



**ANNUAL PROCUREMENT PLAN FOR FY 2025**

INDICATIVE     FINAL     **UPDATED [Version No. 2 ]**

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Janitorial & General Servies	FAD, Div A, Div B, Div C	Procurement of Janitorial and General Services	SVP	No	LCRB	11/2024	01/2025	GOP	794,064.00	-	Provision of 3 janitors and 1 clerk
Security Services	FAD, Div A, Div B, Div C	Procurement of Security Services	Competitive Bidding	Yes	LCRB	11/2024	01/2025	GOP	1,555,200.00	-	Provision of four security guards (Renewal)
Purified Drinking Water	FAD, Div A, Div B, Div C	Supply and Delivery of Purified Drinking Water	SVP	No	LCRB	11/2024	01/2025	GOP	21,000.00	-	45 gallons per month
Preventive Maintenance of Airconditioning Units	FAD, Div A, Div B, Div C		SVP	No	LCRB	11/2024	01/2025	GOP	100,000.00	-	Performed every last month of the quarter
Repair and Maintenance of Generator Sets/Other Machinery & Equipment	FAD		SVP	No	LCRB	4/2025 & 10/2025	4/2025 & 10/2025	GOP	100,000.00	-	Performed every 6 months
Preventive Maintenance of Motor Vehicles	FAD		SVP	No	LCRB	Various Dates	Various Dates	GOP	50,000.00	-	Battery and PMS
Pest Control Services	FAD					11/2025	12/2025	GOP	40,000.00	-	
Folding Bed with mattress	FAD		SVP	No	LCRB	1/2025	1/2025	GOP	126,000.00	-	
Bedding Sets	FAD		SVP	No	LCRB	1/2025	1/2025	GOP	71,500.00	-	
Folding Room Divider	FAD		SVP	No	LCRB	1/2025	1/2025	GOP	25,000.00	-	
Refill of Fire Extinguishers	FAD		SVP	No	LCRB	1/2025	2/2025	GOP	57,000.00	-	
Smart TV	FAD, Div A, Div B, Div C		SVP	No	LCRB	4/2025	5/2025	GOP	49,900.00	-	
Motorcycle	FAD		SVP	No	LCRB	5/2025	5/2025	GOP	170,000.00	-	
Air Conditioning Unit	FAD		SVP	No	LCRB	5/2025	5/2025	GOP	960,000.00	-	
Conventional Fire Alarm System	FAD		SVP	No	LCRB	5/2025	5/2025	GOP	818,000.00	-	
Clipboard and Name Tent Holder	FAD		SVP	No	LCRB	7/2025	7/2025	GOP	10,500.00	-	
Various Electrical Cords	FAD		SVP	No	LCRB	10/2025	11/2025	GOP	39,000.00	-	
Wall Mounted Split-Type Airconditioner	FAD		SVP	No	LCRB	7/2025	7/2025	GOP	45,000.00	-	

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Printers	FAD		SVP	No	LCRB	7/2025	7/2025	GOP	45,000.00	-	
Fabrication of Polo Shirts & Printing	FAD, Div A, Div B, Div C		SVP	No	LCRB	Various Dates	Various Dates	GOP	91,000.00	-	
Comfortable Seats	FAD, Div A, Div B, Div C		SVP	No	LCRB	11/2025	12/2025	GOP	30,000.00	-	
Conference Table	FAD, Div A, Div B, Div C		SVP	No	LCRB	11/2025	12/2025	GOP	100,000.00	-	
Mosquito Killer	FAD, Div A, Div B, Div C		SVP	No	LCRB	11/2025	12/2025	GOP	120,000.00	-	
Air Compressor	FAD, Div A, Div B, Div C		SVP	No	LCRB	11/2025	12/2025	GOP	55,000.00	-	
UPS	FAD, Div A, Div B, Div C		SVP	No	LCRB	Various Dates	Various Dates	GOP	140,000.00	-	
Water Dispenser	FAD		SVP	No	LCRB	11/2025	12/2025	GOP	60,000.00		
Refrigerator	FAD		SVP	No	LCRB	11/2025	12/2025	GOP	40,000.00		
Portable Aircon	FAD		SVP	No	LCRB	11/2025	12/2025	GOP	40,000.00		
Small Table	FAD		SVP	No	LCRB	11/2025	12/2025	GOP	10,000.00		
Steel Cabinet	FAD		SVP	No	LCRB	11/2025	12/2025	GOP	49,000.00		
Consumables for Photocopier	FAD		SVP	No	LCRB	Various Dates	Various Dates	GOP	50,000.00	-	
Consumables for Epson WFC5890	FAD		SVP	No	LCRB	Various Dates	Various Dates	GOP	188,000.00	-	
Common Use Supplies and Equipment NOT available at PS	FAD, Div A, Div B, Div C		SVP	No	LCRB	Various Dates	Various Dates	GOP	224,000.00	-	
Training Expenses	FAD, Div A, Div B, Div C		SVP	No	LCRB	Various Dates	Various Dates	GOP	82,000.00	-	For in house capacity building on GAD
Representation Expense	FAD, Div A, Div B, Div C		SVP	No	LCRB	Various Dates	Various Dates	GOP	692,000.00	-	For Anniversary, Year-End Activities, meals for various meetings, FDUs, and APRs
Petroleum Oil & Lubricant	FAD	Supply and Delivery of Petroleum, Oil and Lubricants	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products	No		As the need arises	As the need arises	GOP	48,000.00	-	
Water Expenses	FAD, Div A, Div B, Div C	Supply of Potable Water	Sec 31 - Direct Contracting	No		1/2025	1/2025	GOP	48,000.00	-	
Electricity	FAD, Div A, Div B, Div C	Supply of Electricity	Sec 31 - Direct Contracting	No		1/2025	1/2025	GOP	1,316,000.00	-	
Telephone (Landline)	FAD, Div A, Div B, Div C		Sec 31 - Direct Contracting	No		1/2025	1/2025	GOP	54,000.00	-	
Internet	FAD, Div A, Div B, Div C	Procurement of Internet Connectivity Services	Sec 31 - Direct Contracting	No		1/2025	1/2025	GOP	96,000.00	-	
Postage and Courier	FAD, Div A, Div B, Div C	Procurement of Postage and Courier Services	Sec 31 - Direct Contracting	No		1/2025	1/2025	GOP	184,000.00	-	
Cable	FAD, Div A, Div B, Div C		Sec 31 - Direct Contracting	No		1/2025	1/2025	GOP	12,000.00	-	

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									8,806,164.00	-	
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
Repair of Buildings	FAD					11/2025	12/2025	GOP	50,000.00	-	
Laundry Services	FAD					11/2025	12/2025	GOP	10,000.00	-	
Fabrication of Rubber/Name Stamps	FAD					11/2025	12/2025	GOP	5,000.00	-	
Fabrication of Tarpaulin and Signages	FAD					11/2025	12/2025	GOP	15,000.00	-	
Plumbing Services	FAD					11/2025	12/2025	GOP	20,000.00	-	
Electrical Services	FAD					11/2025	12/2025	GOP	22,000.00	-	
Sports Activities	FAD					11/2025	12/2025	GOP	51,000.00	-	
Other Supplies	FAD					11/2025	12/2025	GOP	426,000.00	-	
Airline Tickets	FAD, Div A, Div B, Div C					Various Dates	Various Dates	GOP	1,630,000.00	-	
									2,229,000.00		
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
Common Use Supplies and Equipment available									565,000.00	-	

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** 1,555,200  
**Total Amount of CSEs to be purchased from PS-DBM:** 565,000  
**Total Amount of Estimated Budget:** 11,600,164.00

Prepared by:

Recommended by:  
 By the Authority of the Bids and Awards Committee:

Approved by:

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 Administrative Officer V  
*Bids and Awards Committee Secretariat*

**ALELIE B. RAMOS**  
 Assistant Regional Director  
*Bids and Awards Committee Chairperson*

**MARK LOUIE C. MARTIN**  
 Regional Director  
*Head of the Procuring Entity*

Date: January 27, 2026

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