



Republic of the Philippines
Department of Environment and Natural Resources
MINES AND GEOSCIENCES BUREAU
 Regional Office VII



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											
Various Training and Seminars											
Fire Safety Assessment ; Solid Waste Management ; Capacity Building Seminar, 5S Seminar; Integrity, Transparency and Accountability in Public Service (ITAPS); Records Management; ISO Awareness; Anti Corruption Law; Gender and Development Activities; Violence Against Women and children; Womens Month Seminar	FAD	Procurement of Resource Speaker and supplies needed for the training/ seminar (Service / Goods)	small value	No	LCRB	February 2026	December 2026	GAA 2026	320,000.00		Resource Speaker, Honorarium, Plaque, Certificate and Training Supplies
Fuel, Oil and Lubricants	FAD	Procurement of fuel and lubricants for vehicles in official use and for generator operation (Goods)	Direct Contracting	No		January 2026	December 2026	GAA 2026	610,000.00	Renewal of Regular and Recurring Services	
Electricity Services	FAD	Goods	Direct Contracting	No		January 2026	December 2026	GAA 2026	3,259,000.00	Renewal of Regular and Recurring Services	
Mailing and Courier Services	FAD	Mailing and Delivery of official documents and packages (Goods)	Direct Contracting	No		January 2026	December 2026	GAA 2026	134,000.00	Renewal of Regular and Recurring Services	
Communication Allowance .Telephone - Mobile	FAD	Official Communication thru mobile phone	Direct Contracting	No		January 2026	December 2026	GAA 2026	276,000.00	Continuing Cost and Recurring Services	
Telephone - Landline	FAD	Goods	Direct Contracting	No		January 2026	December 2026	GAA 2026	72,000.00	Renewal of Regular and Recurring Services	
Internet Services, Web Hosting	FAD	Goods	Direct Contracting	No		January 2026	December 2026	GAA 2026	121,000.00	Renewal of Regular and Recurring Services	
Cable Subscription	FAD	Goods	Direct Contracting	No		January 2026	December 2026	GAA 2026	60,000.00	Renewal of Regular and Recurring Services	
Procurement of Janitorial Services	FAD	Goods	Direct Contracting	No		January 2026	December 2026	GAA 2026	672,000.00	Renewal of Regular and Recurring Services	

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)		
Procurement of Security Services	FAD	Goods	Competitive Bidding	No	LCRB	January 2026	December 2026	GAA 2026	864,000.00	Pooled Procurement	
Repair and Maintenance Office Building	FAD	Various Minor Repairs which includes, but not limited to landscaping, maintenance, plumbing electrical and minor repair	Small Value	No	LCRB	January 2026	December 2026	GAA 2026	408,000.00		To include labor, materials, and delivery for various unforeseen repair and maintenance works
Repair and Maintenance of Office Equipment	FAD	Maintenance of aircon units, installation of new aircon units; maintenance of generator, copier, paper shredder; replacement of unserviceable paper shredder	Direct Contracting / Small Value	No	LCRB	as the need arises	as the need arises	GAA 2026	316,000.00		To include labor, materials, and delivery for various unforeseen repair and maintenance works
Repair and Maintenance of ICT Equipments	FAD	Maintenance of ICT Equipments to include labor and materials	Direct Contracting	No		as the need arises	as the need arises	GAA 2026	60,000.00		To include labor, materials, and delivery for various unforeseen repair and maintenance works
Repair and Maintenance of Semi -Expendable ICT Equipments	FAD	Maintenance of Semi-ICT Equipments to include labor and materials	Direct Contracting	No		as the need arises	as the need arises	GAA 2026	60,000.00		To include labor, materials, and delivery for various unforeseen repair and maintenance works
Repair and Maintenance Motor Vehicle	FAD	Preventive Maintenance and repair of motor vehicles, replacement of worn out tires, batteries	Direct Contracting / Small Value	No	LCRB	January 2026	December 2026	GAA 2026	561,000.00		To include labor, materials, and delivery for various unforeseen repair and maintenance works
Taxes, Duties, Licenses	FAD	Renewal of Registration of Motor Vehicles, Notarial Fee	Agency to Agency /Direct Contracting	No		January 2026	December 2026	GAA 2026	115,000.00		
Fidelity Bond Premium	FAD	Renewal of Bond Premium of Accountable Officers	Agency to Agency	No		January 2026	December 2026	GAA 2026	120,000.00		
Insurance	FAD	Insurance Premium of Building and its content (PPE), Motor Vehicles, Marine Cargo Insurance of Motor Vehicles	Agency to Agency	No		January 2026	December 2026	GAA 2026	751,000.00		
Transpo and Delivery	FAD	Freight, PPA Charges, Terminal Fees of Motor Vehicles	Agency to Agency	No		January 2026	December 2026	GAA 2026	240,000.00		
Celebration of Philippine Environment Month including	FAD	Provision of meals, (lunch and Snacks) and other activities related to the Celebration	Agency to Agency / Small Value	No	LCRB	May 2026	June 2026	GAA 2026	78,000.00		Provision of meals, (lunch and Snacks) and other activities related to the Celebration
Lease of Venue with catering for various trainings, and seminars, including Mid Year and Year End Assessment, Team Building Activity ; Hotel Accomodation including food	FAD	Goods	Lease of Venue / Small Value	No	LCRB	March 2026	December 2026	GAA 2026	400,000.00		

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)		
Food and Catering Services for various Seminars, Trainings, Meetings, MGB Anniversary and other related activities of the office.	FAD	Goods	Agency to Agency / Small Value	No	LCRB	January 2026	December 2026	GAA 2026	300,000.00		
IEC Campaign on Geohazard and and VRA Maps	Geosciences Division	Provision for meals of the participants	Agency to Agency / Small Value	No	LCRB	April 2026	June 2026	GAA 2026	100,000.00		Provision for meals of the participants
Drug Test for Permanent and COS Employees	FAD	Professional Services / Laboratory Fees	Small Value	No	LCRB	February 2026	June 2026	GAA 2026	35,000.00		Professional Services / Laboratory Fees
Annual Physical Examination of Permanent Employees	FAD	Professional Services / Laboratory Fees	Small Value	No	LCRB	October 2026	December 2026	GAA 2026	200,000.00		Professional Services / Laboratory Fees
Pest and Termite Control for MGB Main Building and Annex Building	FAD	Ensure continuous protection and maintenance of a safe and pest-free working environment	Small Value	No	LCRB	October 2026	December 2026	GAA 2026	150,000.00		Professional Services / Laboratory Fees
Laboratory Analysis of Water Samples	Geosciences Division	Services	Small Value	No	LCRB	February 2026	November 2026	GAA 2026	700,000.00		Professional Services / Laboratory Fees
Digital colored Printing of Risk Exposure Maps and Other IEC Materials	Geosciences Division	Services	Small Value	No	LCRB	April 2026	September 2026	GAA 2026	100,000.00		
Rental	GD / MMD/ MSESDD	Rental of Motor Vehicle, pump boat, and motorcycle to convey technical personnel to their official destination	Small Value	No	LCRB	February 2026	November 2026	GAA 2026	209,000.00		
Newspaper Subscription	FAD	Goods	Small Value	No	LCRB	January 2026	December 2026	GAA 2026	18,000.00		
Furnitures and Fixtures	FAD	Procurement of sofa set and center table for the new laboratory and ORD ; vertical filing cabinet with glass swing doors , executive high back chair, with arm rest for GD	Small Value	No	LCRB	January 2026	December 2026	GAA 2026	300,000.00		
Airline Tickets	FAD	Procurement of airline tickets for MGB officials and employees on official travel outside the region	Agency to Agency	No		January 2026	December 2026	GAA 2026	1,200,000.00		
ARTA ID, Small ID, Lanyard, Protective Cover of ID's	FAD	Proper identification of MGB Employees	Small Value	No	LCRB	April 2026	June 2026	GAA 2026	20,000.00		APP - Other Items
ICT Supplies	FAD	Various inks, toner and printheads	Small Value	No	LCRB	January 2026	December 2026	GAA 2026	825,600.00		APP - Early Procurement
Common Supplies & Equipment regularly purchase but not available at PS-DBM	FAD	Goods	Small Value	No	LCRB	January 2026	December 2026	GAA 2026	641,681.00		APP other Items
ICT Equipment (Desktops and Laptops)	FAD	Goods	Small Value	No	LCRB	April 2026	June 2026	GAA 2026	200,000.00		Capital Outlay

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)		
Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009											
Water Expenses (MCWD)	FAD	Goods	Agency to Agency	No		January 2026	December 2026	GAA 2026	200,000.00		
Mineral Water	FAD	Goods	Direct Acquisition	No		January 2026	December 2026	GAA 2026	80,000.00		
Contingency Procurement - Miscellaneous Items	FAD	Goods	Direct Acquisition	No		January 2026	December 2026	GAA 2026	360,000.00		Provision that would address various procurement that may arise
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)											
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM	FAD	Goods	Agency to Agency	No		January 2026	December 2026	GAA 2026	1,163,719.00		APP-CSE
TOTAL									16,300,000.00		

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: 825,600.00

Total Amount of CSEs to be purchased from PS-DBM: 1,163,719.00

Total Amount of Estimated Budget: 16,300,000.00

Prepared by: MARIA LOURDES R. KINTANAR
Signature over Printed Name
Position/Designation

Bids and Awards Committee Secretariat

Date: 1/20/26

Recommended by:
By the Authority of the Bids and Awards Com
AIRA L. TORREGOSA
Signature over Printed Name
Position/Designation

Bids and Awards Committee Chairperson

Date: 1/20/26

Digitally signed by
Berador Al
Emil Gupana
AL EMIL G. BERADOR
Signature over Printed Name
Position/Designation

Head of the Procuring Entity

Date: 1/20/26