



**DEPARTMENT OF BUDGET AND MANAGEMENT
REGIONAL OFFICE IV-A**

ANNUAL PROCUREMENT PLAN FOR FY 2026

INDICATIVE
 FINAL
 UPDATED [Version No. ____]

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
General Requirements											
Procurement of Office Supplies and Equipment for the General Use of Office	RO IV-A	Supply and Delivery of Office Supplies and Equipment for the General Use of Office - (Goods)	Sec. 32 Direct Acquisition	No	LCRB	Jan-26	Dec-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	280,000.00	N/A	Procurement is conducted on a quarterly basis, with additional purchases made as the need arises.
Procurement of Supplies for Petroleum, Oil and Lubricants	RO IV-A	Supply of Petroleum, Oil and Lubricant - (Goods)	Sec. 35.13 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	No	LCRB	Jan-26	Dec-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	36,000.00	N/A	
Procurement of Janitorial and Other Supplies, Materials, and Equipment for the General Use of the Office	RO IV-A	Procurement of Janitorial and Other Supplies, Materials, and Equipment for the General Use of the Office - (Goods)	Sec. 32 Direct Acquisition	No	LCRB	Jan-26	Dec-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	80,000.00	N/A	Procurement is conducted on a quarterly basis, with additional purchases made as the need arises.
Supply and Delivery of Purified Drinking Water Supply	RO IV-A	Supply and Delivery of 500 Gallons of Purified Drinking Water - (Goods)	Sec. 32 Direct Acquisition	No	LCRB	Jan-26	Jan-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	36,000.00	N/A	
Supply of Potable Water	RO IV-A	Water Supply - (Goods)	Sec. 31 Direct Contracting	No	LCRB	Jan-26	Jan-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	480,000.00	N/A	
Electricity Supply	RO IV-A	Electricity Supply - (Goods)	Sec. 31 Direct Contracting	No	LCRB	Jan-26	Jan-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	2,400,000.00	N/A	

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
Procurement of Postage and Courier Services	RO IV-A	Courier Services for the packages and release documents for clients agencies - (Goods)	Sec. 32 Direct Acquisition	No	LCRB	Jan-26	Jan-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	80,000.00	Renewal of Regular and Recurring Services	
Procurement of Internet Connectivity Services	RO IV-A	Provision of Internet Connectivity Services - (Goods)	Sec. 32 Direct Acquisition	No	LCRB	Jan-26	Jan-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	180,000.00	Renewal of Regular and Recurring Services	
Procurement of Janitorial Services	RO IV-A	Provision of Janitorial Services for 9 months to maintain the conducive working environment for employees and clients - (Goods)	Sec. 34 Small Value Procurement	No	LCRB	Jan-26	Jan-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	750,000.00	N/A	
Procurement of Security Services	RO IV-A	Provision of Security Services for 9 months to principally maintain the peace and order in the office premises - (Goods)	Sec. 34 Small Value Procurement	No	LCRB	Jan-26	Jan-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	800,000.00	N/A	
Repairs and Maintenance of ICT Equipment	RO IV-A	Repairs and Maintenance of ICT Equipment - (Goods)	Sec. 32 Direct Acquisition	No	LCRB	Jan-26	Dec-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	23,000.00	N/A	Procurement is conducted on a quarterly basis, with additional purchases made as the need arises.
Repairs and Maintenance of Office Equipment	RO IV-A	Repairs and Maintenance of Office Equipment - (Goods)	Sec. 32 Direct Acquisition	No	LCRB	Jan-26	Dec-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	10,000.00	N/A	
Repairs and Maintenance of Transportation Equipment	RO IV-A	Repairs and Maintenance of Transportation Equipment - (Goods)	Sec. 32 Direct Acquisition	No	LCRB	Jan-26	Dec-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	220,000.00	N/A	
Lease/Rental of Venue for the Conduct of Meetings, Training/Capacity Building, GAD Activities, Seminars and other related events	RO IV-A	Lease/Rental of Venue for the Conduct of Meetings, Training/Capacity Building, GAD activities, seminars and other related events - (Goods)	35.9 Lease of Real Property and Venue	No	LCRB	Jan-26	Dec-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	600,000.00	N/A	

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
Provision for Meals, Venue, and Catering Services for Official Meetings/Activities (e.g., Year-End Assessment)	RO IV-A	Provision for Meals, Venue, and Catering Services for official meetings/activities (e.g., Year-End Assessment) - (Goods)	Sec. 32 Direct Acquisition	No	LCRB	Jan-26	Dec-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	287,000.00	N/A	
Rental of Photocopying Machine	RO IV-A	Rental of photocopying machine - (Goods)	Sec. 32 Direct Acquisition	No	LCRB	Jan-26	Jan-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	48,000.00	N/A	
Insurance of Properties	RO IV-A	Insurance of Three (3) units of Motor Vehicle; Building Content; Fire Insurance - (Goods)	Sec. 35.5 Agency-to-Agency	No	LCRB	Jan-26	Dec-26	GAA 2026 - Current Appropriation	172,000.00	N/A	
Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009											
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)											
Procurement of Office Supplies and Equipment for the General Use of Office	RO IV-A	Supply and Delivery of Office Supplies and Equipment for the General Use of Office - (Goods)	Sec. 35.5 Agency-to-Agency	No	LCRB	Jan-26	Dec-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	80,000.00	N/A	
Procurement of Janitorial and Other Supplies, Materials, and Equipment for the General Use of the Office	RO IV-A	Procurement of Janitorial and Other Supplies, Materials, and Equipment for the General Use of the Office - (Goods)	Sec. 35.5 Agency-to-Agency	No	LCRB	Jan-26	Dec-26	R.A. 12314, FY 2026 General Appropriations Act and FY 2025 Continuing Appropriations	40,000.00	N/A	

Note: Insert additional rows as necessary


Total Amount of Estimated Budget for EPA Projects: -
Total Amount of CSEs to be purchased from PS-DBM: **120,000.00**
Total Amount of Estimated Budget: **6,602,000.00**

Prepared by:


ELLA LORAINÉ D. OBRA
Supervising Budget and Management Specialist
Bids and Awards Committee Secretariat

Date : January 20, 2026

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


JACQUELINE B. LUDOVICE
Chief Budget and Management Specialist
Bids and Awards Committee Chairperson

Date : January 20, 2026

Approved by:


NYMPHA R. MANALASTAS
Regional Director
Head of the Procuring Entity

Date : January 20, 2026