

Commission on Human Rights - ROIX Updated Annual Procurement Plan for FY 2025

| Code (PAP) | Procurement Project | PMO/End-User | Is this an Early Procurement Activity? (Yes/No) | Mode of Procurement | Schedule for Each Procurement Activity | | | | Source of Funds | Estimated Budget (PhP) | | | Remarks (brief description of Project) |
|----------------|--|----------------|---|---|--|----------------------------|---------------------|---------------------|-----------------|------------------------|--------------|----|--|
| | | | | | Advertisement/Posting of IB/REI | Submission/Opening of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| | I. GOODS AND SERVICES | | | | | | | | | | | | |
| | A. GOODS | | | | | | | | | | | | |
| | Supplies and Materials | | | | | | | | | | | | |
| | Office Supplies and Materials* | | | | | | | | | | | | |
| 5 02 03 010 00 | Supplies and Materials Available in PS-DBM | ALL UNITS | NO | NP-53.5 Agency-to-Agency | N/A | | January to December | January to December | GoP | 203,800.00 | 203,800.00 | | |
| 5 02 03 010 00 | Supplies and Materials Available in PS-DBM | ALL UNITS | NO | Shopping | | January to December | | January to December | GoP | 205,800.00 | 205,800.00 | | |
| 5 02 02 010 00 | HR Lectures/Orientation - Other Supplies and Materials | ALL UNITS | NO | NP-53.9 - Small Value Procurement | | January to December | | January to December | GoP | 202,000.00 | 202,000.00 | | |
| 5 02 03 090 00 | Fuel, Oil, Lubricants (Diesel) | ALL UNITS | YES | NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets | N/A | | January | January | GoP | 120,000.00 | 120,000.00 | | |
| 5 02 03 010 00 | Photocopier Ink | ALL UNITS | YES | Direct Contracting | N/A | | January | January | GoP | 74,100.00 | 74,100.00 | | |
| 5 02 032 10 03 | Information and Communication Technology (ICT) Equipment and Devices and Accessories | ALL UNITS | NO | NP-53.9 - Small Value Procurement | | January to December | | January to December | GoP | 70,000.00 | 70,000.00 | | |
| | Consumer Electronics | | | | | | | | | | | | |
| 5 02 032 20 01 | Furniture and Fixture | ALL UNITS | NO | NP-53.9 - Small Value Procurement | | January to December | | January to December | GoP | 45,000.00 | 45,000.00 | | |
| 5 02 13 060 01 | Repairs and Maintenance and Accessories - Vehicles | ALL UNITS | NO | NP-53.9 - Small Value Procurement | | January to December | | January to December | GoP | 216,000.00 | 216,000.00 | | |
| 5 02 13 050 02 | Repairs and Maintenance and Accessories - Equipment | ALL UNITS | NO | NP-53.9 - Small Value Procurement | | January to December | | January to December | GoP | 51,000.00 | 51,000.00 | | |
| 5 02 13 050 03 | Repairs and Maintenance and Accessories - ICT Equipment | ALL UNITS | NO | NP-53.9 - Small Value Procurement | | January to December | | January to December | GoP | 55,000.00 | 55,000.00 | | |
| | Lease of Property | | | | | | | | | | | | |
| 5 02 99 050 01 | Rent - ZDS Sub-Office | ZDS Sub-Office | YES | NP-53.10 Lease of Real Property and Venue | N/A | | January | January | GoP | 71,688.00 | 71,688.00 | | |
| 5 02 02 010 00 | Lease of Venue & Meals and Accommodation | ALL UNITS | NO | NP-53.10 Lease of Real Property and Venue | N/A | | January to December | January to December | GoP | 96,000.00 | 96,000.00 | | |
| 5 02 02 010 00 | Meals and Catering Services | ALL UNITS | NO | NP-53.9 - Small Value Procurement | | January to December | | January to December | GoP | 1,093,600.00 | 1,093,600.00 | | |
| 5 02 99 020 00 | Publication, Printing & Advertising | ALL UNITS | NO | NP-53.9 - Small Value Procurement | | January to December | | January to December | GoP | 32,500.00 | 32,500.00 | | |
| | B. SERVICES | | | | | | | | | | | | |
| 5 02 12 030 00 | Security Services | ALL UNITS | YES | NP-53.9 - Small Value Procurement | | December 2024 | January | January | GoP | 663,000.00 | 663,000.00 | | |
| 5 02 99 030 00 | Other Professional Services | ALL UNITS | NO | NP-53.9 - Small Value Procurement | | December 2024 | January | January | GoP | 663,000.00 | 663,000.00 | | |
| 5 02 05 010 00 | Postage & Courier(Post Office) | ALL UNITS | NO | | N/A | | N/A | N/A | GoP | 48,000.00 | 48,000.00 | | charge to operating cash advance |
| 5 02 05 010 00 | Postage & Courier | ALL UNITS | NO | NP-53.9 - Small Value Procurement | | July | September | September | GoP | 150,000.00 | 150,000.00 | | |
| 5 02 05 010 00 | Telephone Landline (RO- Zamboanga City) | ALL UNITS | NO | | N/A | | N/A | N/A | GoP | 67,560.00 | 67,560.00 | | WETI |
| 5 02 05 010 00 | Telephone Landline - ZDS Sub-Office | ALL UNITS | NO | | N/A | | N/A | N/A | GoP | 18,000.00 | 18,000.00 | | WETI |
| 5 02 05 010 00 | Internet | ALL UNITS | NO | | N/A | | N/A | N/A | GoP | 360,000.00 | 360,000.00 | | WETI |
| | Mandatory Expenses | | | | | | | | | | | | |
| 5 02 15010 01 | Taxes, Duties and License (One-Time Payment) | ALL UNITS | NO | | N/A | | N/A | N/A | GoP | 9,038.00 | 9,038.00 | | |
| 5 02 15020 00 | Fidelity Bond Premium (One-Time Payment) | ALL UNITS | NO | | N/A | | N/A | N/A | GoP | 33,037.50 | 33,037.50 | | |
| 5 02 15030 00 | Insurance Expenses | ALL UNITS | NO | | N/A | | N/A | N/A | GoP | 26,938.73 | 26,938.73 | | |
| 5 02 04 010 00 | Water Expenses - RO Zamboanga City | ALL UNITS | NO | | N/A | | N/A | N/A | GoP | 48,000.00 | 48,000.00 | | WETI |
| 5 02 04 010 00 | Water Expenses - ZDS Sub-Office | ALL UNITS | NO | | N/A | | N/A | N/A | GoP | 9,000.00 | 9,000.00 | | WETI |
| 5 02 04 020 00 | Electricity | ALL UNITS | NO | | N/A | | N/A | N/A | GoP | 948,000.00 | 948,000.00 | | WETI |

Total: 5,580,062.23

PREPARED BY:

ERNANITO L. BAUL JR

Secretary, Bids and Awards Committee
January 22, 2026

ENDORSED BY:

ATTY. ARBEE A. ARQUIZA

Chairperson, Bids and Awards Committee
January 22, 2026

APPROVED BY:

ATTY. JUDELYN T. MACAPILI, LL.M.

Regional Director
January 22, 2026