

Department of Tourism-National Capital Region Annual Procurement Plan (Non-CSE) CY 2024

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)		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	
5020301000	Office Supplies Expense	GSU/all units	NO	NP-53.5 Agency-to-Agency/ NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P381,000.00	P381,000.00	-	
5020399000	Other Supplies and Materials Expense	GSU/all units	NO	NP-53.5 Agency-to-Agency/ NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P600,000.00	P600,000.00	-	-
502001000	Accountable Forms	Finance Unit	NO	NP-53.5 Agency-to-Agency			within the FY 2024		GoP	P13,000.00	P13,000.00	-	-
5.0203E+10	Fuel, Oil, and Lubricants	GSU/Other Units	NO	NP-53.5 Direct Retail Purchase for POL Products			within the FY 2024		GoP	P150,000.00	P150,000.00	-	
5.0299E+09	Lease of Office Space	All Units	NO	NP-53.10 Lease of Real Property and Venue			within the FY 2024		GoP	P6,820,000.00	P6,820,000.00	-	
5020402000	Electricity	All Units	NO	Direct Contracting			within the FY 2024		GoP	P30,000.00	P30,000.00	-	-
5020501000	Postage and courier	All Units	NO	NP-53.5 Agency-to-Agency			within the FY 2024		GoP	P30,000.00	P30,000.00	-	-
5020502001	Telephone (cell cards/Mobile)	All Units	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P187,000.00	P187,000.00	-	-
5020502002	Telephone Landline	All Units	NO	Direct Contracting			within the FY 2024		GoP	P200,000.00	P200,000.00	-	-
5020502002	Internet	Internal Services	NO	Direct Contracting			within the FY 2024		GoP	P120,000.00	P120,000.00	-	-
5021102000	Extra ordinary and Miscellaneous	ALL Units	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P136,000.00	P136,000.00	-	-
5021199000	Auditing Services	Finance Unit	NO	NP-53.5 Agency-to-Agency			within the FY 2024		GoP	P20,000.00	P20,000.00	-	-
5021299000	Other Professional Services	TRD/TDD	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P6,186,000.00	P6,186,000.00	-	-
5021299000	Other General Services	All Units	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P125,000.00	P125,000.00	-	-
5021305002	Repair and Maintenance of Office Equipment	GSU	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P5,000.00	P5,000.00	-	-
5021305003	Repair and Maintenance of Info Communication Tech. Equipment	All Units	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P10,000.00	P10,000.00	-	-
5021306000	Repair and Maintenance of Transportation Equipment (Motor Vehicle)	GSU	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P220,000.00	P220,000.00	-	-
5021501000	Taxies, Duties and Licenses	GSU/Admin	NO	NP-53.5 Agency-to-Agency			within the FY 2024		GoP	P5,000.00	P5,000.00	-	-
5021502000	Fidelity Bond Premiums	All Units	NO	NP-53.5 Agency-to-Agency			within the FY 2024		GoP	P60,000.00	P60,000.00	-	-
5021503000	Insurance Expnses (Building, Equipment, Motor Vehicles)	GSU	NO	NP-53.5 Agency-to-Agency			within the FY 2024		GoP	P30,000.00	P30,000.00	-	-
5029902000	Printing & Publication	All Units	NO	NP-53.5 Agency-to-Agency			within the FY 2024		GoP	P25,000.00	P25,000.00	-	-
5029903000	Representation Expenses	Internal Services	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P835,000.00	P835,000.00	-	-
5029905003	Rental of Motor Vehicle	All Units	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P526,000.00	P526,000.00	-	-
5029905004	Rental of equipments	All Units	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P309,000.00	P309,000.00	-	-
5029906000	Membership Dues & Contribution to Organizations	All Units	NO	NP-53.5 Agency-to-Agency			within the FY 2024		GoP	P10,000.00	P10,000.00	-	-
5029906000	Subscription Expenses	All Units	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P270,000.00	P270,000.00	-	-
5020101000	Local Travel Expenses (airtickets)	all Units	NO	NP-53.5 Agency-to-Agency			within the FY 2024		GoP	P612,000.00	P612,000.00	-	-
50201020 00	Foreign Travel Expenses (airtickets, DSA)	all Units	NO	NP-53.9 - Small Value Procurement			within the FY 2024		GoP	P300,000.00	P300,000.00	-	-
5020201000	Training Expenses and scholarship	All Units	NO	NP-53.5 Agency-to-Agency			within the FY 2024		GoP	P500,000.00	P500,000.00	-	-
	Womens Month Celebration	Internal Services	NO	NP-53.6 Scientific, Scholarly, Artistic Work - Exclusive	N/A	N/A	N/A	Mar-24	GoP	P83,000.00	P83,000.00	-	-

502039900	Capability Building Program for GAD Focal Point System Personnel of NCR Regional Office	Internal Services	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services/NP-	N/A	N/A	N/A	Jul-24	GoP	P39,300.00	P39,300.00		
	18 Day Campaign to End Violence Against Women (VAW) and RA 10398 Series of 2012 Declaring November 25th as National Consciousness Day for the Elimination Of Violence Against Women and Children	Internal Services	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services/NP-53.9 Small Value Procurement	N/A	N/A	N/A	Nov-24	GoP	P149,100.00	P149,100.00		
	Team Performance/ Team Building Program	Internal Services	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9 - Small Value	N/A	N/A	N/A	Oct-24	GoP	P526,148.00	P526,148.00		
	A.1. Accreditation of Primary and Secondary Tourism Enterprises including Frontliners												
	Inspection, Evaluation and Processing of Accreditation of Tourism Establishments	TRD	NO	NP-53.5 Direct Retail Purchase for POL Products/NP-53.9 - Small Value Procurement/Direct	within the FY 2024				GoP	P199,590.00	P199,590.00		
	Procurement of Gadgets to Process Accreditation Applications	TRD	NO	NP-53.9 - Small Value Procurement				Mar-24	GoP	P128,948.00	P128,948.00		
	Processing of Accreditation Applications	TRD	NO	Shopping/NP-53.5 Agency-to-Agency/ NP_53.9 - Small Value Procurement	within the FY 2024				GoP	P64,112.00	P64,112.00		
	Accreditation Campaign	-											
	PAS and NAS Orientation (4 Runs)	TRD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive	February and August 2024				GoP	P288,737.00	P288,737.00		
	Appreciation Night for DOT-NCR Stakeholders	TRD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Nov-20	GoP	P81,000.00	P81,000.00	-	Appreciation Night for DOT-NCR Stakeholders
	PTGUALEX (Mock Tour/Bus rental)	TRD	NO	NP-53.9 - Small Value Procurement	Oct-20	N/A	N/A	Nov-20	GoP	P39,120.00	P39,120.00	-	Appreciation Night for DOT-NCR Stakeholders
	DINNER HOSTING AND TRANSPORT PROVISION FOR ASSOCIATION OF TOURISM OFFICERS OF THE PHILIPPINES (ATOP) ON THEIR 1ST QUARTERLY MEETING IN MANILA AND OATH-TAKING AS NEWLY-ELECTED OFFICERS	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P119,300.00	P119,300.00		
	MINDANAO TOURISM EXPO 2024	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P699,800.00	P699,800.00		
	PTAA TRAVEL AND TOUR EXPO 2024	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P673,640.00	P673,640.00		
	CENTRAL PHILIPPINES EXPO 2024	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P737,600.00	P737,600.00		
	PHILIPPINE TRAVEL MART 2024	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P689,640.00	P689,640.00		
	NORTH LUZON TRAVEL FAIR 2024	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P876,580.00	P876,580.00		
	PARTICIPATION TO LOCAL/REGIONAL TRAVEL FAIRS	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P139,540.00	P139,540.00		

	MANILA FOOD AND WINE FESTIVAL 2024	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP				
	COUNCIL FOR PROMOTIONS OF TOURISM IN ASIA(CPTA) PHOTO CONTEST	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P126,100.00	P126,100.00		
	TECHNICAL TOUR/VISIT TO NCR LGUs	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P95,865.00	P95,865.00		
	SUPPORT TO FILIPINO MARTIAL ARTS	TDD/PMDU	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P149,310.00	P149,310.00		
	SUPPORT TO HEALTH TOURISM	TDD/PMDU	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P194,607.00	P194,607.00		
	SUPPORT TO SPORTS TOURISM	TDD/PMDU	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9- Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P194,607.00	P194,607.00		
5021103002	CREATIVE AND COMMUNICATIONS SUPPORT SERVICES FOR DOT-NCR MARKETING, BRANDING AND PUBLIC RELATIONS January to December 2024	TDD/PMDU	NO	Public Bidding	N/A	N/A	N/A	N/A	GoP	P189,357.00	P189,357.00		
	Organizing and Hosting of Cultural, Educational Activities for Group Tours, Media, International Delegates, and DOT Guests	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P1,600,000.00	P1,600,000.00		
	CRUISE CALLS 2024 FEBRUARY	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P505,592.00	P505,592.00		
	CRUISE CALLS 2024 MARCH	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P288,800.00	P288,800.00		
	OPLAN SEMANA SANTA 2024	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P288,800.00	P288,800.00		
	CRUISE CALLS 2024 OCTOBER	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P61,500.00	P61,500.00		
	OPLAN UNDas 2024	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P193,200.00	P193,200.00		
	OPLAN PASKO 2024	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P61,500.00	P61,500.00		
	CRUISE CALLS 2024 DECEMBER	TDD/PMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P61,500.00	P61,500.00		
	I. Technical Assistance to LGUs on Local Tourism Development Plan (LTOP)									P97,600.00	P97,600.00		

	A. Local Tourism Development Planning Workshop - Coaching and Mentoring 1 (2 Days per Run) - 5 Runs First Quarter - Marikina and San Juan Cities - March 2024 Second Quarter - Pateros and Pasay - June 2024 Third Quarter - Taguig - July 2024	TDD/TDPRIMU	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9- Small Value Procurement	N/A	N/A	N/A	N/A	GoP		P381,075.00	P381,075.00	
	II. Technical Assistance to LGUs and Stakeho Tourism Statistics Program												
	A. Tourism Enterprise Forum	TDD/TDPRIMU	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9- Small Value Procurement	N/A	N/A	N/A	Oct-24	GoP		P139,735.00	P139,735.00	
	III. Technical Assitanceto Stakeholders on Convergence Programs												
	A. DOT-NCR AND DENR-NCR REGIONAL ECOTOURISM COMMITTEE (REC) CONVERGENCE ON THE VALIDATION OF ECOTOURISM SITES IN THE NATIONAL CAPITAL REGION/ MEETINGS (LPPWP, La Mesa Ecopark, Tagalag Fishing Village, Jamboree Lake, a Pasig River (3 Runs) (Php 53,305.00	TDD/TDPRIMU	NO	NP-53.9 - Small Value Procurement				May and September 2024	GoP		P159,915.00	P159,915.00	
	B. DOT-NCR AND DSWD-NCR REGIONAL ADVISORY COUNCIL ON THE PANTAWID PAMILYANG PILIPINO PROGRAM (4Ps) YOUTH BENEFICIARIES - THE FILIPINO BRAND OF SERVICE	TDD/TDPRIMU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Aug-24	GoP		P41,335.00	P41,335.00	
	C. DOT-NCR AND DENR-NCR REGIONAL CAVE COMMITTEE CONVERGENCE - COMMUNITY GUIDING SEMINAR FOR APUGAN CAVE , LA MESA WATERSHED RESERVATION	TDD/TDPRIMU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	Nov-24	GoP		P25,550.00	P25,550.00	
	Refresher Course for Community Tour Guides in Intramuros (1 run)	IMDU	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9- Small Value Procurement	N/A	N/A	N/A	N/A	GoP		P355,000.00	P355,000.00	
	Tourist Oriented Police for Community Order and Protection (2 runs)	IMDU	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9- Small Value Procurement	N/A	N/A	N/A	N/A	GoP		P320,000.00	P320,000.00	
	Barrier Free Tourism (1 run)	IMDU	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9- Small Value Procurement	N/A	N/A	N/A	N/A	GoP		P80,000.00	P80,000.00	
	Tourism Integrates, Supports, and Minds Women's Rights and Child Safety (1 run)	IMDU	NO	NP-53.10 Lease of Real Property and Venue/NP-53.9- Small Value Procurement	N/A	N/A	N/A	N/A	GoP		P80,000.00	P80,000.00	


Filipino Brand Of Service Excellence (FBSE) 1 run	IMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P63,000.00	P63,000.00	GAA IT FY 2023
SUPPLY AND DELIVERY OF ICT EQUIPMENTS	IMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	P66,795.00	P66,795.00	GAA IT FY 2023
SUPPLY AND DELIVERY OF OFFICE SUPPLY	IMDU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	48,701.20	48,701.20	GAA IT FY 2023
-	-	-	-	-	-	-	-	-	Total MOOE	P30,070,898.00	-
-	-	-	-	-	-	-	-	-	Total Capital O	-	-
-	-	-	-	-	-	-	-	-	Total Annual Procurement	P30,070,898.00	-

Prepared by:



LAWRENCE J. ALCANTARA
BAC Secretariat

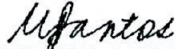
RECOMMENDING APPROVAL:



MAY MENDOZA-RAMOS
BAC Member



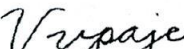
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BAC Member



IVANOVICH T. AGOTE
BAC Vice-Chairperson



VICTORIA MARGARITA V. PAJE
BAC Chairperson

APPROVED/DISAPPROVED:



SHARLENE ZABALA-BATIN
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