



REPUBLIC OF THE PHILIPPINES
COMMISSION ON HUMAN RIGHTS

REGIONAL OFFICE III

ANNUAL PROCUREMENT PLAN FOR FY 2025

INDICATIVE
 FINAL
 UPDATED [Version No. 1]

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											
Fuel	All Divisions	Supply of Fuel for CHR RO 3 Service Vehicles (Goods)	53.14 Negotiated Procurement - Direct Retail Purchase of Petroleum, Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscription	Yes	Lowest Calculated and Responsive Bid (LCRB)	12/2024	01/2025	GAA 2025 - Current Appropriation	₱354,860.59	Early Procurement Activity	Revised ABC due to contingent/additional activities
Security Services	Admin Support Division	Supply of Security Services for CHR RO3 (Goods and Services)	Small Value Procurement	Yes	Lowest Calculated and Responsive Bid (LCRB)	03/2025	03/2025	GAA 2025 - Current Appropriation	₱884,903.42	Early Procurement Activity	
Telephone - Landline	Admin Support Division	Goods and Services	Direct Contracting	No	N/A	N/A	N/A	GAA 2025 - Current Appropriation	₱16,120.32	Renewal of Regular and Recurring Services	WETI (with existing line)
Telephone - Mobile	Admin Support Division	Goods and Services	Direct Contracting	No	N/A	N/A	N/A	GAA 2025 - Current Appropriation	₱13,200.00	Renewal of Regular and Recurring Services	WETI (with existing line)
Internet Subscription	Admin Support Division	Goods and Services	Direct Contracting	No	N/A	N/A	N/A	GAA 2025 - Current Appropriation	₱109,200.00	Renewal of Regular and Recurring Services	WETI (with existing line)
Electricity Services	Admin Support Division	Goods and Services	Direct Contracting	No	N/A	N/A	N/A	GAA 2025 - Current Appropriation	₱746,936.84	Renewal of Regular and Recurring Services	WETI (with existing line)
Water Services	Admin Support Division	Goods and Services	Direct Contracting	No	N/A	N/A	N/A	GAA 2025 - Current Appropriation	₱47,261.81	Renewal of Regular and Recurring Services	WETI (with existing line)
Communication Expense - Additional Landline and Internet	Admin Support Division	Goods and Services	Direct Contracting	No	N/A	N/A	N/A	GAA 2025 - Current Appropriation	₱18,000.00	Renewal of Regular and Recurring Services	WETI (with existing line)
Office Supplies	All Divisions	Supply and Delivery of Office Supplies (Goods)	Shopping 52.1 (b) - Regular Office Supplies and Equipment no available in PS	No	Lowest Calculated and Responsive Bid (LCRB)	01/2025	09/2025	GAA 2025 - Current Appropriation	₱72,129.30	N/A	
Various Office Supplies and Materials	All Divisions	Supply and Delivery of Various Office Supplies and Materials (Goods)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	01/2025	12/2025	GAA 2025 - Current Appropriation	₱143,400.00	N/A	
Office Equipment, Furniture and Fixtures, etc.	Admin Support Division	Supply and Delivery of Office Equipment - Airconditioning Unit, Shelves, etc. (Goods)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	01/2025	12/2025	GAA 2025 - Current Appropriation	₱481,570.00	N/A	
Meals for the conduct of various office activities	All Divisions	Supply and Delivery of Meals for the conduct of Various Office Activities (Goods)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	01/2025	12/2025	GAA 2025 - Current Appropriation	₱427,079.65	N/A	

Repairs and Maintenance - Office Equipment, Furniture and Fixtures, etc.	Admin Support Division	Repairs and Maintenance - Office Equipment - Aircon Cleaning (Goods and Services)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	01/2025	12/2025	GAA 2025 - Current Appropriation	₱73,000.00	N/A	
Repairs and Maintenance - Service Vehicle	Admin Support Division	Repairs and Maintenance of CHR RO3 Service Vehicles - PMS (Goods and Services)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	01/2025	12/2025	GAA 2025 - Current Appropriation	₱74,910.00	N/A	
Repairs and Maintenance - Office Building and Staff House	Admin Support Division	Improvement/Repair of Facilities/Building & Structure of CHR RO3 Building and Staff House (Infrastructure)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	01/2025	12/2025	GAA 2025 - Current Appropriation	₱402,700.00	N/A	
Rehabilitation of CHR RO3 Building	All Divisions	Improvement/Repair of Facilities/Building & Structure of CHR RO3 Building (Infrastructure)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	11/2025	12/2025	GAA 2025 - Current Appropriation	₱965,823.12	N/A	
ICT Equipment	Admin Support Division	Supply and Delivery of Various ICT Equipment (Goods)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	01/2025	12/2025	GAA 2025 - Current Appropriation	₱516,300.00	N/A	
ISO 2nd Surveillance External Audit	All Divisions	Engagement of Consulting Firm to conduct ISO 2nd Surveillance External Audit (Consulting Services)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	08/2025	10/2025	GAA 2025 - Current Appropriation	₱150,000.00	N/A	
Various Tokens to conduct office activities	Promotion and Advocacy Division	Supply of Various Tokens for the conduct Office Activities (Goods)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	01/2025	12/2025	GAA 2025 - Current Appropriation	₱33,190.35	N/A	
Vehicle Registration	Admin Support Division	Goods and Services	53.5 Negotiated Procurement - Agency to Agency	No	N/A	01/2025	12/2025	GAA 2025 - Current Appropriation	₱6,390.00	N/A	Registration fee to be paid directly to LTO
Insurance - Service Vehicle	Admin Support Division	Goods and Services	53.5 Negotiated Procurement - Agency to Agency	No	N/A	01/2025	12/2025	GAA 2025 - Current Appropriation	₱27,016.37	N/A	Motor Vehicle Insurance premium paid directly to GSIS
Insurance - Office Building and Staff House	Admin Support Division	Goods	53.5 Negotiated Procurement - Agency to Agency	No	N/A	01/2025	12/2025	GAA 2025 - Current Appropriation	₱147,078.51	N/A	
Fidelity Bond premium of the accountable public officer to RO3 personnel	Admin Support Division	Goods	53.5 Negotiated Procurement - Agency to Agency	No	N/A	01/2025	12/2025	GAA 2025 - Current Appropriation	₱13,281.75	N/A	
Annual Membership dues of CHR RO3 lot for the CY 2025	Admin Support Division	Goods	53.5 Negotiated Procurement - Agency to Agency	No	N/A	01/2025	12/2025	GAA 2025 - Current Appropriation	₱40,000.00	N/A	
Printing of CHR MISMO Poster	All Divisions	Supply of Printing of CHR Mismo Posters (Goods)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	03/2025	03/2025	Grand by International Financing Institution	₱49,970.00	N/A	
Purchase of ISO-QMS Materials - printing (Tarpaulin and Sintra Board)	All Divisions	Supply of ISO-QMS Materials -Tarpaulin and Sintra Board (Goods)	Small Value Procurement	No	Lowest Calculated and Responsive Bid (LCRB)	03/2025	04/2025	GAA 2025 - Current Appropriation	₱2,200.00	N/A	
Other Repair and Maintenance of Service Vehicle	Admin Support Division	Goods and Services	N/A	No	N/A	05/2025	05/2025	GAA 2025 - Current Appropriation	₱615.00	N/A	Charge to Operating Cash Advance
Other Various Office Supplies/ICT Equipment	All Divisions	Goods	N/A	No	N/A	01/2025	12/2025	GAA 2025 - Current Appropriation	₱33,892.33	N/A	Charge to Operating Cash Advance
Other Meals for the conduct of various office activities	All Divisions	Goods	N/A	No	N/A	01/2025	12/2025	GAA 2025 - Current Appropriation	₱62,983.47	N/A	Charge to Operating Cash Advance
Other Supplies and Materials for Building Repair and Maintenance	Admin Support Division	Goods and Services	N/A	No	N/A	01/2025	12/2025	GAA 2025 - Current Appropriation	₱6,482.50	N/A	Charge to Operating Cash Advance
Communication Expense (Juana Load)	Promotion and Advocacy Division	Goods	N/A	No	N/A	06/2025	06/2025	GAA 2025 - Current Appropriation	₱1,800.00	N/A	Charge to Operating Cash Advance
Printing Services	All Divisions	Goods and Services	N/A	No	N/A	01/2025	12/2025	GAA 2025 - Current Appropriation	₱3,524.00	N/A	Charge to Operating Cash Advance

Postage and Courier Services	Admin Support Division	Goods and Services	N/A	No	N/A	01/2025	12/2025	GAA 2025 - Current Appropriation	₱46,192.50	N/A	Charge to Operating Cash Advance
Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009											
Office Supplies	All Divisions	Supply and Delivery of Office Supplies (Goods)	Direct Acquisition	No	Lowest Calculated and Responsive Bid (LCRB)	10/2025	12/2025	GAA 2025 - Current Appropriation	₱61,454.31	N/A	Charge to Operating Cash Advance
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)											
Office Supplies - PS DBM	CHR RO III	Supply of Office Supplies from PS-DBM (Goods)	53.5 Negotiated Procurement - Agency to Agency	No	N/A	01/2025	10/2025	GAA 2025 - Current Appropriation	₱96,043.16	N/A	Direct purchase to PS-DBM

Note: Insert additional rows as necessary


Total Amount of Estimated Budget for EPA Projects: ₱1,239,764.01
Total Amount of CSEs to be purchased from PS-DBM: ₱96,043.16
Total Amount of Estimated Budget: ₱6,129,509.30

Prepared by:

Recommended by:

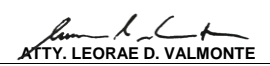
Recommended by:

Approved by:


PATRICIA ANNE M. PAGCU
 Signature over Printed Name
 Position/Designation
Bids and Awards Committee Secretariat
 Date : January 29, 2026

By the Authority of the Bids and Awards Committee:

ATTY. MABELYN A. PALUKPOK
 Signature over Printed Name
 Position/Designation
Bids and Awards Committee Chairperson
 (By the Authority of the Bids and Awards Committee)
 Date : January 29, 2026


ATTY. LEORAE D. VALMONTE
 Signature over Printed Name
 Position/Designation
Head of the Procuring Entity
 Date : January 29, 2026