



Republic of the Philippines  
**Department of Education**  
REGION I

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**APPENDIX "1"**

**POSTING CERTIFICATION**

This is to certify that the Department of Education Regional Office 1 has posted its Annual Procurement Plan for CY 2026 on its agency website and can be accessible through this link [www.depedro1.com](http://www.depedro1.com).

This certification is being issued in compliance with GPPB Circular No. 02-2022, this 27<sup>th</sup> day of January 2026.

**DARIUS C. NIETO**  
Head, BAC Secretariat



Republic of the Philippines  
**Department of Education**  
**Region I**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE     FINAL     UPDATED    [Version No. \_\_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROCUREMENT 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 Units	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
<b>General Requirements</b>											
<b>Traveling Expenses</b>											
Procurement of Airfare	FDs-Regional Office	Airfare of DepEd Personnel-Goods	Direct sales	No		01/2026	12/2026	GAA-Current Budget Year	500,000.00	n/a	Airfare tickets of DepEd Officials & Employees during the official travels outside the region
Procurement of Toll Fee	FDs-Regional Office	Toll Fee of DepEd Personnel-Goods	Direct Contracting	No		01/2026	12/2026	GAA-Current Budget Year	480,000.00	n/a	RFID for 2026
<b>Training Expenses</b>											
Procurement of Catering Services for DepED Personnel in support of the various seminars/meetings/trainings/conferences at the DepEd Regional Office Proper as per Schedule of Activities)	FDs-Regional Office	Catering Services for DepED Personnel in support of the various seminars/meetings/trainings/ conferences at the DepEd Regional Office Proper as per Schedule of Activities)-Services	Competitive Bidding	Yes	LCRB	11/2025	12/2026	GAA-Current Budget Year	1,644,260.00		Meals of participants for the various seminars/trainings/meeting to be conducted in DepED ROP for one year
Procurement of Catering Services for DepED Personnel in support of various seminars/meetings/trainings/conferences to be conducted at the NEAP R-1 , as per attached Schedule of Activities)	FDs-Regional Office	Catering Services for DepED Personnel in support of the conduct of various seminars/meetings/trainings/ conferences to be conducted at the NEAP R-1 , as per attached Schedule of Activities)-Services	Competitive Bidding	Yes	LCRB	11/2025	12/2026	GAA-Current Budget Year	3,893,700.00		Meals of participants for the various seminars/trainings/meeting to be conducted at NEAP R-1 for one year

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Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
Procurement of Room Accommodation for Participants to be utilized during various seminars/meetings/trainings/conferences	FDs-Regional Office	Room Accommodation for Participants to be utilized during various seminars/meetings/trainings/conferences-Services	Agency to Agency	No		01/2026	12/2026	FY 2026 GAA (MOOE)	608,000.00		Room accommodation of participants
Procurement of Hall Rental for Participants to be utilized during various seminars/meetings/trainings/conferences	FDs-Regional Office	Hall Rental for Participants to be utilized during various seminars/meetings/trainings/conferences-Services	Agency to Agency	No		01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	1,159,050.00		Procurement of Hall Rental for Participants to be utilized during various seminars/meetings/trainings/conferences
Lease of Venue, Hotel, Accommodation, and other miscellaneous	FDs-Regional Office	Lease of venue with catering services for various trainings, seminars, meetings and other related activities of the office (see attached Purchase Requests)	Lease of Venue and Accommodation	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	3,125,222.00		Meals, Venue & Accommodation of Participants for the conduct of official various seminars/meetings/trainings/conferences to be conducted at the hotel
Procurement of Training supplies and materials for participants not available at PS-DBM	FDs-Regional Office	Training supplies and materials for participants not available at PS-DBM-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	73,847.00		
Procurement of token	FDs-Regional Office	Token -Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	143,000.00		
Procurement of Lei	FDs-Regional Office	Lei-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	44,500.00		
Procurement of Plaques to be given to the Retirees & Services Awardees	FDs-Regional Office	Plaques for Retirees and awardees-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	563,450.00		
Procurement of ICT Supplies	FDs-Regional Office	ICT Supplies-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	1,000,000.00		
Procurement of Advocacy Tshirt	FDs-Regional Office	Advocacy T Shirt-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	195,375.00		
Procurement of Advocacy Polo Shirt	FDs-Regional Office	Advocacy Polo Shirt-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	175,400.00		
Procurement of Apparel	FDs-Regional Office	Apparel-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	37,500.00		

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Procurement of Advocacy Jersey	FDs-Regional Office	Jersey-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	96,000.00		
Procurement of Tote Bag	FDs-Regional Office	Tote Bag-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	109,164.00		
Printing and Publication Expenses	FDs-Regional Office	Printing and Publication Expenses	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	120,000.00		
Transportation Expenses (bus rental)	FDs-Regional Office	Bus Rental	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	120,000.00		
Office Supplies not available in PS-DBM	FDs-Regional Office	Supply and delivery of miscellaneous items needed for office operation or project implementation)	Competitive Bidding	Yes	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	4,951,813.00		
Procurement of Accountable Forms to be used in the Cash Section	Administrative Division-Cash Section	Accountable Forms to be used in the Cash Section-Goods	Agency to Agency	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	30,000.00		as need arises
Procurement of Drugs and Medicines in case of emergency	ESSD	Drugs and Medicines for Personnel in case of emergency-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	50,000.00		quarterly purchase
Procurement of Medical Laboratory Supplies	ESSD	Medical Laboratory Supplies-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	50,000.00		quarterly purchase
Petroleum, oil and Lubricants	Administrative Division-GSU	Purchase of Fuel products and other Lubricants used for the operation of vehicles in the conduct of various official travels/functions and requirement for equipment (generator)	Direct Contracting	Yes	LCRB	12/2025	1/2026	FY 2026 GAA (MOOE)	2,500,000.00		Procurement of fuel and lubricants for vehicles in official use and for generator operation based on the fuel consumption report
Supply and Delivery of purified water to be used by the DepED personnel	Administrative Division-AMS	Supply and Delivery of purified water to be used by DepED Personnel-Goods	Small Value Procurement	Yes	LCRB	12/2025	01/2026	FY 2026 GAA (MOOE)	60,000.00		one year supply
Procurement of Newspaper Subscription for Deped personnel	Administrative Division-AMS	Procurement of Newspaper Subscription for Deped personnel-Goods	Small Value Procurement	No	LCRB	01/2026	01/2026	FY 2026 GAA (MOOE)	50,000.00		one year subscription

PROCUREMENT PROJECT DETAILS						PROCUREMENT TIMELINE (MM/YYYY)		FUNDING DETAILS		Procurement Strategy or Tools	Remarks (Other relevant descriptions of the Procurement project if applicable)
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Procurement of Other Supplies and Materials to be purchased not otherwise identified	Administrative Division-AMS	Other Supplies and Materials to be purchased not otherwise identified-Goods	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	85,815.31		Provision for various procurement requirements that may arise
Electricity Services	Administrative Division-GSU	Renewal of Contract for the Period of January to December 2026	Direct Contracting	No	not applicable	01/2026	12/2026	FY 2026 GAA (MOOE)	3,500,000.00		Renewal of contract for January 1 to December 31, 2026
<b>COMMUNICATION EXPENSES</b>											
Procurement of Postage to be used for delivery of official documents	Administrative Division-Records Section	Postage to be used for delivery of official documents-Goods	Agency to Agency	No	not applicable	01/2026	12/2026	FY 2026 GAA (MOOE)	70,000.00		One year supply of postage stamps
Courier Services for urgent delivery official communication and packages	Administrative Division-Records Section	Courier Services for urgent delivery official communication and packages-Services	Small Value Procurement	No	LCRB	01/2026	1/2026	FY 2026 GAA (MOOE)	146,000.00		One year expenses for courier services
<b>TELEPHONE EXPENSES</b>											
Mobile	ORD-ICTU	Mobile-Services	Direct Contracting	No	not applicable	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	258,000.00		Renewal of Contract for January 2026-December 2026
Trunkline	ORD-ICTU	Trunkline-Services	Direct Contracting	Yes	not applicable	12/2025	1/2026	FY 2026 GAA (MOOE)	170,000.00		Renewal of Contract for January 2026-December 2026
Regional Director's Landline	ORD-ICTU	Regional Director's Landline-Service	Direct Contracting	Yes	not applicable	01/2026	12/2026	FY 2026 GAA (MOOE)	25,000.00		Renewal of Contract for January 2026-December 2026
<b>INTERNET SUBSCRIPTION EXPENSES</b>											
DepED ROP Internet Subscription	ORD-ICTU	DepED ROP Internet Subscription-Service	Direct Contracting	Yes	not applicable	01/2026	12/2026	FY 2026 GAA (MOOE)	537,600.00		Renewal of Contract for January 2026-December 2026

PROCUREMENT PROJECT DETAILS						PROCUREMENT 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 Units	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)		
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Commission on Audit Internet Subscription	ORD-ICTU	Commission on Audit Internet Subscription	Direct Contracting	Yes	not applicable	01/2026	12/2026	FY 2026 GAA (MOOE)	60,000.00		Renewal of Contract for January 2026-December 2026
Cable, satellite, Telegraph subscription	Administrative-Division-GSU	Cable, satellite, Telegraph subscription	Direct Contracting	No	not applicable	01/2026	12/2026	FY 2026 GAA (MOOE)	5,000.00		Renewal of Contract for January 2026-December 2026
<b>GENERAL SERVICES</b>											
Environmental/Sanitary Services	Administrative-Division-GSU	Environmental/Sanitary Services	Agency to Agency	No	not applicable	01/2026	01/2026	FY 2026 GAA (MOOE)	18,000.00		Renewal of Contract for January 2026-December 2026
Procurement of Security Services	Administrative-Division-GSU	Delivery of Security Service for January to December 2026	Competitive Bidding	Yes	LCRB	10/2025	12/2025	FY 2026 GAA (MOOE)	1,600,000.00		Renewal of Contract for January 2026-December 2026
<b>REPAIR AND MAINTENANCE</b>											
Office Building	ESSD	Repair and Maintenance of Office Building-Services	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	500,000.00		Repair and Maintenance of DepED RO1 Building
<b>Office Equipment</b>											
Preventive Maintenance- 102 Airconditioning units	Administrative-Division-GSU	Preventive Maintenance-Aircon-Services	Small Value Procurement	No	LCRB	Q1-01/2026 Q2-4/2026 Q3-7/2026 Q4-10/2026	Q1-01/2026 Q2-4/2026 Q3-7/2026 Q4-10/2026	FY 2026 GAA (MOOE)	452,200.00		Repair and maintenance services of airconditioning units
Airconditioning Units- Preventive Maintenance (pull down)	Administrative-Division-GSU	Airconditioning Units- Preventive Maintenance (pull down)	Small Value Procurement	No	LCRB	6/2026	6/2026	FY 2026 GAA (MOOE)	255,000.00		based on maintenance plan (one year)
Repair of Airconditioning units	Administrative-Division-GSU	Supply and Delivery of parts and services in the conduct of repair and maintenance services of various office equipment	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	100,000.00		repair and maintenance of various equipment

PROCUREMENT PROJECT DETAILS						PROCUREMENT 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 Units	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
FY2026 Preventive Maintenance Schedule for twelve (12) units of copier	Administrative-Division-AMS	The FY 2025 Preventive Maintenance Schedule covers twelve (12) units of copier including service and necessary consumables to ensure proper functionality and sustained performance of office equipment	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	50,000.00		repair and maintenance of equipment (copier)
Repair of ICT Equipment	ORD-ICTU	Supply and Delivery of parts and services in the conduct of repair and maintenance services of various office equipment	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	500,000.00		repair and maintenance of IT equipment

**TRANSPORTATION EQUIPMENT-MOTOR VEHICLES**

PROCUREMENT PROJECT DETAILS						PROCUREMENT TIMELINE (MM/YYYY)		FUNDING DETAILS		Procurement Strategy or Tools	Remarks (Other relevant descriptions of the Procurement project if applicable)
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FY 2026 Periodic Maintenance of 8 vehicles	Administrative-Division-GSU	Supply and Delivery of parts and services for the repair and maintenance inclusive of parts and related accessories of 8 vehicles	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	915,000.00		Repair and Maintenance inclusive of parts and related accessories of MVs
FY2026 Periodic maintenance Services of Toyota Fortuner	Administrative-Division-GSU	Supply and Delivery of parts and services for the repair and maintenance inclusive of parts and related accessories of Toyota Fortuner	Direct Contracting	No		01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	200,000.00		Based on Maintenance Plan
Registration of 8 Motor vehicles	Administrative-Division-GSU	Registration of Motor vehicles-Services	Agency to Agency	No		01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	30,000.00		Registration of 8 Motor Vehicles
Emission Testing of 8 Motor Vehicles	Administrative-Division-GSU	Emission Testing of Motor Vehicles-Services	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	7,500.00		Based on the last digit of plate no.
<b>INSURANCE EXPENSES</b>											
Insurance of eight (8) motor Vehicles	Administrative-Division-GSU	Insurance of motor Vehicles-services	Agency to Agency	No		01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	75,000.00		insurance of vehicles
Insurance of DepED ROP Buidlings	Administrative-Division-GSU	Insurance of DepED ROP Buidlings	Agency to Agency	No		01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	195,000.00		insurance of buildings
Advertising Expenses	ORD-PAU	Advertising Expenses	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	5,000.00		as need arises
Printing and Publication Expenses	ORD-PAU	Printing and Publication Expenses	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	5,000.00		as need arises
<b>OTHER SUBSCRIPTION EXPENSES</b>											
Subscription Domain Name and Web Hosting	ORD-ICTU	Subscription Domain Name and Web Hosting-Services	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	63,176.00		Renewal of Contract
Zoom Subscription	ORD-ICTU	Zoom Subscription-Services	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	155,000.00		Renewal of Contract
Other Professional Services	HRDD	Other Professional Services	Small Value Procurement	No	LCRB	01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	150,000.00		

Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009

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Contingency Procurement	FDs-Regional Office	Provision that would address various procurement that may arise	Direct Acquisition	No		01/2026 to 12/2026	01/2026 to 12/2026	FY 2026 GAA (MOOE)	412,440.00		Provision for various procurement requirements that may arise
<b>Subtotal</b>									412,440.00		

**Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)**

Procurement of Training Supplies and materials available at PS-DBM	FDs-Regional Office	Supplies and materials for participants to be used during the conduct of seminars /trainings/conferences- Goods	Agency to Agency	No		01/2026 to 12/2026	01/2026 to 12/2026	FY2026 GAA (MOOE)	14,868.48		Supplies and Material to be for the conduct of various seminars/meeting/trainings
Procurement of Office Supplies available in PS-DBM	FDs-Regional Office	Common used office items available in the PS-DBM	Agency to Agency	No		Q1-01/2026 Q2-4/2026 Q3-7/2026 Q4-10/2026	Q1-01/2026 Q2-4/2026 Q3-7/2026 Q4-10/2026	FY2026 GAA (MOOE)	1,662,493.59		Pts. see attached APP-CS Forms
<b>Sub-Total</b>									1,677,362.07		

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Project	15,442,373.00
Total Amount of CSEs to purchase from PS-DBM	1,677,362.07
<b>Total Amount of Estimated Budget</b>	<b>17,119,735.07</b>

Prepared by:

**DARIUS C. NIETO**  
Project Development Officer IV  
Bids and Awards Secretariat

Certified Appropriate Allotment:

**EDERLYN PIMENTEL**  
Administrative Officer V  
Finance Division  
FY 2026 GMS

Recommended by:

By the Authority of the Bids and Awards Committee:

**RHODA T. RAZON**  
Director III  
Bids and Awards Committee Chairperson

Approve by:

**TOLENTINO G. AQUINO**  
Director IV  
Head of the Procuring Entity