



Republic of the Philippines
ANNUAL PROCUREMENT PLAN FOR FY 2025 (Changes within the 2nd Semester)

☐ INDICATIVE ☒ FINAL ☐ UPDATED [Version No. ____]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE		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											
Construction of Various Structures in BatStateU Pablo Borbon	Various Offices and Colleges	Construction of various auxiliary structures to support the institution's operational needs, enhance functionality, and improve campus facilities	Competitive Bidding	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	2,281,516.00	-	Construction of Various Structures in BatStateU Pablo Borbon (Infrastructure) under Capital Outlay (CO) category amounting to 2,281,516.00
Procurement of Various Technical and Scientific Equipment	Various Offices and Colleges	Procurement of technical and scientific equipment to support research, experimentation, and advanced learning, enhancing the institution's capabilities in science and technology education.	Competitive Bidding	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	1,893,183.00	-	Procurement of Various Technical and Scientific Equipment (Goods) under Capital Outlay (CO) category amounting to 1,893,183.00
Procurement of Various Information & Communication Technology Equipment	Various Offices and Colleges	Includes expenses related to the purchase, maintenance, and upgrading of ICT equipment, such as computers, servers, and communication devices, essential for operational efficiency and effective communication.	Competitive Bidding	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	1,435,507.00	-	Procurement of Various Information & Communication Technology Equipment (Goods) under Capital Outlay (CO) category amounting to 1,435,507.00
Insurance Expenses	Resource Generation Office	Providing financial protection and support in the event of accidents or injuries during university-related activities	Competitive Bidding	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	10,073,349.56	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Security Services	Pablo Borbon	Security services to safeguard the institution's facilities, personnel, and students, ensuring a secure environment conducive to learning and operational efficiency; For consolidation of Central Administration.	Competitive Bidding	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	19,943,364.50	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of ICT Software Subscription	Various Offices and Colleges	Ensuring access to essential digital tools and resources that support teaching, learning, and administrative functions within the institution	Competitive Bidding	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	2,364,000.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Library and Other Reading Materials Subscription	Library Services	Ensuring access to essential resources that support research, study, and the academic growth of students and faculty	Competitive Bidding	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	4,410,737.60	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Internet Subscription Services	ICT Services	Expenses for reliable connectivity and access to online resources that support the institution's educational, administrative, and research activities	Competitive Bidding	NO	LCRB	February 2025	April 2025	IGI - PRE 2025	598,070.00	Renewal of Regular and Recurring Services	Maintenance and Other Operating Expenses (MOOE) category

Procurement of Various Drugs and Medicines Expenses	Various Offices and Colleges	Expenses to support the health and wellness programs of the institution, ensuring the availability of essential medical supplies	Negotiated Procurement - Agency-to-Agency	NO	LCRB	February 2025	April 2025	IGI - PRE 2025	1,120,712.65	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Supplies and Materials	Various Offices and Colleges	This project encompasses expenses for various supplies and materials not categorized elsewhere, ensuring the institution has the necessary resources to support daily operations and activities effectively	Negotiated Procurement - Agency-to-Agency	NO	LCRB	February 2025	April 2025	IGI - PRE 2025	5,756,130.18	-	Maintenance and Other Operating Expenses (MOOE) category
Accountable Forms Expenses	Various Offices and Colleges	Ensuring proper documentation and compliance with institutional requirements for record-keeping and financial transactions	Small Value Procurement	NO	LCRB	February 2025	April 2025	IGI - PRE 2025	283,440.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Office Supplies	Various Offices and Colleges	This project encompasses expenses for office supplies, ensuring that the institution has the necessary materials to support daily administrative functions and facilitate efficient operations	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	4,794,120.26	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Furniture and Fixtures	Various Offices and Colleges	To enhance the functionality and comfort of the institution's facilities, creating a more conducive environment for learning and work	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	77,800.00	-	Procurement of Various Furniture and Fixtures (Goods) under Capital Outlay (CO) category amounting to 77,800.00
Procurement of Various Medical Equipment	Various Offices and Colleges	To enhance healthcare services, supporting clinical training, research, and the health needs of the institution's community	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	300,000.00	-	Procurement of Various Medical Equipment (Goods) under Capital Outlay (CO) category amounting to 300,000.00
Procurement of Traveling-related Expenses (Local)	Various Offices and Colleges	This section details expenses incurred for local travel related to business activities.	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	1,020,195.00	-	It includes costs for transportation, parking, fuel, and other necessary expenses for employees conducting business within the local area, supporting operational and client engagement needs under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Traveling-related Expenses (Foreign)	Various Offices and Colleges	This project covers expenses related to foreign travel	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	1,724,604.00	-	Including accommodations, transportation, and other costs incurred by staff and faculty during international assignments or conferences, supporting the institution's global engagement and collaboration under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Traveling-related Expenses (Student Mobility)	Various Offices and Colleges	This project covers expenses related to international travel for student mobility programs.	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	400,000.00	-	It includes costs for airfare, accommodation, transportation, travel insurance, and other necessary expenses associated with sending students abroad for educational exchanges, internships, or study programs under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Training-related Supplies and Material	Various Offices and Colleges	This section includes expenses related to employee training and development.	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	3,792,709.91	-	It covers costs for workshops, seminars, online courses, certifications, materials, and any other resources necessary to enhance employees' skills and knowledge, supporting the organization's growth and capacity-building efforts under Maintenance and Other Operating Expenses (MOOE) category

Procurement of Various Medical, Dental and Laboratory	Various Offices and Colleges	This project covers expenses for medical, dental, and laboratory supplies.	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	292,800.00	-	Expenses for ensuring the institution has the essential resources to support healthcare services, clinical training, and scientific research initiatives under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Textbooks and Instructional Materials	Various Offices and Colleges	This project encompasses expenses for textbooks and instructional material.	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	13,700.00	-	expenses for ensuring that students and faculty have access to essential resources to support effective teaching and learning across various academic programs under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Semi-Expendable Machinery	Various Offices and Colleges	This project involves the procurement of semi-expendable machinery to enhance operational capabilities.	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	-	-	Providing essential equipment for various programs and supporting hands-on learning and research initiatives within the institution under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Semi-Expendable Office Equipment	Various Offices and Colleges	This project entails the procurement of semi-expendable office equipment to improve administrative efficiency and support the daily operations of the institution	Small Value Procurement	NO	LCRB	April 2025	June 2025	IGI - PRE 2025	407,045.28	-	Ensuring that staff have the necessary tools for effective work under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Semi-Expendable ICT Equipment	Various Offices and Colleges	This project involves the procurement of semi-expendable ICT equipment facilitating improved access to digital resources	Small Value Procurement	NO	LCRB	February 2025	April 2025	IGI - PRE 2025	1,584,025.00	-	To enhance technological capabilities and support the institution's educational and administrative functions under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Semi-Expendable Communications Equipment	Various Offices and Colleges	Project involves the procurement of semi-expendable communications equipment to enhance the institution's communication infrastructure,	Small Value Procurement	NO	LCRB	February 2025	April 2025	IGI - PRE 2025	185,079.00	-	To support effective information exchange and collaboration across various departments and initiatives under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Semi-Expendable Medical Equipment	Various Offices and Colleges	This project entails the procurement of semi-expendable medical equipment to support healthcare services, clinical training, and research within the institution	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	39,000.00	-	Ensuring access to essential medical resources for students and faculty under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Semi-Expendable Sports Equipment	Various Offices and Colleges	This project involves the procurement of semi-expendable sports equipment to enhance athletic programs and activities.	Small Value Procurement	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	566,872.00	-	Providing students with the necessary resources to engage in physical education and promote overall wellness under Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Semi-Expendable Technical and Scientific Equipment	Various Offices and Colleges	To support research and educational initiatives, ensuring that students and faculty have access to essential tools for experimentation and innovation	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	773,470.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Semi-Expendable Other Equipment	Various Offices and Colleges	This project involves the procurement of semi-expendable equipment that does not fall under specific categories, providing the institution with necessary resources to support a variety of operational and educational needs across different departments	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	1,322,951.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Semi-Expendable Furniture and Fixture	Various Offices and Colleges	To enhance the functionality and aesthetics of institutional spaces, providing comfortable and efficient environments for students and staff	Small Value Procurement	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	2,078,886.86	-	Maintenance and Other Operating Expenses (MOOE) category

Procurement of Various Semi-Expendable Books	Various Offices and Colleges	To enrich the institution's library and learning resources, ensuring that students and faculty have access to essential reading materials for education and research	Small Value Procurement	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	24,850.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Drinking Water	Various Offices and Colleges	Procurement of Drinking Water (Goods)	Small Value Procurement	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	1,124,977.84	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Postage and Courier Services	Various Offices and Colleges	Procurement of Various Postage and Courier Services (Goods)	Small Value Procurement	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	33,692.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Environment/Sanitary Services	Environmental Management Unit	Procurement of Environment/Sanitary Services (Goods)	Small Value Procurement	NO	LCRB	February 2025	April 2025	IGI - PRE 2025	1,123,220.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Printing and Publication Services	Various Offices and Colleges	Procurement of Printing and Publication Services (Goods)	Small Value Procurement	NO	LCRB	February 2025	April 2025	IGI - PRE 2025	2,331,937.45	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Materials and Services for the Repairs & Maintenance of School Buildings	Various Offices and Colleges	Intended for the repair and maintenance of various school buildings; as the need arise	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	1,253,883.34	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Materials and Services for the Repairs & Maintenance of ICT Equipment	Various Offices and Colleges	Intended for the repair and maintenance of various ict equipments; as the need arise	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	185,000.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Materials and Services for the Repairs & Maintenance of Other Structures	Various Offices and Colleges	Intended for the repair and maintenance of other structure of the university; as the need arise	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	170,000.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Materials and Services for the Repairs & Maintenance of Office Equipment	Various Offices and Colleges	Intended for the repair and maintenance of office equipment for various offices and colleges; as the need arise	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	207,400.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Materials and Services for the Repairs & Maintenance of Other Equipment	Various Offices and Colleges	Intended for the repair and maintenance of other equipment for various offices and colleges; as the need arise	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	124,100.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Materials and Services for the Repairs & Maintenance of Furniture and Fixtures	Various Offices and Colleges	Intended for the repair and maintenance of furnitures and fixtures for various offices and colleges; as the need arise	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	39,725.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Materials and Services for the Repairs & Maintenance of Medical Equipment	Various Offices and Colleges	Intended for the repair and maintenance of medical equipment for various offices and colleges; as the need arise	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	106,950.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Materials and Services for the Repairs & Maintenance of Power Supply System	Various Offices and Colleges	Intended for the repair and maintenance of power supply systems of the campus; as the need arise	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	113,230.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Materials and Services for the Repairs & Maintenance of Technical & Scientific Equipment	Various Offices and Colleges	Intended for the repair and maintenance of technical & scientific equipment for various offices and colleges; as the need arise	Small Value Procurement	NO	LCRB	October 2025	December 2025	IGI - PRE 2025	477,570.00	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Various Representation Services-related Supplies and Materials	Various Offices and Colleges	Procurement of Various Representation Services-related Supplies and Materials (Goods)	Small Value Procurement	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	403,530.91	-	Maintenance and Other Operating Expenses (MOOE) category
Procurement of Transportation and Delivery Services	Various Offices and Colleges	Procurement of Transportation and Delivery Services (Goods)	Small Value Procurement	NO	LCRB	January 2025	March 2025	IGI - PRE 2025		-	Maintenance and Other Operating Expenses (MOOE) category
Lease of Buildings and Structures	Pablo Borbon	Lease of Buildings and Structures (Goods)	Small Value Procurement	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	673,130.00	-	Maintenance and Other Operating Expenses (MOOE) category
Lease of Equipment	Various Offices and Colleges	Lease of Equipment (Goods)	Small Value Procurement	NO	LCRB	January 2025	March 2025	IGI - PRE 2025	678,035.83	-	Maintenance and Other Operating Expenses (MOOE) category

