

DEPARTMENT OF TOURISM REGION 1 Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Procurement of Office and Janitorial Supplies of DOT Region 1 for the 1st Quarter	DOT R1	NO	NP-53.9 - Small Value Procurement	Feb-21	Feb-21	Feb-21	Feb-21	GoP	81500	81,500.00	0	Quarterly Procurement
	Procurement of Office and Janitorial Supplies of DOT Region 1 for the 2nd Quarter	DOT R1	NO	NP-53.9 - Small Value Procurement	May-21	May-21	May-21	May-21	GoP	81500	81,500.00	0	Quarterly Procurement
	Procurement of Office and Janitorial Supplies of DOT Region 1 for the 3rd Quarter	DOT R1	NO	NP-53.9 - Small Value Procurement	Aug-21	Aug-21	Aug-21	Aug-21	GoP	81500	81,500.00	0	Quarterly Procurement
	Procurement of Office and Janitorial Supplies of DOT Region 1 for the 4th Quarter	DOT R1	NO	NP-53.9 - Small Value Procurement	Oct-21	Oct-21	Oct-21	Oct-21	GoP	81500	81,500.00	0	Quarterly Procurement
	DOT R1 La Union Office Rental Payment	DOT-LSO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-21	Jan-21	GoP	1500000	1,500,000.00	0	Payment on a monthly basis
	DOT-LSO Office Rental Payment	DOT-LSO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-21	Jan-21	GoP	216000	216,000.00	0	Payment on a monthly basis
	Payment of Electric Consumption for the DOT La Union Office	DOT-LSO	NO	Direct Contracting	N/A	N/A	Jan-21	Jan-21	GoP	300000	300,000.00	0	Payment on a monthly basis
	Payment of Electric Consumption for the DOT-LSO	DOT-LSO	NO	Direct Contracting	N/A	N/A	Jan-21	Jan-21	GoP	48000	48,000.00	0	Payment on a monthly basis
	Landline subscription for the Office of the Regional Director	ORD	NO	Direct Contracting	N/A	N/A	Jan-21	Jan-21	GoP	60000	60,000.00	0	Payment on a monthly basis
	Landline for the DOT-LSO	DOT-LSO	NO	Direct Contracting	N/A	N/A	Jan-21	Jan-21	GoP	14400	14,400.00	0	Payment on a monthly basis
	Internet subscription for the Office of the Regional Director	ORD	NO	Direct Contracting	N/A	N/A	Jan-21	Jan-21	GoP	14400	14,400.00	0	Payment on a monthly basis
	Internet subscription for the DOT-LSO	DOT-LSO	NO	Direct Contracting	N/A	N/A	Jan-21	Jan-21	GoP	24000	24,000.00	0	Payment on a monthly basis
	Mobile plan subscription for the Office of the Regional Director	ORD	NO	Direct Contracting	N/A	N/A	Jan-21	Jan-21	GoP	48000	48,000.00	0	Payment on a monthly basis
	Mobile plan subscription for the Technical Staff	ORD	NO	Direct Contracting	N/A	N/A	Jan-21	Jan-21	GoP	9600	9,600.00	0	Payment on a monthly basis
	Repairs and maintenance of DOT Office Vehicles as the need arises	GMS	NO	NP-53.9 - Small Value Procurement	as needed	N/A	as needed	as needed	GoP	132000	132,000.00	0	Procurement is as needed
	Repairs and maintenance of Photocopying Machine and IT equipment	GMS	NO	NP-53.9 - Small Value Procurement	as needed	N/A	as needed	as needed	GoP	10000	10,000.00	0	Procurement is as needed
	2021 Strategic Planning Workshop	GMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Oct-21	Oct-21	GoP	50000	50,000.00	0	Activity as part of the review of the implemented PAPs for the current year and preparation of the WFP of the succeeding year
	Procurement of Meals and Venue for DOT Region 1 staff												
	Personal Enhancement Program	GMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-21	Apr-21	GoP	45000	45,000.00	0	
	Effective Writing Skills Training	GMS	NO	Shopping	Mar-21	N/A	Mar-21	Mar-21	GoP	12500	12,500.00	0	
	Procurement of Meals and Venue for DOT Region 1 staff	GMS	NO	Shopping	May-21	N/A	May-21	May-21	GoP	12500	12,500.00	0	
	Procurement of Personal Protective Equipment for DOT Region 1 Staff for 1st Quarter	GMS	NO	Shopping	Aug-21	N/A	Aug-21	Aug-21	GoP	12500	12,500.00	0	
	Procurement of Personal Protective Equipment for DOT Region 1 Staff for 2nd Quarter	GMS	NO	Shopping	Oct-21	N/A	Oct-21	Oct-21	GoP	12500	12,500.00	0	
	Procurement of Personal Protective Equipment for DOT Region 1 Staff for 3rd Quarter	GMS	NO	Shopping	as needed	N/A	as needed	as needed	GoP	12500	12,500.00	0	
	Procurement of Personal Protective Equipment for DOT Region 1 Staff for 4th Quarter	GMS	NO	NP-53.9 - Small Value Procurement	as needed	N/A	as needed	as needed	GoP	30000	30,000.00	0	Procurement is as needed to transport DOT staff from place of residence to official work station
	Transport Service for DOT Staff												
	Continuing Professional Development for Local Tourism Officers (3 Trainings)		NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date		0			
	A. First Seminar (FACE to FACE) 30 pax	IT	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	GoP	0			
	Lease of Venue with Meals Package (Morning Snacks, Lunch and Afternoon Snacks)	IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-21	Apr-21	GoP	84350	84,350.00	0	
	3/pax, 3-Day Seminar	IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-21	Apr-21	GoP	77700	77,700.00	0	
	Full board arrangement for Speakers, Facilitators, with breakfast meals, dinner meals and with room accommodation, for 7 pax (3 nights)	IT	NO	NP-53.9 - Small Value Procurement	Apr-21	N/A	Apr-21	Apr-21	GoP	4250	4,250.00	0	
	Promotional Materials/ Tokens	IT	NO	Direct Contracting	Apr-21	N/A	Apr-21	Apr-21	GoP	17000	17,000.00	0	
	Transportation service for the Speaker	IT	NO	Direct Contracting	Apr-21	N/A	Apr-21	Apr-21	GoP	900	900.00	0	
	Procurement of Communication Expenses for the (3 TRAININGS) scheduled	IT	NO	Shopping	Apr-21	N/A	Apr-21	Apr-21	GoP	3000	3,000.00	0	
	Training and Office Supplies (Notebook, Ballpen, ID taces, brown envelopes)												
	Seminar Workshop on Tourism Product and Circuit Development (2 Trainings)		NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date		0			

A. First Seminar (BATCH 1: Pangasinan & La Union) 30 pax									
	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	Indicate Date	Indicate Date	
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-21	Apr-21	GoP	89,250.00	0
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-21	Apr-21	GoP	320,000.00	0
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-21	Apr-21	GoP	21,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Apr-21	Apr-21	GoP	18,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Apr-21	Apr-21	GoP	20,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Apr-21	Apr-21	GoP	300.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Apr-21	Apr-21	GoP	2,650.00	0
B. Second Seminar (BATCH 2: Ilocos Norte & Ilocos Sur) 30 pax									
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jun-21	Jun-21	GoP	89,250.00	0
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jun-21	Jun-21	GoP	320,000.00	0
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jun-21	Jun-21	GoP	21,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jun-21	Jun-21	GoP	18,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jun-21	Jun-21	GoP	20,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jun-21	Jun-21	GoP	300.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jun-21	Jun-21	GoP	2,650.00	0
Seminar on the Protection, Maintenance and Tour Package Development of Cultural and Heritage Sites in Region 1									
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-21	Jul-21	GoP	89,250.00	0
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-21	Jul-21	GoP	320,000.00	0
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-21	Jul-21	GoP	21,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jul-21	Jul-21	GoP	18,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jul-21	Jul-21	GoP	20,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jul-21	Jul-21	GoP	300.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jul-21	Jul-21	GoP	2,650.00	0
Advocacy Campaign / Information Dissemination									
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May-21	May-21	GoP	32,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	May-21	May-21	GoP	5,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	May-21	May-21	GoP	300.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	May-21	May-21	GoP	3,100.00	0
Campaign on Implementation of Mandatory Accreditation									
IT	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Indicate Date	Indicate Date	GoP	245,000.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Indicate Date	Indicate Date	GoP	7,841.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Indicate Date	Indicate Date	GoP	300.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Indicate Date	Indicate Date	GoP	1,200.00	0
IT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Indicate Date	Indicate Date	GoP	20,000.00	0

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	Site inspection and mapping of identified potential and existing tourism sites and activities	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	180,000.00	0
	Procurement of Meals and Venue	MPD	NO	NP-53.10 Lease of Real Property and Venue	Mar-21	Mar-21	Mar-21	Mar-21	GoP	120,000.00	0
	Transport Service Rental	MPD	NO	NP-53.9 - Small Value Procurement	Mar-21	Mar-21	Mar-21	Mar-21	GoP	0	0
	Post-inspection meeting with concerned LGUs (presentation of draft maps, trails, flora & fauna, activities, tourism support facilities and pit stops) and formulation of tour package	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	Procurement of Meals and Venue	MPD	NO	NP-53.10 Lease of Real Property and Venue	N/A	Mar-21	Mar-21	Mar-21	GoP	90,000.00	0
		MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	Dry Run / Simulation of the Eco/ Nature Trails La Union with Tour Operators and Trained Tour Guides	MPD	NO	NP-53.9 - Small Value Procurement	Apr-21	Apr-21	Apr-21	Apr-21	GoP	30,000.00	0
	Procurement of Other supplies and materials	MPD	NO	NP-53.10 Lease of Real Property and Venue	N/A	Apr-21	Apr-21	Apr-21	GoP	120,000.00	0
	Procurement of Accommodation and Meals	MPD	NO	NP-53.9 - Small Value Procurement	Apr-21	Apr-21	Apr-21	Apr-21	GoP	65,000.00	0
	Procurement of Transport Service	MPD	NO	NP-53.9 - Small Value Procurement	Apr-21	Apr-21	Apr-21	Apr-21	GoP	40,000.00	0
	Equipment Rental	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	ILOCOS NORTE: Development of Birdwatching Tourism Circuit	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	Coordination with the Local Government Units with existing and potential birdwatching sites	MPD	NO	NP-53.9 - Small Value Procurement	Jul-21	Jul-21	Jul-21	Jul-21	GoP	15,000.00	0
	Travelling and transportation expenses of DOT 1 personnel (TGV & Gasoline)	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	Site validation of sites (existing and potential) with the birdwatching experts	MPD	NO	NP-53.9 - Small Value Procurement	Jul-21	Jul-21	Jul-21	Jul-21	GoP	0	0
	Accommodation	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	Travelling and transportation expenses of DOT 1 personnel (TGV & Gasoline)	MPD	NO	NP-53.10 Lease of Real Property and Venue	Aug-21	Jul-21	Aug-21	Aug-21	GoP	38,400.00	0
	Meals of birdwatching experts and guides	MPD	NO	NP-53.9 - Small Value Procurement	Jul-21	Jul-21	Jul-21	Jul-21	GoP	15,000.00	0
	Transportation of experts (Manila-San Fernando-Badayan)	MPD	NO	NP-53.9 - Small Value Procurement	Jul-21	Jul-21	Jul-21	Jul-21	GoP	20,000.00	0
	Presentation of draft birdwatching circuit to Provincial Government, LGUs and birdwatching	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	Travelling and transportation expenses of DOT 1 personnel (TGV & Gasoline)	MPD	NO	NP-53.9 - Small Value Procurement	Sep-21	Sep-21	Sep-21	Sep-21	GoP	7,000.00	0
	Procurement of Lease of Venue and Meals (morning and afternoon snacks,lunch) during the launching	MPD	NO	NP-53.10 Lease of Real Property and Venue	N/A	Sep-21	Sep-21	Sep-21	GoP	45,000.00	0
	Launching/Promotion, Launching of Birdwatching Circuit in the Province of Ilocos Norte	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	Accommodation (Members of the Birdwatching / Raptor Watch Club, Tour Operators, Media)	MPD	NO	NP-53.10 Lease of Real Property and Venue	N/A	Oct-21	Oct-21	Oct-21	GoP	153,000.00	0
	Procurement of Lease of Venue and Meals (morning and afternoon snacks,lunch) during the launching	MPD	NO	NP-53.10 Lease of Real Property and Venue	N/A	Oct-21	Oct-21	Oct-21	GoP	93,980.00	0
	Procurement of Meals (morning and afternoon snacks,lunch) during familiarization tour to birdwatching sites	MPD	NO	NP-53.9 - Small Value Procurement	Oct-21	Oct-21	Oct-21	Oct-21	GoP	54,000.00	0
	Transportation of participants during the familiarization tour to birdwatching sites	MPD	NO	NP-53.9 - Small Value Procurement	Oct-21	Oct-21	Oct-21	Oct-21	GoP	150,000.00	0
	Repackaging Development for Key Tourism Destinations	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	Hiring of Consultancy Services	MPD	NO	Direct Contracting	N/A	Feb-21	Feb-21	Feb-21	GoP	100,000.00	0
	Illustrator/ Mappers	MPD	NO	Direct Contracting	N/A	Feb-21	Feb-21	Feb-21	GoP	30,000.00	0
	Procurement of Meals and Venue -Coordination	MPD	NO	NP-53.9 - Small Value Procurement	Mar-21	Mar-21	Mar-21	Mar-21	GoP	15,000.00	0
	Transport Service Rental	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	Site inspection and mapping of trails and activities for the Eco/ Nature Trails La Union	MPD	NO	NP-53.10 Lease of Real Property and Venue	N/A	Mar-21	Mar-21	Mar-21	GoP	75,000.00	0
	Procurement of Venue and Meals	MPD	NO	NP-53.9 - Small Value Procurement	Mar-21	Mar-21	Mar-21	Mar-21	GoP	50,000.00	0
	Transport Service Rental	MPD	NO	NP-53.9 - Small Value Procurement	Mar-21	Mar-21	Mar-21	Mar-21	GoP	30,000.00	0
	Equipment Rental	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0
	Post inspection meeting with concerned LGUs (presentation of draft maps, trails, flora & fauna, tourism support facilities and pit stops) and	MPD	NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date	Indicate Date	0	0	0

Procurement of Venue and Meals (1/20/day X 20 pax X 2 days per district X 2 districts)									
	MPD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Mar-21	GoP	90,000.00	0
Dry Run / Simulation of the Eco/ Nature Trails La Union with Tour Operators and trained Tour Guides		NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date		0	
Procurement of other supplies and materials	MPD	NO	NP-53.9 - Small Value Procurement	Apr-21	Apr-21	Apr-21	GoP	20,000.00	0
Procurement of Accommodation and Meals	MPD	NO	NP-53.10 Lease of Real Property and Venue	N/A	Apr-21	Apr-21	GoP	50,000.00	0
Procurement of Transport Service	MPD	NO	NP-53.9 - Small Value Procurement	Apr-21	Apr-21	Apr-21	GoP	30,000.00	0
Eco/ Nature Trail Validation and Launching with DOT, TPB and Tour Operators		NO	Competitive Bidding	Indicate Date	Indicate Date	Indicate Date		0	
Zoom Subscription	MPD	NO	Direct Contracting	N/A	Apr-21	Apr-21	GoP	30,000.00	0
Procurement of other supplies and materials	MPD	NO	NP-53.9 - Small Value Procurement	Apr-21	Apr-21	Apr-21	GoP	27,000.00	0
Procurement of Transport Service	MPD	NO	NP-53.9 - Small Value Procurement	Apr-21	Apr-21	Apr-21	GoP	50,000.00	0
Communication Expenses	MPD	NO	NP-53.9 - Small Value Procurement	Apr-21	Apr-21	Apr-21	GoP	3,000.00	0
Equipment Rental	MPD	NO	NP-53.9 - Small Value Procurement	Apr-21	Apr-21	Apr-21	GoP	30,000.00	0
Procurement Of Venue, meals and accommodation	MPD	NO	NP-53.10 Lease of Real Property and Venue	N/A	Apr-21	Apr-21	GoP	60,000.00	0

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