



**Mekong River Commission**  
For Sustainable Development

No. MRCS (AD) 033/26

13 March 2026

**MEMORANDUM**

**To:** Busadee Santipitaks   
Chief Executive Officer

**Through:** Phetsamone Khanophet   
Director of Administration Division

Buntheung Sanethavong   
Chief Finance Officer

**From:** Pheara Lek   
Procurement Officer

**Subject:** General Procurement Notice 2026 to Post on the MRC Website

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I would like to request your kind consideration and approval to post a General Procurement Notice with the list of main procurement items for the MRCS Annual Procurement Plan Year 2026 on the MRC website to provide information to potential bidders as per normal practice.

This website posting is made in reference to the MRC Procurement Manual, which the Joint Committee approved on 20 September 2024.

The General Procurement Notice document is attached for your consideration.

Thank you very much for your kind consideration and approval.



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Type	Description	Quantity	Quarter
<b>Goods</b>			
1	Laptop Computer	1	Q1
2	Monitor - Computer	1	Q1
3	Printer	1	Q1
4	Camera	1	Q1
5	Software	14	Q1
6	Other	214	Q1
7	Desktop Computer	7	Q2
8	Laptop Computer	16	Q2
9	Monitor - Computer	7	Q2
10	U.P.S	1	Q2
11	Camera	2	Q2
12	Mobile Phone	26	Q2
13	Software	5	Q2
14	Toner and Cartridge	1	Q2
15	Air Condition	1	Q2
16	Stationary and office supply	1	Q2
17	Chair	2	Q2
18	Desk	8	Q2
19	Other	551	Q2
20	Laptop Computer	8	Q3
21	Monitor - Computer	2	Q3
22	Printer	3	Q3
23	U.P.S	15	Q3
24	Camera	2	Q3
25	Software	29	Q3
26	Toner and Cartridge	5	Q3
27	Stationary and office supply	4	Q3
28	Other	4,195	Q3
29	Laptop Computer	4	Q4
30	Monitor - Computer	3	Q4
31	Printer	1	Q4
32	Server	1	Q4
33	Mobile Phone	1	Q4
34	Software	8	Q4
35	Toner and Cartridge	8	Q4
36	Stationary and office supply	10	Q4
37	Cabinet	5	Q4
38	Other	2,768	Q4

Firm Consultant Service			
1	MRC main website maintenance contract	1	Q1
2	Security service Jan-Mar 2026	3	Q1
3	Audit_2025	1	Q1
4	Audit_2025	1	Q1
5	AWS funds for Feb and Mar 2026	1	Q1
6	Internet FTTH from Best Telecom 2nd payment	1	Q1
7	PIANC's Annual Membership fee for Navigation	1	Q1
8	Navigation website domains to support the development of the MRC River Information Services	1	Q1
9	Security services at RFDMC, Jan to Mar 2026	3	Q1
10	General Cleaning & Pest Control Services for RFDMC's Office Jan-Mar 2026	3	Q1
11	Support developing the MRC River Information Services	1	Q2
12	Education and Visitor Centre maintenance contract	1	Q2
13	Calibration and maintenance of HFWQ stations of the CRMN-WQMN	1	Q2
14	Training on sampling and analyzing heavy metals	1	Q2
15	Proficiency Test 2026	1	Q2
16	M&E FMIS Enhancement System	1	Q2
17	Photographer and Videographer for Mekong day	1	Q2
18	International consultant for implementation of updateing LULC 2025	1	Q2
19	Advance Pay funds for Amazon Web Services (AWS) Q2	1	Q2
20	Annual Maintenance Contract (AMC) for FMIS	1	Q2
21	Server maintenance contract and hardware warranty	1	Q2
22	Advance Pay funds for Amazon Web Services (AWS) Q3	1	Q2
23	MRCS's Property "All-Risks" Damage and Public Liability Insurance	1	Q3
24	Insurance Office premises	1	Q3
25	Update HydMET software to cover additional stations	1	Q3
26	Advance Pay funds for Amazon Web Services (AWS) Q4	1	Q3
27	Payment for Cleaning, Gardening and Pest Control Service	9	Q4
28	Formulation of the basin-wide sediment management plan	1	Q4
29	Development of joint projects raised from the Initial Adaptive Basin Plan	1	Q4
30	Annual auditing service to Support implementation of GEF Mekong Fisheries Project (PMC - Audit)	1	Q4
31	Support implementation of GEF Mekong Fisheries Project (Translation)	1	Q4
32	Cars insurance (Lao-Thai)	1	Q4
33	Air conditioner maintenance service (Service +Spare Parts)	1	Q4
34	Generator maintenance service (Service +Spare Parts)	1	Q4
35	Elevator maintenance service (Service +Spare Parts)	1	Q4
36	Photocopier machine maintenance service (Service +Spare Parts)	1	Q4
37	Security service, Apr-Dec 2026	9	Q4
38	Car maintenance service (Service +Spare Parts)	1	Q4
39	Vehicle Insurance for 2 Vehicles (Toyota Prado No. OI 2-7617 & Hyundai Staria, OI2-0199) , 2026	1	Q4
40	Maintenance Air Conditioners Service +Spare Parts for RFDMC Year 2026	1	Q4
41	Maintenance & Services of Generator ATS and Main Power Cabinet at the RFDMC for Year 2026	1	Q4
42	Building Insurance (Operating Services at RFDMC) for year 2026	1	Q4
43	Security Services Cover for Apr'26 - Dec'26	9	Q4
44	General Cleaning & Pest Control Services for RFDMC's Office Apr-Dec 2026	9	Q4
45	Car Maintenance (car battery and other spare parts for PRADO & Hyundai)	1	Q4

46	Maintenance & Services for PBX Telephone (Operating Services RFDMC) for year 2026	1	Q4
47	Internet Service for RFDMC's Office for Year 2026 (Contract No. 053-2025 & Contract No. 054-2025)	1	Q4
48	Video Production for the 5th Summit	1	Q4
49	Maintain & Support for Deft-FEWS and HyDMET Softwares for implementing flood and drought monitoring	1	Q4
50	Photographer and Videographer for ASEAN-MRC Event	1	Q4
51	Photographer and Videographer for RSF	1	Q4
52	Consultancy service for implementing the ODA Japan Project Phase 3 under development component 1 (DC	1	Q4
53	FMIS Maintenance	1	Q4
54	ETL Leased Line Internet	1	Q4
55	PBX maintenance contract	1	Q4
56	Internet FTTH from Best Telecom 1st payment of contract 2026	1	Q4
<b>Individual Consultant Service</b>			
1	Regional Consultant on SIMVA Surveys and Reports in 2026	50	Q1
2	Assistant to Climate Change Adaptation Specialist and Socio-Economic Specialist	6	Q1
3	Lao influencer for One Mekong App	1	Q1
4	Cambodia influencer for One Mekong App	1	Q1
5	Thai influencer for One Mekong App	1	Q1
6	Vietnamese influencer for One Mekong App	1	Q1
7	IT Expert for HR Workflows automation - HRMS App (HR Unit)	1	Q1
8	Soft Skills Trainer, for JRP, Associates & GSS (HR Unit)	1	Q1
9	Consultant for MRC Reports	30	Q1
10	Cambodian National Consultant on Fishway Monitoring	25	Q2
11	Lao National Consultant on Fishway Monitoring	25	Q2
12	Thai National Consultant on Fishway Monitoring	25	Q2
13	Vietnamese National Consultant on Fishway Monitoring	25	Q2
14	Cambodian National Consultant for formulating the national plan on additional groundwater data collection from 2027 to 2030	30	Q2
15	Lao National Consultant for formulating the national plan on additional groundwater data collection from 2027 to 2030	30	Q2
16	Thai National Consultant for formulating the national plan on additional groundwater datacollection from 2027 to 2030	30	Q2
17	Vietnamese National Consultant for formulating the national plan on additional groundwater datacollection from 2027 to 2030	30	Q2
18	Regional Consultant to Support Development and Implementation of Contingency Plans for Dangerous Goods Management	1	Q2
19	Cambodian National Consultant to Support Development and Implementation of Contingency Plans for Dangerous Goods Management	1	Q2
20	Lao National Consultant to Support Development and Implementation of Contingency Plans for Dangerous Goods Management	1	Q2
21	Thailand National Consultant to Support Development and Implementation of Contingency Plans for Dangerous Goods Management	1	Q2
22	Vietnamese National Consultant to Support Development and Implementation of Contingency Plans for Dangerous Goods Management	1	Q2
23	Lao National Consultant for translation of the Lao - Thai MOU on the Harmonized Regulations for Safety of Navigation and Pollution Prevention on the Mekong River	1	Q2
24	Thailand National Consultant for translation of the Lao - Thai MOU on the Harmonized Regulations for Safety of Navigation and Pollution Prevention on the Mekong River	1	Q2
25	PDG Knowledge Hub Community Web Service (PDG Dissemination Process)	1	Q2
26	Regional Consultant to Support the MRC to become GCF and AF accredited entities	25	Q2
27	Cambodia National Consultant to Support the Implementation of 9C-9T Joint Project Phase 3	20	Q2
28	Thai National Consultant to Support the Implementation of 9C-9T Joint Project Phase 3	20	Q2

29	International Consultant to finalise the 3S Master Plan	25	Q2
30	International/Regional Consultant to Support the Review and Update of 9C-9T Master Plan for Flood and Drought Management	35	Q2
31	Cambodian national consultant to support the formulation and implementation of the NIP 2026-2030	20	Q2
32	Lao national consultant to support the formulation and implementation of the NIP 2026-2030	20	Q2
33	Thai national consultant to support the formulation and implementation of the NIP 2026-2030	20	Q2
34	Viet Nam national consultant to support the formulation and implementation of the NIP 2026-2030	20	Q2
35	Cambodian national consultant to support preparation of the formulation of the sediment management plan	10	Q2
36	Lao national consultant to support preparation of the formulation of the sediment management plan	10	Q2
37	Thai national consultant to support preparation of the formulation of the sediment management plan	10	Q2
38	Viet Nam national consultant to support preparation of the formulation of the sediment management plan	10	Q2
39	National consultants to collect additional data supporting the preparedness of Chapter 4 WQERM	4	Q2
40	TNMC National Consultant	78	Q2
41	CNMC National Consultant	40	Q2
42	VNMC National Consultant	20	Q2
43	Web Consultant	100	Q2
44	Mobile App Consultant	100	Q2
45	M&E and Outreach Expert	11	Q2
46	Project and Partnership Coordinator	11	Q2
47	National consultant for data collection for verification LULC 2025 CNMC	20	Q2
48	National consultant for data collection for verification LULC 2025 LNMC	20	Q2
49	National consultant for data collection for verification LULC 2025 TNMC	20	Q2
50	National consultant for data collection for verification LULC 2025 VNMC	20	Q2
51	International Consultant for PDIES Single Gate Development	50	Q2
52	Cognitive Skills Trainer, for RPS (HR Unit)	1	Q2
53	Excel & Power BI Expert	1	Q2
54	Legal Expert (HR Unit)	12	Q2
55	Internal Audit Assistant	12	Q2
56	Khmer-English Translator	250	Q2
57	Lao-English Translator	250	Q2
58	Thai-English Translator	250	Q2
59	Vietnamese-English Translator	250	Q2
60	Lao National Consultant for Dam Coordination Platform for Flood events	24	Q3
61	Cambodian national consultant to support finalisation of the PRP phase 1 and development of joint projects raised from the Initial Adaptive Basin Plan	20	Q3
62	Lao national consultant to support finalisation of the PRP phase 1 and development of joint projects raised from the Initial Adaptive Basin Plan	20	Q3
63	Thai national consultant to support finalisation of the PRP phase 1 and development of joint projects raised from the Initial Adaptive Basin Plan	20	Q3
64	Viet Nam national consultant to support finalisation of the PRP phase 1 and development of joint projects raised from the Initial Adaptive Basin Plan	20	Q3
65	Professional Photographer in Cambodia	6	Q3
66	Professional Photographer in Laos	6	Q3
67	Professional Photographer in Thailand	6	Q3
68	Professional Photographer in VietNam	6	Q3
69	Videographer	30	Q3

70	Internal Audit Consultant (Internal Auditor)	12	Q3
71	HR Consultant (HR Unit)	1	Q3
72	Web Interactive Webpage developer	1	Q3
73	Inventory and Logistic Assistant to Amin. Team	12	Q4
74	Junior IT Assistant	12	Q4
75	International Technial Advisor for Agriculture and Irrigation	1	Q4
76	Support implementation of GEF Mekong Fisheries Project (Staff 1- Fisheries Management specialist)	1	Q4
77	Support implementation of GEF Mekong Fisheries Project (Staff 2 - ESS and gender specialist)	1	Q4
78	Support implementation of GEF Mekong Fisheries Project (Staff 3 - KM and Communication specialist )	1	Q4
79	Support implementation of GEF Mekong Fisheries Project (Staff 4 - Sustainable financing and biodiver	1	Q4
80	Support implementation of GEF Mekong Fisheries Project (Staff 7 - Regional M&E Officer)	1	Q4
81	Support implementation of GEF Mekong Fisheries Project (Staff 8 - Financial and Administration Assis	1	Q4
82	Support implementation of GEF Mekong Fisheries Project (Staff 9 - Regional Project Manager)	1	Q4
83	Support implementation of GEF Mekong Fisheries Project (Staff 5.1 - National technical officers for Cambodia	1	Q4
84	Support implementation of GEF Mekong Fisheries Project (Staff 5.2 - National technical officers for Lao PDR	1	Q4
85	Support implementation of GEF Mekong Fisheries Project (Staff 5.3 - National technical officers for Thailand	1	Q4
86	Support implementation of GEF Mekong Fisheries Project (Staff 5.4 - National technical officers for Viet Nam	1	Q4
87	International consultant to collect and synthesize scientific data and local knowledge to produce maps of vulnerability and opportunities to Support implementation of GEF Mekong Fisheries Project	1	Q4
88	National consultant to collect and synthesize scientific data and local knowledge to produce maps of GEF Mekong Fisheries Project in Cambodia	1	Q4
89	National consultant to collect and synthesize scientific data and local knowledge to produce mapsof GEF Mekong Fisheries Project in Lao PDR	1	Q4
90	National consultant to collect and synthesize scientific data and local knowledge to produce maps ofGEF Mekong Fisheries Project in Thailand	1	Q4
91	National consultant to collect and synthesize scientific data and local knowledge to produce maps ofGEF Mekong Fisheries Project in Viet Nam	1	Q4
92	International consultant to compile and produce interative maps of vulnerable fish habitats and oppovulnerable fish habitats and opportunity to protect and reconnent habitats to Support implementation	1	Q4
93	IC to 1) develop Standard Assessment tools and 2) carry out a training-the-trainers program on assessing effectiveness of existing best practices (reports in 5 languages) to Support implementation	1	Q4
94	IC to support compiling information from national consultants and produce regional baseline and strategies for LMB to Support implementation of GEF Mekong Fisheries Project (Activity 2.1.1.1)	1	Q4
95	National consultants to 1) undertake baseline surveys of the market analysis 2) develop a strategyto Support implementationof GEF Mekong Fisheries Project (Activity 2.1.1.1) Cambodia	1	Q4
96	National consultants to 1) undertake baseline surveys of the market analysis 2) develop a strategy to Support implementation of GEF Mekong Fisheries Project (Activity 2.1.1.1) Lao PDR	1	Q4
97	National consultants to 1) undertake baseline surveys of the market analysis 2) develop a strategy to Support implementation of GEF Mekong Fisheries Project (Activity 2.1.1.1) Thailand	1	Q4
98	National consultants to 1) undertake baseline surveys of the market analysis 2) develop a strategy to Support implementation of GEF Mekong Fisheries Project (Activity 2.1.1.1) Vietnam	1	Q4
99	Cambodia National consultants to review of current national legislation and regulations regardingfish processing and marketing, including sanitary health certifications to Support of GEF Project	1	Q4
100	Lao PDR National consultants to review of current national legislation and regulations regardingfish processing and marketing, including sanitary health certifications to Support GEF project	1	Q4
101	Thailand National consultants to review of current national legislation and regulations regardingfish processing and marketing, including sanitary health certifications to Support GEF project	1	Q4
102	Viet Nam National consultants to review of current national legislation and regulations regarding fish processing and marketing, including sanitary health certifications to Support of GEF project	1	Q4

103	National consultants (one for each Country) to undertake financing needs gap analysis, stakeholder to Support implementation of GEF Mekong Fisheries Project (Activity 2.2.1.1) Cambodia	1	Q4
104	National consultants (one for each Country) to undertake financing needs gap analysis, stakeholder to Support implementation of GEF Mekong Fisheries Project (Activity 2.2.1.1) Lao PDR	1	Q4
105	National consultants (one for each Country) to undertake financing needs gap analysis, stakeholder to Support implementation of GEF Mekong Fisheries Project (Activity 2.2.1.1) Thailand	1	Q4
106	National consultants (one for each Country) to undertake financing needs gap analysis, stakeholder to Support implementation of GEF Mekong Fisheries Project (Activity 2.2.1.1) Viet Nam	1	Q4
107	IC to support financial need assessment in 5 focal landscape under improved management to Support implementation of GEF Mekong Fisheries Project (Activity 2.2.1.1)	1	Q4
108	Consultancy service to upgrade the MRC M&E platforms and prepare MEL system user manuals and guidelines in english and languages of the four Countries to Support implementation of GEF Mekong	1	Q4
109	Consultancy service to train the regional and national MEL users to Support implementation of GEF Mekong Fisheries Project (Activity 4.1.1.2)	1	Q4
110	Consultancy services for the creation of audio-visual products to Support implementation of GEF Mekong Fisheries Project (Activity 4.1.3.4)	1	Q4
111	MRV website pages linked to IW:LEARN platform (creation and management) to Support implementation of GEF Mekong Fisheries Project (Activity 4.1.4.3).	1	Q4
112	Consulting services for graphic design to create a project specific graphic identity to Support implementation of GEF Mekong Fisheries Project (Activity 4.2.2.1).	1	Q4
113	Consultancy services for the creation of a project website page under MRC (No additional costs for updating the website contents - included in the KM and communication consultant cost)	1	Q4
114	Consulting services for graphic design for the preparation of communication materials to Support implementation of GEF Mekong Fisheries Project (Activity 4.2.2.3).	1	Q4
115	FADM Data Validation Methodology	1	Q4
116	Regional consultant to support capacity building on the implementation of Chapter 4 WQERM of TGWQ	1	Q4
117	Regional consultant to support developing scenarios responding to the oil spill incident at potentia	2	Q4
118	ED Assistant	1	Q4
119	ED Assistant	1	Q4
120	Individual consultancy service (Three Driver)	1	Q4
121	Junior M&E Assistant	9	Q4
122	1st Extension for Communication Assistant	12	Q4
123	Designer Consultant For the ASEAN-MRC Dialogue	20	Q4
124	1st Extension for Communication and Event Consultant	12	Q4
125	1st Extension for Multimedia Assistant	4	Q4
126	Assistant Hydrologist	12	Q4
127	National consultant from Cambodia to support the AMHFDR-2025	25	Q4
128	National consultant from Laos to support the AMHFDR-2025	25	Q4
129	National consultant from Thailand to support the AMHFDR-2025	25	Q4
130	National consultant from Viet Nam to support the AMHFDR-2025	25	Q4
131	International Consultant to support Nexus Study (Water -Energy-Fisheries) in Siphandone landscape,	1	Q4
132	Junior HR Assistant (HR Unit)	12	Q4
133	HRMS App Assistant (HR Unit)	12	Q4
134	Assistant to Finance and Procurement	12	Q4
135	AD-Assistant to Procurement and Finance	12	Q4
136	AD-Senior Finance Assistant	1	Q4
<b>Works</b>			
1	Plaster the waterproofing substances on the roof gutter (the gutter of the building and the conference room)	1	Q1
2	Trimming branches of the highest trees, including cleaning	1	Q2

3	Cleaning unused stuff under the building and in the storage	1	Q2
4	Renovate and decorate the TD meeting room	1	Q2
5	Wireless signal improvement work at the control room of Mekong Conference room. Relocate the light switches to outside the control room.	1	Q3
6	Renovate the urinals in the men's restroom, flush the toilets in the men's and women's restrooms, and renovate the restroom floor tiles (all floors).	1	Q3
7	CSPO office renovation(Wall, door, whiteboard, Ceiling, film, floor tiles, and lighting )	1	Q3
8	PD office renovation( internal wall painting, fixed the leaking drainage pipes), and Internal wall painting on the water leaking point in rooms 401, 301, and 201	1	Q3
9	Renovate the floor tiles in the OCEO's office and the OCEO's meeting room	1	Q3
10	Renovate the cracked floor tiles	1	Q3
11	Renovate the garden edge in front of the MRC signboard and in side MRC premises	1	Q3
12	External painting, the point where the stains/ fungus are around the building	1	Q3
13	Office maintenance (Building, division office, fixed the cracked floor tiles, lamps, ceiling, and other unforeseen occurrences related to the maintenance work)	1	Q4
14	New Toilet at the back side of the building near Generator Machine_RFDMC	1	Q4
15	Office maintenance service (Ceiling Lamps, Electricity Switches, Part of Plumbing, Water, restrooms, etc.)_Operating Services_RFDMC	1	Q4