

| DEPARTMENT OF TOURISM REGION 12 Annual Procurement Plan for FY 2022 | | | | | | | | | | | | | |
|---|---|-----------------------|--|-------------------------|--|------------------------|-----------------|------------------|-----------------|------------------------|--------------|----|---|
| Code (PAP) | Procurement Project | PMO/ End-User | Is this an Early Procurement Activity? | Mode of Procurement | Schedule for Each Procurement Activity | | | | Source of Funds | Estimated Budget (Php) | | | Remarks (brief description of Project) |
| | | | | | Advertisement/ Posting of | Submission/O pening of | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| | TOURISM STANDARDS AND REGULATIONS (ACCREDITATION) SECTION | | | | | | | | | | | | |
| | IEC Materials | Accreditation Section | No | Small Value Procurement | 1st and 3rd quarter of 2022 | | | | GAA | 256,000.00 | 256,000.00 | | Roll-out of NEW Progressive Accreditation System and related issuances |
| | Meals and Venue rental | Accreditation Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 150,359.40 | 150,359.40 | | To attend face-to-face Training for Accreditation Training |
| | Car Hire | Accreditation Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 50,000.00 | 50,000.00 | | Van rental for the conduct of series of Inspection of Accommodation facilities and TREs |
| | Travelling Expenses (for inspection, monitoring and attendance to accreditation related activities) | Accreditation Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 100,000.00 | 100,000.00 | | For inspection, monitoring and attendance to accreditation related activities. |
| | Airline ticket/Per diem and Accommodation re attendance to various Trainings and Seminar in connection with Accreditation | Accreditation Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 50,000.00 | 50,000.00 | | |
| | Roll-out of NEW Progressive Accreditation System and related issuances | Accreditation Section | No | Small Value Procurement | 2nd and 3rd quarter of 2022 | | | | GAA | 45,000.00 | 45,000.00 | | |
| | | | | | | | | | | | | | |
| | MARKETING AND PRODUCT DEVELOPMENT SERVICES SECTION | | | | | | | | | | | | |
| | Promotional brochures/digital | Marketing Section | No | Small Value Procurement | 1st and 3rd quarter of 2022 | | | | GAA | 500,000.00 | 500,000.00 | | Conduct of various marketing and promotions in and out of the region. |
| | Tokens/giveaways | Marketing Section | No | Small Value Procurement | 2nd and 3rd quarter of 2022 | | | | GAA | 400,000.00 | 400,000.00 | | Conduct of various marketing and promotions in and out of the region. |
| | Tarpaulin for festivals and events | Marketing Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 200,000.00 | 200,000.00 | | Conduct of various marketing and promotions in and out of the region. |
| | Rental of space/booth during expo | Marketing Section | No | Small Value Procurement | 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 700,000.00 | 700,000.00 | | Conduct of various marketing and promotions in and out of the region. |
| | Mounting of exhibit (contractor's fee) | Marketing Section | No | Small Value Procurement | 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 2,000,000.00 | 2,000,000.00 | | Conduct of various marketing and promotions in and out of the region. |
| | Production of AVP (labor and materials) | Marketing Section | No | Small Value Procurement | 1st quarter of 2022 | | | | GAA | 500,000.00 | 500,000.00 | | Conduct of various marketing and promotions in and out of the region. |
| | Rental of exhibition booths | Marketing Section | No | Small Value Procurement | 3rd and 4th quarter of 2022 | | | | GAA | 300,000.00 | 300,000.00 | | Conduct of various marketing and promotions in and out of the region. |
| | Professional fee for the maintenance | Marketing Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 900,000.00 | 900,000.00 | | Conduct of various marketing and promotions in and out of the region. |
| | Venue and food for marketing and | Marketing Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | | | | Conduct of various marketing and promotions in and out of the region. |
| | Car Hire | Marketing Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | | | | Conduct of various marketing and promotions in and out of the region. |

| | PRODUCT DEVELOPMENT | | | | | | | | | | | | |
|--|---|-----------------------------|----|-------------------------|----------------|----------------|----------------|----------------|-----|------------|------------|--|---|
| | Venue and food for Product Alignment Workshop to LGUs | Product Development | No | Small Value Procurement | February 2022 | February 2022 | February 2022 | February 2022 | GAA | 100,000.00 | 100,000.00 | | The workshop's output are (1) alignment of the tourism products of the different LGUs |
| | Van Rental and Photo and Documentation Team for Product Audit and Inventory Caravan | Product Development Section | No | Small Value Procurement | March 2022 | March 2022 | March 2022 | March 2022 | GAA | 100,000.00 | 100,000.00 | | Assess potential and emerging tourism destinations identified during the Product Alignment Workshop for DOT 12 and LGUs to assist and track the product development of |
| | Venue and food for various meetings related to Gensan Airport Air Connectivity | Product Development Section | No | Small Value Procurement | June 2022 | June 2022 | June 2022 | June 2022 | GAA | 100,000.00 | 100,000.00 | | Discussions of further enhancement of the interior and exterior spaces and intangible development of the GSC Airport and its connectivity. |
| | Airfare, food, accommodation related to Tour Operator and Media Fam Tour | Product Development Section | No | Small Value Procurement | September 2022 | September 2022 | September 2022 | September 2022 | GAA | 300,000.00 | 300,000.00 | | Promotion of SOX as one of the premier destination in the country and in Asia |
| | Airfare, food, accommodation, professional fee, documentation team related to Dive SOX Event | Product Development Section | No | Small Value Procurement | May 2022 | May 2022 | May 2022 | May 2022 | GAA | 300,000.00 | 300,000.00 | | Promotion of SOX as one of the top diving destinations in the country and Asia. |
| | Venue, food and Professional Fee related to the conduct of SOX Tourism Month Forum | Product Development Section | No | Small Value Procurement | September 2022 | September 2022 | September 2022 | September 2022 | GAA | 100,000.00 | 100,000.00 | | A forum in celebration with the World's Tourism Day |
| | AVP Production related to Product Development | Product Development Section | No | Competitive Bidding | March 2022 | March 2022 | March 2022 | March 2022 | GAA | 150,000.00 | 150,000.00 | | Production of AVP that capture the region's tourist resources and position SOX to become the next destination in mind after visiting |
| | Tourism destinations description development for promotion - contract service | Product Development Section | No | Competitive Bidding | April 2022 | April 2022 | April 2022 | April 2022 | GAA | 100,000.00 | 100,000.00 | | To develop and enhance description of destinations with touristic value for promotion |
| | Venue, food and professional fee related to the conduct of Ecotourism/Sustainable Tourism Training | Product Development Section | No | Small Value Procurement | April 2022 | April 2022 | April 2022 | April 2022 | GAA | 150,000.00 | 150,000.00 | | The over-all goal of the activity is to provide the cultural communities with substantial information to decide on what development programs to pursue specifically which focus |
| | Venue, food and professional fee related to the conduct of Tourism Circuits/Travel Bubble development and launching | Product Development Section | No | Small Value Procurement | April 2022 | April 2022 | April 2022 | April 2022 | GAA | 100,000.00 | 100,000.00 | | Develop, enhance and launch tourism circuits and travel bubble for SOX Tourism promotion |
| | | | | | | | | | | | | | |
| | PLANNING SERVICE SECTION | | | | | | | | | | | | |
| | Roadmap on Halal Tourism - consultancy Service | Planning Section | No | Competitive Bidding | March 2022 | March 2022 | March 2022 | April 2022 | GAA | 100,000.00 | 100,000.00 | | the project involve hiring of consultants to prepare the workplan in promoting Halal Tourism in Region XII and BARMM |
| | Venue and Food Service during workshops related to Halal Tourism roadmap | Planning Section | No | Competitive Bidding | March 2022 | March 2022 | March 2022 | April 2022 | GAA | 50,000.00 | 50,000.00 | | |
| | Venue and Food service related to the conduct of capability building support to stakeholders/LGUs | Planning Section | No | Small Value Procurement | June, 2022 | June 2022 | June 2022 | July 2022 | GAA | 75,000.00 | 75,000.00 | | |
| | Venue and Food service during workshops related to the preparations of Tourism Plans of LGUs | Planning Section | No | Small Value Procurement | April 2022 | April 2022 | April 2022 | May 2022 | GAA | 30,000.00 | 30,000.00 | | |

| | | | | | | | | | | | | | |
|--|--|------------------------|----|-------------------------|--|---------------|---------------|---------------|-----|---------------------|---------------------|----------|--|
| | SOCCSKSARGEN Tourism Roadmap - Consultancy Service | Planning Section | No | Competitive Bidding | April 2022 | April 2022 | April 2022 | May 2022 | GAA | 100,000.00 | 100,000.00 | | To Prepare a SOX Tourism Roadmap promoting sustainable tourism development programs, identification of tourism infrastructure requirements, incorporating spatial analysis. |
| | TOURISM INDUSTRY TRAINING | | | | | | | | | | | | |
| | Resource Person's Professional Fee | Training Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 100,000.00 | 100,000.00 | | Conduct of various regular and special tourism training programs for the tourism workforce and the stakeholders. |
| | Airline Ticket | Training Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 100,000.00 | 100,000.00 | | |
| | Accommodation | Training Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 100,000.00 | 100,000.00 | | |
| | Meals and venue rental | Training Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 100,000.00 | 100,000.00 | | |
| | Token/ Promotional Materials | Training Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 100,000.00 | 100,000.00 | | |
| | Training Supplies | Training Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 100,000.00 | 100,000.00 | | |
| | Vehicle Rental | Training Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 100,000.00 | 100,000.00 | | |
| | GENDER AND DEVELOPMENT | | | | | | | | | | | | |
| | Venue, food and professional fee related to Women in Tourism GAD Forum | GAD FP | No | Small Value Procurement | March 2022 | March 2022 | March 2022 | March 2022 | GAA | 100,000.00 | 100,000.00 | | Conduct forum on GAD to create awareness on Gender and Development and gender-aligned and gender responsive in the areas of Planning, Product or Site Development, Capability Building and Promotions. |
| | GAD Merchandise for the Women's Month Celebration | GAD FP | No | Small Value Procurement | February 2022 | February 2022 | February 2022 | February 2022 | GAA | 125,000.00 | 125,000.00 | | Conduct forum on GAD to create awareness on Gender and Development and gender-aligned and gender responsive in the areas of Planning, Product or Site Development, Capability Building and Promotions. |
| | Venue, food and professional fee related to COMPLETE Women Campaign for IPs Month Celebration | GAD FP | No | Small Value Procurement | August 2022 | August 2022 | August 2022 | August 2022 | GAA | 75,000.00 | 75,000.00 | | Conduct forum on GAD to create awareness on Gender and Development and gender-aligned and gender responsive in the areas of Planning, Product or Site Development, Capability Building and Promotions. |
| | GENERAL ADMINISTRATIVE SUPPORT | | | | | | | | | | | | |
| | Quarterly Performance Review (Venue, meals) | Administrative Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 200,000.00 | 200,000.00 | | |
| | Team Building and Sports Festival (Venue, meals, sports apparel, transportation, and resource person's honorarium) | Administrative Section | No | Small Value Procurement | 2nd and 4th quarter of 2022 | | | | GAA | 100,000.00 | 100,000.00 | | |
| | Monthly Staff Meeting (meals) | Administrative Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 120,000.00 | 120,000.00 | | |
| | Repair and maintenance of official vehicles | Administrative Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 200,000.00 | 200,000.00 | | |
| | Repair and maintenance of office equipments | Administrative Section | No | Small Value Procurement | 1st, 2nd, 3rd, and 4th quarter of 2022 | | | | GAA | 120,000.00 | 120,000.00 | | |
| | Stock room upgrading (Labor and materials) | Administrative Section | No | Small Value Procurement | 2nd and 4th quarter of 2022 | | | | GAA | 70,000.00 | 70,000.00 | | |
| | TOTAL | | | | | | | | | 9,816,359.40 | 9,816,359.40 | 0 | |

Prepared by:

RICHIELYN G. DELLOS SANTOS
BAC Secretariat/ Administrative Officer IV

Reviewed by:

JOSE B. CABULANAN
BAC Chairman/ Supvng. TOO

Certified Funds Available:

MARY CATHERINE JOY G. ALAIR
Budget Officer/ Accountant II

Approved by:

SHAHL MAR HOFER TAMANO
HOPE/ Regional Director