



Republic of the Philippines  
Department of Education  
National Capital Region  
Schools Division Office of Caloocan City  
Sampaguita High School  
Sampaguita Subd. Camarin, Caloocan City  
11<sup>th</sup> Paraiso St. Sampaguita Subd. Camarin, Caloocan City

ANNUAL PROCUREMENT PLAN FOR FY \_\_\_\_\_  
☐ 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											
1. Monthly School Learning Action Cell (SLAC) Sessions	School	(Goods) Provision of Food/Materials for School Learning Action Cell (SLAC) Sessions	Sec. 34 - Small Value Procurement	No	LCRB	02/2026	12/2026	GAA 2026-Current Appropriation	173,684.21	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
2. Water Expenses	School	(General Services) Payment for Water Consumption	Sec. 31 - Direct Contracting	No	-	01/2026	12/2026	GAA 2026-Current Appropriation	191,578.95	-	
3. Electricity Expenses	School	(General Services) Payment for Electric Consumption	Direct Contracting	No	-	01/2026	12/2026	GAA 2026-Current Appropriation	1,036,842.11	-	
4. Landline/Internet	School	(General Services) Payment for Landline/Internet Subscription	Direct Contracting	No	-	01/2026	12/2026	GAA 2026-Current Appropriation	152,383.45	-	
5. Accountable Forms Expenses	School	(Goods) Procurement of Check Booklets	Sec. 35.5- Negotiated Procurement-Agency to Agency)	No	-	02/2026	02/2026	GAA 2026-Current Appropriation	1,263.14	-	

6. Moving Up & Recognition/ End of the School Year Rites (EOSY) Supplies & Materials	School	(Goods) Supply and Delivery of materials needed for the End Of School Year Rites	Sec.34 - Small Value Procurement	No	LCRB	03/2026	03/2026	GAA 2026-Current Appropriation	368,421.05	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
7. Installation & Repair of Fire Exit (Senior HS Dept)	School	(Infrastructure) For compliance with safety standards and emergency preparedness of Senior High School building	Sec.34 - Small Value Procurement	No	LCRB	03/2026	03/2026	GAA 2026-Current Appropriation	210,526.32	Design-and-Build Scheme	
8. GAD (Gender and Development)	School	(Goods) Provision of Food/Materials for GAD	Sec.34 - Small Value Procurement	No	LCRB	03/2026	03/2026	GAA 2026-Current Appropriation	130,725.00	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
	School	(Goods) Provision of Food/Materials for GAD	Sec.34 - Small Value Procurement	No	LCRB	11/2026	11/2026	GAA 2026-Current Appropriation	130,725.00	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
9. Repair/Rehabilitation of Gutter and Downspout of Covered Court	School	(Infrastructure) To prevent water leakage and structural damage during heavy rainfall	Sec.34 - Small Value Procurement	No	LCRB	04/2026	04/2026	GAA 2026-Current Appropriation	248,794.18	Design-and-Build Scheme	
10. Semi-Expendable Machinery & Equipment	School	(Goods) Procurement of Airconditioning Unit for Computer lab and Printers for office use	Sec.34 - Small Value Procurement	No	LCRB	04/2026	04/2026	GAA 2026-Current Appropriation	105,263.16	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
11. Repair/Rehabilitation of Gutter (Senior HS Dept)	School	(Infrastructure) To ensure proper drainage and prevent roof damage in the Senior High School building	Sec.34 - Small Value Procurement	No	LCRB	05/2026	05/2026	GAA 2026-Current Appropriation	315,789.47	Design-and-Build Scheme	
12. Repair/Rehabilitation of Gate (Front & Back)	School	(Infrastructure) For campus security enhancement and maintenance of school perimeter safety	Sec.34 - Small Value Procurement	No	LCRB	06/2026	06/2026	GAA 2026-Current Appropriation	421,052.63	Design-and-Build Scheme	
13. Termite and Pest Management Services for School Buildings	School	(General Services) For campus-wide termite prevention and treatment	Sec.34 - Small Value Procurement	No	LCRB	07/2026	07/2026	GAA 2026-Current Appropriation	105,263.16	Design-and-Build Scheme	
14. Repair of ICT Equip	School	(General Services) Maintenance of computers & other ICT equipment	Sec.34 - Small Value Procurement	No	LCRB	08/2026	08/2026	GAA 2026-Current Appropriation	52,631.58	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	

15. Rehabilitation of School Water Line System (Re-piping Works)-Senior HS Dept	School	(Infrastructure) For improvement of school water distribution system	Sec.34 - Small Value Procurement	No	LCRB	08/2026	08/2026	GAA 2026- Current Appropriation	105,263.16	Design-and-Build Scheme	
16. Repair/ Rehabilitation of Property Room/Office	School	(Infrastructure) For improvement of school property and storage area	Sec.34 - Small Value Procurement	No	LCRB	09/2026	09/2026	GAA 2026- Current Appropriation	249,473.68	Design-and-Build Scheme	
17. SDRRM Equipments	School	(Goods) Supply and Delivery of SDRRM Equipments	Sec.34 - Small Value Procurement	No	LCRB	07/2026	07/2026	GAA 2026- Current Appropriation	52,631.58	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
18. Students Identification Card (PVC Type)	School	(Goods) Supply and Delivery of Other of ID's for Learners for SY2026-2027	Sec.34 - Small Value Procurement	No	LCRB	08/2026	08/2026	GAA 2026- Current Appropriation	223,157.89	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
19. World Teachers' Day	School	(Goods) Supply and Delivery of Supplies needed for the World Teachers' Day Celebration	Sec.34 - Small Value Procurement	No	LCRB	09/2026	10/2026	GAA 2026- Current Appropriation	54,842.11	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
20. Fidelity Bond Premiums	School	(General Services) Renewal and Payment of Fidelity Bond- School Head, Property Custodian & Canteen Manager	Sec. 35.5 Negotiated Procurement - Agency to Agency	No	-	10/2026	10/2026	GAA 2026- Current Appropriation	8,688.17	-	
21 .PRAISE (Programs on Awards and Incentives for Service Excellence)	School	(Goods) Supply and Delivery of Supplies needed for PRAISE	Sec.34 - Small Value Procurement	No	LCRB	11/2026	11/2026	GAA 2026- Current Appropriation	57,315.79	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
22. In-Service Trainings for Teachers	School	(Goods) Provision of Food/Materials for INSET	Sec.34 - Small Value Procurement	No	LCRB	11/2026	11/2026	GAA 2026- Current Appropriation	189,473.68	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
23. Telephone Expenses-Mobile	School	(Goods) Payment of mobile prepaid load expenses	Sec 32 Direct Acquisition	No	-	01/2026	12/2026	GAA 2026- Current Appropriation	12,631.58	-	

24. Traveling Expenses - Local	School	Local Travel expenses including transportation, per diem and incidental cost of personnel on official business	Sec 32 Direct Acquisition	No	-	02/2026	12/2026	GAA 2026-Current Appropriation	56,842.11	-	
25. Attendance/Participation to Trainings/Seminars (Teachers)	School	Local Travel expenses including transportation, per diem and incidental cost of personnel on official business	Sec 32 Direct Acquisition	No	LCRB	02/2026	11/2026	GAA 2026-Current Appropriation	21,052.63	Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA)	
26. Training for School Head	School	Local Travel expenses including transportation, per diem and incidental cost of personnel on official business	Sec 32 Direct Acquisition	No	LCRB	02/2026	11/2026	GAA 2026-Current Appropriation	31,578.95	-	
27. Training for Non-Teaching Personnel	School	Local Travel expenses including transportation, per diem and incidental cost of personnel on official business	Sec 32 Direct Acquisition	No	LCRB	11/2026	11/2026	GAA 2026-Current Appropriation	94,736.84	-	
28. Postage and Courier Services	School	(General Services) Sending of Form 137 of former students transferred to other school	Sec 32 Direct Acquisition	No	-	11/2026	11/2026	GAA 2026-Current Appropriation	7,368.42	-	
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)											
Common-use Office Supplies/Equipment available at PS	School	(Goods) Procurement of Goods Common Use Supplies	-	No	-	02/2026	12/2026	GAA 2026-Current Appropriation	166,368.42	-	

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:

166,368.42

4,976,368.42

Prepared by:

JANICE/ANNE O. CRUZ

Signature over Printed Name

Administrative Officer II/ Bookkeeper

Recommended by:

CLARE/F. DE JUAN, PhD.

Signature over Printed Name

Master Teacher II/ BAC Chairman

Approved by:

SOCORRO D. CLAVERIA, PhD.

Signature over Printed Name

Principal IV

Date : January 30, 2026

Date : January 30, 2026

Date : January 30, 2026