



**ANNUAL PROCUREMENT PLAN FOR FY 2026**



INDICATIVE  FINAL

UPDATED [Version No. 0 ]

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	11/2025	01/2026	GOP	725,000.00	Renewal of Regular and Recurring Services	Provision of 3 janitors and 1 clerk
Security Services	FAD, Div A, Div B. Div C	Procurement of Security Services	Competitive Bidding	No	LCRB	11/2025	01/2026	GOP	1,555,000.00	Renewal of Regular and Recurring Services	Provision of four security guards
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	24,000.00	Life Cycle Assessment	50 gallons per month
Preventive Maintenance of Airconditioning Units	FAD, Div A, Div B. Div C		SVP	No	LCRB	12/2025	01/2026	GOP	100,000.00	Life Cycle Assessment	Performed every last month of the quarter
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	1,176,600.00	-	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	58,000.00	-	
Water Expenses	FAD, Div A, Div B. Div C	Supply of Potable Water	Sec 31 - Direct Contracting	No		1/2026	1/2026	GOP	45,000.00	Renewal of Regular and Recurring Services	
Electricity	FAD, Div A, Div B. Div C	Supply of Electricity	Sec 31 - Direct Contracting	No		1/2026	1/2026	GOP	1,095,000.00	Renewal of Regular and Recurring Services	
Telephone (Landline)	FAD, Div A, Div B. Div C		Sec 31 - Direct Contracting	No		1/2026	1/2026	GOP	72,000.00	Renewal of Regular and Recurring Services	
Internet	FAD, Div A, Div B. Div C	Procurement of Internet Connectivity Services	Sec 31 - Direct Contracting	No		1/2026	1/2026	GOP	96,000.00	Renewal of Regular and Recurring Services	

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Postage and Courier	FAD, Div A, Div B. Div C	Procurement of Postage and Courier Services	Sec 31 - Direct Contracting	No		1/2026	1/2026	GOP	98,000.00	Renewal of Regular and Recurring Services	
Cable	FAD, Div A, Div B. Div C		Sec 31 - Direct Contracting	No		1/2026	1/2026	GOP	12,000.00	Renewal of Regular and Recurring Services	
CCTV Camera	FAD		SVP	No	LCRB	7/2026	8/2026	GOP	240,000.00	Life Cycle Assessment	
Mirrorless Camera	FAD		SVP	No	LCRB	8/2026	9/2026	GOP	130,000.00	Life Cycle Assessment	
Heavy-Duty Document Scanner	FAD		SVP	No	LCRB	4/2026	5/2026	GOP	360,000.00	Life Cycle Assessment	
Photocopier	FAD		SVP	No	LCRB	4/2026	5/2025	GOP	85,000.00	Life Cycle Assessment	
Floor Mounted Inverter Air Conditioner, 3TR	FAD, Div A, Div B. Div C		SVP	No	LCRB	5/2026	6/2026	GOP	200,000.00	Life Cycle Assessment	
									6,153,600.00	-	
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
Laundry Services	FAD					Various Dates	Various Dates	GOP	10,000.00	-	
Fabrication of Rubber/Name Stamps	FAD					Various Dates	Various Dates	GOP	5,000.00	Life Cycle Assessment	
Fabrication of Tarpaulin and Signages	FAD					Various Dates	Various Dates	GOP	15,000.00	Life Cycle Assessment	
Fabrication of Polo Shirts & Printing	FAD, Div A, Div B. Div C					As the need arises	As the need arises	GOP	152,200.00	Life Cycle Assessment	
Plumbing Services	FAD					As the need arises	As the need arises	GOP	20,000.00	-	
Electrical Services	FAD					As the need arises	As the need arises	GOP	20,000.00	-	
Pest Control Services	FAD					Various Dates	Various Dates	GOP	40,000.00	-	
Sports Activities	FAD					Various Dates	Various Dates	GOP	51,000.00	-	
Airline Tickets	FAD, Div A, Div B. Div C				-	Various Dates	Various Dates	GOP	1,787,000.00	-	
Preventive Maintenance of Buildings	FAD					Various Dates	Various Dates	GOP	50,000.00	Life Cycle Assessment	
Automotive Service	FAD					Various Dates	Various Dates	GOP	50,000.00	-	
Repair of Computers and Printers	FAD					Various Dates	Various Dates	GOP	20,000.00	-	
Repair and Maintenance of Generator Sets/Other Machinery & Equipment	FAD					Various Dates	Various Dates	GOP	100,000.00	Life Cycle Assessment	Performed every 6 months
Consumables for Photocopier	FAD					Various Dates	Various Dates	GOP	50,000.00	Life Cycle Assessment	
Consumables for Printers	FAD					Various Dates	Various Dates	GOP	150,000.00	Life Cycle Assessment	
									2,320,200.00		
<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									3,166,000.00		

Note: Insert additional rows as necessary

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Total Amount of Estimated Budget for EPA Projects: 0  
 Total Amount of CSEs to be purchased from PS-DBM: 3,166,000  
 Total Amount of Estimated Budget: 11,639,800.00

Prepared by:

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

Approved by:

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**BETTY MARIE AGNES S. RUBIO**  
 Administrative Officer V  
*Bids and Awards Committee Secretariat*  
 Date : January 30, 2026

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**ALELIE B. RAMOS**  
 Assistant Regional Director  
*Bids and Awards Committee Chairperson*  
 Date : \_\_\_\_\_

\_\_\_\_\_  
**MARK LOUIE C. MARTIN**  
 Regional Director  
*Head of the Procuring Entity*  
 Date : \_\_\_\_\_