

La Trinidad Water District Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Program/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 Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
001	Procurement of Office Supplies	All Dept	No	Shopping	January-December 2025				Corporate Budget	993,225.08	993,225.08		For Pumping Station Generators and all LTWD SV * inclusive of fuel expenses for GAD activities to provide Technical Assistance & Reimbursable expenses made by BOD
002	Procurement of office forms for printing of accountable forms expense	AD	No	Shopping	January-December 2025				Corporate Budget	59,950.00	59,950.00		
003	Procurement of office forms for printing of non-accountable forms expense	All Dept	No	Shopping	January-December 2025				Corporate Budget	300,514.56	300,514.56		
004	Procurement of Fuel, Oil and Lubricants	All Dept	No	Shopping/ Direct Retail Purchase	January-December 2025				Corporate Budget	3,700,000.00	3,700,000.00		
005	Procurement of water treatment chemicals	PD	No	Shopping	January-December 2025				Corporate Budget	983,779.50	983,779.50		
006	Procurement of Other Supplies and Materials	All Dept	No	Shopping	As the need arises				Corporate Budget	469,156.05	469,156.05		
007	Procurement of Semi- Expendable Furniture and Fixture Expenses	All Dept	No	Shopping	As the need arises				Corporate Budget	58,361.60	58,361.60		
008	Procurement of Semi- Expendable Office Equipment	All Dept	No	Shopping	As the need arises				Corporate Budget	79,560.09	79,560.09		
009	Procurement for Semi-Expendable Other Equipment	All Dept	No	Shopping	As the need arises				Corporate Budget	367,364.80	367,364.80		
010	Procurement for Semi-Expendable Disaster Response and Rescue Equipment	All Dept	No	Shopping	As the need arises				Corporate Budget	28,943.20	28,943.20		
011	Procurement of power for pumping	PD	No	Direct Retail Purchase	January-December 2025				Corporate Budget	35,160,000.00	35,160,000.00		
012	Procurement of materials,equipment and other incidental expenses for the Repairs and Maintenance of Wells (Infrastructure Asset)	C&M	No	Shopping	As the need arises				Corporate Budget	196,633.71	196,633.71		

La Trinidad Water District Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Program/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 Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
013	Procurement of materials, equipment and other incidental expenses for the Repairs and Maintenance of Supply Mains (Infrastructure Asset)	C&M	No	Shopping	As the need arises				Corporate Budget	315,772.33	315,772.33		
014	Procurement of materials, equipment and other incidental expenses for the Repairs and Maintenance of Trans & Distribution Mains	C&M	No	Public Bidding	As the need arises				Corporate Budget	1,863,064.48	1,863,064.48		
015	Procurement of materials, equipment and other incidental expenses for the Repairs and Maintenance of Service Mains	C&M	No	Public Bidding	As the need arises				Corporate Budget	2,342,652.67	2,342,652.67		
016	Procurement of materials, equipment and other incidental expenses for the Repairs and Maintenance of Water Meters	C&M	No	Shopping	As the need arises				Corporate Budget	198,319.04	198,319.04		
017	Procurement of materials, equipment and other incidental expenses for the installation and maintenance of Hydrants	C&M	No	Shopping	As the need arises				Corporate Budget	109,183.67	109,183.67		
018	Procurement of materials, equipment and other incidental expenses for the Repairs and Maintenance of Source of Supply Plant Structure and Improvement	C&M	No	Shopping	As the need arises				Corporate Budget	27,720.00	27,720.00		
019	Procurement of materials, equipment and other incidental expenses for the Repairs and Maintenance of Pumping Plant Structures & Improvement	C&M	No	Shopping	As the need arises				Corporate Budget	206,161.95	206,161.95		
020	Procurement of materials, equipment and other incidental expenses for the Repairs and Maintenance of Water Treatment Structures & Improvement	C&M	No	Shopping	As the need arises				Corporate Budget	91,088.03	91,088.03		
021	Procurement of materials, equipment and other incidental expenses for the Repairs and Maintenance of Transmission and Distribution Structures & Improvement	C&M	No	Shopping	As the need arises				Corporate Budget	30,000.00	30,000.00		

La Trinidad Water District Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Program/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 Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
022	Procurement of materials, equipment and other incidental expenses for the Repairs and Maintenance of Administrative Structures and Improvements	C&M	No	Shopping		As the need arises			Corporate Budget	216,000.00	216,000.00		
023	Procurement of materials and services for the repair and maintenance of Machinery and Equipment	AD & C&M	No	Shopping		As the need arises			Corporate Budget	420,000.00	420,000.00		
024	Procurement of materials and services for the repair and maintenance of Transportation Equipment	AD & C&M	No	Shopping		As the need arises			Corporate Budget	780,000.00	780,000.00		
025	Procurement of materials and services for the repair and maintenance of furniture and fixture	AD & C&M	No	Shopping		As the need arises			Corporate Budget	96,000.00	96,000.00		
026	Procurement of materials and services for the repair and maintenance of Power Production Equipment	C&M	No	Public Bidding		As the need arises			Corporate Budget	2,200,000.00	2,200,000.00		
027	Procurement of materials and services for the repair and maintenance of Pumping Equipment	C&M	No	Shopping		As the need arises			Corporate Budget	314,022.50	314,022.50		
028	Procurement of materials and services for the repair and maintenance of Water Treatment Equipment	C&M	No	Public Bidding		As the need arises			Corporate Budget	1,282,625.85	1,282,625.85		
029	Procurement of materials and services for the repair and maintenance of Power Operated Equipment	C&M	No	Shopping		As the need arises			Corporate Budget	19,030.00	19,030.00		
030	Procurement of materials, equipment. Services for the repairs and maintenance of Tools, shop & garage equipment	C&M	No	Shopping		As the need arises			Corporate Budget	60,241.50	60,241.50		hacksaw blade , welding rod oxygen,acetelyne and other tools for the general repair and maintenance purposes
031	Traveling Expenses	All Dept	No	Public Bidding		As the need arises			Corporate Budget	1,227,320.00	1,227,320.00		(Per Diems; Accommodation; registration fee; in-land fare; in-land -Local Fare(w/in La Trinidad); Plane Ticket)
032	Training and Scholarship Expenses	All Dept	No	Shopping		As the need arises			Corporate Budget	693,750.00	693,750.00		

La Trinidad Water District Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Program/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 Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award		Total	MOOE	CO	
033	Taxes, Insurance Premiums and Other Fees: Taxes, Duties and Licenses	AD	No	Shopping	January-December 2025			Corporate Budget	515,115.00	515,115.00		
034	Taxes, Insurance Premiums and Other Fees: Fidelity Bond Premium	AD	No	Negotiated Procurement	January-December 2025			Corporate Budget	130,000.00	130,000.00		
035	Taxes, Insurance Premiums and Other Fees: Insurance Expenses	AD	No	Negotiated Procurement	January-December 2025			Corporate Budget	790,000.00	790,000.00		
036	Communication expenses:	AD	No	Negotiated Procurement	January-December 2025			Corporate Budget	20,000.00	20,000.00		Postage and deliveries
037	Communication expenses:	AD	No	Negotiated Procurement	January-December 2025			Corporate Budget	468,000.00	468,000.00		(mobile & landline)
038	Communication expenses:	AD	No	Negotiated Procurement	January-December 2025			Corporate Budget	192,000.00	192,000.00		Internet subscription expense
039	Procurement of other outside services (Survey)	AD	No	Shopping	As the need arises			Corporate Budget	50,000.00	50,000.00		Survey, Research, Exploration, and Development Expenses
040	Procurement of extra ordinary & miscellaneous items, under GM's EME	AD	No	Shopping	As the need arises			Corporate Budget	120,000.00	120,000.00		
041	Procurement of professional services (Other Legal Counsel)	AD	No	Negotiated Procurement	As the need arises			Corporate Budget	84,000.00	84,000.00		(Other Legal Counsel)
042	Auditing Expenses	AD	No	Negotiated Procurement	As the need arises				800,000.00	800,000.00		
043	Procurement of other professional services.	AD	No	Negotiated Procurement	As the need arises			Corporate Budget	900,210.66	900,210.66		
044	Water Expense	AD	No	Negotiated Procurement	January-December 2025				180,000.00	180,000.00		
045	Procurement of materials and services under other General Services	AD	No	Negotiated Procurement	January-December 2025			Corporate Budget	60,000.00	60,000.00		(security services and CCTV monitoring services)
046	Procurement of various materials and services for Advertising, Promotional & Mktg.	AD	No	Shopping	As the need arises			Corporate Budget	24,000.00	24,000.00		

La Trinidad Water District Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Program/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 Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
047	Printing, binding and Publications	AD	No	Shopping	January-December 2025				Corporate Budget	500,000.00	500,000.00		Public information drives , calendar, tarpaulin; Blood Donors' month Includes BOD Meetings/ Visitors; LTWID Anniversary; BOD Reimbursable/ GAD Activities ; Activities under C&M Dept.
048	Procurement for Representation Expenses	AD and C&M	No	Public Bidding	January-December 2025				Corporate Budget	1,199,580.00	1,199,580.00		
049	Procurement of services on Transportation and Delivery	AD	No	Shopping/ Negotiated Procurement	As the need arises				Corporate Budget	12,000.00	12,000.00		
050	Rent/ Lease Expenses	AD	No	Negotiated Procurement	January-December 2025				Corporate Budget	16,800.00	16,800.00		
051	Membership Duties and Contributions	AD	No	Negotiated Procurement	As the need arises				Corporate Budget	24,000.00	24,000.00		
052	Procurement of various items for Donations & contributions	AD	No	Shopping/ Negotiated Procurement	As the need arises				Corporate Budget	36,000.00	36,000.00		
053	Documentary Stamp Tax Expenses	AD	No	Shopping/ Negotiated Procurement	As the need arises				Corporate Budget	80,000.00	80,000.00		
054	Procurement of various items for other maintenance and operating expenses	AD	No	Shopping/ Negotiated Procurement	January-December 2025				Corporate Budget	156,000.00	156,000.00		
CAPEX 001	Procurement of various materials, equipment and services under source Development: Completion of Source Development at Poblacion (Location: Cruz, La Trinidad, Benguet)	C&M	No	Public Bidding	1st to 2nd Quarter 2025				Corporate Budget	2,815,931.17		2,815,931.17	
CAPEX 002	Procurement of various materials, equipment and services under source Development: Lamtang, La Trinidad, Benguet	C&M	No	Public Bidding	3rd to 4th Quarter 2025				Corporate Budget	3,384,458.88		3,384,458.88	
CAPEX 003	Purchase of Lot	AD	No	Negotiated Procurement	2nd to 3rd Quarter 2025				Corporate Budget	2,000,000.00		2,000,000.00	

La Trinidad Water District Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Program/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 Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
CAPEX 004	Procurement of various materials, equipment and services under Installation of New Transmission Main & Distribution Main	C&M	No	Public Bidding	January-December 2025				Corporate Budget	7,509,938.92		7,509,938.92	
CAPEX 005	Procurement of Pumping Equipment	C&M	No	Public Bidding	January-December 2025				Corporate Budget	3,000,000.00		3,000,000.00	
CAPEX 006	Procurement of Power Operated Equipment	C&M	No	Public Bidding	January-December 2025				Corporate Budget	1,500,000.00		1,500,000.00	
CAPEX 007	Procurement of various materials, equipment and services to by-pass service line from Sun Flower Ridge towards Alapang Junction	C&M	No	Shopping	1st to 2nd Quarter 2025				Corporate Budget	399,000.00		399,000.00	
CAPEX 008	Purchase of Office Equipment for Construction & Maintenance Department	C&M	No	Shopping	1st Quarter 2025				Corporate Budget	180,000.00		180,000.00	
CAPEX 009	Purchase of Office Equipment for Commercial Department	COM	No	Shopping	1st Quarter 2025				Corporate Budget	150,000.00		150,000.00	
CAPEX 010	Purchase of Motor Vehicle for Commercial Department	COM	No	Public Bidding	1st Quarter 2025				Corporate Budget	2,400,000.00		2,400,000.00	
CAPEX 011	Acquisition of Water Treatment Equipment	PD	No	Public Bidding	January-December 2025				Corporate Budget	1,800,000.00		1,800,000.00	

Consolidated by:

SHEENA B. GREGORIO
Supervising Procurement Officer

Noted by:

ENGR. JANCEL C. BURGOS
Department Manager B/BAC Chairman

Approved by:

ENGR. OLIVER L. TAULE
General Manager