

(DEPARTMENT OF TRADE AND INDUSTRY, REGION VII) Indicative Annual Procurement Plan for FY 2020 - Revision 02

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity					Source of Funds	Total	Estimated Budget (PHP)		CO	Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing	MOOE						
	Plane tickets	FAD	NP-53.9 Small Value Proc.	N/A	N/A	N/A	N/A	GAA	1,000,000.00		1,000,000.00			
	Provision of Admin. Fee Airline Ticketing	FAD	NP-53.9 Small Value Proc.	N/A	12/3/19	1/21/20	1/21/20	GAA	45,000.00		45,000.00			
	Official Receipts	FAD	NP-53.5 Agency to agency	N/A	N/A	N/A	Jan-20	GAA	30,000.00		30,000.00			
	Checks	FAD	NP-53.5 Agency to agency	N/A	N/A	N/A	N/A	GAA	11,500.00		11,500.00			
	Gasoline and diesel	FAD	NP-53.9 Small Value Proc.	11/8-12/19	11/20/19	1/21/20	1/21/20	GAA	349,700.00		349,700.00			
	Drinking Water	FAD	NP-53.9 Small Value Proc.	11/8-12/19	11/25/19	1/21/20	1/21/20	GAA	90,000.00		90,000.00			
	Courier Services	FAD	NP-53.9 Small Value Proc.	12/13-17/19	12/27/19	1/21/20	1/21/20	GAA	120,000.00		120,000.00			
	Newspaper	FAD	NP - Media Services/Direct Contracting	N/A	N/A	N/A	N/A	GAA	10,824.00		10,824.00			
	Newspaper ads	FAD	NP - Media Services	N/A	N/A	N/A	N/A	GAA	70,000.00		70,000.00			
	Printing of Tarps and Fliers	FAD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates	GAA	20,000.00		20,000.00			
	Vehicle Rental	FAD	NP-53.9 Small Value Proc.	11/8-12/19	11/25/19	1/21/20	1/27/20	GAA	129,200.00		129,200.00			
	Meals for Meetings, Convergence, Trainings, Briefings, Excom and Conferences for CY 2019	FAD	NP-53.9 Small Value Proc.	11/8-12/19	12/6/19	1/21/20	1/27/20	GAA	243,200.00		243,200.00			
	Hotel Accommodation	FAD	NP-53.9 Small Value Proc./NP-Lease of Venue	N/A	12/6/19	1/21/20	1/27/20	GAA	101,600.00		101,600.00			
	Freight	FAD	Direct Contracting	N/A	N/A	N/A	N/A	GAA	10,000.00		10,000.00			
	notarial services	FAD	Direct Contracting	N/A	N/A	N/A	N/A	GAA	4,000.00		4,000.00			
	External Audit for ISO 2001:2015 Cert.	FAD	NP 53.7-Highly Technical Consultant	N/A	N/A	Feb-20	Feb-20	GAA	150,000.00		150,000.00			
	Laundry Services	FAD	Direct Contracting	N/A	N/A	N/A	N/A	GAA	5,000.00		5,000.00			
	Plumbing Services	FAD	Direct Contracting	N/A	N/A	N/A	N/A	GAA	4,000.00		4,000.00			
	Electrical Services	FAD	Direct Contracting	N/A	N/A	N/A	N/A	GAA	15,000.00		15,000.00			
	Hauling Services	FAD	Direct Contracting	N/A	N/A	N/A	N/A	GAA	25,000.00		25,000.00			
	Office General Cleaning	FAD	NP-53.9 Small Value Proc.	Oct-20	Oct-20	Oct-20	Oct-20	GAA	90,000.00		90,000.00			
	Aircon Maintenance	FAD	NP-53.9 Small Value Proc.	11/14-19/19	11/20/19	1/21/20	1/27/20	GAA	116,600.00		116,600.00			
	Repairs of aircons	FAD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates	GAA	50,000.00		50,000.00			
	Maintenance-IT Equipment	FAD	NP-53.9 Small Value Proc.	12/11-16/2019	12/18/19	1/21/20	1/27/20	GAA	116,300.00		116,300.00			
	Preventive maintenance - 4 vehicles including parts and labor	FAD	NP-53.9 Small Value Proc./Direct Contracting	Various dates	Various dates	Various dates	Various dates	GAA	263,000.00		263,000.00			
	Insurance coverage for PPE	FAD	NP-53.5 Agency to agency	N/A	N/A	N/A	N/A	GAA	63,600.00		63,600.00			
	Toner/Ink Cartridge with free use of printers	FAD	NP-53.9 Small Value Proc.	11/14-19/19	12/3/19	1/21/20	1/27/20	GAA	124,800.00		124,800.00			
	Security Guards for DTI 7 RO and CPO	FAD	NP-53.9 Small Value Proc.	1/24-29/20	Feb-20	Feb-20	Feb-20	GAA	995,100.00		995,100.00			
	Office Supplies - see APP for PS-DBM	FAD	NP-53.5 Agency to agency	Various dates	Various dates	Various dates	Various dates	GAA	207,089.20		207,089.20			
	Office Supplies	FAD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates	GAA	476,464.00		476,464.00			CSE not available at DBM PS
	IDD													
	DTI-CBI CMCI Survey and Awarding	IDD	NP-53.9 Small Value Proc.	11/8-12/19	12/27/19	1/24/20	1/28/20	GAA	300,000.00		300,000.00			
	Research Services	IDD	NP-53.9 Small Value Proc.	Oct-20	Oct-20	Oct-20	Oct-20	GAA	10,000.00		10,000.00			
	CMCI Awarding	IDD	NP-53.9 Small Value Proc.	Sep-20	Sep-20	Sep-20	Sep-20	GAA	5,000.00		5,000.00			
	(Supplies/Materials/Frames)													
	Philippine Statistics Authority (PSA)- National Statistics Month Celebration - Meals and Streamer													

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing	MOOE			CO		
	Road Leveraging Linkages of Industry and Trade - Meals and Travelling Expenses	IDD	NP-53.9 Small Value Proc.	Jan-20	Jan-20	Jan-20	Jan-20	GAA	35,000.00	35,000.00			
	International Food Exhibition (IFEX) Activity - Meals Booth Rental, Travelling Expenses	IDD	NP-53.9 Small Value Proc.	Feb-20	Feb-20	Feb-20	Feb-20	GAA	16,500.00	16,500.00			
	BPLS Validation & Monitoring Activity - Meals & Travelling Expenses	IDD	NP-53.9 Small Value Proc.	Jan-20	Jan-20	Jan-20	Jan-20	GAA	5,750.00	5,750.00			
	Electric Fan (Roia Air)	IDD	NP-53.9 Small Value Proc.	Jan-20	Jan-20	Feb-20	Feb-20	GAA	2,000.00	2,000.00			
	Negosyo Center												
	Biometrics	NC	NP-53.9 Small Value Proc.	Mar-20	Jun-20	Jun-20	Jun-20	GAA	-				
	Office Supplies	NC	NP-Agency to Agency/NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates	GAA	91,500.00	91,500.00			
	Van Rental (NC monitoring)	NC	NP-53.9 Small Value Proc.	Apr-20	Apr-20	Apr-20	Apr-20	GAA	11,985.00	11,985.00			
	Lease of venue with meals for SBCC Training	NC	NP 53.10-Lease of Real Property and Venue	Mar-20	Jun-20	Jun-20	Jun-20	GAA	15,000.00	15,000.00			
	Supplies (Reproduction of Hand-outs) for SBCC 106	NC	NP-53.9 Small Value Proc.	Mar-20	Jun-20	Jun-20	Jun-20	GAA	528,000.00	528,000.00			
	Professional / Training fee & Supplies (reproduction of hand-outs)	NC	NP-Highly technical/ NP-53.9 Small Value Procurement	Mar-20	Jun-20	Jun-20	Jun-20	GAA	10,000.00	10,000.00			
	Lease of venue with meals for NC Convergence/NC Year End Assessment for 2020	NC	NP 53.10-Lease of Real Property and Venue/ NP-Agency to Agency	N/A	August	August	August	GAA	200,000.00	200,000.00			
	Tokens	NC	NP-53.9 Small Value Proc.	Aug-20	Aug-20	Aug-20	Aug-20	GAA	396,000.00	396,000.00			
	Vehicle Rental	NC	NP-53.9 Small Value Proc.	Aug-20	Aug-20	Aug-20	Aug-20	GAA	40,000.00	40,000.00			
	Meals and Snacks for Meetings	NC	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates	GAA	25,000.00	25,000.00			
	HR								12,000.00	12,000.00			
	Wellness Program - Venue, meals and professional fee	HR	NP-53.9 Small Value Proc.	N/A	12/17/19	1/22/20	1/22/20	GAA	-	40,500.00			
	Teambuilding Activities - Venue, Meals and Professional fee	HR	NP-53.9 Small Value Proc.	Nov-20	Nov-20	Nov-20	Nov-20	GAA	40,500.00	81,250.00			
	DTI Anniversary Celebration-meals and tokens	HR	NP-53.9 Small Value Proc.	Jun-20	Jun-20	Jun-20	Jun-20	GAA	35,000.00	35,000.00			
	Rewards and Recognition Activities-tokens	HR	NP-53.9 Small Value Proc.	Nov-20	Nov-20	Dec-20	Dec-20	GAA	300,000.00	300,000.00			
	Staff Trainings-Venue and meals	HR	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates	GAA	600,000.00	600,000.00			
	SDD												
	Professional fee/Consultancy fee for R7 Food Development Program/Sandugo Trade Expo/Wearables and Homestyle	SDD	NP-Highly technical/ NP-53.9 Small Value Procurement	Various dates	Various dates	Various dates	Various dates	GAA	1,075,000.00	1,075,000.00			
	Meals and Venue for R7 Food Development Program	SDD	NP 53.10-Lease of Real Property and Venue/ NP-53.9 Small Value Procurement	Various dates	Various dates	Various dates	Various dates	GAA	500,000.00	500,000.00			
	Rental of venue and facilities; Rental of booth system for Sandugo Trade Fair	SDD	NP-53.9 Small Value Proc./NP-Lease of Venue	Various dates	12/27/19	1/21/20	1/21/20	GAA	1,200,000.00	1,200,000.00			

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing				Total	MOOE	CO	
	Communication Expenses (Newspaper/radio plugs) for Sandugo Trade Expo	SDD	NP - Media Services	Various dates	Various dates	Various dates	Various dates			GAA	75,000.00	75,000.00		
	Tarpaulins, Streamers, Banners, Flyers, Posters, Invitation Cards, IDs, Exhibitors and other Promo Collaterals	SDD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates			GAA	300,000.00	300,000.00		
	T-shirts, Labor, Transport and hauling expenses.	SDD	NP-53.9 Small Value Proc./Direct Contracting	Various dates	Various dates	Various dates	Various dates			GAA	95,000.00	95,000.00		
	Meals for launching, meeting for buyers), Token, Plaque for Sandugo Trade Expo	SDD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates			GAA	295,000.00	295,000.00		
	Accommodation, Transportation and Supplies for Sandugo Trade Expo	SDD	NP 53.10-Lease of Real Property and Venue/ NP-53.9 Small Value Procurement	Various dates	Various dates	Various dates	Various dates			GAA	250,000.00	250,000.00		
	Rental expense (Van/equipment) for Sandugo Trade Expo	SDD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates			GAA	125,000.00	125,000.00		
	Professional fee for OTOP	SDD	NP-Highly technical/ NP-53.9 Small Value Procurement	Various dates	Various dates	Various dates	Various dates			GAA	1,080,000.00	1,080,000.00		
	Meals, Venue and accommodation for OTOP	SDD	NP 53.10-Lease of Real Property and Venue/ NP-53.9 Small Value Procurement	Various dates	Various dates	Various dates	Various dates			GAA	660,000.00	660,000.00		
	Supplies and materials, Rental expenses and Communication expenses for OTOP	SDD	NP-53.9 Small Value Proc./Direct Contracting	Various dates	Various dates	Various dates	Various dates			GAA	1,625,000.00	1,625,000.00		
	Meals, Accommodation, Venue, Supplies & Materials, and communication expenses for Planning Workshop, Synergy Meeting	SDD	NP 53.10-Lease of Real Property and Venue/ NP-53.9 Small Value Procurement	Various dates	Various dates	Various dates	Various dates			GAA	345,000.00	345,000.00		
	Meals, Accommodation, Tokens for SSF Monitoring, Meetings, Convergence and RTWG meetings and evaluation	SDD	NP 53.10-Lease of Real Property and Venue/ NP-53.9 Small Value Procurement	Various dates	Various dates	Various dates	Various dates			GAA	566,000.00	566,000.00		
	Meals for Regional MSMED Council 7	SDD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates			GAA	40,000.00	40,000.00		
	Token for Regional MSMED Council 7	SDD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates			GAA	25,000.00	25,000.00		
	Office Supplies for Regional MSMED Council 7	SDD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates			GAA	2,000.00	2,000.00		
	Venue, meals and accommodation for the CARP Trainings, meetings and Convergence	CARP	NP 53.10-Lease of Real Property and Venue/ NP-53.9 Small Value Procurement	Various dates	Various dates	Various dates	Various dates			GAA	120,000.00	120,000.00		
	Tokens, Vehicle Rental and Supplies	CARP	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates			GAA	31,510.00	31,510.00		
	CPD													
	Monitoring and Enforcement (Retooling), Social Media and Design, Customer Relations for Staff Capacity Enhancement	CPD	NP 53.10-Lease of Real Property and Venue/ NP-53.9 Small Value Procurement	Various dates	Various dates	Various dates	Various dates			GAA	170,000.00	170,000.00		
	Travelling Expenses, Vehicle Rental, Supplies, Meals and Drinks for Conduct of Regl Monitoring and Enforcement	CPD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates			GAA	318,000.00	318,000.00		
	Supplies, Tools and Equipments	CPD	NP-53.9 Small Value Proc.	Various dates	Various dates	Various dates	Various dates			GAA	73,850.00	73,850.00		

