



COMMISSION ON HUMAN RIGHTS
Cordillera Administrative Region

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											
Supply and Delivery of Common-used Office supplies for all Divisions not available from PS DBM.	All Divisions	Goods	Section 34: Small Value Procurement	No	LCRB	02/2026	11/2026	NEP	₱ 97,000.00		
Supply and Delivery of 30 packed Meals for the Mid-Year Assessment of 2026 AWFP at the CHR CAR Regional Office, ₱ 300/pax for 2 days, at the CHR-CAR Regional Office.	Admin Support Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	07/2026	07/2026	NEP	₱ 18,000.00		
Supply and Delivery of 30 packed Meals for the Year-end Assessment of 2026 AWFP at the CHR CAR Regional Office, ₱300/pax for 2 days at the CHR-CAR Regional Office.	Admin Support Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	12/2026	12/2026	NEP	₱ 18,000.00		
Supply and Delivery of 33 packed Meals for the Internal Quality Audit, ₱300/pax for 3 days at the CHR-CAR Regional Office.	Admin Support Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	12/2026	12/2026	NEP	₱ 29,700.00		
Supply and Delivery of 33 packed Meals for the External Audit, ₱ 300/pax, 3 days, CHR-CAR Regional Office.	Admin Support Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	12/2026	12/2026	NEP	₱ 29,700.00		
Supply and Delivery of packed Meals for the Quality Management System Assistance on ISO Certification and After activity Report, 33 personnel (₱ 300 per pax), 2 Days Regional Office.	Admin Support Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	08/2026	12/2026	NEP	₱ 19,800.00		
Supply and delivery of Meals and Catering Services, inclusive of venue, for the Capacity-Building on Human Rights and Gender and Development for HRACs, 35 participants x ₱500/pax, Kibungan, Benguet.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	02/2026	03/2026	NEP	₱ 17,500.00		
Supply and delivery of Meals and Catering Services for the Training on Human Rights-Based Reporting for Media, 35 pax (₱500/head), Baguio City.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	06/2026	07/2026	NEP	₱ 17,500.00		
Supply and Delivery of Meals and Catering Services, for the Forum on PWD Rights with PWD CSOs, 35 participants (₱ 500 per pax), Tuba Benguet.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	06/2026	07/2026	NEP	₱ 17,500.00		
Supply and delivery of Meals and Catering Services for the Training on Human Rights with CSOs in Mt. Province, 35 pax (₱500/head), Mt. Province.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	06/2026	07/2026	NEP	₱ 17,500.00		
Supply and Delivery of Meals and Catering Services for the Training on Human Rights for CSOs, 35 pax (₱500/head), Baguio City.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	08/2026	08/2026	NEP	₱ 17,500.00		
Supply and Delivery of Meals and Catering Services for the Learning Session on Human Rights-Related Laws for CSOs, 35 participants (₱500/pax) in Ifugao.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	10/2026	11/2026	NEP	₱ 17,500.00		
Supply and Delivery of Meals and Catering Services for the Training on Human Rights, and Rights of Older Persons for CSO Older Persons, 35 participants (₱ 500 per head), Benguet.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	09/2026	10/2026	NEP	₱ 17,500.00		
Supply and Delivery of Meals and Catering Services for the Children and Youth Summit, 35 participants (₱ 500 per head), Kalinga.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	11/2026	12/2026	NEP	₱ 17,500.00		GAD- Related
Supply of Meals and Catering Services for the HRAC Operationalization in Kalinga, 35 pax (500 per head).	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	11/2026	12/2026	NEP	₱ 17,500.00		
Supply and Delivery of Meals and Catering Services for the National Human Rights Consciousness Week Celebration, 50 participants (₱ 500 per head), Baguio City.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	01/2026	12/2026	NEP	₱ 25,000.00		
Supply and Delivery of Meals and Catering Services for the CHRE Operationalization 1 (CHRE) for the 1st Semester 2026, 35 participants (₱ 500 per head), Ifugao State University.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	01/2026	02/2026	NEP	₱ 35,000.00		
Supply and Delivery of Meals and Catering Services for the HRAC, 35 participants (₱ 500 per head), Kibungan, Benguet.	Promotion and Advocacy Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	02/2026	03/2026	NEP	₱ 17,500.00		
Supply and Delivery of Meals and Catering Services for the Community-Based Dialogue (CBD) part 1, 35 participants (₱ 500 per pax).	Legal Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	03/2026	06/2026	NEP	₱ 17,500.00		Legal Division Office to coordinate with concerned LGUs for the venue.
Supply and Delivery of Meals and Catering Services for the Community-Based Dialogue (CBD) part 2, 35 participants (₱ 500 per pax).	Legal Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	05/2026	10/2026	NEP	₱ 17,500.00		Legal Division to coordinate with concerned LGUs for the venue.
Repair and Maintenance for three (3) Official Vehicles.	Admin Support Division	Goods and Services	Section 34: Small Value Procurement	No	LCRB	01/2026	11/2026	NEP	₱ 116,000.00		Regular and preventive maintenance of 3 vehicles and annual registration. The amount is downloaded per quarter.
Electricity	Admin Support Division	Services	Section 31: Direct Contracting	No		01/2026	12/2026	NEP	₱ 60,000.00		Charge to Operating Expenses WETI, With existing line
Communication Expense - Telephone (mobile - RD)	Admin Support Division	Services	Section 31: Direct Contracting	No		01/2026	12/2026	NEP	₱ 24,000.00		WETI, Charge to Operating Expenses
Subscription of Communication Services - Telephone (landline)	Admin Support Division	Services	Section 31: Direct Contracting	No		01/2026	12/2026	NEP	₱ 46,200.00		WETI, Charge to Operating Expenses With existing line

Subscription of Communication Services - Telephone (PLDT)	Admin Support Division	Services	Section 31: Direct Contracting	No		01/2026	12/2026	NEP	₱	108,000.00		WETI, Charge to Operating Expenses With existing line
Lease of Real Property and Venue	Admin Support Division	Office Space	Section 35.9: Negotiated Procurement - Lease of Real Property and Venue	Yes	LCRB	11/2025	01/2026	NEP	₱	2,312,251.20	Early Procurement Activities	
Security Services	Admin Support Division	Consulting Services	Section 34: Small Value Procurement	Yes	LCRB	11/2025	01/2026	NEP	₱	912,000.00	Early Procurement Activities	2 Lady Security Guards, 2 shifts (1 SG night duty, 1 SG day duty) for 12 months
Supply of Fuel, oil, and Lubricant for Official Vehicles.	Admin Support Division	Goods and Services	Section 35.13.2 : Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Product, Electronic Charging Devices, and Online Subscriptions	No	LCRB	01/2026	12/2026	NEP	₱	254,800.00		With Bac Resolution
Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009												
Supply and Delivery of 30 packed Meals for the AWFP Planning, GAD Planning, and Budgeting for FY 2027, ₱ 300/pax, 3 days, CHR-CAR Regional Office.	Admin Support Division	Goods and Services	Section 32: Direct Acquisition	No		01/2026	02/2026	NEP	₱	45,000.00		
Supply and Delivery of packed Meals for the Monthly Office Meetings, 30 personnel, ₱ 300 per pax, 14 days.	Admin Support Division	Goods and Services	Section 32: Direct Acquisition	No		01/2026	12/2026	NEP	₱	126,000.00		
Supply and delivery of service of Tarpaulin Printing for Promotion and Advocacy activities, 2 pieces, 4ft x 8ft with eyelets on 4 sides, ₱800 per piece.	Promotion and Advocacy Division	Goods and Services	Section 32: Direct Acquisition	No		2/2026 - 11/2026	3/2026-12/2026	NEP	₱	1,600.00		
Supply and delivery of 4 pieces tokens, worth ₱1,000 each, for awardees for the NHRC Week Celebration in Baguio City.	Promotion and Advocacy Division	Goods and Services	Section 32: Direct Acquisition	No		11/2026	12/2026	NEP	₱	4,000.00		
Supply and delivery of service for IT and Office Maintenance.	Admin Support Division	Goods and Services	Section 32: Direct Acquisition	No		01/2026	11/2026	NEP	₱	27,000.00		Charge to Operating Expenses: Repair and Maintenance as the need arises.
Procurement of Drugs and Medicine for the Office.	Admin Support Division	Goods	Section 32: Direct Acquisition	No		01/2026	12/2026	NEP	₱	3,200.00		Charge to Operating Expenses
Supply and Delivery of Drinking Water (7 bottles x 16 gallons).	Admin Support Division	Goods	Section 32: Direct Acquisition	No		01/2026	12/2026	NEP	₱	15,000.00		Charge to Operating Expenses
Postage and Courier	Admin Support Division	Services	Section 32: Direct Acquisition	No		01/2026	12/2026	NEP	₱	32,000.00		Charge to Operating Expenses
Printing and Binding	Admin Support Division	Services	Section 32: Direct Acquisition	No		01/2026	12/2026	NEP	₱	4,800.00		Charge to Operating Expenses
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)												
Supply and delivery of Common-used Office supplies for all Divisions available at PS DBM.	Admin Support Division	Goods	Section 35.5 : Agency-to-Agency	No		01/2026	11/2026	NEP	₱	97,000.00		Supplies for all Division is included in the Activity 4.10 of the Indicative AWFP 2026.

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: ₱ 3,479,051.20
Total Amount of CSEs to be purchased from PS-DBM: ₱ 97,000.00
Total Amount of Estimated Budget: ₱ 4,671,051.20

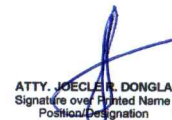
Prepared by:



MARVIN T. SONAY
Signature over Printed Name
Position/Designation
Bids and Awards Committee Secretariat

Date: _____

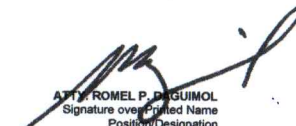
Recommended by:



ATTY. JOELLE R. DONGLA
Signature over Printed Name
Position/Designation
Bids and Awards Committee Chairperson

Date: _____

Approved by:



ATTY. ROMEL P. DAGIMOL
Signature over Printed Name
Position/Designation
Head of the Procuring Entity

Date: _____



REPUBLIC OF THE PHILIPPINES
COMMISSION ON HUMAN RIGHTS

CORDILLERA ADMINISTRATIVE REGION

RESOLUTION NO. 09-BR-058, series of 2025

**RECOMMENDING THE APPROVAL OF THE INDICATIVE ANNUAL PROCUREMENT (APP) FOR
FY 2026**

WHEREAS, the Commission on Human Rights (CHR), as a Procuring Entity (PE), is mandated under Republic Act No. 12009, otherwise known as the New Government Procurement Act (NGPA), and its Implementing Rules and Regulations (IRR), to ensure that all procurement activities are properly planned, cost-efficient, transparent, and supportive of the judicious use of government funds;

WHEREAS, Section 7 of the IRR of RA 12009 provides that all procurement shall be within the approved budget of the Procuring Entity and that procuring entities shall undertake procurement planning and preparation to ensure that projects are relevant, appropriate, cost-effective, and consistent with fiscal discipline and government priorities;

WHEREAS, pursuant to the above, the CHR, through its Bids and Awards Committees (BACs), has consolidated the Project Procurement Management Plans (PPMPs) submitted by the different Offices at the Central Office into the Indicative Annual Procurement Plan (APP) for FY 2026, covering all programmed procurement activities for the year;

WHEREAS, after review and evaluation, the BACs have determined that the preparation of the Indicative APP for FY 2026 is compliant with the provisions of RA 12009 and its IRR, and that the same is within the budget ceiling provided under the FY 2026 National Expenditure Program (NEP) of the Commission on Human Rights;

NOW, THEREFORE, for and in consideration of the foregoing premises, We, the members of the CHR Bids and Awards Committee hereby **RESOLVE**, as it is hereby **RESOLVED**, to **RECOMMEND** to the Head of the Procuring Entity (HoPE) the **APPROVAL** of the **INDICATIVE ANNUAL PROCUREMENT PLAN (APP) FOR FY 2026** of the Commission on Human Rights – Cordillera Administrative Region, in the total amount of **Four Million One Hundred Seventy-Seven Thousand Eight Hundred Six and 20/100 Pesos (PhP 4,177,806.20)**.

RESOLVED, this 19th day of September 2025, in Baguio City, Philippines.

SO RESOLVED.

Done this 19th day of September 2025, Baguio City, Philippines.

ATTY. JOECLER. DONGLA
Chairperson, BAC-CHR CAR

MARLYN G. PALANGDAO
Member, BAC- CHR CAR

FRANZ ANDREI S. INGGO
Provisional Member, BAC-CHR CAR

YANIE P. BUSAING
End User

APPROVED BY:

ATTY. ROMEL P. DAGUIMOL
Regional Director