

Department of Tourism Region IV-B Annual Procurement Plan for FY 2021 (Indicative)

| 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/O pening of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| 50201010 00 | Mobile Accreditation - Travel Local (Airfare, Boatfare, Bus Fare) | Tourism Regulation Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar - Oct 2021 | N/A | GoP | 142,490.00 | 142,490.00 | 0 | Expenses for local travel Re: Conduct of inspection (Virtual/Physical) and other Accreditation-Related undertakings and processing of applications |
| 50299030 00 | Mobile Accreditation - Representation Expenses (Accommodation, meals and incidental expenses) | Tourism Regulation Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar - Oct 2021 | N/A | GoP | 423,060.00 | 423,060.00 | 0 | Expenses for representation Re: Conduct of inspection (Virtual/Physical) and other Accreditation-Related undertakings and processing of applications |
| 50206020 01 | Mobile Accreditation - Telephone Expenses (Mobile) | Tourism Regulation Division | NO | Shopping | N/A | N/A | N/A | N/A | GoP | 4,500.00 | 4,500.00 | 0 | Expenses for telephone (mobile) Re: Conduct of inspection (Virtual/Physical) and other Accreditation-Related undertakings and processing of applications |
| 50299050 02 | Mobile Accreditation - Rents (Motor vehicles) | Tourism Regulation Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar - Oct 2021 | As the need arises | GoP | 330,750.00 | 330,750.00 | 0 | Other Supplies Expense Re: Conduct of inspection (Virtual/Physical) and other Accreditation-Related undertakings and processing of applications |
| 50203990 | Mobile Accreditation - Other Supplies Expense | Tourism Regulation Division | NO | Shopping | N/A | N/A | Mar - Oct 2021 | N/A | GoP | 9,200.00 | 9,200.00 | 0 | Expenses for rents (motor vehicles) Re: Conduct of inspection (Virtual/Physical) and other Accreditation-Related undertakings and processing of applications |
| 50299010 00 / 50299020 00 | Advertisement of DOT Accredited Tourism Enterprises in Major Broadsheets through QR Code | Tourism Regulation Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar 21 | Mar 21 | GoP | 135,000.00 | 135,000.00 | 0 | Payment for advertising of DOT Accredited Tourism Enterprises in Major Broadsheets through QR code |
| 50203010 00 | MIMAROPA Tourism Recognition and Appreciation Night - Plaques of Recognition/Appreciation | Tourism Regulation Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Sep 21 | Mar 21 | GoP | 36,000.00 | 36,000.00 | 0 | Payment for the production of plaques of recognition/appreciation Re: MIMAROPA Tourism Recognition and Appreciation Night |
| 50203010 | MIMAROPA Tourism Recognition and Appreciation Night - Supplies | Tourism Regulation Division | NO | Shopping | N/A | N/A | Sep 21 | N/A | GoP | 19,000.00 | 19,000.00 | 0 | Expenses for other supplies Re: MIMAROPA Tourism Recognition and Appreciation Night |
| 50299030 00 | MIMAROPA Tourism Recognition and Appreciation Night - Representation Expenses | Tourism Regulation Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Sep 21 | Sep 21 | GoP | 322,000.00 | 322,000.00 | 0 | Representation Expenses Re: MIMAROPA Tourism Recognition and Appreciation Night |
| 50211990 00 | MIMAROPA Tourism Recognition and Appreciation Night - Other Professional Services | Tourism Regulation Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Sep 21 | Sep 21 | GoP | 300,000.00 | 300,000.00 | 0 | Expenses for other professional services Re: MIMAROPA Tourism Recognition and Appreciation Night |
| | MIMAROPA Tourism Recognition and Appreciation Night - Giveaways | Tourism Regulation Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Sep 21 | Sep 21 | GoP | 122,000.00 | 122,000.00 | 0 | Expenses for giveaways Re: MIMAROPA Tourism Recognition and Appreciation Night |
| 50206020 01 | MIMAROPA Tourism Recognition and Appreciation Night - Telephone Expenses - Mobile | Tourism Regulation Division | NO | Shopping | N/A | N/A | As the need arises | N/A | GoP | 1,000.00 | 1,000.00 | 0 | Telephone expenses (mobile) Re: MIMAROPA Tourism Recognition and Appreciation Night |
| 50299030 00 | Mobile Application hosting with text alert | Tourism Development Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jan, Apr, Jul, Oct | Aug 20 | GoP | 22,000.00 | 22,000.00 | 0 | Payment for the mobile application hosting with text alert |
| 50299030 00 | Participation in the celebration of 2021 National Statistics Month | Tourism Development Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Oct 21 | Oct 21 | GoP | 50,000.00 | 50,000.00 | 0 | Expenses for campaign materials, jackets and brochures Re: Participation of the Regional Office in the 2021 National Statistics Month |

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|-------------|---|------------------------------|----|---|-----|-----|-------------------------|-------------------------|-----|------------|------------|---|---|
| 50201010 00 | Assessment of Response and Recovery Plan - Travel Local | Tourism Development Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jul 21 | Jul 21 | GoP | 60,000.00 | 60,000.00 | 0 | Expenses for travel local (airfare) Re: conduct of the Assessment of Response and Recovery Plan |
| 50299030 00 | Assessment of Response and Recovery Plan - Accommodation and Meals | Tourism Development Division | NO | NP-53.10 Lease of Real Property and Venue | N/A | N/A | Jul 21 | Jul 21 | GoP | 202,000.00 | 202,000.00 | 0 | Expenses for accommodation and meals Re: conduct of the Assessment of Response and Recovery Plan |
| 50299030 00 | Conduct of Year-End Assessment and Strategic Planning | Tourism Development Division | NO | NP-53.10 Lease of Real Property and Venue | N/A | N/A | Dec 21 | Dec 21 | GoP | 279,000.00 | 279,000.00 | 0 | Expenses for the conduct of year-end assessment and strategic planning |
| 50299030 00 | Attendance to RDC and Sectoral Meetings - Representation Expenses | Tourism Development Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | As the need arises | As the need arises | GoP | 60,000.00 | 60,000.00 | 0 | Representation expenses Re: Regional Office's participation/representation to RDC and Sectoral meetings |
| 50201010 00 | Attendance to RDC and Sectoral Meetings -Travel Local | Tourism Development Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | As the need arises | As the need arises | GoP | 30,000.00 | 30,000.00 | 0 | Expenses for travel local Re: Regional Office's participation/representation to RDC and Sectoral meetings |
| 50299050 02 | Attendance to RDC and Sectoral Meetings - Rents/motor vehicles | Tourism Development Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | As the need arises | As the need arises | GoP | 30,000.00 | 30,000.00 | 0 | Expenses for rents/motor vehicles Re: Regional Office's participation/representation to RDC and Sectoral meetings |
| 50299030 00 | Validation and Monitoring of tourism roads and soft scapes - Meals, Venue, Accommodation | Tourism Development Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar, Apr 2021 | Mar, Apr 2021 | GoP | 118,000.00 | 118,000.00 | 0 | Expenses for meals, venue, and accommodation Re: Validation and monitoring of tourism roads and soft scapes |
| 50201010 00 | Validation and Monitoring of tourism roads and soft scapes - Travel Local | Tourism Development Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar, Apr 2021 | Mar, Apr 2021 | GoP | 100,000.00 | 100,000.00 | 0 | Expenses for travel local (airfare and boatfare) Re: Validation and monitoring of tourism roads and soft scapes |
| 50299050 02 | Validation and Monitoring of tourism roads and soft scapes - Rents/Motor Vehicles | Tourism Development Division | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar, Apr 2021 | Mar, Apr 2021 | GoP | 150,000.00 | 150,000.00 | 0 | Expenses for rents/motor vehicles Re: Validation and monitoring of tourism roads and soft scapes |
| 50201010 00 | Industry Training - Travel local | TRD - Training | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar, Jul 2021 | Mar, Jul 2021 | GoP | 36,750.00 | 36,750.00 | 0 | Expenses for travel local Re: Industry Trainings |
| 50201010 02 | Industry Training - Training expenses | TRD - Training | NO | NP-53.10 Lease of Real Property and Venue | N/A | N/A | Mar, Jul 2021 | Mar, Jul 2021 | GoP | 450,000.00 | 450,000.00 | 0 | Expenses for accommodation, meals and venue local Re: Industry Trainings |
| 50203990 00 | Industry Training - Other supplies and materials | TRD - Training | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar, Jul 2021 | Mar, Jul 2021 | GoP | 70,410.00 | 70,410.00 | 0 | Expenses for other supplies and materials Re: Industry Trainings |
| 50205010 00 | Industry Training - Representation expenses | TRD - Training | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar, Jul 2021 | Mar, Jul 2021 | GoP | 7,040.00 | 7,040.00 | 0 | Representation expenses for Re: Industry Trainings |
| 50211990 00 | Industry Training - Other professional services | TRD - Training | NO | Direct Contracting | N/A | N/A | Mar, Jul 2021 | Mar, Jul 2021 | GoP | 48,000.00 | 48,000.00 | 0 | Expenses for other professional services Re: Industry Trainings |
| 50205020 01 | Industry Training - Telephone expenses (mobile) | TRD - Training | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Mar, Jul 2021 | Mar, Jul 2021 | GoP | 800.00 | 800.00 | 0 | Telephone expenses (mobile) Re: Industry Trainings |
| 50201010 00 | Media and Trade familiarization tours as Support to Provincial Festival - Travel Local | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jan, Apr, Jun, Nov 2021 | Jan, Apr, Jun, Nov 2021 | GoP | 545,000.00 | 545,000.00 | 0 | Expenses for travel local Re: Media and Trade familiarization tours as Support to Provincial Festival |
| 50299030 00 | Media and Trade familiarization tours as Support to Provincial Festival - Accommodation | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 264,000.00 | 264,000.00 | 0 | Expenses for accommodation Re: Media and Trade familiarization tours as Support to Provincial Festival |
| 50299030 00 | Media and Trade familiarization tours as Support to Provincial Festival - Meals and Venue | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 237,000.00 | 237,000.00 | 0 | Expenses for meals and venue Re: Media and Trade familiarization tours as Support to Provincial Festival |
| 50299050 02 | Media and Trade familiarization tours as Support to Provincial Festival - Van Rental | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 120,000.00 | 120,000.00 | 0 | Expenses for van rental Re: Media and Trade familiarization tours as Support to Provincial Festival |
| 50205020 01 | Media and Trade familiarization tours as Support to Provincial Festival - Communication | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 3,000.00 | 3,000.00 | 0 | Expenses for communication Re: Media and Trade familiarization tours as Support to Provincial Festival |
| 50203990 00 | Media and Trade familiarization tours as Support to Provincial Festival - Misc | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 6,000.00 | 6,000.00 | 0 | Misc expenses for Re: Media and Trade familiarization tours as Support to Provincial Festival |
| 50201010 00 | Tourism and Travel Fairs - Travel Local | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 20,000.00 | 20,000.00 | 0 | Expenses for Travel Local Re: Tourism and Travel Fairs |

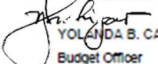
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|-------------|--|-----------|----|-----------------------------------|-----|-----|-------------------------|-------------------------|-----|------------|------------|---|---|
| 50299030 00 | Tourism and Travel Fairs - Accommodation | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 70,000.00 | 70,000.00 | 0 | Expenses for Accommodation Local Re: Tourism and Travel Fairs |
| 50299030 00 | Tourism and Travel Fairs - Meals and Venue | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 214,000.00 | 214,000.00 | 0 | Expenses for Meals and Venue Re: Tourism and Travel Fairs |
| 50299050 02 | Tourism and Travel Fairs - Van Hire | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 60,000.00 | 60,000.00 | 0 | Expenses for Booth Design and Construction Re: Tourism and Travel Fairs |
| 50211990 00 | Tourism and Travel Fairs - Booth Design and Construction | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 600,000.00 | 600,000.00 | 0 | Expenses for Booth Space Rental Re: Tourism and Travel Fairs |
| 50299050 03 | Tourism and Travel Fairs - Booth Space Rental | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 250,000.00 | 250,000.00 | 0 | Expenses for Travel Local Re: Tourism and Travel Fairs |
| 50205020 01 | Tourism and Travel Fairs - Communication | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 2,000.00 | 2,000.00 | 0 | Communication Expenses for Travel Local Re: Tourism and Travel Fairs |
| 50203990 00 | Tourism and Travel Fairs - Misc Expenses | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jun, Sep, Oct, Nov 2021 | Jun, Sep, Oct, Nov 2021 | GoP | 4,000.00 | 4,000.00 | 0 | Misc Expenses for Travel Local Re: Tourism and Travel Fairs |
| 50201010 00 | MIMAROPA Regional Tourism Assembly - Travel Local | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | May 21 | May 21 | GoP | 50,000.00 | 50,000.00 | 0 | Expenses for Travel Local Re: MIMAROPA Regional Tourism Assembly |
| 50299030 00 | MIMAROPA Regional Tourism Assembly - Accommodation | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | May 21 | May 21 | GoP | 100,000.00 | 100,000.00 | 0 | Expenses for Accommodation Re: MIMAROPA Regional Tourism Assembly |
| 50299030 00 | MIMAROPA Regional Tourism Assembly - Meals and Venue | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | May 21 | May 21 | GoP | 298,000.00 | 298,000.00 | 0 | Expenses for Meals and Venue Re: MIMAROPA Regional Tourism Assembly |
| 50299050 02 | MIMAROPA Regional Tourism Assembly - Van Rental | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | May 21 | May 21 | GoP | 150,000.00 | 150,000.00 | 0 | Expenses for Van Rental Re: MIMAROPA Regional Tourism Assembly |
| 50205020 01 | MIMAROPA Regional Tourism Assembly - Communication | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | May 21 | May 21 | GoP | 2,000.00 | 2,000.00 | 0 | Expenses for Communication Re: MIMAROPA Regional Tourism Assembly |
| | MIMAROPA Regional Tourism Assembly - Speaker Honoraria | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | May 21 | May 21 | GoP | 200,000.00 | 200,000.00 | 0 | Expenses for Speaker Honoraria Re: MIMAROPA Regional Tourism Assembly |

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|-------------|---|--------------------|----|-----------------------------------|--------------------|-----|-------------------------------|-------------------------------|-----|--------------|--------------|---|--|
| | MIMAROPA Regional Tourism Assembly - Tokens | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | May 21 | May 21 | GoP | 200,000.00 | 200,000.00 | 0 | Expenses for Tokens Re: MIMAROPA Regional Tourism Assembly |
| 50201010 00 | Product Development Guidebook for LGUs - Formulation of Product Development Guidebook for LGUs | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Apr, May, Jun, Jul 2021 | Apr, May, Jun, Jul 2021 | GoP | 500,000.00 | 500,000.00 | 0 | Expenses for the conduct of Product Development Guidebook for LGUs - Formulation of Product Development Guidebook for LGUs |
| 50299030 00 | Product Development Guidebook for LGUs - Pilot Testing in Mindoro Oriental | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Apr, May, Jun, Jul 2021 | Apr, May, Jun, Jul 2021 | GoP | 200,000.00 | 200,000.00 | 0 | Expenses for the conduct of Product Development Guidebook for LGUs - Pilot Testing in Mindoro Oriental |
| 50299030 00 | Farm Tourism - Gather, Update and Maintain Farm Tourism Database | TDD - MPD | NO | NP-53.9 - Small Value Procurement | N/A | N/A | Jan - Dec 2021 | Jan - Dec 2021 | GoP | 300,000.00 | 300,000.00 | 0 | Expenses for the conduct of Farm Tourism - Gather, Update and Maintain Farm Tourism Database |
| | Hiring / Renewal of Contracts of Service of Job Order / Project-based / Local Hire Personnel | ADMIN | NO | Direct Contracting | N/A | N/A | Jan - Dec 2021 | Jan - Dec 2021 | GoP | 3,214,455.00 | 3,214,455.00 | 0 | To hire Job Order personnel to provide manpower complement to the Regional Office operations. |
| | Purchase of Accountable and Non-Accountable Forms, Office Supplies & Equipment, Airfare Tickets | ADMIN | NO | NP-53.5 Agency-to-Agency | N/A | N/A | As the need arises | As the need arises | GoP | 781,829.00 | 781,829.00 | 0 | Accountable and Non-Accountable Forms, Office Supplies and Equipment and Airfare Tickets needed by the Regional Office |
| | Payment of rent, utilities and renewal of bonds and insurance | ADMIN | NO | NP-53.5 Agency-to-Agency | N/A | N/A | As the need arises | As the need arises | GoP | 694,712.00 | 694,712.00 | 0 | Payment of rent, utilities and renewal of bonds and insurance for the official use of the Regional Office |
| | Extraordinary and attendance to various meetings | OO | NO | NP-53.9 - Small Value Procurement | Jan - Dec 2021 | N/A | As the need arises | As the need arises | GoP | 177,600.00 | 177,600.00 | 0 | Payment for the extraordinary and miscellaneous expenses during attendance to various meetings |
| | Other General and Administrative Services | ADMIN | NO | NP-53.9 - Small Value Procurement | As the need arises | N/A | As the need arises | As the need arises | GoP | 57,200.00 | 57,200.00 | 0 | Payment for other general and administrative services |
| | Repair and Maintenance of Service Vehicles | ADMIN | NO | NP-53.9 - Small Value Procurement | As the need arises | N/A | As the need arises | As the need arises | GoP | 200,000.00 | 200,000.00 | 0 | Payment for repair and maintenance of the Regional Office's service vehicles |
| | Attendance to Various Trainings/Conventions/Seminars/Activities | ALL END USER UNITS | NO | NP-53.9 - Small Value Procurement | Jan - Dec 2021 | N/A | Jan - Dec 2021 | Jan - Dec 2021 | GoP | 156,804.00 | 156,804.00 | 0 | To capacitate the DOT MIMAROPA Personnel through various trainings and activities |
| | Conduct of Capability Trainings for DOT Personnel | ALL END USER UNITS | NO | NP-53.9 - Small Value Procurement | Jan - Dec 2021 | N/A | Jan - Dec 2021 | Jan - Dec 2021 | GoP | 220,400.00 | 220,400.00 | 0 | To capacitate the DOT MIMAROPA Personnel through various trainings and activities |
| | Celebration of International Women's Month and 18-day Campaign to End Violence Against Women | ALL END USER UNITS | NO | NP-53.9 - Small Value Procurement | Mar, Nov 2021 | N/A | Mar, Nov 2021 | Mar, Nov 2021 | GoP | 126,000.00 | 126,000.00 | 0 | To increase awareness and involvement of the Regional Staff in Gender and Development |
| | A. AVAILABLE AT PROCUREMENT SERVICE STORES | ALL END USER UNITS | NO | NP-53.5 Agency-to-Agency | N/A | N/A | As per availability of stocks | As per availability of stocks | GoP | 334,650.36 | 334,650.36 | 0 | Regular office supplies available at PS |
| | B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES | ALL END USER UNITS | NO | Shopping | As the need arises | N/A | N/A | N/A | GoP | 4,039.00 | 4,039.00 | 0 | Regular office supplies procured from other sources |

Prepared by:


KEITH BLANCHE C. SORIANO
Head, SAC

Not Available:


YOLANDA B. CABIGAO
Budget Officer

Approved by:


ENGR. CHRISTOPHER V. MORALES
Regional Director