



**Republic of the Philippines  
BATANGAS STATE UNIVERSITY  
The National Engineering University  
Lipa Campus**

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## 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											
NON-EARLY PROCUREMENT ACTIVITIES											
Office Supplies	Various Offices and Colleges	Procurement of Office Supplies	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	444,070.00	N/A	
Accountable Forms	Cashiering Office	Procurement of Accountable Forms	Negotiated Procurement - Agency	No	N/A	02/2026	12/2026	NEP FY 2026	31,000.00	N/A	
Fuel, Oil and Lubricants	GAS	Procurement of Fuel, Oil and Lubricants	Direct Contracting	No	N/A	01/2026	12/2026	NEP FY 2026	78,000.00	N/A	
Textbooks and Instructional Materials	Various Offices and Colleges	Procurement of Textbooks and Instructional Materials	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	80,000.00	N/A	
Semi-Expendable ICT Equipment	Various Offices and Colleges	Procurement of Semi-Expendable ICT Equipment	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	83,300.00	N/A	
Various Supplies and Materials	Various Offices and Colleges	Procurement Various Supplies and Materials	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	390,400.00	N/A	
Postage and Courier Services	Various Offices and Colleges	Procurement of Various Postage and Courier	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	1,600.00	N/A	
Mobile loadcards	Various Offices and Colleges	Procurement of Mobile loadcards	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	169,800.00	N/A	
Internet Subscription Services	ICT	Procurement of Internet Subscription Services	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	1,242,000.00	N/A	
Security Services	Various Offices and Colleges	Procurement of Security Services	Direct Contracting	No	N/A	01/2026	12/2026	NEP FY 2026	631,300.00	N/A	
Repair and Maintenance - School Buildings	Various Offices and Colleges	Repair and Maintenance	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	20,600.00	N/A	
Repair and Maintenance - ICT Equipment	Various Offices and Colleges	Repair and Maintenance	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	8,330.00	N/A	
Repair and Maintenance - Other Structures	Various Offices and Colleges	Repair and Maintenance	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	25,000.00	N/A	

Repair and Maintenance - Office Equipment	Various Offices and Colleges	Repair and Maintenance	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	15,000.00	N/A	
Repair and Maintenance - Furniture and Fixtures	Various Offices and Colleges	Repair and Maintenance	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	23,330.00	N/A	
Repair and Maintenance - other Property, Plant and Equipment	Various Offices and Colleges	Repair and Maintenance	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	8,330.00	N/A	
Repair and Maintenance - other Equipment	Various Offices and Colleges	Repair and Maintenance	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	85,830.00	N/A	
Repair and Maintenance - Motor Vehicle	Various Offices and Colleges	Repair and Maintenance	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	63,600.00	N/A	
Insurance Expenses	GAS	Insurance Expenses	Negotiated Procurement - Agency	No	N/A	01/2026	12/2026	NEP FY 2026	150,000.00	N/A	
Rent - Motor Vehicles	Various Offices and Colleges	Rent	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	2,800.00	N/A	
Representation Expenses	Various Offices and Colleges	Representation Expenses	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	110,500.00	N/A	
Various Subscription	Various Offices and Colleges	Procurement of Various Subscription	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	50,000.00	N/A	
Materials and Operating Expenses for Various Offices	Various Offices and Colleges	Procurement of Materials and Operating Expenses for	Small Value Procurement	No	LCRB / MEARB / MARB	02/2026	12/2026	NEP FY 2026	180,800.00	N/A	
Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009											
N/A											
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	Various Offices and Colleges	Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM	Negotiated Procurement - Agency to Agency	No	N/A	N/A	N/A	NEP FY 2026	400,827.86	N/A	

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects:3,895,590.00Total Amount of CSEs to be purchased from PS-DBM:400,827.86Total Amount of Estimated Budget:4,296,417.86

Prepared by:

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

Approved by:

SGD

SGD

SGD

EVANGELINE A. GARCIA

Administrative Officer III

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

DR. IMELDA M. FLORES

Vice Chancellor for Academic and Affairs

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Atty. ALVIN R. DE SILVA

Chancellor

Head of the Procuring Entity

Date : \_\_\_\_\_