



REGIONAL GOVERNMENT OF  
NEGROS ISLANDS

**NEGROS ISLAND REGION**

**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 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Supply of Fuel for CHR Service Vehicle	Investigation, Legal, Promotion, Admin Division	Goods - Provision of Fuel for CHR Service Vehicle	Direct Retail Purchase/ Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱157,697.93		BAC resolution delegating authority of end-user to procure
Supply and delivery of Non-CSE office supplies and materials to support operational requirements of the region	Admin Division	Goods - Procurement of office supplies and materials to support operational requirements of the region	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱12,961.23		BAC resolution delegating authority of end-user to procure
Procurement of Steel Cabinets for CHR NIR Files	Admin Division	Goods - Procurement of Steel Cabinets CHR NIR Files	Small Value Procurement	No	LCRB	Oct-25	Dec-25	GAA	₱35,000.00		
Procurement of Panaflex Lighted Signage for CHR NIR	Admin Division	Goods - Procurement of Panaflex Lighted Signage for CHR NIR	Small Value Procurement	No	LCRB	Jul-25	Dec-25	GAA	₱25,000.00		
Procurement of Modular Office Furnitures and Fixtures	Admin Division	Goods - Procurement of Modular Office Furnitures and Fixtures for CHR NIR Office Space	Small Value Procurement	No	LCRB	Oct-25	Dec-25	GAA	₱500,000.00		
Procurement of Air Conditioner Units for CHR NIR	Admin Division	Goods - Delivery and Installation of two (2) units of Air Conditioner	Small Value Procurement	No	LCRB	Dec-25	Dec-25	GAA	₱79,200.00		Re-alignment budget from travel expense - HR Protection
Provision of accountable forms to support financial and administrative transactions	Admin Division	Goods - Procurement of accountable forms to support financial and administrative transactions	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱3,150.00		BAC resolution delegating authority of end-user to procure
Provision for Vehicle Repairs and Maintenance	Admin Division	Goods - Provision for Vehicle Repairs and Maintenance to cover immediate minor expenses necessary for operational requirements	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱18,580.00		BAC resolution delegating authority of end-user to procure
Provision for Preventive Maintenance Schedule and check up to ensure roadworthiness and safety	Admin Division	Goods - Provision for Preventive Maintenance Schedule and check up to ensure roadworthiness and safety	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱12,572.30		BAC resolution delegating authority of end-user to procure
2025 Lease of Real Property for CHR-NIR Office Space	Admin Division	Goods - Lease of Office Space for CHR-NIR Operations in Bacolod City	Lease of Real Property and Venue	No	LCRB			GAA	₱56,000.00		Covered by procurement and existing contract executed by CHR Region 5
2025 Lease of Real Property for CHR-NIR Office Space	Admin Division	Goods - Lease of Office Space for CHR-NIR Operations in Bacolod City	Lease of Real Property and Venue	No	LCRB	Aug-25	Aug-25	GAA	₱336,000.00		
Provision for Security Services	Admin Division	Goods/Services - Provision of security services (1 shift, 12 hours, 24/7) to safeguard office premises, personnel, and property	Small Value Procurement	No	LCRB	Oct-25	Oct-25	GAA	₱210,000.00		
Supply of Landline Services for Office Operations	Admin Division	Goods - Provision of telephone to support CHR-NIR official transactions and operations	Small Value Procurement	No	LCRB	Oct-25	Nov-25	GAA	₱12,000.00		
Provision of Internet Services for Office Transactions and Operations	Admin Division	Goods - Provision of internet subscription to support CHR-NIR official transactions and operations		No	LCRB			GAA	₱14,975.01		with existing Internet Services
Provision of water supply for CHR-NIR office operations	Admin Division	Goods - Provision of water supply for CHR-NIR office operations		No	LCRB			GAA	₱15,072.00		with existing water supply
Provision of electric power supply for CHR-NIR office operations	Admin Division	Goods - Provision of electric power supply for CHR-NIR office operations		No	LCRB			GAA	₱118,641.64		with existing power supply

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
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<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
Provision of Postage & Courier Services	Investigation, Legal, Admin Division	Goods - Provision of Postage & Courier Services	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱22,458.31		BAC resolution delegating authority of end-user to procure
Provision of Airline Services for CHR personnel in the performance of official functions	Investigation, Legal, Promotion, Admin Division	Goods - Provision of Airfare for CHR personnel in the performance of official functions - Goods	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱110,000.00		BAC resolution delegating authority of end-user to procure
Provision of tarpaulin for CHR-NIR operations and special activities	Investigation, Promotion, Admin Division	Goods - Provision of tarpaulin for CHR-NIR operations and activities	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱9,800.00		BAC resolution delegating authority of end-user to procure
Provision of Meals for CHR Special Activities	Investigation and Promotion Division	Goods - Provision of Meals for CHR Special Activities	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱31,800.00		To be conducted in different places; BAC resolution delegating authority of end-user to procure
Provision of Meals for Monthly and Quarterly Office/Division Meetings and Year-End Assessment	Admin Division	Goods - Meals for Monthly and Quarterly Office/Division Meetings and Year-End Assessment	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱37,500.00		BAC resolution delegating authority of end-user to procure
Supply and Delivery of School Supply Kits for CHR NIR Activities	Promotion Division	Goods - Procurement of Tokens for Project Angel Tree	Direct Acquisition	No	LCRB	Nov-25	Nov-25	GAA	₱5,000.00		BAC resolution delegating authority of end-user to procure
Provision of Labor and Materials for Minor Repairs and Maintenance of the office	Admin Division	Goods - Provision of Labor and Materials for Minor Repairs and Maintenance of the office	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱10,000.00		BAC resolution delegating authority of end-user to procure
Provision of ICT Equipment Repairs & Maintenance Services	Admin Division	Goods - Provision of ICT Equipment Repairs & Maintenance to ensure functionality and efficiency	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱5,000.00		BAC resolution delegating authority of end-user to procure
Provision of Office Equipment Repairs & Maintenance Services	Admin Division	Goods - Provision of Office Equipment Repairs & Maintenance to ensure functionality and efficiency	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱3,000.00		BAC resolution delegating authority of end-user to procure
Provision for Vehicle Repairs and Maintenance	Admin Division	Goods - Provision for Vehicle Repairs and Maintenance to cover immediate minor expenses necessary for operational requirements	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱5,000.00		BAC resolution delegating authority of end-user to procure
Supply of Printing / Reproduction/ Bookbinding/Lamination Services for Office Operations	Admin Division	Goods - Printing / Reproduction/ Bookbinding/Lamination services to support CHR-NIR operations, reports and official documents	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱10,000.00		BAC resolution delegating authority of end-user to procure
Provision of safe drinking water fro CHR-NIR personnel and clients	Admin Division	Goods - Provision of safe drinking water fro CHR-NIR personnel and clients	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱5,220.00		BAC resolution delegating authority of end-user to procure
Supply of Various Office Supplies and Materials	Admin Division	Goods-Supply of Various Office Supplies and Materials	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱7,441.11		BAC resolution delegating authority of end-user to procure
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
Supply of Various Office Supplies and Materials	Admin Division	Procurement of office supplies and materials to support operational requirements of the region - Goods	Agency-to-Agency	No		Jul-25	Dec-25	GAA	₱13,884.00		

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:**  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱13,884.00  
**Total Amount of Estimated Budget:** ₱1,882,953.53

Prepared by:

Recommended by:

Approved by:

  
**MA. CARMELA M. GONZAGA**

Signature over Printed Name  
 Position/Designation  
 Bids and Awards Committee Secretariat

Date : November 28, 2025

  
**ATTY. GLENDA JAY GEE T. CALAGUI**

Signature over Printed Name  
 Position/Designation  
 Bids and Awards Committee Chairperson

Date : November 28, 2025

  
**ATTY. GAZZELLENE B. CORSAME-FUENTES**

Signature over Printed Name  
 Position/Designation  
 Head of the Procuring Entity

Date : November 28, 2025



NEGROS ISLAND REGION

ANNUAL PROCUREMENT PLAN FOR FY 2025

INDICATIVE  FINAL  UPDATED [Version No. 2]

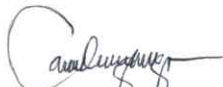
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Supply of Various Office Supplies and Materials	Admin Division	Goods-Supply of Various Office Supplies and Materials	Direct Acquisition	No	LCRB	Jul-25	Dec-25	GAA	₱6,500.00		BAC resolution delegating authority of end-user to procure
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
Supply of Various Office Supplies and Materials	Admin Division	Procurement of office supplies and materials to support operational requirements of the region - Goods	Agency-to-Agency	No		Jul-25	Dec-25	GAA	₱7,506.09		

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects:  
 Total Amount of CSEs to be purchased from PS-DBM: ₱7,506.09  
 Total Amount of Estimated Budget: ₱1,882,953.53

Prepared by:

  
 MA CARMELA N. GONZAGA

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Secretariat

Date: 01-23-2026

Recommended by:

By the Authority of the Bids and Awards Committee:

  
 ATTY. GLENDA (JAY GEE) T. CALAGUI

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Chairperson

Date: 01/23/2026

Approved by:

  
 ATTY. GAZZELINE B. CORSAME-FUENTES

Signature over Printed Name  
 Position/Designation

Head of the Procuring Entity

Date: 01-23-2026