



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF BILIRAN

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											
Provision of Catering Services for the conduct of Various SDO Biliran Activities, Meetings, and Conferences	SGOD/CID/OSDS	Provision of Catering Services for the conduct of Various SDO Biliran Activities, Meetings, and Conferences (Goods)	Competitive Bidding	Yes	LCRB	10/2025	11/2025	NEP 2026	368,350.00		For various trainings, seminars, meetings and other related activities of the office
Lease of Venue with catering services for the conduct of Various SDO Biliran Activities	SGOD/CID	Lease of Venue with catering services for the conduct of Various SDO Biliran Activities (Goods)	Competitive Bidding	Yes	LCRB	10/2025	11/2025	NEP 2026	774,400.00		For various trainings, seminars, meetings and other related activities of the office
Rental of LED Wall and Soundsystem for the conduct of 2026 Division Pasidungog, SODA, and Teacher's Day	SGOD	Rental of LED Wall and Soundsystem for the conduct of 2026 Division Pasidungog, SODA, and Teacher's Day (Goods)	NP-Small Value Procurement	No	LCRB	02/2026	02/2026	GAA 2026 Current Appropriations	50,000.00		For 2026 Division Pasidungog, SODA, Teacher's Day
Supply and Delivery of Other Supplies and Materials	SGOD/CID	Supply and Delivery of Customized Plaque, Trophies, and Medals (Goods)	NP-Small Value Procurement	No	LCRB	02/2026	02/2026	GAA 2026 Current Appropriations	28,250.00		For 2026 Division Pasidungog, SODA, Teacher's Day Celebration, and Science and Mathematic Fair
Printing of Tarpaulin	SGOD	Printing of Tarpaulin for Various SDO Activities and Advocacy	NP-Small Value Procurement	No	LCRB	02/2026	02/2026	GAA 2026 Current Appropriations	14,500.00		For Pasidungog, and GAD related activities and advocacy
Rehabilitation / Repair of Comfort Room (2nd Floor)	SGOD	Labor and Materials for the Upgrade of Genderless / Neutral CR (2nd Floor) (Infrastructure)	NP-Small Value Procurement	No	LCRB	02/2026	02/2026	GAA 2026 Current Appropriations	35,496.00		GAD Fund
Repair and Maintenance - Building	OSDS	Supply and Delivery of Materials for Maintenance of SDO Building (Goods)	NP-Small Value Procurement	No	LCRB	04/2026	04/2026	GAA 2026 Current Appropriations	100,000.00		Various repairs
Repair and Maintenance - Airconditioning Unit	OSDS	Labor and Materials for the Repair and Maintenance of SDO Biliran Airconditioning units (Goods)	NP-Small Value Procurement	No	LCRB	04/2026	04/2026	GAA 2026 Current Appropriations	40,000.00		Maintenance of Airconditioning units
Repair and Maintenance - Vehicle	OSDS	Labor and Materials for the Preventive Maintenance of SDO Vehicle (Goods)	NP-Direct Contracting	No		05/2026	05/2026	GAA 2026 Current Appropriations	500,000.00		SDO Biliran Vehicle Maintenance
Petroleum, Oil & Lubricants	OSDS	Supply of Fuel, Oil, and/or Lubricants for SDO Biliran Official Vehicles (Goods)	NP-Small Value Procurement	No	LCRB	05/2026	05/2026	GAA 2026 Current Appropriations	310,000.00		Fuel, oil and lubricants needed for use of the office vehicles in connection with the conduct of various official travels/functions; to include also the requirement for the Brass Cutter
Subscription of ENGAS Software	OSDS	Subscription of ENGAS Software for Finance Unit	NP-Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	No		02/2026	02/2026	GAA 2026 Current Appropriations	300,000.00		For Finance Unit
Supply and Delivery of Purified Drinking Water	OSDS	Supply and Delivery of Purified Drinking Water (Goods)	NP-Small Value Procurement	No	LCRB	01/2026	01/2026	GAA 2026 Current Appropriations	50,000.00		For Office Use
Electricity Services	OSDS	Electricity Services	Renewal of Contract (WETI)	No		01/2026	01/2026	GAA 2026 Current Appropriations	1,500,400.00		Renewal of contract for the period, January 1 to Dec. 31, 2026
Water Services	OSDS	Water Services	Renewal of Contract (WETI)	No		01/2026	01/2026	GAA 2026 Current Appropriations	20,000.00		Renewal of contract for the period, January 1 to Dec. 31, 2026
Landline/Internet Services	OSDS	Landline/Internet Services	Renewal of Contract (WETI)	No		01/2026	01/2026	GAA 2026 Current Appropriations	96,000.00		Renewal of contract for the period, January 1 to Dec. 31, 2026
Fidelity Bond	OSDS	Fidelity Bond	NP-Agency-to-Agency	No		01/2026	01/2026	GAA 2026 Current Appropriations	120,000.00		Renewal of Fidelity Bond of SDO Officials
Insurance - Building and Service Vehicle	OSDS	Insurance - Building and Service Vehicle	NP-Agency-to-Agency	No		01/2026	01/2026	GAA 2026 Current Appropriations	110,000.00		Renewal of Insurance

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)											
Supply and Delivery of Common-use supplies and equipment available at PS Depot	SGOD/CID/OSDS	Supply and Delivery of Common-use supplies and equipment available at PS Depot (Goods)	NP-Agency-to-Agency	No		Jan-26	Jan-26	GAA 2026 Current Appropriations	578,504.00		

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects:1,142,750.00

Total Amount of CSEs to be purchased from PS-DBM:578,504.00

Total Amount of Estimated Budget:4,995,900.00

Prepared by:


JOSEPHINE M. CASAS EdD
Signature over Printed Name
Chief, SGOD
Bids and Awards Committee Secretariat

Date : September 15, 2025

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


JOSE B. MONDIDO EdD
Signature over Printed Name
Chief, CID
Bids and Awards Committee Chairperson

Date : September 15, 2025

Approved by:


ROBERTO M. MANGALIMAN PhD CESO VI
Signature over Printed Name
OIC - Schools Division Superintendent
Head of the Procuring Entity

Date : September 15, 2025