# UP Cebu Indicative Annual Procurement Plan for FY 2026

| 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 | |
| | Accommodations (Hotel, Guesthouse, Pension House etc.) | Various Offices | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 230,000.00 | 230,000.00 | | |
| | Annual Physical Exam (APE) / drug testing | HRDO | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 352,500.00 | 352,500.00 | | |
| | Annual Recognition/Awards | HRDO | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 926,450.00 | 926,450.00 | | |
| | API activities | Various | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 810,000.00 | 810,000.00 | | |
| | Communication expenses (landline | OVCA | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 334,568.84 | 334,568.84 | | |
| | IT equipment and Supplies | Various | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 510,059.00 | 510,059.00 | | |
| | REPAIR & MAINTENANCE (SCHOOL BUILDINGS) ELECTRICAL,PLUMBING,CARPENTRY,PAINTING ,AIRCON MATERIALS & JANITORIAL SUPPLIES | CMO/DORM | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 1,055,945.00 | 1,055,945.00 | | |
| | Electricity Expenses | OVCA | YES | Direct Contracting | N/A | N/A | Indicate Date | Indicate Date | GoP | 15,373,816.85 | 15,373,816.85 | | |
| | Food (Meals and Snacks) and Catering Services | Various Offices | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 884,942.74 | 884,942.74 | | |
| | Fuel and Lubricants | CMO | YES | Direct Contracting | N/A | N/A | Indicate Date | Indicate Date | GoP | 216,097.20 | 216,097.20 | | |
| | Furnitures and Fixtures | Various | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 584,400.00 | 584,400.00 | | |
| | Insurance for Buildings and Vehicles, | SPMO | YES | NP-53.5 Agency-to-Agency | N/A | N/A | Indicate Date | Indicate Date | GoP | 4,259,359.81 | 4,259,359.81 | | |
| | Janitorial Services | CMO | YES | Competitive Bidding | Indicate Date | Indicate Date | Indicate Date | Indicate Date | GoP | 7,238,677.82 | 7,238,677.82 | | |
| | Medical/Dental Supplies, Consumables and Equipment | HSU/DORM | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 230,525.00 | 230,525.00 | | |
| | Office Supplies and Materials (not in | Various | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 1,651,378.92 | 1,651,378.92 | | |
| | Postage & Courier Services | OVCA | YES | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 61,075.92 | 61,075.92 | | |
| | Security Services | SSU | YES | Competitive Bidding | Indicate Date | Indicate Date | Indicate Date | Indicate Date | GoP | 15,212,377.24 | 15,212,377.24 | | |
| | Softwares, Programs, Subscriptions | Various | YES | Direct Contracting | N/A | N/A | Indicate Date | Indicate Date | GoP | 105,500.00 | 105,500.00 | | |
| | Tokens and Gift Certificates | Various | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 117,400.00 | 117,400.00 | | |
| | Transportation Expenses (Air Fares, Taxi, PUJ, Bus Etc.) | Various Offices | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 410,000.00 | 410,000.00 | | |
| | Water Expenses | OVCA | YES | NP-53.5 Agency-to-Agency | N/A | N/A | Indicate Date | Indicate Date | GoP | 4,458,467.79 | 4,458,467.79 | | |
| | CAR STICKERS PRINTING EXPENSES | OVCA | YES | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 89,010.82 | 89,010.82 | | |
| | MEDALS | Various | YES | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 391,500.00 | 391,500.00 | | |
| | SHUTTLE SERVICE SUPPORT | CMO | NO | NP-53.5 Agency-to-Agency | N/A | N/A | Indicate Date | Indicate Date | GoP | 90,534.02 | 90,534.02 | | |
| | POSTAGE AND COURIER SERVIC | OVCA | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 61,075.92 | 61,075.92 | | |
| | COURT FILING FEES AND OTHER OPERATING EXPENSES OF THE LEGAL OFFICE | LEGAL | YES | NP-53.5 Agency-to-Agency | N/A | N/A | Indicate Date | Indicate Date | GoP | 15,000.00 | 15,000.00 | | |
| | FIDELITY BOND PREMIUMS | CASH | NO | NP-53.5 Agency-to-Agency | N/A | N/A | Indicate Date | Indicate Date | GoP | 95,228.10 | 95,228.10 | | |
| | RENTAL OF VENUE | OVCA | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 220,000.00 | 220,000.00 | | |
| | GLASS BOARD FOR RL | DCS | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 80,000.00 | 80,000.00 | | |
| | UP CEBU FASION LAB | CCAD | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 266,680.00 | 266,680.00 | | |
| | MOVABLE/FOLDABLE OFFICE PARTION GLASS FABRIC | HDRO | NO | NP-53.9 - Small Value Procurement | Indicate Date | N/A | Indicate Date | Indicate Date | GoP | 300,000.00 | 300,000.00 | | |
| | | | | | | | | | Total | 56,632,570.99 | 56,332,570.99 | 0 | |

Prepared by:

GINESSA RUPINTA
BAC Secretariat Chair

Recommending Approval:

LOREL S. DEE
BAC Chairman

Recommending Approval

GEOFE O. CADIZ, PhD
Vice Chancellor for Administration

Approved:

ATTY. LEO B. MALAGAR
Chancellor