



Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OFFICE OF TABUK CITY  
 Tabuk City, Kalinga

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. 1]

| PROCUREMENT PROJECT DETAILS  |                               |  |   |  |  | PROJECTED TIMELINE (MM/YYYY)  |                             | FUNDING DETAILS                |   | PROCUREMENT STRATEGY OR TOOLS | REMARKS<br>(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 2                      | Column 3   | Column 4  | Column 5   | Column 6   | Column 7                      | Column 8                    | Column 9                       | Column 10   | Column 11                     | Column 12  |
| <b>General Requirements</b>  |                               |  |   |  |  |                               |                             |                                |   |                               |  |
| <b>Maintenance and Other Operating Expenses</b>                                  |                               |  |   |  |  |                               |                             |                                |   |                               |  |
| General Administration & Services: Repair, Purchase, Maintenance and Replacement | Administrative Division       | Repair, Purchase and Maintenance of Office Building, Equipment and Replacement of Spare Parts for the SDO Motor Vehicles | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No   | LCRB   | 01/2026                       | 10/2026                     | GAA 2026-Current Appropriation | 240,000.00  | Use of Framework Agreement    |  |
| General Administration & Services: Fuel, Oil and Lubricants                      | Administrative Division       | Purchase of Fuel, Oil and Lubricants for SDO Motor Vehicles/Generator  | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No   | LCRB   | 01/2026                       | 10/2026                     | GAA 2026-Current Appropriation | 141,644.93  | Use of Framework Agreement    |  |
| General Administration & Support Services: Water Refill                          | Administrative Division       | Supply and Delivery of Drinking Water for 1 year   | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No   | LCRB   | 01/2026                       | 11/2026                     | GAA 2026-Current Appropriation | 42,000.00   | Use of Framework Agreement    |  |
| Division Schools Press Conference  | CID                           | Procurement of Supplies and Materials for the conduct of the Division Schools Press Conference                           | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No   | LCRB   | 2/2026                        | 2/2026                      | GAA 2026-Current Appropriation | 36,400.00   | Use of Framework Agreement    |  |
| Conduct of School Leaders and Management Conclave Division Management MANCOM     | Administrative Division       | Procurement of Meals and Snacks for the Conduct of School Leaders and Management Conclave Division Management MANCOM     | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No   | LCRB   | 01/2026                       | 3/2026                      | GAA 2026-Current Appropriation | 197,200.00  | Use of Framework Agreement    |  |
| Turnover and Installation of Third Level Official                                | Administrative Division       | Procurement of Materials during the Turnover and Installation of Third Level Official                                    | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No   | LCRB   | 2/2026                        | 2/2026                      | GAA 2026-Current Appropriation | 135,500.00  | Use of Framework Agreement    |  |
| Support to Various Activities of SDO Tabuk City                                  | Administrative Division       | Procurement of Materials in support to Various Activities of SDO Tabuk City  | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No   | LCRB   | 3/2026/2/2026                 | 5/2026                      | GAA 2026-Current Appropriation | 23,500.00   | Use of Framework Agreement    |  |

|  |   |   |   |    |      |         |                    |                                |            |                            |
|--|---|---|---|----|------|---------|--------------------|--------------------------------|------------|----------------------------|
| Paalam. Salamat. Retirement and Send Off   | Administrative Division                 | Procurement of Materials during the Paalam. Salamat. Retirement and Send Off  | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 2/2026  | 2/2026             | GAA 2026-Current Appropriation | 14,300.00  | Use of Framework Agreement |
| <b>Representation</b>  |   |   |   |    |      |         |                    |                                |            |                            |
| Conduct of Monthly DEXECOM   | Administrative Division                 | Procurement of Meals and Snacks for the Conduct of Monthly DEXECOM  | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 01/2026 | 12/2026            | GAA 2026-Current Appropriation | 108,000.00 | Use of Framework Agreement |
| Conduct of Emergency Meetings  | Administrative Division                 | Procurement of Meals and Snacks for the Conduct of Emergency Meetings   | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 01/2026 | 12/2026            | GAA 2026-Current Appropriation | 12,240.00  | Use of Framework Agreement |
| <b>Training(MOOE)</b>  |   |   |   |    |      |         |                    |                                |            |                            |
| Performance Planning, Management and Evaluation, and Target Setting / Performance Midyear Review and Adjustments | Administrative Division- Personnel Unit | Procurement of Meals and Snacks for the Conduct of Performance Planning, Planning, Management and Evaluation, and Target Setting / Performance Midyear Review and Adjustments | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 01/2026 | June and July 2026 | GAA 2026-Current Appropriation | 108,800.00 | Use of Framework Agreement |
| Conduct of Program Implementation Review(PIR)  | Administrative Division                 | Procurement of Meals and Snacks for the Conduct of Program Implementation Review(PIR)   | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 01/2026 | 03/2026            | GAA 2026-Current Appropriation | 42,000.00  | Use of Framework Agreement |
| Various Committee Meetings   | Administrative Division                 | Procurement of Meals and Snacks for the Conduct of Various Committee Meetings   | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 01/2026 | 12/2026            | GAA 2026-Current Appropriation | 54,000.00  | Use of Framework Agreement |
| SDO Planning Conference/DAIP Review and Adjustments  | Administrative Division                 | Procurement of Meals and Snacks for the Conduct of SDO Planning Conference//DAIP Review and Adjustments   | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 01/2026 | 12/2026            | GAA 2026-Current Appropriation | 34,000.00  | Use of Framework Agreement |
| Public-Private Basic Education Complimentarity-Kumustahan-meeting with Private Schools                           | SGOD                                    | Procurement of Meals and Snacks for the Conduct of Public-Private Basic Education Complimentarity-Kumustahan-meeting with Private Schools                                     | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 01/2026 | 12/2026            | GAA 2026-Current Appropriation | 20,000.00  | Use of Framework Agreement |
| Quarterly Division MEA / PIR   | Administrative Division                 | Procurement of Meals and Snacks for the Conduct of Quarterly Division MEA / PIR   | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 01/2026 | 12/2026            | GAA 2026-Current Appropriation | 54,432.00  | Use of Framework Agreement |
| Rewards and recognition activities and Special Events  | Administrative Division                 | Procurement of Materials for the Conduct of Rewards and recognition activities and Special Events   | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 01/2026 | 12/2026            | GAA 2026-Current Appropriation | 49,924.00  | Use of Framework Agreement |
| Orientation of the duties and responsibilities of Newly hired Admin. Officer II an ADAS II/III                   | Administrative Division                 | Procurement of Meals and Snacks for the Orientation of the duties and responsibilities of Newly hired Admin. Officer II an ADAS II/III  | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 1/2026  | 1/2026             | GAA 2026-Current Appropriation | 30,210.00  | Use of Framework Agreement |

|  |                         |   |   |    |      |           |           |                                |            |                            |
|--|-------------------------|---|---|----|------|-----------|-----------|--------------------------------|------------|----------------------------|
| Board and Lodging of Regional Office Personnel during various Monitoring and Evaluation Activities                         | Administrative Division | Procurement of Board and Lodging of Regional Office Personnel during various Monitoring and Evaluation Activities   | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB | 4/15/2026 | 4/21/2026 | GAA 2026-Current Appropriation | 8,160.00   | Use of Framework Agreement |
| <b>HRTD Funded Activities</b>  |                         |   |   |    |      |           |           |                                |            |                            |
| Upskilling of Araling Panlipunan Teachers on Content Mastery and Transformative Instructional Approaches in AP Instruction | CID                     | Procurement of Meals and Snacks, Training kits, Printing, Venue, and Honoraria for the Upskilling of Araling Panlipunan Teachers on Content Mastery and Transformative Instructional Approaches in AP Instruction           | Competitive Bidding                                   | No | LCRB | 04/2026   | 10/2026   | GAA 2026-Current Appropriation | 205,000.00 | Competitive Bidding        |
| Upskilling of Values Education Teachers on SOLO-Based Approach   | CID                     | Procurement of Meals and Snacks, Handouts, Venue, Honoraria, and Certificates for the Upskilling of Values Education Teachers on SOLO-Based Approach  | Competitive Bidding                                   | No | LCRB | 04/2026   | 10/2026   | GAA 2026-Current Appropriation | 100,000.00 | Competitive Bidding        |
| Enhancing TLE/TVL Teaching Skills for Better Learning Outcomes   | CID                     | Procurement of Meals and Snacks, Training consumables (tools/ingredients for demo), Venue, and Honoraria for the Enhancing TLE/TVL Teaching Skills for Better Learning Outcomes   | Competitive Bidding                                   | No | LCRB | 04/2026   | 10/2026   | GAA 2026-Current Appropriation | 150,000.00 | Competitive Bidding        |
| Seminar-workshop para sa Makabagong Pedagogiya- Canva bilang Kasangkapan sa Interaktibong Aralin sa Filipino               | CID                     | Procurement of Meals and Snacks, Training kits, Internet/data, Printing of certificates, and Honoraria for the Seminar-workshop para sa Makabagong Pedagogiya- Canva bilang Kasangkapan sa Interaktibong Aralin sa Filipino | Competitive Bidding                                   | No | LCRB | 04/2026   | 10/2026   | GAA 2026-Current Appropriation | 85,000.00  | Competitive Bidding        |
| Conduct of Enhancing Supervisory Skills of Instructional Leaders   | CID                     | Procurement of Meals and Snacks, Venue, Training materials, Honoraria, and Certificates for the Conduct of Enhancing Supervisory Skills of Instructional Leaders  | Competitive Bidding                                   | No | LCRB | 04/2026   | 10/2026   | GAA 2026-Current Appropriation | 180,000.00 | Competitive Bidding        |
| Teach Math and Science   | CID                     | Procurement of Meals and Snacks, Supplies for science/math demo, and Training kits, Honoraria for the Teach Math and Science  | Competitive Bidding                                   | No | LCRB | 04/2026   | 10/2026   | GAA 2026-Current Appropriation | 180,000.00 | Competitive Bidding        |

|  |      |   |                     |    |      |         |         |                                |            |                     |
|--|------|---|---------------------|----|------|---------|---------|--------------------------------|------------|---------------------|
| Conduct of Training for Checklist-Based Assessment: Supporting Learners with Diverse Manifestation                     | CID  | Procurement of Meals and Snacks, Venue, Printing of tools, and Honoraria for the Conduct of Training for Checklist-Based Assessment: Supporting Learners with Diverse Manifestation   | Competitive Bidding | No | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 154,000.00 | Competitive Bidding |
| Capacity Building on Content and Pedagogy in Teaching MAPEH  | CID  | Procurement of Meals and Snacks, Venue, Printing of tools, and Honoraria for the Capacity Building on Content and Pedagogy in Teaching MAPEH  | Competitive Bidding | No | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 141,000.00 | Competitive Bidding |
| Conduct of Revised Teacher Induction Program (RTIP): Guiding With Purpose: Empowering Mentors And Program Facilitators | HRTD | Procurement of Meals and Snacks, Training kits/materials, Venue, Speaker honoraria, and Tarpaulin/printing for the Conduct of Revised Teacher Induction Program (RTIP): Guiding With Purpose: Empowering Mentors And Program Facilitators | Competitive Bidding | No | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 470,400.00 | Competitive Bidding |
| Conduct of Training on Research  | PnR  | Procurement of Meals and Snacks, Venue, Research kits (USB, folders), Printing, and Honoraria for the Conduct of Training on Research   | Competitive Bidding | No | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 110,000.00 | Competitive Bidding |

|   |          |   |                     |     |      |         |         |                                |              |                     |  |
|---|----------|---|---------------------|-----|------|---------|---------|--------------------------------|--------------|---------------------|--|
| Conduct of School Heads Development Program   | HRTD     | Procurement of Meals and Snacks, Training Venue, and materials for the Conduct of School Heads Development Program for the Conduct of School Heads Development Program                                | Competitive Bidding | No  | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 117,000.00   | Competitive Bidding |  |
| Teachers as Reflective Leaders: Building Learning Environments Rooted in Community Context  | CID/ YFC | Procurement of Meals and Snacks, Journals/notebooks, Venue, Certificates, and Honoraria for the Conduct of Teachers as Reflective Leaders: Building Learning Environments Rooted in Community Context | Competitive Bidding | No  | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 84,000.00    | Competitive Bidding |  |
| Training on Sports Coaching   | CID      | Procurement of Meals and Snacks, Training kits, Venue, Honoraria, and Printing for the Conduct of Training on Sports Coaching   | Competitive Bidding | No  | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 210,000.00   | Competitive Bidding |  |
| Capacity Building on Preparing Quality Write-ups for BITUWON  | SGOD     | Procurement of Meals and Snacks, Training Venue, and materials for the Conduct of Capacity Building on Preparing Quality Write-ups for BITUWON  | Competitive Bidding | No  | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 243,600.00   | Competitive Bidding |  |
| Conduct of Transformative Education for Teachers  | HRTD     | Procurement of Meals and Snacks, Venue, Training kits, Printing, and Honoraria for the Conduct of Transformative Education for Teachers   | Competitive Bidding | No  | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 150,000.00   | Competitive Bidding |  |
| Conduct of Leadership and CapB Training for Transformative Schools  | SGOD     | Procurement of Meals and Snacks, Training kits, Venue, Honoraria, Printing for the Conduct of Leadership and CapB Training for Transformative Schools   | Competitive Bidding | No  | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 150,000.00   | Competitive Bidding |  |
| Conduct of Training on Leading with Innovation: Improving Systems, Inspiring Results  | SGOD     | Procurement of Meals and Snacks, Supplies, Venue, Honoraria, and Documentation Costs for the Conduct of Training on Leading with Innovation: Improving Systems, Inspiring Results                     | Competitive Bidding | No  | LCRB | 04/2026 | 10/2026 | GAA 2026-Current Appropriation | 250,000.00   | Competitive Bidding |  |
| <b>Special Allotment Release Order(SARO) Funds</b>  |          |   |                     |     |      |         |         |                                |              |                     |  |
| Early Procurement Activity(EPA) of Learning Tools and Equipment-Science and Mathematics Equipment(LTE-SME) for Public Schools in the Schools Division of Tabuk City | CID      | Early Procurement Activity(EPA) of Learning Tools and Equipment-Science and Mathematics Equipment(LTE-SME) for Public Schools in the Schools Division of Tabuk City                                   | Competitive Bidding | YES | LCRB | 12/2025 | 06/2026 | SARO                           | 3,649,349.00 | Competitive Bidding |  |

|  |                                       |  |   |    |       |            |            |                                |              |                            |
|--|---------------------------------------|--|---|----|-------|------------|------------|--------------------------------|--------------|----------------------------|
| Facilities for the proposed Division IPED Learning Resource Center   | CID                                   | Procurement of facilities for the proposed Division IPED Learning Resource Center  | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | MEARB | 02/2026    | 02/2026    | SARO                           | 250,000.00   | Use of Framework Agreement |
| Madrasah Education Program advocacy Meeting  | CID                                   | Meals and Snacks of the Participants to the Madrasah Education Program advocacy Meeting on May 22, 2026  | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB  | 02/2026    | 02/2026    | SARO                           | 32,000.00    | Use of Framework Agreement |
| Conduct of the Division Upskilling for the Grade 6 Teachers and ALS Implementers on Contextualization through IKPs and Cultural Values Integration | CID                                   | Meals and Snacks and Training Materials for the Participants and the Training Team during the Conduct of the Division Upskilling for the Grade 6 Teachers and ALS Implementers on Contextualization through IKPs and Cultural Values Integration | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB  | 02/2026    | 03/2026    | SARO                           | 208,525.00   | Use of Framework Agreement |
| <b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>  |                                       |  |   |    |       |            |            |                                |              |                            |
| General Administration & Services: Insurance Expenses-Motor Vehicles   | Administrative Division               | Payment of Insurance of SDO Motor Vehicles   | Direct Procurement                                    | No | N/A   | 01/2026    | 10/2026    | GAA 2026-Current Appropriation | 55,000.00    | Agency to Agency           |
| <b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>                        |                                       |  |   |    |       |            |            |                                |              |                            |
| Purchase of Common Supplies & Equipment(CSE) at PS-DBM   | Administrative Division-Supply Office | Purchase of Common Supplies & Equipment(CSE) at PS-DBM   | Procurement of CSE(Sec. 40, IRR of RA 12009)          | No | N/A   | 01/2026    | 10/2026    | GAA 2026-Current Appropriation | 1,252,355.07 | Agency to Agency           |
| <b>Other Supplies and MOOE</b>   |                                       |  |   |    |       |            |            |                                |              |                            |
| Procurement of Renovation of SDS & ASDS Office and SDS Quarters of SDO Tabuk City  | SGOD-Education Facilities Section     | Procurement of Renovation of SDS & ASDS Office and SDS Quarters of SDO Tabuk City  | Small Value Procurement(Sec. 34, IRR of RA No. 12009) | No | LCRB  | 04/21/2026 | 04/28/2026 | GAA 2026-Current Appropriation | 224,853.00   | Use of Framework Agreement |

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: 3,649,349.00  
Total Amount of CSEs to be purchased from PS-DBM: 1,252,355.07  
Total Amount of Estimated Budget: 10,085,927.00

Prepared by:

  
DAISY MAY M. BUCAO

Signature over Printed Name  
Project Development Officer I

*Bids and Awards Committee Secretariat*

Date: 9/15/2026

Recommended by:

By the Authority of the Bids and Awards Committee:

  
GINADINE L. BALAGSO

Signature over Printed Name  
Assistant Schools Division Superintendent

*Bids and Awards Committee Chairperson*

Date: 9/15/2026

Approved by:

  
CHRISTOPHER C. BENIGNO PhD, EdD CESO VI

Signature over Printed Name  
Schools Division Superintendent  
*Head of the Procuring Entity*

Date: 9/15/2026