



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
STA. QUITERIA ELEMENTARY SCHOOL
Tanque District
Brgy. 163, Baesa Road, Sta. Quiteria, Caloocan City

ANNUAL PROCUREMENT PLAN FOR FY 2026

INDICATIVE FINAL UPDATED [Version No. ____]

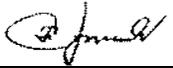
PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered 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											
Printing of Quarterly Exams	School	(GOODS) Purchase of Supplies, Bond Paper, Ink, Other Printing Materials	Sec.34-Small Value Procurement	NO	LCRB	02/2026.	03/2026.	GAA	P 150,000.00	Life Cycle Cost Analysis	
Water Expenses	School	(General services) Payment for Consumption of Water	Sec. 31-Direct Contracting	NO	LCRB	02/2026.	11/2026.	GAA	P 470,000.00	Multi-Year Contracting	
Electricity Expenses	School	for Consumption of Electricity	Sec. 31-Direct Contracting	NO	LCRB	02/2026.	11/2026.	GAA	P 760,407.50	Multi-Year Contracting	
Internet	School	for the Subscription of Internet	Sec. 31-Direct Contracting	NO	LCRB	02/2026.	11/2026.	GAA	P 118,992.50	Multi-Year Contracting	
Graduation, Moving Up, Recognition	School	(GOODS)Purchase of Medals, Diploma Holder, Pins Stage Décor Supplies, Printing of Diploma and Ribbons for Parents	Sec.34-Small Value Procurement	NO	LCRB	02/2026.	03/2026.	GAA	P 410,000.00	Life Cycle Cost Analysis	
Procurement of Diagnostic Test Materials	School	(GOODS) Purchase of Supplies, Bond Paper, Ink, Other Printing Materials	Sec.34-Small Value Procurement	NO	LCRB	03/2026.	04/2026.	GAA	P 150,000.00	Life Cycle Cost Analysis	
Procurement of ICT Materials	School	(GOODS) Purchase of ICT Materials	Sec.34-Small Value Procurement	NO	LCRB	03/2026.	04/2026.	GAA	P 370,000.00	Life Cycle Cost Analysis	
Conduct of INSET & LAC Session	School	(GOODS) Purchase of Foods and Supplies	Sec.34-Small Value Procurement	NO	LCRB	04/2026.	05/2026.	GAA	P 50,000.00	Life Cycle Cost Analysis	
Procurement of Handwashing and toothbrushing Materials	School	(GOODS) Purchase of Cleaning materials, faucets sinks, drums	Sec.34-Small Value Procurement	NO	LCRB	04/2026.	05/2026.	GAA	P 100,000.00	Life Cycle Cost Analysis	
Procurement of School Forms, ID, ECCD	School	(GOODS) Purchase of Bond Papers and Payment for Pupils' ID	Sec.34-Small Value Procurement	NO	LCRB	04/2026.	05/2026.	GAA	P 400,000.00	Life Cycle Cost Analysis	
Conduct of GAD Training	School	(GOODS) Purchase of Foods and Supplies, Transportation and Accommodation	Sec. 31-Direct Contracting	NO	LCRB	05/2026.	06/2026.	GAA	P 228,000.00	Life Cycle Cost Analysis	
Installation of Solar Panels and Replacement of Defective Electrical Wirings	School	(GOODS) Purchase of solar panels and electrical wires	Sec. 31-Direct Contracting	NO	LCRB	06/2026.	07/2026.	GAA	P 255,000.00	Life Cycle Cost Analysis	
Printing of Quarterly Exams	School	(GOODS)Purchase of Supplies, Bond Paper, Ink, Other Printing Materials	Sec.34-Small Value Procurement	NO	LCRB	07/2026.	08/2026.	GAA	P 150,000.00	Life Cycle Cost Analysis	
Accountable Forms Expenses	School	(General Services) Purchase of Checkbooks	Sec.35.5- Negotiated Procurement Agency to agency	NO		07/2026.	08/2026.	GAA	P 2,000.00	Life Cycle Cost Analysis	
Procurement of Office Supplies	School	(GOODS) Purchase of Office Supplies	Sec.34-Small Value Procurement	NO	LCRB	08/2026.	09/2026.	GAA	P 220,000.00	Life Cycle Cost Analysis	

Printing of Quarterly Exams	School	(GOODS) Purchase of Supplies, Bond Paper, Ink, Other Printing Materials	Sec.34-Small Value Procurement	NO	LCRB	09/2026.	10/2026.	GAA	P 150,000.00	Life Cycle Cost Analysis
Conduct of INSET & LAC	School	(GOODS)Purchase of Foods and Supplies	Sec.34-Small Value Procurement	NO	LCRB	09/2026.	10/2026.	GAA	P 60,000.00	Life Cycle Cost Analysis
Printing of Quarterly Exams	School	(GOODS) Purchase of Supplies, Bond Paper, Ink, Other Printing Materials	Sec.34-Small Value Procurement	NO	LCRB	11/2026.	12/2026.	GAA	P 150,000.00	Life Cycle Cost Analysis
Fidelity Bond Representation Expense	School	(General Services) Payment for Premium Bonds	Sec.35.5- Negotiated Procurement Agency to agency	NO		11/2026.	12/2026.	GAA	P 6,000.00	Life Cycle Cost Analysis
Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009										
Postage & Courier Expenses	School	Reimbursement for the payment of services of mailing of Form 137	Direct Acquisition	NO		02/2026.	10/2026.	GAA	P 11,000.00	Life Cycle Cost Analysis
Travelling Expenses-Local	School	Reimbursement for the payment of Travel Expense	Direct Acquisition	NO		10/2026.	11/2026.	GAA	P 30,000.00	Multi-Year Contracting
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)										
Purchase of Other Supplies and Materials Expenses(Alcohol, Tissue, and other common use materials)	School	(GOODS) Purchase of common use supplies		NO		05/2026.	06/2026.	GAA	P 150,000.00	

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:



Signature over Printed Name

Position/Designation

Bids and Awards Committee Secretariat

Date : _____

Recommended by:

By the Authority of the Bids and Awards Commit



HURLEY B. CORSIGA

Signature over Printed Name

Position/Designation

Bids and Awards Committee Chairperson

Date : _____

Approved by:



JOCELYN A. NAVARRO, MA, ED.

Signature over Printed Name

Position/Designation

Head of the Procuring Entity

Date : _____