



**ANNUAL PROCUREMENT PLAN FOR FY 2026 1ST SEMESTER**

INDICATIVE     FINAL     UPDATED [Version No. 1]

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>											
Travel Expenses-Local	CDA Region IV-A	Attendance to HO directives meetings and conferences	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	1,974,000.00	RA 12009	
Training and Seminar Expenses	CDA Region IV-A	Conduct of various training activities	NP 35.9 Lease of Real Property and Venue	No	LCRB	January 2026	June 2026	GoP	1,928,000.00	RA 12009	
Office Supplies - Other Supplies	CDA Region IV-A	Procurement thru Local Market	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	400,000.00	RA 12009	
Accountable Forms Expense	CDA Region IV-A	For efficient implementation of financial, administrative, and operational transactions of the office	Direct Contracting	No	LCRB	January 2026	June 2026	GoP	5,000.00	RA 12009	
Fuel, Oil and Lubricants Expenses	CDA Region IV-A	Supply of diesel to various vehicles of the agency	NP 35.13 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products	Yes	LCRB	January 2026	June 2026	GoP	180,000.00	RA 12009	
Semi Expandable Office Equipment	CDA Region IV-A	Enhance office efficiency and accommodate operational needs	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	69,500.00	RA 12009	
Semi-Expandable Other Machinery and Equipment	CDA Region IV-A	Improve operational efficiency and ensure continuity of services	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	25,000.00	RA 12009	
Water Expenses	CDA Region IV-A	Monthly bills for water consumption	Direct Contracting	Yes	LCRB	January 2026	June 2026	GoP	15,000.00	RA 12009	
Electricity Expenses	CDA Region IV-A	Monthly bills for electricity consumption	Direct Contracting	Yes	LCRB	January 2026	June 2026	GoP	170,500.00	RA 12009	
Postage and Courier Services	CDA Region IV-A	Monthly bills for freight and handling	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	48,000.00	RA 12009	
Telephone Expenses - Mobile	CDA Region IV-A	Monthly allocation of mobile plan	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	15,000.00	RA 12009	
Telephone Expenses - Landline	CDA Region IV-A	Line of communication thru PLDT with monthly bills	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	22,500.00	RA 12009	
Internet Subscription Expenses	CDA Region IV-A	Monthly bills for internet; wireless connection	Small Value Procurement	Yes	LCRB	January 2026	June 2026	GoP	75,000.00	RA 12009	
Extraordinary and Miscellaneous Expenses	CDA Region IV-A	Cover unanticipated, incidental, and special activities essential to the effective implementation of office programs and operations	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	49,500.00	RA 12009	
Legal Services	CDA Region IV-A	For Professional Expenses	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	7,500.00	RA 12009	
Janitorial services	CDA Region IV-A	Provision of janitorial services	Small Value Procurement	Yes	LCRB	January 2026	June 2026	GoP	94,000.00	RA 12009	
Other General Services	CDA Region IV-A	Ensure the efficient implementation of office operations and the provision of support services	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	150,000.00	RA 12009	
Repairs and Maintenance - Motor Vehicle	CDA Region IV-A	Repairs of motor vehicles, change tires and batteries and other related repairs from time to time attributed to wear and tear	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	50,000.00	RA 12009	
Taxes, Duties and Licenses	CDA Region IV-A	For the Amount of Taxes, Duties, Licenses and Other Fees Due to Regulatory Agencies	Direct Contracting	No	LCRB	January 2026	June 2026	GoP	2,500.00	RA 12009	

Fidelity Bond Premiums	CDA Region IV-A	For the Fidelity Bonds of Accountable Officers	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	20,000.00	RA 12009	
Insurance Expenses	CDA Region IV-A	For the Insurable Risks of Government Properties	Direct Contracting	No	LCRB	January 2026	June 2026	GoP	15,000.00	RA 12009	
Printing and Publication Expenses	CDA Region IV-A	Printing of Annual Report, Tarpaulin and fabrication of Plaques	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	75,000.00	RA 12009	
Representation Expenses	CDA Region IV-A	For Official Meetings/Conferences and Other Official Functions	Small Value Procurement	No	LCRB	January 2026	June 2026	GoP	448,500.00	RA 12009	
Rental-Office Bldg	CDA Region IV-A	Monthly payment for office rental	Direct Contracting	Yes	LCRB	January 2026	June 2026	GoP	650,000.00	RA 12009	
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
Office Supplies	CDA Region IV-A	Procurement thru PS-DBM	NP 35.5 Agency-to-Agency	No	LCRB	1st and 2nd Quarter	1st and 2nd Quarter	GoP	220,841.84	RA 12009	

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** 2,369,000.00  
**Total Amount of CSEs to be purchased from PS-DBM:** 220,841.84  
**Total Amount of Estimated Budget:** 6,710,341.84

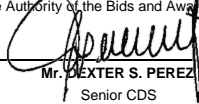
Prepared by:



Ms. KATHLEEN ANN O. LUALHATI  
CDS II  
*Bids and Awards Committee Secretariat*

Date : January 30, 2026

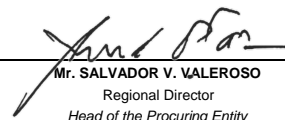
Recommended by:  
By the Authority of the Bids and Awards Committee



Mr. LEXTER S. PEREZ  
Senior CDS  
*Bids and Awards Committee Chairperson*

Date : January 30, 2026

Approved by:



Mr. SALVADOR V. VALEROSO  
Regional Director  
*Head of the Procuring Entity*

Date : January 30, 2026