

[Agency Letterhead with Logo]

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/Equipment	05D5/C0D5/G00D	Supply and Delivery of Common used office items	Competitive Bidding	Yes	LCRB	01/26	12/26	FY2026 GAA (MOOE)	3,041,830.00		Year-round for the entire SDO
Electricity Expense	05D5/C0D5/G00D	Electric consumption for the period January to December 2026	Direct Contracting	No		01/26	12/26	FY2026 GAA (MOOE)	1,800,000.00		Year-round for the entire SDO
Water Expense	05D5/C0D5/G00D	Water service the period January to December 2026	Direct Contracting	No		01/26	12/26	FY2026 GAA (MOOE)	180,000.00		Year-round for the entire SDO
Telephone Expenses - Mobile	05D5/C0D5/G00D		SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	500,000.00		Year-round for the entire SDO
Internet Expense	05D5/C0D5/G00D		SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	240,000.00		Year-round for the entire SDO
Postage and Courier Expenses	05D5/C0D5/G00D	For the delivery of official communications	SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	96,000.00		Year-round for the entire SDO
Fuel, Oil and Lubricant Expense	05D5/C0D5/G00D	Purchase of fuel products and other lubricants used for the operation of vehicles in the conduct of various official travels/functions and requirement for equipment (generator)	SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	400,000.00		Year-round for the entire SDO
Furniture & Fixtures	05D5/C0D5/G00D		SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	100,000.00		Year-round for the entire SDO
IT Equipment/Supplies	05D5/C0D5/G00D		SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	1,498,305.00		Year-round for the entire SDO
Repair/Maint - Office Equipment	05D5/C0D5/G00D		SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	150,000.00		Year-round for the entire SDO
Repair & Maint. - ICT Equipment	05D5/C0D5/G00D		SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	200,000.00		Year-round for the entire SDO
Repair & Maint. - Furniture & Fixtures	05D5/C0D5/G00D		SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	200,000.00		Year-round for the entire SDO
Repair & Maint. - Building and Other Structures	05D5/C0D5/G00D		SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	200,000.00		Year-round for the entire SDO
Other MOOE Expenses (Petty Cash, Cable Subscriptions, Website Maintenance & Other Miscellaneous Expenses)	05D5/C0D5/G00D		SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	180,000.00		Year-round for the entire SDO
Fidelity Bond Premium	05D5/C0D5/G00D		Direct Contracting	No		01/26	12/26	FY2026 GAA (MOOE)	60,000.00		Year-round for the entire SDO
General Services (Utility Worker, Clerks, IT Support Staff)	05D5/C0D5/G00D		Direct Contracting	No		01/26	12/26	FY2026 GAA (MOOE)	150,000.00		Year-round for the entire SDO
Security Guard Services	05D5/C0D5/G00D		Direct Contracting	No		01/26	12/26	FY2026 GAA (MOOE)	120,000.00		Year-round for the entire SDO
Trainings/Seminars	05D5/C0D5/G00D		SVP	No	LCRB	01/26	12/26	FY2026 GAA (MOOE)	4,500,000.00		Year-round for the entire SDO

