



Philippine Rice Research Institute

DA-PhilRice Bicol Branch Station

Batang, Ligao City, 4504 Albay

ANNUAL PROCUREMENT PLAN FOR FY 2026

INDICATIVE FINAL UPDATED [Version No. ___]

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											
Procurement of Office Chairs to be used in the R&D Office of DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	20,000.00		Quarterly procurement
Procurement of Molluscicide for Rice Field Pest Control at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	11,940.00		Quarterly procurement
Procurement of Alcohol for sanitation use at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	654.50		Quarterly procurement
Procurement of Permanent Markers for office use at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	924.00		Quarterly procurement
Procurement of Dry Cell and Lithium Batteries for Office and Equipment Use at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	8,526.80		Quarterly procurement
Procurement of Ball Bearings for Equipment Maintenance at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	13,080.00		Quarterly procurement
Procurement of External Hard Drives for Data Storage at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	3,850.00		Quarterly procurement
Procurement of Internet and Data Plan Subscriptions for Connectivity at DA-PhilRice Bicol for 2026.	R&D	Goods	Direct Contracting	No	LCRB	02/2026	02/2026	Corporate Operating Budget	48,594.00	Renewal of Regular and Recurring Services	
Procurement of Eco Bags and Storage Boxes for Office Use at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	43,577.50		Quarterly procurement
Procurement of Various Chemicals and Fertilizers for Agricultural Use at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	301,687.40		Quarterly procurement
Procurement of Fuel (Diesel, Regular Gasoline, and Unleaded Gasoline) for Operational Use at DA-PhilRice Bicol for 2026.	ADMIN, R&D	Goods	Direct Retail Purchase of POL and Airline Tickets	No	LCRB	02/2026	02/2026	Corporate Operating Budget	177,016.00		Based on actual consumption / utilization requirements
Procurement of Cutting and Grinding Discs and Drill Bits for Equipment Maintenance at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	9,400.00		Quarterly procurement
Procurement of Prepaid Load Cards for Mobile Phones (Smart) at DA-PhilRice Bicol for 2026.	ADMIN, R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	29,100.00		Quarterly procurement
Procurement of Service for the Web-based prepaid loading portal service requirement of DA-PhilRice Bicol for 2026.	ADMIN, R&D	Goods	Direct Contracting	No	LCRB	02/2026	02/2026	Corporate Operating Budget	54,700.00		Based on actual consumption / utilization requirements
Procurement of Soil Laboratory Analysis Services for DA-PhilRice Bicol for 2026.	R&D	Goods	Negotiated Procurement - Agency to Agency	No	LCRB	02/2026	02/2026	Corporate Operating Budget	190,440.00		Quarterly procurement
Procurement of Notarial Services for the Legalization of Official Documents at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	5,004.00		As the need arises, subject to actual demand and fund availability
Procurement of Various Lubricants for Equipment Maintenance at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	9,880.00		Quarterly procurement
Procurement of Calibration Services for Equipment Accuracy at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	3,000.00		Quarterly procurement
Procurement of Laminating Film and Canon Ink Cartridges for Office Use at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	13,800.60		Quarterly procurement
Procurement of Writing Supplies and Envelopes (Black Ballpens, Sign Pens, Expanding Legal Envelopes) for Office Use at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	32,560.00		Quarterly procurement
Procurement of Office Paper Supplies and Toilet Tissue for DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	46,982.00		Quarterly procurement
Procurement of Plane Fare Tickets and Vehicle Rental Services for Official Travel and Transportation at DA-PhilRice Bicol for 2026.	ADMIN, R&D	Goods	Direct Retail Purchase of POL and Airline Tickets	No	LCRB	02/2026	02/2026	Corporate Operating Budget	646,329.40		As the need arises, subject to actual demand and fund availability
Procurement of Field Boots for Personal Safety and Protection of Staff during Field Work at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	5,217.00		Quarterly procurement
Procurement of Various Insecticides for Pest Management in Research and Production Areas at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	52,947.20		Quarterly procurement
Procurement of Tarpaulin Printing Services for Official Events, Trainings, and Information Campaigns at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	70,000.00		As the need arises, subject to actual demand and fund availability

Procurement of Meals and Snacks for Trainings, Meetings, Workshops, and Other Official Activities at DA-PhilRice Bicol for 2026.	ADMIN, R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	502,946.40		Based on actual consumption / utilization requirements
Procurement of Security Services to Ensure Safety of Personnel, Facilities, and Assets at DA-PhilRice Bicol for 2026.	ADMIN	Goods	Competitive Bidding (Public Bidding)	Yes	LCRB	11/2025	12/2025	Corporate Operating Budget	1,976,000.00	Early Procurement Activity	One-time procurement for CY2026 security services (12-month coverage)
Procurement of Tokens for Resource Persons, Partners, and Participants During Trainings, Meetings, and Other Official Activities at DA-PhilRice Bicol for 2026.	ADMIN	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	20,000.00		Quarterly procurement
Procurement of Welding Rods for Equipment Fabrication and Repair Works at DA-PhilRice Bicol for 2026.	R&D	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Corporate Operating Budget	8,600.00		Quarterly procurement
Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009											
Procurement of Bolts and Nuts for Equipment Maintenance at DA-PhilRice Bicol for 2026.	R&D	Goods	Direct Acquisition	No	LCRB	02/2026	02/2026	Corporate Operating Budget	7,200.00		As the need arises, subject to actual demand and fund availability
Procurement of Grocery Snacks for Use During Trainings, Meetings, and Other Official Activities at DA-PhilRice Bicol for 2026.	R&D	Goods	Direct Acquisition	No	LCRB	02/2026	02/2026	Corporate Operating Budget	30,000.00		Quarterly procurement
Procurement of Repairs and Maintenance Services for Agricultural Equipment, and Transportation/Motor Vehicles to Ensure Operational Efficiency and Safety at DA-PhilRice Bicol for 2026.	R&D	Goods	Direct Acquisition	No	LCRB	02/2026	02/2026	Corporate Operating Budget	120,000.08		As the need arises, subject to actual demand and fund availability
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)											

Total Amount of Estimated Budget for EPA Projects (Corporate): 1,976,000.00
Total Amount of CSEs to be purchased from PS-DBM (Corporate): -
Total Amount of Estimated Budget (Corporate): 4,463,956.88

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											
Procurement of Repair and Maintenance Services for Office Furniture and Fixtures to Ensure Operational Functionality and Workplace Safety at DA-PhilRice Bicol for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	60,000.00		As the need arises, subject to actual demand and fund availability
Procurement of Molluscicides for Effective Pest Management and Safe Field Operations at DA-PhilRice Bicol for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	25,400.00		Quarterly procurement
Procurement of Alcohol for Sanitation and Safety Purposes at DA-PhilRice Bicol for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	9,000.00		Quarterly procurement
Procurement of Permanent Markers for Office and Field Use at DA-PhilRice Bicol for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	2,160.00		Quarterly procurement
Procurement of External Data Storage Devices for Secure Data Management and Repair and Maintenance Services for Various ICT Equipment to Ensure Operational Efficiency and Continuity at DA-PhilRice Bicol for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	11,000.00		Quarterly procurement
Procurement of Internet Subscription to ensure reliable connectivity in support of operations and research at DA-PhilRice for 2026.	BDD-BICOL	Goods	Direct Contracting	No	LCRB	02/2026	02/2026	Internally Generated Income	60,000.00	Renewal of Regular and Recurring Services	
Procurement of Various Fertilizers and Herbicides to ensure the availability of agricultural inputs for research, crop production, and field operations at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	248,000.00		Quarterly procurement
Procurement of Fuel to ensure uninterrupted operation of vehicles and equipment for research and administrative activities at DA-PhilRice for 2026.	BDD-BICOL	Goods	Direct Retail Purchase of POL and Airline Tickets	No	LCRB	02/2026	02/2026	Internally Generated Income	135,000.00		Based on actual consumption / utilization requirements
Procurement of Brush Cutters and Grass Cutters to ensure efficient maintenance of research fields and facilities at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	40,148.80		Quarterly procurement
Procurement of Prepaid Load to ensure uninterrupted mobile communication and connectivity for operational and administrative activities at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	13,200.00		Quarterly procurement
Procurement of Notary Services to ensure the proper authentication of documents for official transactions and legal purposes at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	2,000.00		As the need arises, subject to actual demand and fund availability
Procurement of Various Lubricants and Engine Oils to ensure proper maintenance and efficient operation of machinery and equipment at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	35,000.00		Quarterly procurement
Procurement of Various Office Supplies to ensure the smooth conduct of administrative and operational activities at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	11,100.00		Quarterly procurement

Procurement of Tissue and A4 Bond Paper to ensure the availability of essential office supplies for administrative and operational activities at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	16,000.00		Quarterly procurement
Procurement of Traveling Expenses – Local (Plane Fare and Toll Fees) to support official travel for research, training, and administrative activities at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	144,000.00		As the need arises, subject to actual demand and fund availability
Procurement of Rubber Gloves to ensure safety and hygiene in research and operational activities at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	1,500.00		Quarterly procurement
Procurement of Various Insecticides to ensure effective pest management and support research and crop production at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	45,000.00		Quarterly procurement
Procurement of Tarpaulin Printing Services and Label Stickers to support information dissemination, labeling, and promotional activities at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	13,000.00		As the need arises, subject to actual demand and fund availability
Procurement of Tokens for income-generating activities to support DA-PhilRice programs and services in 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	600,000.00		Quarterly procurement
Procurement of Knapsack Sprayers for Efficient and Safe Field Operations at DA-PhilRice Bicol for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	5,000.00		Quarterly procurement
Procurement of Anti-Histamines for Health Management and Safety of Personnel at DA-PhilRice Bicol for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	1,350.00		Quarterly procurement
Procurement of Various Janitorial Supplies for Cleanliness, Hygiene, and Safety at DA-PhilRice Bicol for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	115,700.00		Quarterly procurement
Procurement of Trash Bags to ensure proper waste management and sanitation at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	9,000.00		Quarterly procurement
Procurement of LED Lights to ensure adequate and energy-efficient lighting for facilities and operations at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	17,500.00		Quarterly procurement
Procurement of Milling Services to support the processing of agricultural products for research and operational activities at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	30,000.00		As the need arises, subject to actual demand and fund availability
Procurement of Liquid Hand Soaps to ensure proper hygiene and sanitation for personnel at DA-PhilRice for 2026.	BDD-BICOL	Goods	Small Value Procurement	No	LCRB	02/2026	02/2026	Internally Generated Income	4,000.00		Quarterly procurement
Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009											
Procurement of Various Repairs and Maintenance Services to ensure the proper functioning of facilities, equipment, and vehicles at DA-PhilRice for 2026.	BDD-BICOL	Goods	Direct Acquisition	No	LCRB	02/2026	02/2026	Internally Generated Income	195,000.00		As the need arises, subject to actual demand and fund availability
Procurement of Drinking Water to ensure the health and hydration of personnel at DA-PhilRice for 2026.	BDD-BICOL	Goods	Direct Acquisition	No	LCRB	02/2026	02/2026	Internally Generated Income	6,000.00		As the need arises, subject to actual demand and fund availability
Procurement of Anti-Diarrhea Medicine to ensure availability of essential medication for the health and well-being of personnel at DA-PhilRice for 2026.	BDD-BICOL	Goods	Direct Acquisition	No	LCRB	02/2026	02/2026	Internally Generated Income	1,350.00		As the need arises, subject to actual demand and fund availability
Procurement of Decongestant Medicine to ensure availability of essential medication for the health and well-being of personnel at DA-PhilRice for 2026.	BDD-BICOL	Goods	Direct Acquisition	No	LCRB	02/2026	02/2026	Internally Generated Income	1,350.00		As the need arises, subject to actual demand and fund availability
Procurement of Various Medicines to ensure the availability of essential medications for the health and well-being of personnel at DA-PhilRice for 2026.	BDD-BICOL	Goods	Direct Acquisition	No	LCRB	02/2026	02/2026	Internally Generated Income	4,500.00		As the need arises, subject to actual demand and fund availability
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects (BDD-Bicol): -
Total Amount of CSEs to be purchased from PS-DBM (BDD-Bicol): -
Total Amount of Estimated Budget (BDD-Bicol): 1,862,258.80


GRAND TOTAL
Total Amount of Estimated Budget for EPA Projects: 1,976,000.00
Total Amount of CSEs to be purchased from PS-DBM: -
Total Amount of Estimated Budget: **6,326,215.68**


Prepared by:

Recommended by:

Approved by:


IAN STALLONE G. PALIMA
Signature over Printed Name
Position/Designation
Bids and Awards Committee Secretariat
Date: January 29, 2026

By the Authority of the Bids and Awards Committee:

MELANIE AILEEN C. DE PERALTA
Signature over Printed Name
Position/Designation
Bids and Awards Committee Chairperson
Date: January 29, 2026


ALICE M. MATAIA
Signature over Printed Name
Position/Designation
Head of the Procuring Entity
Date: January 29, 2026