



ANNUAL PROCUREMENT PLAN FOR FY 2026
 INDICATIVE FINAL UPDATED [Version No. _____]

Quezon
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 ICT UNIT
UPDATED
 Date/Time: 1/24
 JAN 20 2026
 EY: 1/24
 Ref. No. APP - 2026 - 002

PROCUREMENT PROJECT DETAILS					PROJECTED TIMELINE (MM/YYYY)				FUNDING DETAILS			PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Column 1 Project Title	Column 2 End-User or Implementing Unit	Column 3 General Description of the Project	Column 4 Mode of Procurement	Column 5 To be covered by an Early Procurement Activity? (Yes/No)	Column 6 Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Column 7 Start of Procurement Activity	Column 8 End of Procurement Activity	Column 9 Source of Fund	Column 10 Estimated Budget / Approved Budget for the Contract (PIIP)	Column 11	Column 12		
OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT													
Security Services		Procurement of Security Services for SDO-Quezon from January 1, 2026-December 31, 2026	NP-SVP	No	LCRB	12/2025	12/2025	CY 2026 GASS Current Fund - (MOOE)	759,008.52				
Fuel, Oil and Lubricants Expenses	OSDS	Fuel, Oil and Lubricants Expenses	NP-SVP	No	LCRB	12/2025	12/2025	CY 2026 GASS Current Fund - (MOOE)	1,107,858.29				
R&M - Motor Vehicles	OSDS	R&M - Motor Vehicles	NP-SVP	No	LCRB	12/2025	12/2025	CY 2026 GASS Current Fund - (MOOE)	375,552.00				
R&M - Buildings and Other Structures	OSDS	R&M - Buildings and Other Structures	NP-SVP	No	LCRB	02/2026	02/2026	CY 2026 GASS Current Fund - (MOOE)	2,000,000.00				
Training Expenses on Finalization Workshop on FY 2027 School AIP, Financial Plan & Monthly Disbursement Program	OSDS	Training Expenses on Finalization Workshop on FY 2027 School AIP, Financial Plan & Monthly Disbursement Program	NP-SVP	No	LCRB	08/2026	08/2026	CY 2026 GASS Current Fund - (MOOE)	304,200.00				
R&M - ICT Equipment on Conduct of Repair and Maintenance of ICT Equipment and other ICT Multimedia related Equipment	OSDS	R&M - ICT Equipment on Conduct of Repair and Maintenance of ICT Equipment and other ICT Multimedia related Equipment	NP-SVP	No	LCRB	01/2026	01/2026	CY 2026 GASS Current Fund - (MOOE)	224,900.00				
Other Supplies and Materials Expenses	OSDS	Other Supplies and Materials Expenses	NP-SVP	No	LCRB	01/2026	02/2026	CY 2026 GASS Current Fund - (MOOE)	1,611,818.47				
Semi-Expendable Furniture, Fixtures and Books Expenses	OSDS	Semi-Expendable Furniture, Fixtures and Books Expenses	NP-SVP	No	LCRB	01/2026	02/2026	CY 2026 GASS Current Fund - (MOOE)	664,925.00				
Information and Communications Technology Equipment	OSDS	Information and Communications Technology Equipment	NP-SVP	No	LCRB	01/2026	02/2026	CY 2026 GASS Current Fund - (MOOE)	2,476,510.34				
Training Expenses on the Conduct of Division GAD Capability Building Program	OSDS	Training Expenses on the Conduct of Division GAD Capability Building Program	NP-SVP	No	LCRB	05/2026	05/2026	CY 2026 GASS Current Fund - (MOOE)	1,444,150.00				

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Training Expenses on the Conduct of FY 2027 GAD Plan and Budget and Accomplishment Report Workshop	OSDS	Training Expenses on the Conduct of FY 2027 GAD Plan and Budget and Accomplishment Report Workshop	NP-SVP	No	LORB	09/2026	08/2026	CY 2026 GASS Current Fund - (MOOE)	250,000.00			
Training Expenses on Division Orientation on PRIME-HRM Maturity Level 3 Implementation for SDO Personnel	OSDS	Training Expenses on Division Orientation on PRIME-HRM Maturity Level 3 Implementation for SDO Personnel	NP-SVP	No	LORB	07/2026	07/2026	CY 2026 GASS Current Fund - (MOOE)	301,200.00			
Training Expenses on the Conduct of Division Management Committee Meeting	OSDS	Training Expenses on the Conduct of Division Management Committee Meeting	NP-SVP	No	LORB	03/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	281,600.00			
Training Expenses on the Conduct of National Teachers Month Culminating Activity	OSDS	Training Expenses on the Conduct of National Teachers Month Culminating Activity	NP-SVP	No	LORB	09/2026	09/2026	CY 2026 GASS Current Fund - (MOOE)	213,600.00			
Training Expenses on the Conduct of Regional Management Committee Meeting	OSDS	Training Expenses on the Conduct of Regional Management Committee Meeting	NP-SVP	No	LORB	12/2025	12/2025	CY 2026 GASS Current Fund - (MOOE)	360,000.00			
SCHOOL GOVERNANCE AND OPERATIONS DIVISION												
Meals and Accommodation for Division Quarterly Program Implementation		Meals and Accommodation	NP-SVP	No	LORB	02/2026	04/2026	CY 2026 GASS Current Fund -	451,200.00			
Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009												
CURRICULUM IMPLEMENTATION DIVISION												
Foods, Meals - Division/Regional/National Science and Technology Fair (DST/FRST/INSTP) Regional/National Festival of Talents (FOTN/FOI)		Foods, Meals - Division/Regional/National Science and Technology Fair (DST/FRST/INSTP) Regional/National Festival of Talents (FOTN/FOI)				10/2026	10/2026	CY 2026 GASS Current Fund - (MOOE)	150,000.00			
Foods, Meals - Search for Zero OSCY Barangay	CID	Foods, Meals - Search for Zero OSCY Barangay	Direct Acquisition	No	LORB	09/2026	10/2026	CY 2026 GASS Current Fund - (MOOE)	90,000.00			
Travelling Expenses of Validators (Van Hire) for Search for Zero OSCY Barangay	CID	Travelling Expenses of Validators (Van Hire) for Search for Zero OSCY Barangay	Direct Acquisition	No	LORB	09/2026	09/2026	CY 2026 GASS Current Fund - (MOOE)	100,000.00			
Purchased of Plaque and Other Materials for Search for Zero OSCY Barangay	CID	Purchased of Plaque and Other Materials for Search for Zero OSCY Barangay	Direct Acquisition	No	LORB	09/2026	10/2026	CY 2026 GASS Current Fund - (MOOE)	10,000.00			
Software Subscription for LR Spark	CID	Software Subscription for LR Spark	Direct Acquisition	No	LORB	01/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	35,000.00			
Purchased of other supplies and materials for CALABARZON Learning Resource Expo	CID	Purchased of other supplies and materials for CALABARZON Learning Resource Expo	Direct Acquisition	No	LORB	01/2026	02/2026	CY 2026 GASS Current Fund - (MOOE)	30,000.00			
OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT												

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Water Expenses	OSDS	Supply and Delivery of Drinking of Water for SDO use	Direct Acquisition	No	LCRB	12/2025	01/2026	CY 2026 GASS Current Fund - (MOOE)	99,120.00		
R&M - Office Equipment	OSDS	R&M - Office Equipment	Direct Acquisition	No	LCRB	12/2025	01/2026	CY 2026 GASS Current Fund - (MOOE)	80,000.00		
Other Supplies and Materials Expenses	OSDS	Other Supplies and Materials Expenses	Direct Acquisition	No	LCRB	05/2026	06/2026	CY 2026 GASS Current Fund - (MOOE)	60,000.00		
Training Expenses on Planning & Budget Conference for Fiscal Year 2027	OSDS	Training Expenses on Planning & Budget Conference for Fiscal Year 2027	Direct Acquisition	No	LCRB	01/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	153,500.00		
Training Expenses on Encoding and Submission of FY 2027 Budget Proposals to DBM OSBP	OSDS	Training Expenses on Encoding and Submission of FY 2027 Budget Proposals to DBM OSBP	Direct Acquisition	No	LCRB	03/2026	04/2026	CY 2026 GASS Current Fund - (MOOE)	50,000.00		
Training Expenses on Encoding and Submission of FY 2027 Budget Execution Documents (BEDS) to DBM Unified Reporting System (URS)	OSDS	Training Expenses on Encoding and Submission of FY 2027 Budget Execution Documents (BEDS) to DBM Unified Reporting System (URS)	Direct Acquisition	No	LCRB	10/2026	10/2026	CY 2026 GASS Current Fund - (MOOE)	50,000.00		
ICT Software Subscription	OSDS	ICT Software Subscription	Direct Acquisition	No	LCRB	01/2026	01/2026	CY 2026 GASS Current Fund - (MOOE)	48,000.00		
ICT Software Subscription on Renewal of SSL, Hosting, Web Application Firewall, privacy protection and additional Storage of SDO Quezon Websites and SDO Initiated Systems	OSDS	ICT Software Subscription on Renewal of SSL, Hosting, Web Application Firewall, privacy protection and additional Storage of SDO Quezon Websites and SDO Initiated Systems	Direct Acquisition	No	LCRB	03/2026	04/2026	CY 2026 GASS Current Fund - (MOOE)	130,000.00		
Other Supplies and Materials Expenses on Provision of visual support materials for the regular activities in the SDO and other official undertaking	OSDS	Other Supplies and Materials Expenses on Provision of visual support materials for the regular activities in the SDO and other official undertaking	Direct Acquisition	No	LCRB	01/2026	01/2026	CY 2026 GASS Current Fund - (MOOE)	30,000.00		
Training Expenses on the Conduct of Seminar-Workshop on Formal Investigation and Disposition of Administrative Cases	OSDS	Training Expenses on the Conduct of Seminar-Workshop on Formal Investigation and Disposition of Administrative Cases	Direct Acquisition	No	LCRB	11/2026	12/2026	CY 2026 GASS Current Fund - (MOOE)	46,500.00		
Training Expenses on the Conduct of Annual Inventory of Public Records	OSDS	Training Expenses on the Conduct of Annual Inventory of Public Records	Direct Acquisition	No	LCRB	05/2026	06/2026	CY 2026 GASS Current Fund - (MOOE)	54,000.00		
Office Equipment	OSDS	Office Equipment	Direct Acquisition	No	LCRB	01/2026	02/2026	CY 2026 GASS Current Fund - (MOOE)	36,000.00		

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Training Expenses on the Conduct of Pre-Planning Activities in the SDO	OSDS	Training Expenses on the Conduct of Pre-Planning Activities in the SDO	Direct Acquisition	No	LORRB	01/2026	01/2026	CY 2026 GASS Current Fund - (MOOE)	120,000.00			
Training Expenses on the Conduct of Post-Planning Activities in the SDO	OSDS	Training Expenses on the Conduct of Post-Planning Activities in the SDO	Direct Acquisition	No	LORRB	08/2026	08/2026	CY 2026 GASS Current Fund - (MOOE)	120,000.00			
Training Expenses on the Conduct of National Women's Month Celebration	OSDS	Training Expenses on the Conduct of National Women's Month Celebration	Direct Acquisition	No	LORRB	02/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	150,000.00			
Training Expenses on the Conduct of PRIDE Month Celebration	OSDS	Training Expenses on the Conduct of PRIDE Month Celebration	Direct Acquisition	No	LORRB	05/2026	06/2026	CY 2026 GASS Current Fund - (MOOE)	100,000.00			
Training Expenses on the Conduct of Anti-VAWC Advocacy Campaign	OSDS	Training Expenses on the Conduct of Anti-VAWC Advocacy Campaign	Direct Acquisition	No	LORRB	08/2026	09/2026	CY 2026 GASS Current Fund - (MOOE)	150,000.00			
Training Expenses on Division Assessment on PRIME-HRM Maturity Level 3 Readiness	OSDS	Training Expenses on Division Assessment on PRIME-HRM Maturity Level 3 Readiness	Direct Acquisition	No	LORRB	03/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	48,000.00			
Training Expenses on Conduct of Consultative Meeting with Resident COA Auditor cum Technical Assistance in preparation for Entrance/Exit Conference	OSDS	Training Expenses on Conduct of Consultative Meeting with Resident COA Auditor cum Technical Assistance in preparation for Entrance/Exit Conference	Direct Acquisition	No	LORRB	02/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	28,800.00			
Training Expenses on the Conduct of Quarterly Kapelhan with Top Management, Division Chiefs (AO V, Accountant, BO, PO, 2 Chiefs)	OSDS	Training Expenses on the Conduct of Quarterly Kapelhan with Top Management, Division Chiefs (AO V, Accountant, BO, PO, 2 Chiefs)	Direct Acquisition	No	LORRB	03/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	200,000.00			
Awards/Rewards Expenses on Tribute for retirees, incoming TMs/heads, and outgoing personnel (transfer/new assignments)	OSDS	Awards/Rewards Expenses on Tribute for retirees, incoming TMs/heads, and outgoing personnel (transfer/new assignments)	Direct Acquisition	No	LORRB	12/2025	01/2026	CY 2026 GASS Current Fund - (MOOE)	100,000.00			
Training Expenses on Conduct of culminating activity during Elderly Filipino Week celebration and PWDS celebration	OSDS	Training Expenses on Conduct of culminating activity during Elderly Filipino Week celebration and PWDS celebration	Direct Acquisition	No	LORRB	09/2026	10/2026	CY 2026 GASS Current Fund - (MOOE)	126,900.00			
SCHOOL GOVERNANCE AND OPERATIONS DIVISION												

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Meals and Accommodation for Capability Building of District On-Site Monitors of L&D Professional Development Programs	SGOD	Meals and Accommodation for Capability Building of District On-Site Monitors of L&D Professional Development Programs	Direct Acquisition	No	LCRB	02/2026	04/2026	CY 2026 GASS Current Fund - (MOOE)	67,200.00		
Capability Building of District On-Site Monitors of L&D Professional Development Programs	SGOD	Capability Building of District On-Site Monitors of L&D Professional Development Programs	Direct Acquisition	No	LCRB	02/2026	04/2026	CY 2026 GASS Current Fund - (MOOE)	12,800.00		
Meals and Accommodation for Division Workshop for the Preparation of Current Year Catch-Up Plans	SGOD	Meals and Accommodation for Division Workshop for the Preparation of Current Year Catch-Up Plans	Direct Acquisition	No	LCRB	02/2026	04/2026	CY 2026 GASS Current Fund - (MOOE)	84,000.00		
Meals and Venue for the Research Summit 2026	SGOD	Meals and Venue for the Research Summit 2026	Direct Acquisition	No	LCRB	08/2026	10/2026	CY 2026 GASS Current Fund - (MOOE)	32,000.00		
Meals and Venue for the Capacity Building of Specialists and Supervisors on Research Review	SGOD	Meals and Venue for the Capacity Building of Specialists and Supervisors on Research Review	Direct Acquisition	No	LCRB	08/2026	10/2026	CY 2026 GASS Current Fund - (MOOE)	45,600.00		
Meals and Venue for Research Partnership Convergence 2026	SGOD	Meals and Venue for Research Partnership Convergence 2026	Direct Acquisition	No	LCRB	08/2026	10/2026	CY 2026 GASS Current Fund - (MOOE)	45,600.00		
Meals and Venue for Mental Health Month Celebration	SGOD	Meals and Venue for Mental Health Month Celebration	Direct Acquisition	No	LCRB	01/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	50,000.00		
Meal and Venue for Nutrition Month Celebration and Culminating Activity	SGOD	Meal and Venue for Nutrition Month Celebration and Culminating Activity	Direct Acquisition	No	LCRB	01/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	10,000.00		
Ingredients for the cookfest challenge	SGOD	Ingredients for the cookfest challenge	Direct Acquisition	No	LCRB	01/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	12,600.00		
Meals and Venue	SGOD	Meals and Venue	Direct Acquisition	No	LCRB	01/16/2026	02/20/2026	CY 2026 GASS Current Fund - (MOOE)	44,800.00		
Meals and Venue for Division Level Club Elections and Planning Workshop	SGOD	Meals and Venue for Division Level Club Elections and Planning Workshop	Direct Acquisition	No	LCRB	01/20/26	03/20/26	CY 2026 GASS Current Fund - (MOOE)	48,000.00		
Meals and Venue for CATALYST (Concrete Actions Through Active Leadership of the Youth for Success and Transformation): A Project Pitching Activity on Learner Formation	SGOD	Meals and Venue for CATALYST (Concrete Actions Through Active Leadership of the Youth for Success and Transformation): A Project Pitching Activity on Learner Formation	Direct Acquisition	No	LCRB	02/2026	04/2026	CY 2026 GASS Current Fund - (MOOE)	140,000.00		

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Meals and Venue for Capacity Building of Youth for Environment in Schools Organization (YES-O) Officers on Sustainable and Eco-Friendly Schools	SGOD	Meals and Venue for Capacity Building of Youth for Environment in Schools Organization (YES-O) Officers on Sustainable and Eco-Friendly Schools	Direct Acquisition	No	LCRB	01/16/2026	02/27/2026	CY 2026 GASS Current Fund - (MOOE)	14,000.00			
Meals and Venue for Alcohol Education, Tobacco Control, and Refusal Skills Training for Barakda Korira Droga (BKD) Officers	SGOD	Meals and Venue for Alcohol Education, Tobacco Control, and Refusal Skills Training for Barakda Korira Droga (BKD) Officers	Direct Acquisition	No	LCRB	09/2026	11/2026	CY 2026 GASS Current Fund - (MOOE)	14,000.00			
Meals and Venue for Red Cross Youth First Aiders' Program	SGOD	Meals and Venue for Red Cross Youth First Aiders' Program	Direct Acquisition	No	LCRB	08/2026	10/2026	CY 2026 GASS Current Fund - (MOOE)	14,000.00			
Meals and Venue for YESCS Business, Finance, and Entrepreneurship Summit	SGOD	Meals and Venue for YESCS Business, Finance, and Entrepreneurship Summit	Direct Acquisition	No	LCRB	08/2026	10/2026	CY 2026 GASS Current Fund - (MOOE)	14,000.00			
Meals and Venue for Intensifying Community Awareness through Research Engagement (I-CARE); A Research Presentation on Substance Use Prevention	SGOD	Meals and Venue for Intensifying Community Awareness through Research Engagement (I-CARE); A Research Presentation on Substance Use Prevention	Direct Acquisition	No	LCRB	09/2026	11/2026	CY 2026 GASS Current Fund - (MOOE)	10,500.00			
Meals and Accommodation for Training-Workshop on Document Control and Knowledge Management	SGOD	Meals and Accommodation for Training-Workshop on Document Control and Knowledge Management	Direct Acquisition	No	LCRB	01/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	175,000.00			
Meals and Venue for One Depled One QMS Core Members' Harmonization and Collaboration Activity	SGOD	Meals and Venue for One Depled One QMS Core Members' Harmonization and Collaboration Activity	Direct Acquisition	No	LCRB	05/2026	07/2026	CY 2026 GASS Current Fund - (MOOE)	188,400.00			
Meals and Accommodation	SGOD	Meals and Accommodation	Direct Acquisition	No	LCRB	01/26/2026	02/25/2026	CY 2026 GASS Current Fund - (MOOE)	118,400.00			
Meals and Accommodation for Training-Workshop on ISO 9001:2015	SGOD	Meals and Accommodation for Training-Workshop on ISO 9001:2015	Direct Acquisition	No	LCRB	07/2026	09/2026	CY 2026 GASS Current Fund - (MOOE)	118,400.00			
Meals for Internal Quality Audit (IQA)	SGOD	Meals for Internal Quality Audit (IQA)	Direct Acquisition	No	LCRB	04/2026	06/2026	CY 2026 GASS Current Fund - (MOOE)	120,000.00			
Meals and Venue for Division Risk Management Workshop	SGOD	Meals and Venue for Division Risk Management Workshop	Direct Acquisition	No	LCRB	01/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	64,000.00			

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Meals and Venue for Division Management Review	SGOD	Meals and Venue for Division Management Review	Direct Acquisition	No	LCRB	01/2026	03/2026	CY 2026 GASS Current Fund - (MOOE)	112,000.00		
Meals		Meals	Direct Acquisition	No	LCRB	01/08/2026	01/14/2026	CY 2026 GASS Current Fund - (MOOE)	36,000.00		
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (Kindly indicate the summary/total amounts only)											
Procurement of Office Supplies	OSDS	Office Supplies	NP-SVP	No	LCRB	01/2026	02/2026	CY 2026 GASS	3,817,724.23		

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:

3,817,724.23
 P16,877,742.82
 P20,695,466.85

Prepared by:

HILARIONA E. ROSADO
 Signature over Printed Name
 ADMINISTRATIVE OFFICER IV
 Bids and Awards Committee Secretariat

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

LORENA S. VILLAGSUMBAT
 Signature over Printed Name
 OIC-ASST. SCHOOLS DIVISION SUPERINTENDENT
 Bids and Awards Committee Chairperson

Approved by:

ROMMIE C. BALUSTIA, CESO V
 Signature over Printed Name
 Position/Designation
 Head of the Procuring Entity

Date: _____

Date: _____

Date: _____

