



OFFICE OF THE SOLICITOR GENERAL

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											
Water - Drinking	Divisions & Services	Goods	Small Value Procurement	YES	LCRB	12/2025	01/2027	GAA	672,000.00		Annual contract for the supply and delivery of drinking water, including free use of hot and cold dispensers.
Local and Foreign Travel	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	01/2027	GAA	3,000,000.00		Provision of airline tickets for local and foreign travel required for hearings, arbitration cases, conferences, trainings, and other official business transactions not covered by PS-PhilGEPS-GFA-OSG (Procurement will be conducted as the need arises and is delegated to the Administrative Division.)
Postage and Deliveries (Courier Services)	DMS & Divisions	Goods	Small Value Procurement	YES	LCRB	12/2025	02/2027	GAA	950,000.00		Contract for courier services, deliveries, and other related services.
Major Repair and refurbishment of OSG office space / leased office spaces / rooms / common areas including electrical wirings, structured cabling, and other works	Divisions & Services	Goods	Competitive Bidding	NO	LCRB	01/2026	12/2026	GAA	4,000,000.00		Repair and refurbishment of OSG offices and common areas including existing leased office spaces and newly leased spaces for relocated offices. The scope includes, but is not limited to, the installation of walls, cubicles, electrical wiring, flooring, and other works necessary to ensure good working conditions.
Repairs/refurbishment on OSG Office Space/ Rooms/ Common Areas including dismantling and hauling services	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	10,652,000.00		Minor repairs, including repainting/refurbishing of walls and partitions, repair of flooring, walls, cubicles, and electrical wiring, and other necessary maintenance work in OSG's office spaces and common areas (including existing and newly leased spaces for relocated offices) to maintain good working conditions. The scope also includes dismantling of office spaces and hauling services. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Repair of various office equipment	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	104,000.00		Repair of air-conditioning units, Pitney Bowes machines, binding machines, firefighting equipment, and other office equipment, including the replacement of minor parts. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Repair of various furniture and fixtures	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	155,000.00		Replacement and installation of vertical and combi blinds, repair of doors, walls, and other office furniture and fixtures. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Repair of various IT equipment	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	197,000.00		Allocated cost for the repair of desktops, laptops, printers, scanners, UPS units, and other IT equipment. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Repair of various communication equipment	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	99,000.00		Allocated cost for the repair of fax machines, radios, telephones, and other communication equipment. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Preventive maintenance and repairs of two (2) units Schindler elevator located at OSG Building, Pitney Bowes and other Printing Machines of OSG	Divisions & Services	Goods	Direct Contracting	NO	MEARB	01/2026	12/2026	GAA	700,000.00		Preventive maintenance and repair costs to maintain the good running condition of Pitney Bowes, Rapid Print, and other printing machines, as well as two (2) Schindler elevators in the OSG Building. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)

Repair - General Cleaning and General Maintenance of water motor pumps, genset, roll-up shutters, and other machineries.	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	1,059,000.00		Allocated cost for the repair and cleaning of two (2) units of vertical water motor pumps, cistern motor pumps, submersible pumps, routers, aluminum shutters, and other machinery. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Preventive maintenance and repairs of OSG shuttle buses	Divisions & Services	Goods	Direct Contracting	NO	MEARB	01/2026	12/2026	GAA	500,000.00		Preventive maintenance, kilometer check-ups, and other repairs of OSG buses. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Preventive maintenance and repairs of OSG motor vehicles	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	2,041,000.00		Preventive maintenance, kilometer check-ups, and other repairs of buses, motorcycles, wagons, vans, mid-sized SUVs, and sedans listed as OSG service vehicles. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Repair and replacement of fire fighting equipment and other disaster response equipment	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	102,000.00		Allocated cost for the repair and replacement of firefighting equipment and building location signage, including the refilling of fire extinguishers. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Copy papers & other paper materials w/ OSG print at the back	Divisions & Services	Goods	Competitive Bidding	YES	LCRB	10/2025	12/2026	GAA	5,093,000.00		Contract for the supply and delivery of copy paper with the OSG logo printed on the back.
Common-use office supplies & equipment (not available at PS store)	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	1,952,192.00		Procurement of signages, rubber stamps, calling cards, and other office supplies and equipment not available from PS-DBM. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Common-use office supplies & equipment (not available at PS store)	Divisions & Services	Goods	Direct Contracting	NO	LCRB	01/2026	12/2026	GAA	103,400.00		Procurement of additional photocopying toners, ink supplies/toners, drum kits, and consumables for Pitney Bowes, Rapid Print, and other office supplies and/or equipment not available from PS-DBM. (Procurement will be conducted as the need arises and is delegated to the Admin Division.)
Supply and Delivery of Toners with Free Use of Printers	Divisions & Services	Goods	Competitive Bidding	YES	LCRB	10/2025	12/2026	GAA	6,211,468.00		Contract for the supply and delivery of toners with the free use of printers.
Books - Regular (semi-expendable)	Divisions & Services	Goods	Direct Contracting	NO	MEARB	01/2026	12/2026	GAA	163,500.00		Procurement of various law books for use by OSG lawyers at the Library Office.
Machinery (semi-expendable) for relocated offices - Original proposed of Admin	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	159,000.00		Contract for the supply of various semi-expendable machinery and equipment for OSG offices, including the Main Building, existing leased office spaces, and newly leased office spaces.
Office Equipment (semi-expendable) for relocated offices - Original proposed of Admin	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	103,000.00		Contract for the supply of various semi-expendable office equipment for OSG offices, including the Main Building, existing leased office spaces, and newly leased office spaces.
Information and Communication Equipment (semi-expendable): 12TB NAS Grade 7200RPM SATA HDD	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	600,000.00		Contract for the supply of various semi-expendable ICT equipment for OSG Offices including the Main Building, existing leased office spaces, and new leased office spaces.
Information and Communication Equipment (semi-expendable): Barcode/QR Code Scanner	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	625,000.00		Contract for the supply of various semi-expendable ICT equipment for OSG offices, including the Main Building, existing leased office spaces, and newly leased office spaces.
Information and Communication Equipment (semi-expendable): Barcode/QR Code Printer (with Wireless capability)	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	805,000.00		Contract for the supply of various semi-expendable ICT equipment for OSG offices, including the Main Building, existing leased office spaces, and newly leased office spaces.
Information and Communication Equipment (semi-expendable): Extended Display Monitor for Lawyers (24 inch)	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	1,120,000.00		Contract for the supply of various semi-expendable ICT equipment for OSG offices, including the Main Building, existing leased office spaces, and newly leased office spaces.
Disaster Recovery and Rescue Equipment (semi-expendable) Original proposed of Admin	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	21,000.00		Contract for the supply of various semi-expendable disaster recovery and rescue equipment for OSG offices, including the Main Building, existing leased office spaces, and newly leased office spaces.
Other Machinery and Equipment (semi-expendable) - Original proposed of Admin	Divisions & Services	Goods	Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA	103,000.00		Contract for the supply of various other semi-expendable machinery and equipment for OSG offices, including the Main Building, existing leased office spaces, and newly leased office spaces.