



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OFFICE DAGUPAN CITY

ANNUAL PROCUREMENT PLAN FOR FY 2026

INDICATIVE FINAL UPDATED [Version No. _____]

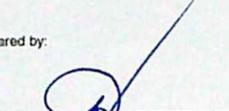
PROCUREMENT PROJECT DETAILS											
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
						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											
Traveling Expenses - Local	SDO Dagupan City	N/A	N/A	NO	N/A	January 2026	December 2026	GAA 2026 Current Appropriation	2,898,000.00	N/A	
Training Expenses	SDO Dagupan City	Conduct of various Trainings	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	5,968,000.00	N/A	
ICT Office Supplies Expenses	SDO Dagupan City	Procurement of ICT Office Supplies	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	67,000.00	N/A	
Accountable Forms Expenses	SDO Dagupan City	Procurement of Accountable Forms	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	51,000.00	N/A	
Drugs and Medicines Expenses	SDO Dagupan City	Procurement of Drugs and Medicines	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	136,000.00	N/A	
Medical, Dental and Laboratory Supplies Expenses	SDO Dagupan City	Procurement of Medical, Dental and Laboratory Supplies	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	77,000.00	N/A	
Fuel, Oil and Lubricants Expenses	SDO Dagupan City	Supply of diesel to various vehicles of the agency	Petroleum Fuel, Oil and Lubricant (POL)	NO	N/A	January 2026	December 2026	GAA 2026 Current Appropriation	210,000.00	N/A	
Agricultural and Marine Supplies Expenses	SDO Dagupan City	Procurement of Agricultural and Marine Supplies	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	45,000.00	N/A	
S/E - Office Equipment	SDO Dagupan City	Procurement of Office Equipment	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	84,000.00	N/A	
S/E - Sports Equipment	SDO Dagupan City	Procurement of Sports Equipment	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	72,000.00	N/A	
Other Supplies and Materials Expenses	SDO Dagupan City	Procurement of other supplies and Materials	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	26,162,000.00	N/A	
Water Expenses	SDO Dagupan City	Monthly bills for Water consumption	Direct Contracting	NO	N/A	January 2026	December 2026	GAA 2026 Current Appropriation	523,000.00	N/A	
Electricity Expenses	SDO Dagupan City	Monthly bills for Electricity consumption	Direct Contracting	NO	N/A	January 2026	December 2026	GAA 2026 Current Appropriation	8,412,000.00	N/A	
Postage and Courier Expenses	SDO Dagupan City	Monthly bills for freight & Handling	Direct Contracting	NO	N/A	January 2026	December 2026	GAA 2026 Current Appropriation	27,000.00	N/A	
Mobile	SDO Dagupan City	Monthly allocation of mobile plan	Direct Contracting	NO	N/A	January 2026	December 2026	GAA 2026 Current Appropriation	203,000.00	N/A	
Landline	SDO Dagupan City	Monthly bills for Telephone Bill	Direct Contracting	NO	N/A	January 2026	December 2026	GAA 2026 Current Appropriation	764,000.00	N/A	
Internet Subscription Expenses	SDO Dagupan City	Monthly bills for Internet consumption	Direct Contracting	NO	N/A	January 2026	December 2026	GAA 2026 Current Appropriation	2,812,000.00	N/A	
Awards/Rewards Expenses	SDO Dagupan City	N/A	N/A	NO	N/A	January 2026	December 2026	GAA 2026 Current Appropriation	16,000.00	N/A	
Auditing Services	SDO Dagupan City	Provisions for Auditing Services	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	39,000.00	N/A	
Other Professional Services	SDO Dagupan City	Provisions for Professional Services	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	49,000.00	N/A	
Janitorial Services	SDO Dagupan City	Provisions for Janitorial Services	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	1,133,000.00	N/A	
Security Services	SDO Dagupan City	Provisions for Security Services	NP-53.9 - Small Value Procurement	YES	Lowest Calculated Bid (LCB)	November 2025	January 2026	GAA 2026 Current Appropriation	1,222,000.00	N/A	
R/M - Other Land Improvements	SDO Dagupan City	Repair and Maintenance of Land Improvements	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	GAA 2026 Current Appropriation	120,000.00	N/A	

R/M - Water Supply Systems	SDO Dagupan City	Repair and Maintenance of Water Supply Systems	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	83,000.00	N/A
R/M - Power Supply Systems	SDO Dagupan City	Repair and Maintenance of Power Supply Systems	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	43,000.00	N/A
R/M - Buildings	SDO Dagupan City	Repair and Maintenance of Buildings	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	171,000.00	N/A
R/M - School Buildings	SDO Dagupan City	Repair and Maintenance of School Buildings	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	360,000.00	N/A
R/M - Other Structures	SDO Dagupan City	Repair and Maintenance of other Structures	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	29,000.00	N/A
R/M - Machinery	SDO Dagupan City	Repair and Maintenance of machinery Machinery	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	273,000.00	N/A
R/M - Office Equipment	SDO Dagupan City	Repair and Maintenance of Office Equipment	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	241,000.00	N/A
R/M - ICT Equipment	SDO Dagupan City	Repair and Maintenance of ICT Equipment	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	71,000.00	N/A
R/M - Other Equipment	SDO Dagupan City	Repair and Maintenance of Other Equipment	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	39,000.00	N/A
R/M - Motor Vehicles	SDO Dagupan City	Repair and Maintenance of Motor Vehicles	Direct Contracting	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	150,000.00	N/A
R/M - Furniture and Fixtures	SDO Dagupan City	Repair and Maintenance of furniture Fixtures	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	73,000.00	N/A
R/M - S/E - Office Equipment	SDO Dagupan City	Repair and Maintenance of office Equipment	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	133,000.00	N/A
R/M - Other Property, Plant and Equipment	SDO Dagupan City	Repair and Maintenance of other Equipment	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	30,000.00	N/A
Taxes, Duties and Licenses	SDO Dagupan City	N/A	N/A	NO	N/A	January 2026	December 2026	C/AA 2026 - Current Appropriation	27,000.00	N/A
Fidelity Bond Premiums	SDO Dagupan City	N/A	N/A	NO	N/A	January 2026	December 2026	C/AA 2026 - Current Appropriation	114,000.00	N/A
Insurance Expenses	SDO Dagupan City	N/A	N/A	NO	N/A	January 2026	December 2026	C/AA 2026 - Current Appropriation	29,000.00	N/A
Labor and Wages	SDO Dagupan City	N/A	N/A	NO	N/A	January 2026	December 2026	C/AA 2026 - Current Appropriation	352,000.00	N/A
Advertising Expenses	SDO Dagupan City	N/A	N/A	NO	N/A	January 2026	December 2026	C/AA 2026 - Current Appropriation	12,000.00	N/A
Printing and Publication Expenses	SDO Dagupan City	Printing of Publications	NP-53.9 - Small Value Procurement	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	1,999,000.00	N/A
Representation Expenses	SDO Dagupan City	N/A	N/A	NO	N/A	January 2026	December 2026	C/AA 2026 - Current Appropriation	13,000.00	N/A
Transportation and Delivery Expenses	SDO Dagupan City	N/A	N/A	NO	N/A	January 2026	December 2026	C/AA 2026 - Current Appropriation	54,000.00	N/A
Library and Other Reading Materials	SDO Dagupan City	NA	Direct Contracting	NO	Lowest Calculated Bid (LCB)	January 2026	December 2026	C/AA 2026 - Current Appropriation	3,000.00	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)										
Office Supplies Expenses	SDO Dagupan City	Procurement of Common Use supplies at PS DBM	NP-53.9 - Small Value Procurement	NO	N/A	January 2026	December 2026	C/AA 2026 - Current Appropriation	6,093,000.00	N/A

Note: Insert additional rows as necessary

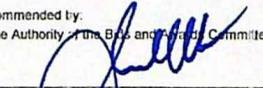
Total Amount of Estimated Budget for EPA Projects: 1,222,000.00
Total Amount of CSEs to be purchased from PS-DBM: 6,093,000.00
Total Amount of Estimated Budget: 61,463,000.00

Prepared by:


MYREL ANGELICA N. LOPEZ
Administrative Officer V
Bids and Awards Committee Secretariat

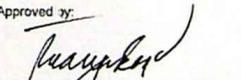
Date: _____

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


ANNALIZA M. CHAN
Assistant Schools Division Superintendent
Bids and Awards Committee Chairperson

Date: _____

Approved by:


R. R. JULIANA C. BANZON, CESO V
Schools Division Superintendent
Head of the Procuring Entity

Date: _____