



MARKETSCOPINGCHECKLIST

1. AGENCY INFORMATION

Name of Procuring Entity	GENERAL SERVICES OFFICE
End-User/Implementing Unit	PLUMBING AND SANITATION UNIT
Name & Designation of Representative	PHLOEM D. GALUPO – PLUMBING & SANITATION UNIT HEAD, GENERAL SERVICES

2. PROJECT OVERVIEW

Project Name	PSU LIB-2026
Estimated Budget	₱ 50,000.00
Period of Market Scoping [From(mm/yyyy)To(mm/yyyy)]	11/2025 – 11/2025
Expected Date of Delivery (mm/yyyy)	01/2026

3. MARKET SCOPING ACTIVITY/IES CONDUCTED(Check all that apply)

This confirms that market scoping activities were conducted in accordance with Section 10 of Republic Act No. 12009 and its Implementing Rules and Regulations (IRR), and considered in the Project Procurement Management Plan, consistent with the Principle of Proportionality.

Check (✓)	Activity/ies Conducted	Documentation (as maybe applicable)
✓	Consultations with suppliers / contractors / consultants/ professional associations or industry groups	Highlights of consultations or meetings/ Proof of attendance/ Reports / Summaries/ Screenshots / Brochures / Publications/ Price quotations/ Canvassssheets/MarketAnalysis Report or similar document/s
<input type="checkbox"/>	Participation in summits, fora, or conferences	Highlights of consultations or meetings/Proof of Attendance/ Reports
✓	Review of technical, financial, or market/scientific reports	Reports / Summaries/ Screenshots / Brochures / Publications, MarketAnalysis Report or similar document/ Online Product Reviews

Check (✓)	Activity/ies Conducted	Documentation (as maybe applicable)
✓	Review of product or service brochures, marketing materials, industry journals and publications or related materials	Reports / Summaries/ Screenshots / Brochures / Publications/Online Product Reviews
✓	Price sourcing for quotations or cost estimates from suppliers, contractors, or consultants	Price quotations/Canvass sheets/ Online Product Reviews
<input type="checkbox"/>	Use of data from PhilGEPS or agency websites	Reports / Summaries/ Screenshots, Price quotations/ Canvass sheets/ PhilGEPS Postings/Online Product Reviews
<input type="checkbox"/>	Other analogous market scoping activity/ies undertaken: _____	

Notes:

- i. The market scoping activities shall be identified and undertaken at the option of the End-User or Implementing Unit based on its needs and objectives.
- ii. The list of supporting documents in the Documentation column is not exclusive and may include other documents that may be gathered by the End-User or Implementing Unit pertinent to the activity/ies conducted.

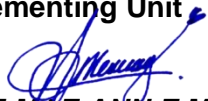
4. MARKET SCOPING RESULTS

Indicate recommendations in the column provided based on the results of the market scoping activities undertaken. These recommendations shall be considered in the development of a comprehensive and realistic PPMP, taking into account the parameters outlined under Section 10.4 of the IRR of RA12009, as may be applicable.


Parameters	Considered ? (Yes/No/ Not Applicable)	Recommendations based on the Market Scoping (Attach additional documents if necessary)
a. Project Cost Estimate [Does the cost estimate align with current market prices?]	Yes	The overall LIB allocation of ₱50,000.00 is aligned with standard cost ranges for professional conventions, staff development trainings, and contingency provisions for the 2026 budget year. Prices for registration fees, professional membership activities, and training courses were verified with previous-year rates and available event advisories.

Parameters	Considered? (Yes/No/ Not Applicable)	Recommendations based on the Market Scoping <i>(Attach additional documents if necessary)</i>
b. Project Design and Specification [Does available supplier/s meet technical and financial requirements?]	Yes	Professional seminars and conventions offered by the Philippine Institute of Civil Engineers (PICE) and other accredited training providers meet government training quality standards. These providers are recognized, accredited, and financially capable of delivering the required programs.
c. Technical Criteria [Does the market support the proposed technical requirements?]	Yes	The market provides sufficient training programs and annual conventions relevant to plumbing, sanitation, and general engineering functions. Training modules, CPD-accredited activities, and technical workshops are available throughout the year, ensuring alignment with staff competency needs.
d. Delivery Lead Time [Are the timelines for delivery feasible?]	Yes	Annual conventions and training schedules are released ahead of time by organizing bodies. Enrollment and registration can be completed within feasible timelines. Contingency funds are flexible and can be utilized as needed during the fiscal year.
e. Storage and Warehousing Requirements [Can the storage/warehousing needs be met considering specific conditions like temperature, humidity, and handling?]	Not applicable	Trainings, conventions, and contingency expenses do not require storage or warehousing.
f. Identified Risk/s [Were there any market risks identified? (e.g., limited suppliers, price volatility)]	Yes	Possible risks include changes in registration fees, limited slots for conventions or workshops, and scheduling conflicts. Mitigation includes early registration, monitoring of event advisories, and allotting contingency amounts to address unexpected costs or price adjustments.

Prepared by:
**Personnel-in-Charge, End-User or
Implementing Unit**


ALFE MAE ANN E. MARINAY
GenSO Clerk
November 26, 2025

Approved by:
Head, End-User or Implementing Unit


PHLOEM D. GALUPO
Head, PSU-GenSO
November 26, 2025

LINE ITEM BUDGET			
for Budget Year 2026			
<i>END-USER/UNIT: Plumbing & Sanitation</i>			
<i>Program : GASS</i>			
<i>MOOE 2026</i>			
REGULAR AGENCY FUND/GENERAL FUND			
<i>TOTAL BUDGET ALLOCATION: 50,000</i>			
MFO	<i>Projects, Programs and Activities (PAPs):</i>	Account Titles	Budget Allocation
	<i>PICE Annual Convention</i>		12,000.00
	<i>Trainings for Staff Development</i>		20,000.00
	Contingency		18,000.00
	<i>GRAND TOTAL</i>		<u>50,000.00</u>