

**PHILIPPINE PORTS AUTHORITY**  
**Port Management Office - Marinduque/Quezon**  
**ANNUAL PROCUREMENT PLAN FOR FY 2026**

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

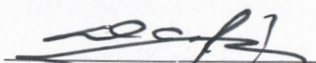
| PROCUREMENT PROJECT DETAILS                                                      |                               |                                                                   |                         |                                                          |                                                                                | PROJECTED TIMELINE (MM/YYYY)  |                             | FUNDING DETAILS            |                                                           | PROCUREMENT STRATEGY OR TOOLS | REMARKS<br>(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                                                                          |
| <b>General Requirements</b>                                                      |                               |                                                                   |                         |                                                          |                                                                                |                               |                             |                            |                                                           |                               |                                                                                    |
| 1. E26001<br>Proposed Land Survey of Lucena Port,<br>Port of Lucena, Lucena City | Engineering Services Division | The project covers the conduct of Land Survey for the Lucena Port | Small Value Procurement | No                                                       | LCRB                                                                           | June 3, 2026                  | July 4, 2026                | Corporate Operating Budget | 262,500.00                                                | LCA and LCCA                  | N/A                                                                                |

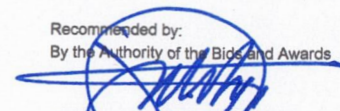
262,500.00  
Total Amount of Estimated Budget for EPA Projects: -  
Total Amount of CSEs to be purchased from PS-DBM: -  
Total Amount of Estimated Budget: 262,500.00

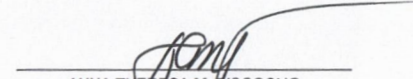
Prepared by:

Recommended by:  
By the Authority of the Bids and Awards

Approved by:

  
CYRIL C. TEJADA  
Supervising Supply Officer  
Bids and Awards Committee Secretariat

  
JOEL D. GAMET  
Division Manager A, PSD  
Bids and Awards Committee Chairperson

  
ANNA THERESA M. BISCOCHO  
Acting Port Manager  
Head of the Procuring Entity

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**PHILIPPINE PORTS AUTHORITY**  
**Port Management Office - Marinduque/Quezon**  
**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                                                                       |
| <b>General Requirements</b>                                                                   |                                                 |                                                                                       |                                                                                                                        |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                 |
| <b>Supplies and Materials Expenses</b>                                                        |                                                 |                                                                                       |                                                                                                                        |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                 |
| Office Supplies and Materials requirements for Four (4) Quarters                              | PMO-Marquez and it's TMOs                       | Common used office supplies and materials                                             | Negotiated Procurement - Agency to Agency (Procurement Services), Small Value Procurement (If not available at PS-DBM) | No                                                       | Lowest Calculated Responsive Bid                                               | Quarterly CY2026              | Quarterly CY2026            | PPA Corporate Funds | 1,000,000.00                                              | Warehousing and Inventory Activities                            | APP-Common Use Supplies PS-DBM Submitted via Visual Store                       |
| Other Supplies and Materials                                                                  | PMO-Marquez and it's TMOs                       | Janitorial Supplies and Consumable Electrical Supplies such as bulbs and wires.       | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Quarterly CY2026              | Quarterly CY2026            | PPA Corporate Funds | 400,000.00                                                | Warehousing and Inventory Activities                            | N/A                                                                             |
| <b>Medical Supplies and Materials</b>                                                         |                                                 |                                                                                       |                                                                                                                        |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                 |
| Medicine and First Aid Supplies and Materials                                                 | PMO-Marquez and it's TMOs                       | First Aid and Over the counter Medicine for use of PMO and its TMOs                   | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 170,000.00                                                | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| <b>Other General Services</b>                                                                 |                                                 |                                                                                       |                                                                                                                        |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                 |
| Other Maintenance, Operating Expenses, Miscellaneous                                          | PMO-Marquez and it's TMOs                       | Supplies Materials for minor repair electrical, plumbing and other operating expenses | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 50,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| <b>Repairs and Maintenance of FFE</b>                                                         |                                                 |                                                                                       |                                                                                                                        |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                 |
| Office Equipment                                                                              | PMO-Marquez and it's TMOs                       | Repair and Maintenance expenses                                                       | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 300,000.00                                                | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Technical and Scientific Equipment                                                            | PMO-Marquez and it's TMOs                       | Repair and Maintenance expenses                                                       | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 200,000.00                                                | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Information and Communication Technology Equipment                                            | PMO-Marquez and it's TMOs                       | Repair and Maintenance expenses                                                       | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 50,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Other Machinery & Equipment                                                                   | PMO-Marquez and it's TMOs                       | Repair and Maintenance expenses                                                       | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 100,000.00                                                | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Furniture and Fixtures                                                                        | PMO-Marquez and it's TMOs                       | Repair and Maintenance expenses                                                       | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 10,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Watercraft                                                                                    | PMO-Marquez and it's TMOs                       | Repair and Maintenance expenses                                                       | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 30,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Motor Vehicles/Motorcycles                                                                    | PMO-Marquez and it's TMOs                       | Repair and Maintenance expenses                                                       | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 500,000.00                                                | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| <b>Advertising, Promotional &amp; Marketing Expenses</b>                                      |                                                 |                                                                                       |                                                                                                                        |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                 |
| Posters, Signages, Billboards, Bid Advertisement, Anniversary/Corporate Give-aways            | PMO-Marquez and it's TMOs                       | Promotional Give-aways, Advertising and related expenses                              | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 20,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| <b>Printing Expenses</b>                                                                      |                                                 |                                                                                       |                                                                                                                        |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                 |
| Annual Reports, Operational Forms, Stationery Letterhead, Tarpaulin                           | PMO-Marquez and it's TMOs                       | Printing of operational forms, Stationery Letter Head and Tarpaulin                   | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 150,000.00                                                | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| <b>Rental Expenses</b>                                                                        |                                                 |                                                                                       |                                                                                                                        |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                 |
| Copier Machines                                                                               | PMO-Marquez (POB)                               | Two Copier Machine Rental Services                                                    | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 220,000.00                                                | Renewal of Regular and Recurring Services                       | N/A                                                                             |
| <b>SEMI-EXPENDABLE FURNITURE, FIXTURES AND EQUIPMENT</b>                                      |                                                 |                                                                                       |                                                                                                                        |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                 |
| <b>Furniture, Fixture and Books</b>                                                           |                                                 |                                                                                       |                                                                                                                        |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                 |
| Bulletin Board, Glass Sliding Door with lock, Aluminum frame, 3ft. X 5 ft. two (2) units      | PMO MarQuez, Admin.                             | For used at Conference Room                                                           | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 22,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Executive Table, with side return table with cabinets, Dimensions: 160x160x75 cm One (2) unit | PMO-MarQuez, Finance                            | For use of Finance Division Managers                                                  | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 40,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Executive Chair, Letherette, color: black, one (1) unit                                       | PMO-MarQuez, OPM                                | For use at the Office of the Port Manager                                             | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 15,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Office Chair, mesh type ergonomic, 10 units                                                   | Office Chair, mesh type ergonomic, 10 units     | To replace unserviceable chairs at PMO-MarQuez                                        | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 52,500.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Visitors Chair mesh type, sled type, color black, six (6) units                               | PMO-MarQuez, OPM, Finance, Engineering Division | For use at the Office of the Port Manager, Finance and Engineering Division           | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 15,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| Heavy Duty Folding Table (Portable), 6 feet long                                              | PMO-MarQuez                                     | For use during seminars, Oplan and other important occasion                           | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 25,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |
| ACEL Rate, 26th Edition, two (2) books                                                        | PMO-MarQuez, Engineering Division               | For use of the Engineering Division                                                   | Small Value Procurement                                                                                                | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 7,000.00                                                  | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                             |

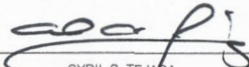


| PROCUREMENT PROJECT DETAILS                                                                                                 |                                                 |                                                             |                         |                                                          |                                                                                | PROJECTED TIMELINE (MM/YYYY)  |                             | FUNDING DETAILS     |                                                           | PROCUREMENT STRATEGY OR TOOLS                                   | REMARKS<br>(Other relevant descriptions of the procurement project, if applicable) |
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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                                                                          |
| Hand Book, RA 12009                                                                                                         | PMO-Marquez, BAC members                        | For reference of the BAC Members                            | Small Value Procurement | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 9,000.00                                                  | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                                |
| <b>SEMI EXPENDABLE MACHINERY AND EQUIPMENT</b>                                                                              |                                                 |                                                             |                         |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                    |
| <b>Semi Expendable Office Equipment, Machinery and Information and Communication Technology Equipment</b>                   |                                                 |                                                             |                         |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                    |
| Lux Meter/Light Meter                                                                                                       | PMO-Marquez, Baseport Lucena                    | For use of PMO-Marquez                                      | Small Value Procurement | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 6,000.00                                                  | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                                |
| Handheld Radio, 10 kilometers range, 3 pairs                                                                                | PMO-Marquez, Baseport Lucena                    | For use of Baseport Lucena                                  | Small Value Procurement | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 6,000.00                                                  | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                                |
| Portable HDD 1TR, 2 units                                                                                                   | PMO-Marquez, Port Operations Bldg.              | Additional back-up file of Finance, Administrative Division | Small Value Procurement | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 8,000.00                                                  | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                                |
| Microwave Oven, 3 units                                                                                                     | PMO-Marquez, Port Operations Bldg.              | For use of Engineering, Finance and Administrative Division | Small Value Procurement | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 12,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                                |
| Printer, Colored, all-in-one ink tank, 3 units                                                                              | PMO-Marquez, Port Operations Bldg.              | Additional and replace aging units for use of PMO-Marquez   | Small Value Procurement | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 45,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                                |
| High Performance Scanner ADF, A4 and legal Size capable                                                                     | PMO-Marquez, Port Services Division             | For use of Port Services Division                           | Small Value Procurement | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 48,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                                |
| Uninterruptible Power Supply (UPS), 650V, Thirty (20) pieces                                                                | PMO-Marquez, Port Operations Bldg. and its TMOs | For use of PMO-Marquez and its TMOs                         | Small Value Procurement | No                                                       | Lowest Calculated Responsive Bid                                               | Within CY 2026                | Within CY 2026              | PPA Corporate Funds | 60,000.00                                                 | Life Cycle Assessment (LCA) and Life Cycle Cost Analysis (LCCA) | N/A                                                                                |
| <b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>                                           |                                                 |                                                             |                         |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                    |
|                                                                                                                             |                                                 |                                                             |                         |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                    |
|                                                                                                                             |                                                 |                                                             |                         |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                    |
| <b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b> |                                                 |                                                             |                         |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                    |
| Attached File CSE PS-DBM                                                                                                    |                                                 |                                                             |                         |                                                          |                                                                                |                               |                             |                     | 555,569.70                                                |                                                                 |                                                                                    |
|                                                                                                                             |                                                 |                                                             |                         |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                    |
|                                                                                                                             |                                                 |                                                             |                         |                                                          |                                                                                |                               |                             |                     |                                                           |                                                                 |                                                                                    |

Note: Insert additional rows as necessary

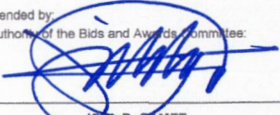
Total Amount of Estimated Budget for EPA Projects: 3,570,500.00  
Total Amount of CSEs to be purchased from PS-DBM: 555,569.70  
Total Amount of Estimated Budget: 4,126,069.70

Prepared by:

  
CYRIL C. TEJADA  
Supervising Supply Officer  
Bids and Awards Committee Secretariat

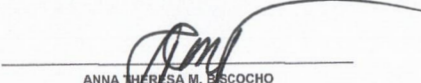
Date : \_\_\_\_\_

Recommended by:  
By the Authority of the Bids and Awards Committee:

  
JOEL B. SAMET  
Division Manager A, PSD  
Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
ANNA THERESA M. ESCOCHO  
Acting Port Manager  
Head of the Procuring Entity

Date : \_\_\_\_\_

Office of the Port Manager  
RECEIVED  
Date: 6/6/2026  
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