



## ANNUAL PROCUREMENT PLAN FOR FY 2026

INDICATIVE     FINAL     UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						ROJECTED TIMELINE (MM/YY)		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>											
<b>Other Supplies and Materials Expenses</b>											
1. Moving Up & Recognition/ End of the School Year Rites (EOSY) Supplies & Materials	School	Goods(Certificates, medals, and other materials to be used during Moving Up and Recognition ceremonies	Section 34 Small Value Procurement (SVP)	No	LCRB	03/2026	03/2026	GAA 2026	90,000.00	LCA AND LCCA	
2. Common-use Office Supplies/Equipment not available at PS - Janitorial/Cleaning Supplies and Other Supplies	School	Goods(Procurement of Cleaning Materials and Supplies for WINS)	Section 34 Small Value Procurement (SVP)	No	LCRB	05/2026	05/2026	GAA 2026	35,000.00	LCA AND LCCA	
3. Common-use Office Supplies/Equipment not available at PS	School	Goods(Toner, Drum and Ink for Printer and Copier)	Section 34 Small Value Procurement (SVP)	No	LCRB	03/2026	03/2026	GAA 2026	35,000.00	LCA AND LCCA	
4. SDRRM Supplies and Equipment	School	Good(Supplies and Equipment for SDRMM)	Section 34 Small Value Procurement (SVP)	No	LCRB	02/2026	02/2026	GAA 2026	35,000.00	LCA AND LCCA	
5. Printing of Students ID Card	School	Goods(Learners & School Personnel(NEW) ID for SY 2026-2027)	Section 34 Small Value Procurement (SVP)	No	LCRB	06/2026	06/2026	GAA 2026	60,000.00	LCA AND LCCA	
6. Printing of SF9(School Report Card)	School	Goods/Services(Printed Learners School Report Card for SY 2026-2027)	Section 34 Small Value Procurement (SVP)	No	LCRB	11/2026	11/2026	GAA 2026	40,000.00	LCA AND LCCA	
7. Printing of SF10(F137)	School	Goods/Services(Printed F137/SF10)	Section 34 Small Value Procurement (SVP)	No	LCRB	09/2026	10/2026	GAA 2026	40,000.00	LCA AND LCCA	

8. Printing of Quarterly Examinations	School	Goods/Services(Printing of Quarterly Examinations Test Materials)	Section 34 Small Value Procurement (SVP)	No	LCRB	01/2026	01/2026	GAA 2026	25,000.00	LCA AND LCCA	
9. Printing of Quarterly Examinations	School	Goods/Services(Printing of Quarterly Examinations Test Materials)	Section 34 Small Value Procurement (SVP)	No	LCRB	03/2026	03/2026	GAA 2026	25,000.00	LCA AND LCCA	
10. Printing of Quarterly Examinations	School	Goods/Services(Printing of Quarterly Examinations Test Materials)	Section 34 Small Value Procurement (SVP)	No	LCRB	08/2026	08/2026	GAA 2026	25,000.00	LCA AND LCCA	
11. Printing of Quarterly Examinations	School	Goods/Services(Printing of Quarterly Examinations Test Materials)	Section 34 Small Value Procurement (SVP)	No	LCRB	10/2026	10/2026	GAA 2026	25,000.00	LCA AND LCCA	
<b>Repairs</b>											
12. Repair and Rehabilitation of School Stage	School	Infrastructure	Section 34 Small Value Procurement (SVP)	No	LCRB	08/2026	08/2026	GAA 2026	180,000.00	LCA AND LCCA	
13. Repair/Rehabilitation of Electrical Wiring at JHS Building	School	Infrastructure	Section 34 Small Value Procurement (SVP)	No	LCRB	02/2026	02/2026	GAA 2026	120,000.00	LCA AND LCCA	
<b>Training</b>											
14. INSET-In-Service Trainings for Teachers	School	Goods(conduct of In Service Training of Teachers)	Section 34 Small Value Procurement (SVP)	No	LCRB	10/2026	10/2026	GAA 2026	109,800.00	LCA AND LCCA	
15. GAD (Gender and Development)	School	Goods(conduct of GAD-related activities for Admin. Faculty and Staff)	Section 34 Small Value Procurement (SVP)	No	LCRB	04/2026	04/2026	GAA 2026	109,800.00	LCA AND LCCA	
<b>Mandatory and Other Expenses</b>											
22. Traveling Expenses - Local	School	Goods(Travelling Expenses for Admin, Faculty and Staff)	Sec. 31-Direct Contracting	No	LCRB	05/2026	05/2026	GAA 2026	5,000.00	LCA AND LCCA	
23. Representation Expenses	School	Goods(Representation Expenses for Admin, Faculty and Staff)	Sec. 31-Direct Contracting	No	-	03/2026	03/2026	GAA 2026	5,168.42	LCA AND LCCA	
24. Water Expenses	School	Services (Payment of Water Consumption)	Sec. 31-Direct Contracting	No	-	01/2026	12/2026	GAA 2026	370,000.00	LCA AND LCCA	
25. Electricity Expenses	School	Services (Payment of Electric Consumption)	Sec. 31-Direct Contracting	No	-	01/2026	12/2026	GAA 2026	482,000.00	LCA AND LCCA	
28. Internet Expenses	School	Services (Payment of Internet Subscription)	Sec. 31-Direct Contracting	No	-	01/2026	12/2026	GAA 2026	36,000.00	LCA AND LCCA	
28. Landline Expenses	School	Services (Payment of Landline )	Sec. 31-Direct Contracting	No	-	01/2026	12/2026	GAA 2026	14,200.00	LCA AND LCCA	
29. Janitorial Services	School	Services (Payment of Janitorial Services)	Sec. 31-Direct Contracting	No	-	01/2026	12/2026	GAA 2026	252,631.58	LCA AND LCCA	
30. Fidelity Bond Premiums	School	Services (Payment of Fidelity Bond)	Sec.35.5 Negotiated Procurement(Agency to Agency)	No	-	01/2026	01/2026	GAA 2026	2,000.00	LCA AND LCCA	

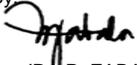
**Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009**

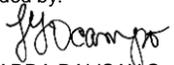
**Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)**

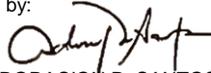
Common-use Office Supplies/Equipment available at PS	School	Goods(Procurement of Common Supplies and Equipment)	-	No	N/A	04/2026	04/2026	GAA 2026	34,400.00	N/A	
Common-use Office Supplies/Equipment available at PS	School	Goods(Procurement of Common Supplies and Equipment)	-	No	N/A	04/2026	04/2026	GAA 2026	40,000.00	N/A	

Note: Insert additional rows as necessary

<b>Total Amount of Estimated Budget for EPA Projects:</b>	-
<b>Total Amount of CSEs to be purchased from PS-DBM:</b>	<u>74,400.00</u>
<b>Total Amount of Estimated Budget:</b>	<u>2,196,000.00</u>

Prepared by:  
  
 IDA R. ZABALA  
 Signature over Printed Name  
 Bids and Awards Committee Secretariat

Recommended by:  
  
 LUTGARDA DALISAY G. OCAMPO  
 Signature over Printed Name  
 Head Teacher II/ BAC Chairman

Approved by:  
  
 ADORACION R. SANTOS  
 Signature over Printed Name  
 Principal IV

CECILLE G. CARANDANG, PhD.  
 Signature over Printed Name  
 Schools Division Superintendent

Date : January 30, 2026

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Date : January 30, 2026

Date : \_\_\_\_\_