



COMMISSION ON HUMAN RIGHTS
Cordillera Administrative Region

ANNUAL PROCUREMENT PLAN FOR FY 2026


INDICATIVE FINAL UPDATED

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	GAA	₱ 97,000.00		Supplies for all Division is included in the Activity 4.10 of the Indicative AWWP 2026.
Supply and Delivery of 30 packed Meals for the Mid-Year Assessment of 2026 AWWP 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	GAA	₱ 18,000.00		
Supply and Delivery of 30 packed Meals for the Yearend Assessment of 2026 AWWP 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	09/2026	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 17,500.00		GAD- Related
Supply of Meals and Catering Services for the Human Rights Action Center 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 17,500.00		Legal Division Office to coordinate with
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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 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	GAA	₱ 108,000.00		WETI, Charge to Operating Expenses With existing line

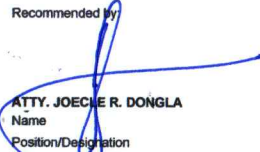
Lease of Real Property and Venue	Admin Support Division	Office Space	Section 35.9: Negotiated Procurement - Lease of Real Property and Venue	Yes	LCRB	11/2025	01/2026	GAA	P	1,785,512.00	Early Procurement Activities	With 5% increase in the rental rate
Security Services	Admin Support Division	Services	Section 34: Small Value Procurement	Yes	LCRB	11/2025	01/2026	GAA	P	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	GAA	P	254,800.00	Early Procurement Activities	Contract in compliance with RA 12009 and its IRR
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, P 300/pax, 3 days, CHR-CAR Regional Office.	Admin Support Division	Goods and Services	Section 32: Direct Acquisition	No		01/2026	02/2026	GAA	P	45,000.00		
Supply and Delivery of packed Meals for the Monthly Office Meetings, 30 personnel, P 300 per pax, 14 days.	Admin Support Division	Goods and Services	Section 32: Direct Acquisition	No		01/2026	12/2026	GAA	P	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, P800 per piece.	Promotion and Advocacy Division	Goods and Services	Section 32: Direct Acquisition	No		2/2026 - 11/2026	3/2026- 12/2026	GAA	P	1,800.00		
Supply and delivery of 4 pieces tokens, worth P1,000 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	GAA	P	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	GAA	P	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	GAA	P	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	GAA	P	15,000.00		Charge to Operating Expenses
Postage and Courier	Admin Support Division	Services	Section 32: Direct Acquisition	No		01/2026	12/2026	GAA	P	32,000.00		Charge to Operating Expenses
Printing and Binding	Admin Support Division	Services	Section 32: Direct Acquisition	No		01/2026	12/2026	GAA	P	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	GAA	P	97,000.00		Supplies for all Division is included in the Activity 4.10 of the Indicative AWFP 2026. Changes in the amount depends on the availability of supplies

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EP **P 2,932,312.00**
Total Amount of CSEs to be purchased from PS-DBM: **P 97,000.00**
Total Amount of Estimated Budget: P 4,124,312.00

Prepared by:

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