



APARRI POLYTECHNIC INSTITUTE
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 petroleum, oil and lubricants	FASD/ INSTRUCTION	Fuel, Oil, and Lubricants Expenses	Direct Acquisition	No	N/A	01/2026	12/2026	GoP - Current Budget Year	100,000.00	Warehousing and Inventory Activities	Supplies and Materials
Procurement of Office Equipment	FASD/ INSTRUCTION	Office Equipment	Direct Acquisition	No	N/A	01/2026	12/2026	GoP - Current Budget Year	60,000.00	Life Cycle Assessment and Life Cycle Cost Analysis	Equipment
Procurement of Other Equipment	FASD/ INSTRUCTION	Other Equipment	Direct Acquisition	No	N/A	01/2026	12/2026	GoP - Current Budget Year	60,000.00	Life Cycle Assessment and Life Cycle Cost Analysis	Equipment
Procurement of Office Furniture and Fixtures	FASD/ INSTRUCTION	Furniture and Fixtures	Direct Acquisition	No	N/A	01/2026	12/2026	GoP - Current Budget Year	60,000.00	Life Cycle Assessment and Life Cycle Cost Analysis	Equipment
Electricity Consumption	FASD/ INSTRUCTION	Electricity Expenses	Direct Contracting	No	N/A	01/2026	12/2026	GoP - Current Budget Year	550,000.00	Renewal of Regular and Recurring Services	Utilities
Provision of Landline Services with Internet Connections	FASD/ INSTRUCTION	Landline	Direct Contracting	No	N/A	01/2026	12/2026	GoP - Current Budget Year	200,000.00	Renewal of Regular and Recurring Services	Utilities
Provision of Cable, Satellite, Telegraph, and Radio Services	FASD/ INSTRUCTION	Cable, Satellite, Telegraph, and Radio Expenses	Direct Contracting	No	N/A	01/2026	12/2026	GoP - Current Budget Year	11,000.00	Renewal of Regular and Recurring Services	Utilities
Provisions of Other Professional Services	FASD/ INSTRUCTION	Other Professional Services	Direct Contracting	No	N/A	01/2026	12/2026	GoP - Current Budget Year	117,000.00	Renewal of Regular and Recurring Services	
Conduct of Team Building Activities	FASD/ INSTRUCTION	Team Building Activities	Direct Acquisition	No	N/A	01/2026	12/2026	GoP - Current Budget Year	300,000.00	Renewal of Regular and Recurring Services	
Provisions of Training for the implementation of the Workforce Development Plan	FASD/ INSTRUCTION	Training and Traveling Expenses	Direct Acquisition	No	N/A	01/2026	12/2026	GoP - Current Budget Year	350,000.00	Renewal of Regular and Recurring Services	
Provisions of Meals/snacks/venues during Meetings/MYPA/YEPA and other meetings	FASD/ INSTRUCTION	Representation and Traveling Expenses	Direct Acquisition	No	N/A	01/2026	12/2026	GoP - Current Budget Year	300,000.00	Renewal of Regular and Recurring Services	

Repair and Maintenance of School Buildings	FASD/ INSTRUCTION	Buildings	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB), Most Economically Advantageous Responsive Bid (MEARB), Most Advantageous Responsive Bid / Highest Rated Responsive Bid (MARB/HRRB), Lowest Comparative or Competitive Responsive Bid (LCCRB)	01/2026	12/2026	GoP - Current Budget Year	1,470,000.00	Life Cycle Assessment and Life Cycle Cost Analysis	
Fidelity Bond of accountable officers	FASD/ INSTRUCTION	Fidelity Bond Premium	Negotiated Procurement - Agency-to-Agency	No	N/A	01/2026	12/2026	GoP - Current Budget Year	50,000.00	Renewal of Regular and Recurring Services	Registration, insurance and bonds
Provision of Motor Vehicle Insurance	FASD	Insurance Expenses	Negotiated Procurement - Agency-to-Agency	No	N/A	01/2026	12/2026	GoP - Current Budget Year	20,000.00	Renewal of Regular and Recurring Services	Registration, insurance and bonds
Provision of Advertising off/for advocacy, annual reports, newsletter, GAD Materials, compliance and circulars, etc.	FASD/ INSTRUCTION	Advertising Expenses	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB), Most Economically Advantageous Responsive Bid (MEARB), Most Advantageous Responsive Bid / Highest Rated Responsive Bid (MARB/HRRB), Lowest Comparative or Competitive Responsive Bid (LCCRB)	01/2026	12/2026	GoP - Current Budget Year	10,000.00		Advertising
Printing and Publication requirements off/for advocacy, annual reports, newsletter, GAD Materials, compliance and circulars, etc.	FASD/ INSTRUCTION	Printing and Publication Expenses	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB), Most Economically Advantageous Responsive Bid (MEARB), Most Advantageous Responsive Bid / Highest Rated Responsive Bid (MARB/HRRB), Lowest Comparative or Competitive Responsive Bid (LCCRB)	01/2026	12/2026	GoP - Current Budget Year	5,000.00		Advertising

Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009

NONE											
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)											
Procurement of Common-Use Supplies and Equipment	FASDI/ INSTRUCTION	Office Supplies and Other Supplies and Materials	Procurement of CSE (Section 40)	No	N/A	01/2026	12/2026	GoP - Current Budget Year	2,209,090.78	Warehousing and Inventory Activities	Supplies and Materials

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: 0.00
Total Amount of CSEs to be purchased from PS-DBM: 2,209,090.78
Total Amount of Estimated Budget: 5,872,090.78

Prepared by:

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

Approved by:


LOVELY VALENTINE N. CORREA

Signature over Printed Name

Position/Designation

Bids and Awards Committee Secretariat

Date : September 30, 2025


EMILIA A. AQUINO

Signature over Printed Name

Position/Designation

Bids and Awards Committee Chairperson

Date : September 30, 2025


FRANCISCO GRINGO C. TAGABI

Signature over Printed Name

Position/Designation

Head of the Procuring Entity

Date : September 30, 2025