Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF KIDAPAWAN CITY

ANNUAL PROCUREMENT PLAN FOR FY 2027

■ 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											
Travelling Expenses - Local	Various Functional Divisions	Tickets (Air, Land, Sea) for conventions, seminars, trainings, conferences and convergences.	Direct Acquisition	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	358,000.00		Travelling Expenses for the whole year 2027
Training Expenses	Various Functional Divisions	Venue and accomodation with meals and snacks, for the conduct of conferences, assessments, GAD-related activies, Division seminars, meetings, and other official activities	Direct Acquisition	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	878,000.00		Training Expenses for the whole year 2027
Office Supplies Expenses	Various Functional Divisions	Procurement of common-use office supplies not available through Procurement Services - DBM	Small Value Procurement	No	Lowest Calculated Responsive Bid	01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	217,652.86	Warehousing & Inventory Activities	Office Supplies not available through DBM Procurement Services FY 2027
Accountable Forms Expenses	Various Functional Divisions	All Official Receipts, Checks, and all other forms which are connected with financial transactions.	Agency to Agency	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	20,000.00	Warehousing & Inventory Activities	All Official Receipts, check, and all other accountable forms expense for the year 2027
Drugs and Medicines Expenses	School Governance and Operations Division (SGOD) - MEDICAL	Provision of Supplies and Medicines for Medical, Dental and Nursing Services	Competitive Bidding	Yes	Lowest Calculated Responsive Bid	11/2026	12/2026	FY 2027 GENERAL APPROPRIATION ACT	100,000.00	Early Procurement Activities	Provision of Supplies and Medicines for Medical, Dental, and Nursing Services for the whole year 2027

Fuel, Oil and Lubricants Expenses	Office of the Schools Division Superintendent (OSDS)	Procurement of Diesel Fuel for the Year 2027	Competitive Bidding	Yes	Lowest Calculated Responsive Bid	11/2026	12/2026	FY 2027 GENERAL APPROPRIATION ACT	371,000.00	Early Procurement Activities	Expenses for Diesel Fuel for the Year 2027
Other Supplies and Materials Expenses	Various Functional Divisions	Procurement of items, supplies, and materials, beyond regular office supplies, that are needed for a government entity's operations, projects, and activities.	Small Value Procurement	No	Lowest Calculated Responsive Bid	01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	360,000.00	Warehousing & Inventory Activities	Expenses of Other Supplies and Materials for the whole FY 2027
Water Expenses	Various Functional Divisions	Purified drinking water consumption of the personnel, and for other clients and guests of the office and provision of Water from Metro Kidapawan Water District for SDO Kidapawan Buildings	Direct Contracting	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	156,000.00	Renewal of Regular and Recurring Services	Water Expenses for the whole year 2027
Electricity Expenses	Various Functional Divisions	Provision of Electricity from COTELCO for SDO Kidapawan Buildings	Direct Contracting	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	1,620,000.00	Renewal of Regular and Recurring Services	Electricity Expenses for the whole year 2027
Postage and Courier Services	Various Functional Divisions	Provision of mailing services to locations which are out of the delivery areas of the courier service provider	Direct Contracting	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	10,000.00	Renewal of Regular and Recurring Services	Mailing Expenses FY 2027
Mobile Expenses	Various Functional Divisions	Mobile Expenses of SDO Kidapawan for procurement within FY 2027	Direct Contracting	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	380,000.00	Renewal of Regular and Recurring Services	Cards & Electonic Loads FY 2027
Internet Subscription Expenses	Various Functional Divisions	Monthly internet subscription payable to telecommunication companies	Direct Contracting	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	200,000.00	Renewal of Regular and Recurring Services	Internet Subscription FY 2027
Cable, Satellite, Telegraph and Radio Expenses	Various Functional Divisions	Monthly subscription payable to telecommunication companies	Direct Contracting	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	4,000.00	Renewal of Regular and Recurring Services	Cable, Satellite, Telegraph and Radio Subscription FY 2027
Security Services	Office of the Schools Division Superintendent (OSDS)	Procurement of Security Services for the Year 2027	Competitive Bidding	Yes	Lowest Calculated Responsive Bid	11/2026	12/2026	FY 2027 GENERAL APPROPRIATION ACT	728,000.00	Early Procurement Activities	Security Services Expenses FY 2027
Other Professional Services	Various Functional Divisions	Provision of services to Skilled Individuals	Direct Contracting	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	8,000.00		Expenses for the services of Skilled Individuals FY 2027
Other General Services	Various Functional Divisions	Other General sevices expenses of Schools Division Office (SDO) Kidapawan for procurement within FY 2027	Small Value Procurement	No	Lowest Calculated Responsive Bid	01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	765,000.00	Renewal of Regular and Recurring Services	Expenses for other general services FY 2027

Repair & Maintenance Buildings	Various Functional Divisions	Provision of repairs & maintenance of SDO Kidapawan Buildings for procurement within FY 2027	Direct Acquisition	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	150,000.00	Design-and-Build Scheme for Infrastructure Projects	Expenses for Repair & Maintenance of SDO Kidapawan Building FY 2027
Repair & Maintenance Office Equipments	Various Functional Divisions	Cleaning, check-up, and repair including procurement of damaged/ replaceable parts of the laptops, computers, printers, and other office equipment	Direct Acquisition	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	50,000.00	Renewal of Regular and Recurring Services	Expenses for Repair & Maintenance of SDO Office Equipments FY 2027
Repair & Maintenance Information and Communication Technology	Various Functional Divisions	Provision of repairs & maintenance of SDO Kidapawan ICT for procurement within FY 2027	Direct Acquisition	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	50,000.00	Renewal of Regular and Recurring Services	Expenses for Repair & Maintenance of SDO ICT FY 2027
Repair & Maintenance Motor Vehicles	Various Functional Divisions	Regular Preventive Maintenance Service (PMS) of the office vehicle (tune-up/change oil, etc.) by outside service provider and other repairs and replacement of office vehicle parts, supplies and accessories	Direct Acquisition	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	150,000.00	Renewal of Regular and Recurring Services	Expenses for Repair & Maintenance of SDO Vehicles FY 2027
Taxes, Duties and Licenses	Various Functional Divisions	Annual LTO registration of the office vehicle	Agency to Agency	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	10,000.00	Renewal of Regular and Recurring Services	Expenses for Taxes, Duties, and Licenses for the year 2027
Fidelity Bond Premiums	Various Functional Divisions	Procurement of Legal Fees and Cost to Bonding Officials	Agency to Agency	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	103,000.00	Renewal of Regular and Recurring Services	Expenses for Fidelity Bond Premiums FY 2027
Insurance Expenses	Various Functional Divisions	Annual insurance of office vehicle and properties with GSIS	Agency to Agency	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	213,000.00	Renewal of Regular and Recurring Services	Expenses for Insurances FY 2027
Printing and Publication Expenses	Various Functional Divisions	Provision of Tarpaulin Printing of SDO Kidapawan within FY 2027	Direct Acquisition	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	10,000.00	Renewal of Regular and Recurring Services	Expenses for tarpaulin printings FY 2027
Representation Expenses	Various Functional Divisions	Provision of expenses in relation to representations of SDO Kidapawan within FY 2027	Direct Acquisition	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	215,000.00	Renewal of Regular and Recurring Services	Expenses for representations FY 2027
Other Subscription Expenses	Various Functional Divisions	Provision of other Subscriptions of SDO Kidapawan within FY 2027	Direct Acquisition	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	30,000.00	Renewal of Regular and Recurring Services	Expenses for Other Subscription such as Microsoft 365 among all others FY 2027
Other MOOE	Various Functional Divisions	Provision of Other MOOE Expenses of SDO Kidapawan within FY 2027	Direct Acquisition	No		01/2027	12/2027	FY 2027 GENERAL APPROPRIATION ACT	52,000.00	Renewal of Regular and Recurring Services	Espenses of other Maintenance and Other Operating Expenses fy 2027

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)											
Common Use Supplies and Equipment (CSE) submitted to PS-DBM Virtual Store	Various Functional Division	Purchase of Office Supplies and Equipment	Agency to Agency	NO	-	1-2027	12-2027	FY 2027 GENERAL APPROPRIATION ACT	382,347.14	Warehousing and Inventory Activities	Common Use Supplies and Equipment (CSE) submitted to PS-DBM Virtual Store

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: 1,199,000.00
Total Amount of CSEs to be purchased from PS-DBM: 382,347.14
Total Amount of Estimated Budget: 7,591,000.00

Prepared by:

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Signature over Printed Name
Administrative Officer IV
Administrative Unit - Procurement

Date : 11/9/2026

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

JASMIN P. SILA
Signature over Printed Name
Assistant Schools Division Superintendent
Bids and Awards Committee Chairperson

Date : _____

Approved by:

MIGUEL P. FILLALAN JR, CESO V
Signature over Printed Name
Schools Division Superintendent
Head of the Procuring Entity

Date : _____