



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

ANNUAL PROCUREMENT PLAN FOR FY 2027
INDICATIVE ☐ FINAL ☐ UPDATED [Version No. 000]

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		Transportation for official and related travel requirements for agency personnel (Services)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	3,305,000.00		Original Entry
Meals, Snacks, Supplies and Materials for Various Trainings	SDO Dagupan City	Conduct of Various Trainings of the agency (Goods & Services)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	7,214,000.00		Original Entry
Procurement of ICT Office Supplies	SDO Dagupan City	Provision of ICT office supplies, consumables and network accessories (Goods)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	253,000.00		Original Entry
Procurement of Accountable Forms	SDO Dagupan City	Procurement of Accountable Forms (Goods)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	71,000.00		Original Entry
Procurement of Drugs and Medicines	SDO Dagupan City	Supply and delivery of Drugs and Medicines (Goods)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	184,000.00		Original Entry
Procurement of Medical, Dental and Laboratory Supplies	SDO Dagupan City	Dental and Laboratory supplies (Goods)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	140,000.00		Original Entry
Procurement Fuel, Oil and Lubricants	SDO Dagupan City	Supply of diesel for various vehicles of the agency (Goods)	Sec. 34-Small Value Procurement Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products	No	N/A	January 2027	December 2027	GAA 2027- Current Appropriation	273,000.00		Original Entry
Procurement of Agricultural and Marine Supplies		Acquisition of minor tools, implements and non-capitalized agricultural marine and agricultural hardware (Goods)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	45,000.00		Original Entry
Procurement of Semi-Expendable - Office Equipment	SDO Dagupan City	Acquisition of movable office items and minor equipment (Goods)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	103,000.00		Original Entry
Procurement of Semi-Expendable- Information and Communications Technology Equipment	SDO Dagupan City	Acquisition of non capital ICT items, hardware devices and accessories. (Goods)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	19,000.00		Original Entry
Procurement of Semi-Expendable- Sports Equipment		To supply, deliver, and provide various sports and athletic equipment(Goods)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	72,000.00		Original Entry
Procurement of Semi-Expendable- Furniture and Fixtures	SDO Dagupan City	The acquisition, supply, and delivery of durable yet low-cost non-capitalized furniture items intended to support daily administrative activities (Goods)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	19,000.00		Original Entry
Procurement of Other Supplies and Materials	SDO Dagupan City	Acquisition of Miscellaneous, non - common-use items that are not stocked (Goods)	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	28,066,000.00		Original Entry
Utility Expenses - Water Subscription	SDO Dagupan City	Monthly bills for regular consumption and supply of water utility services (Services)	Sec. 31- Direct Contracting	No	N/A	January 2027	December 2027	GAA 2027- Current Appropriation	747,000.00		Original Entry

Utility Expenses- Electrical Supply			Monthly bills for continuous supply of electrical power and energy distribution services for all offices. (Services)	Sec 31- Direct Contracting	No		N/A			January 2027	December 2027	GAA 2027- Current Appropriation			Original Entry
Postage and Courier	SDO Dagupan City		Monthly bills for freight and handling (Services)	Sec 31- Direct Contracting	No		N/A			January 2027	December 2027	GAA 2027- Current Appropriation		12,605,000.00	Original Entry
Mobile	SDO Dagupan City		Monthly allocation for mobile plan (Services)	Sec 31- Direct Contracting	No		N/A			January 2027	December 2027	GAA 2027- Current Appropriation		27,000.00	Original Entry
Landline	SDO Dagupan City		Monthly bills for continuous communication services for office operations (Services)	Sec 31- Direct Contracting	No		N/A			January 2027	December 2027	GAA 2027- Current Appropriation		203,000.00	Original Entry
Internet Subscription Expenses	SDO Dagupan City		Monthly bills for the provision of a stable, high-speed internet connection (Services)	Sec 31- Direct Contracting	No		N/A			January 2027	December 2027	GAA 2027- Current Appropriation		820,000.00	Original Entry
Awards/Rewards	SDO Dagupan City		Items, tokens or recognitions (Services)	N/A	No		N/A			January 2027	December 2027	GAA 2027- Current Appropriation		3,251,000.00	Original Entry
Auditing Services	SDO Dagupan City		Provisions for auditing services (Services)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		16,000.00	Original Entry
Other Professional Services	SDO Dagupan City		Provisions for professional services (Services)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		39,000.00	Original Entry
Janitorial Services	SDO Dagupan City		Provisions for janitorial services (Services)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		49,000.00	Original Entry
Security Services	SDO Dagupan City		Provisions for security services (Services)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		2,001,000.00	Original Entry
Repair and Maintenance - Other Land Improvements	SDO Dagupan City		Procurement of goods, civil works and services required to maintain, repair and preserve the agency's land assets (Goods & Services)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		1,725,000.00	Original Entry
Repair and Maintenance - Water Supply Systems	SDO Dagupan City		Procurement of necessary replacement parts and minor civil works, requires to sustain uninterrupted water delivery (Goods & Services)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		120,000.00	Original Entry
Repair and Maintenance - Power Supply Systems	SDO Dagupan City		Procurement of replacement parts and technical servicing needed to keep the power supply system functional (Goods and Services)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		153,000.00	Original Entry
Repair and Maintenance - Buildings	SDO Dagupan City		Undertaking various minor or major repairs, civil works, electrical upgrades, painting, plumbing and structural improvements to maintain operational condition of agency's building (Infrastructure)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		56,000.00	Original Entry
Repair and Maintenance - School Buildings	SDO Dagupan City		Undertaking various minor or major repairs, civil works, electrical upgrades, painting, plumbing and structural improvements to maintain operational condition of School Buildings (Infrastructure)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		298,000.00	Original Entry
Repair and Maintenance - Other Structures	SDO Dagupan City		Minor corrective works on specialized structures that do not fall under standard building or school building classification.	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		630,000.00	Original Entry
Repair and Maintenance - Machinery	SDO Dagupan City		Covers labor, replacement parts, and technical services required to keep office machinery in safe and operational working condition (Goods & Services)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		26,000.00	Original Entry
Repair and Maintenance - Office Equipment	SDO Dagupan City		Procurement of routine servicing, corrective repairs, cleaning, general maintenance, and minor parts replacement for various agency's building	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		273,000.00	Original Entry
Repair and Maintenance - ICT Equipment	SDO Dagupan City		Procurement of necessary spare parts, hardware components, accessories, or outsourced general services required to repair, service, and maintain existing ICT equipment. (Goods & Services)	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		352,000.00	Original Entry
Repair and Maintenance - Other Equipment	SDO Dagupan City		Procurement of replacement minor parts for miscellaneous machinery and operational tool to ensure continuous serviceability	Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		71,000.00	Original Entry
	SDO Dagupan City			Sec. 34-Small Value Procurement	No		LCRB			January 2027	December 2027	GAA 2027- Current Appropriation		39,000.00	Original Entry

Repair and Maintenance - Motor Vehicles	SDO Dagupan City	Regular check-ups, scheduled servicing, corrective repairs, and replacement spare parts for official agency's motor vehicle	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	188,000.00	Original Entry
Repair and Maintenance - Furniture and Fixtures	SDO Dagupan City	Carpentry Works, reupholstering , structural reinforcement, varnishing and preventive maintenance	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	91,000.00	Original Entry
Repair and Maintenance- SE - Office Equipment	SDO Dagupan City	Labor, replacement parts, and servicing for office equipment	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	133,000.00	Original Entry
Repair and Maintenance- Other Property, Plant and Equipment	SDO Dagupan City	Procurement of routine, corrective, or preventive repair and maintenance services	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	30,000.00	Original Entry
Taxes, Duties and Licenses		Mandatory funds required to settle all statutory obligations, customs duties, internal revenue taxes, and licensing fees imposed by regulatory bodies								
Fidelity Bond Premiums	SDO Dagupan City	Fidelity bonds required for accountable government officers	N/A	No	N/A	January 2027	December 2027	GAA 2027- Current Appropriation	27,000.00	Original Entry
Insurance Expenses	SDO Dagupan City	Secures comprehensive protection and coverage for government	N/A	No	N/A	January 2027	December 2027	GAA 2027- Current Appropriation	295,000.00	Original Entry
Labor and Wages	SDO Dagupan City	Acquisition of contracted labor, outsourced services, and seasonal staff aligns with organizational goals and legal wage standards (Services)	N/A	No	N/A	January 2027	December 2027	GAA 2027- Current Appropriation	216,000.00	Original Entry
Advertising Expenses	SDO Dagupan City	NA	N/A	No	N/A	January 2027	December 2027	GAA 2027- Current Appropriation	980,000.00	Original Entry
Printing and Publication Expenses	SDO Dagupan City	NA	N/A	No	N/A	January 2027	December 2027	GAA 2027- Current Appropriation	12,000.00	Original Entry
Representation Expenses	SDO Dagupan City	NA	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	3,126,000.00	Original Entry
Transportation and Delivery Expenses	SDO Dagupan City	NA	N/A	No	N/A	January 2027	December 2027	GAA 2027- Current Appropriation	69,000.00	Original Entry
Library and Other Reading Materials Subscription Expenses	SDO Dagupan City	NA	N/A	No	N/A	January 2027	December 2027	GAA 2027- Current Appropriation	54,000.00	Original Entry
	SDO Dagupan City	Acquisition of contracted labor, outsourced services, and seasonal staff aligns with organizational goals and legal wage standards. (Goods & Services)								
			Sec 31- Direct Contracting	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	72,000.00	Original Entry
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)										
Procurement of Office Supplies	SDO Dagupan City	Procurement of office supply	Sec. 34-Small Value Procurement	No	LCRB	January 2027	December 2027	GAA 2027- Current Appropriation	7,391,000.00	Original Entry

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects:
Total Amount of CSEs to be purchased from PS-DBM:
Total Amount of Estimated Budget:

Prepared by:

By the Authority of the Bids and Awards Committee

MA. PAUL A. FERNANDEZ
Administrative Officer
Procurement Officer

Date: _____

Recommended by:

By the Authority of the Bids and Awards Committee

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

Date: _____

Approved by _____

MARCIANO U. SORIANO JR. PhD, CESO VI
Officer-in -Charge
Assistant Schools Division Superintendent
Head of the Procuring Entity

Date : _____