy Services for Actuary for SSS Audit	FEG/TSG	NP-53.7-Highly Technical Consultants	N/A	N/A	July 2019	August 2019	SF 151	1,500,000.00	1,500,000.00		Engagement of the Services of Highly Technical Consultant for SSS Audit
4	Strengthening Week of the Insurance Commission	MSSG	NP-53.9 - Small Value Procurement	January 2020	N/A	January 2020	January 2020	SF 151	4,200,000.00	4,200,000.00	-	Provision for the 72ND Anniversary of IC
5	Strategic Planning Workshop	Planning and Management Division	NP-53.9 - Small Value Procurement	January 2020	N/A	February 2020	February 2020	SF 151	2,000,000.00	2,000,000.00	-	Lease of Venue to include accommodations, logistics, foods and incidental expenses
6	Purchase of Accountable Forms	Admin	NP-53.5 Agency-to-Agency	Year Round	Year Round	Year Round	Year Round	SF 151	1,790,000.00	1,790,000.00	-	Provision for printing of IC Official Receipt, checks, etc.
7	Transportation of Skeleton Workforce Personnel	Admin	NP-53.2 - Emergency Cases	June to December 2020	N/A	June to December 2020	June to December 2020	SF 151	1,595,000.00	1,595,000.00	-	Transportation of Skeleton Workforce Personnel due to transportation limitations because of General Community Quarantine (GCQ) imposed in the National Capital Region (NCR)
8	ASEAN Insurance Regulator's Meeting (AIRM) Meeting	OCOM	NP-53.9 - Small Value Procurement/ Shopping	September 2020	N/A	October 2020	October 2020	SF 151	500,000.00	500,000.00	-	Provision for hosting the AIRM Virtual Meeting on October 2020
1	Supply and Delivery of Vitamin Supplements CY 2020		NP-53.9 - Small Value Procurement/ Shopping/Emergency Cases under the Bayanihan to Heal as One Act	June 2020	N/A	June 2020	June 2020	SF 151	465,000.00	465,000.00	-	For distribution to IC Personnel
2	Supply, Delivery and Administration of Covid-19 Testing for IC Personnel	HRD	NP- Small Value Procurement	April 2020	May 2020	May 2020	June 2020	SF 151	500,000.00	500,000.00	-	
1	Supply of Petroleum, Oil and Lubricants of IC vehicles	Admin	NP-53.9 - Small Value Procurement	Year Round	Year Round	Year Round	Year Round	SF 151	953,100.00	953,100.00	-	Provision for all IC vehicles



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2	Repairs and Maintenance of Existing office and IT equipment and Fixtures	Admin	NP-53.9 - Small Value Procurement	Year Round	Year Round	Year Round	Year Round	SF 151	751,300.00	751,300.00	-	Provision to maintain the IC Office Building
3	Repairs and Maintenance of Electrical Components	Admin	NP-53.9 - Small Value Procurement	Year Round	Year Round	Year Round	Year Round	SF 151	428,750.00	428,750.00	-	Provision for electrical supplies (i.e electrical tape, wires, etc.)
4	Motor Vehicle	Admin	NP-53.9 - Small Value Procurement	Year Round	Year Round	Year Round	Year Round	SF 151	650,000.00	650,000.00	-	Repairs and Maintenance of IC Vehicles
5	Preventive Maintenance of Fire Alarm System of IC	Admin	NP- Small Value Procurement	March 2020	N/A	March 2020	April 2020	SF 151	71,250.00	71,250.00		Provision for the maintenance of installed fire alarm system of IC
6	Termite Pest Control	Admin	NP- Small Value Procurement	March 2020	N/A	March 2020	April 2020	SF 151	110,000.00	110,000.00		Provision for the termite pest control of IC.
7	Preventive Maintenance of Automatic Sliding Door	Admin	NP-52 - Shopping	March 2020	N/A	March 2020	April 2020	SF 151	50,000.00	50,000.00		Provision for the electrical system of IC Canteen.
8	Preventive Maintenance of Aircondition Units of IC	Admin	NP- Small Value Procurement	March 2020	N/A	March 2020	April 2020	SF 151	373,313.00	373,313.00		Provision for Preventive Maintenance of seventy one (71) units ACU of IC
9	Preventive Maintenance of Elevated Water and Cistern Tanks	Admin	NP-52 - Shopping	March 2020	N/A	March 2020	April 2020	SF 151	50,000.00	50,000.00		Provision to maintain the Water tank and Cistern
10	Preventive Maintenance of Drinking Fountain and Reverse Osmosis	Admin	NP-52 - Shopping	March 2020	N/A	March 2020	April 2020	SF 151	100,000.00	100,000.00		Provision for the repair and maintenance of Water fountain
11	Disinfection and Sanitation Services in the IC Manila Office and its premises	Admin	NP-53.2 - Emergency Cases	June to December 2020	N/A	June to December 2020	June to December 2020	SF 151	150,000.00	150,000.00		Part of the urgent responses of the agency to the COVID-19 situation



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1	Water Services	Admin	Direct Contracting (GPPB Res. No. 019-2006, as amended by GPPB Res. No. 03-2011)	Year Round	Year Round	Year Round	Year Round	SF 151	634,250.00	634,250.00	-	IC Head Office and District Offices water supply
2	Electricity Services	Admin	Direct Contracting (GPPB Res. No. 019-2006, as amended by GPPB Res. No. 03-2011)	Year Round	Year Round	Year Round	Year Round	SF 151	6,930,000.00	6,930,000.00	-	IC Head and District Offices power supply
1	Digital Cable Television Service	Admin	NP-53.9 - Small Value Procurement	Year Round	Year Round	Year Round	Year Round	SF 151	90,000.00	90,000.00	-	Provision for Annual subscription of Digital Cable services and for public, education and dissemination of information for IC Executives
2	Newspapers / Magazines	Admin	NP-53.9 - Small Value Procurement	January 2020	N/A	January 2020	January 2020	SF 151	400,000.00	400,000.00	-	Daily subscription of newspaper for IC officials and Divisions. For public, education and dissemination of information.
3	Publication/Posting of Notices in Newspaper	Records	NP-53.9 - Small Value Procurement	Year Round	Year Round	Year Round	Year Round	SF 151	1,000,000.00	1,000,000.00	-	Publication requirements of various IC offices (including 2019 publications)
4	Books, e-Books	OCOM	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	N/A	N/A	September 2020	September 2020	SF 151	150,000.00	150,000.00	-	
5	Subscription to Bloomberg	TSG	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	N/A	N/A	January 2020	January 2020	SF 151	1,775,000.00	1,775,000.00	-	Provision for renewal of Subscription
6	Renewal of Subscription of On-Line Library of Laws (Lex Libris)	LSG	Direct Contracting (GPPB Res. No. 019-2006, as amended by GPPB Res. No. 03-2011)	N/A	N/A	January 2020	January 2020	SF 151	450,000.00	450,000.00	-	Provision for renewal of existing online library of laws
7	Radio Placement	OCOM	Direct Contracting (GPPB Res. No. 019-2006, as amended by GPPB Res. No. 03-2011)	N/A	N/A	June 2019	June 2019	SF 151	200,000.00	200,000.00	-	For general public awareness on the importance of Insurance; to increase insurance penetration; and to champion the growth of financial literacy in the Philippines (2019 radio placement)



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1 Telecommunications Services												
	i. Landline/Trunkline	Admin	Direct Contracting (GPPB Res. No. 019-2006, as amended by GPPB Res. No. 03-2011)	Year Round	Year Round	Year Round	Year Round	SF 151	1,350,000.00	1,350,000.00	-	IC Head Office and District Offices telephone requirements
	ii. Post and Pre Paid Plans	ITD	Direct Contracting (GPPB Res. No. 019-2006, as amended by GPPB Res. No. 03-2011)	Year Round	Year Round	Year Round	Year Round	SF 151	3,510,000.00	3,510,000.00	-	Provision of cellular phone lines for IC officials, supervisors, examiners and administrative officers
2 Internet Services												
	i. Main Office	ITD	Competitive Bidding	March 2020	March 2020	April 2020	April 2020	SF 151	3,400,000.00	3,400,000.00	-	Provision for Primary and Secondary Internet Connection of IC
	ii. Integrated Services Digital Network (ISDN)	ITD	Direct Contracting (GPPB Res. No. 019-2006, as amended by GPPB Res. No. 03-2011)	Year Round	Year Round	Year Round	Year Round	SF 151	2,300,000.00	2,300,000.00	-	Subscription services for managed IP-PBX System



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3	Domestic Leased Line (DLL)											
	i. Cebu	ITD	Direct Contracting (GPPB Res. No. 019-2006, as amended by GPPB Res. No. 03-2011)	Year Round	Year Round	Year Round	Year Round	SF 151	645,120.00	645,120.00	-	
	ii. Davao	ITD	Direct Contracting (GPPB Res. No. 019-2006, as amended by GPPB Res. No. 03-2011)	Year Round	Year Round	Year Round	Year Round	SF 151	712,320.00	712,320.00	-	
4	Courier Services, Postage and Deliveries	Records	NP-53.9 - Small Value Procurement	Year Round	Year Round	Year Round	Year Round	SF 151	750,000.00	750,000.00	-	



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1	Registration of Motor Vehicles	Admin	NP-53.5 Agency-to-Agency	N/A	N/A	June 2020	June 2020	SF 151	90,000.00	90,000.00	-	Registration and Insurance coverage of IC Vehicles (Toyota Innova, Vios and Nissan Urvan)
2	Insurance of IC Properties including IC Motor Vehicles	Admin	NP-53.5 Agency-to-Agency	N/A	N/A	June 2020	June 2020	SF 151	525,000.00	525,000.00	-	Insurance of IC properties including Building, furnitures, fixtures and equipment.
3	Taxes, Duties and Licenses	Admin	NP-53.5 Agency-to-Agency	N/A	N/A	April 2020	April 2020	SF 151	445,885.00	445,885.00	-	
1	Supply, Delivery and Installation of 9Ah Battery Unit UPS Battery (2019)	ITD	NP-53.9 - Small Value Procurement	October 2019	N/A	October 2019	November 2019	SF 151	550,000.00	-	550,000.00	Provision for the replacement of UPS Battery installed at the IC Server Room
2	Procurement of Various Information and Communication Technology (ICT) Equipment for the Insurance Commission	ITD	Competitive Bidding	July 2020	August 2020	August 2020	September 2020	SF 151	8,000,000.00	-	8,000,000.00	
3	Procurement of Biometric System and Thermal Scanner	ITD	NP-53.9 - Small Value Procurement	May 2020	May 2020	June 2020	July 2020	SF 151	495,000.00	-	495,000.00	Provision to Upgrade the Biometric System with Facial Thermal Scanner
4	LED TV	ITD	NP-53.9 - Small Value Procurement	November 2020	N/A	November 2020	December 2020	SF 151	200,000.00	-	200,000.00	Provision for LED TV for the Insurance Commission
1	Subscription of Office 365	ITD	NP-53.5 Agency-to-Agency	N/A	N/A	April 2020	May 2020	SF 151	3,237,000.00	3,237,000.00	-	A productivity software that allows creation and storage of files in the cloud, secure information and files.
2	Procurement of Multimedia and Web Development Software	Information Systems Division	NP-53.9 - Small Value Procurement	February 2020	N/A	February 2020	March 2020	SF 151	350,000.00	350,000.00	-	To comply with the Memorandum Circular No. 115 (s.1995) to legalize IC computer software and to get continuous version and security upgrades and provision for additional user licenses. Additional license for IT/IS personnel.
3	Procurement of Laser Printer Consumables	ITD	NP-53.9 - Small Value Procurement	October 2020	N/A	October 2020	October 2020	SF 151	400,000.00	400,000.00	-	Provision for existing Laser printer consumables for IC offices



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4	Procurement of Comprehensive Maintenance Service Agreement Support for the existing Firewall Security Appliances	ITD	NP-53.9 - Small Value Procurement	February 2020	N/A	March 2020	March 2020	SF 151	850,000.00	850,000.00	-	Provision for Comprehensive Maintenance Support for existing Firewall
5	Upgrade of Endpoint Anti-Virus to Next Generation Endpoint Security Solution	ITD	Competitive Bidding	February 2020	February 2020	March 2020	March 2020	SF 151	2,850,000.00	2,850,000.00	-	Provision for renewal and upgrade of anti-virus software
6	Procurement of Comprehensive Maintenance Service Agreement and Development of Additional Modules for the Enhanced Licensing System (ELS) and Oracle DB, BI and Weblogic Applications and Servers for the Insurance Commission	Information Systems Division	Competitive Bidding	February 2020	February 2020	May 2020	May 2020	SF 151	4,200,000.00	4,200,000.00	-	Provision for Comprehensive Maintenance Support for the ELS, Oracle Database, OBI and Weblogic Server
7	Development of the Insurance Commission Financial Examination and Database System (IC-FEDS) Modules	FEG	NP-53.5 Agency-to-Agency	N/A	N/A	December 2019	March 2020	SF 151	17,050,000.00	17,050,000.00	-	To develop an efficient working, highly-secured web and mobile IC-FEDS. Development of IC-FEDS based on the completed design and the PoC of IC-FEDS.
8	Renewal of ORACLE Hardware and Program Technical Support Services	Information Systems Division	Direct Contracting	N/A	N/A	February 2020	June 2020	SF 151	3,095,000.00	3,095,000.00	-	Provision for ORACLE Software Update Licenses and Support
GRAND TOTAL									116,764,838.00	105,819,838.00	10,945,000.00	

PREPARED BY:

RECOMMENDING APPROVAL:

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Member

ATTY. JUAN PAOLO P. ROXAS
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EDWIN CORNELIUS A. LAÚZ
BAC Chairperson

APPROVED
 DISAPPROVED

DENNIS B. FUNA
Insurance Commissioner

Date: November 23, 2020