

DEPARTMENT OF TOURISM REGION 10 Annual Procurement Plan for FY 2025

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	
5029903000	MANCOM AND STAFF MEETINGS	DOT 10	No	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	88,500.00	88,500.00	-	To update the top management of the plans and programs, issues and concerns of the office
5029903000	MANCOM AND STAFF MEETINGS	DOT 10	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	80,000.00	80,000.00	-	To update the staff of the plans and programs, issues and concerns of the office
5021199000	STRATEGIC PLANNING AND TEA	DOT 10	No	NP-53.9 - Small Value Procurement	March 2025	N/A	March 2025	March 2025	GoP	46,000.00	46,000.00	-	Prepare the Regional Office on the strategic measures for the implementation of the various projects for FY 2025 and ensure documentary compliance in accordance to ISO standard. Also to ascertain everyone is on board and capacitated to achieve the organizational goals and objectives of the industry.
5021199000	STRATEGIC PLANNING AND TEA	DOT 10	No	NP-53.9 - Small Value Procurement	March 2025	N/A	March 2025	March 2025	GoP	5,000.00	5,000.00	-	Prepare the Regional Office on the strategic measures for the implementation of the various projects for FY 2025 and ensure documentary compliance in accordance to ISO standard. Also to ascertain everyone is on board and capacitated to achieve the organizational goals and objectives of the industry.
5021199000	STRATEGIC PLANNING AND TEA	DOT 10	No	NP-53.9 - Small Value Procurement	March 2025	N/A	Mar-25	March 2025	GoP	5,000.00	5,000.00	-	To prepare the various sector of the Department of Tourism Regional Office in the timely and relevant creation and submission of the various accountability reports for the year 2024 in line with the upcoming convergence planning workshop of the Planning Service of The Department of Tourism Main Office.
5029903000	ORANGE YOUR ICON	DOT 10	No	NP-53.9 - Small Value Procurement	November 2025	N/A	November 2025	November 2025	GoP	20,000.00	20,000.00	-	Providing awareness on the importance of a Violence Against Women and their Children Region and its impact on the Tourism Industry.
5020399000	ORANGE YOUR ICON	DOT 10	No	NP-53.9 - Small Value Procurement	November 2025	N/A	November 2025	November 2025	GoP	5,000.00	5,000.00	-	Providing awareness on the importance of a Violence Against Women and their Children Region and its impact on the Tourism Industry.
5020321002	ORANGE YOUR ICON	DOT 10	No	NP-53.9 - Small Value Procurement	November 2025	N/A	November 2025	November 2025	GoP	15,000.00	15,000.00	-	Providing awareness on the importance of a Violence Against Women and their Children Region and its impact on the Tourism Industry.
5020399000	ORANGE YOUR ICON	DOT 10	No	NP-53.9 - Small Value Procurement	November 2025	N/A	November 2025	November 2025	GoP	10,000.00	10,000.00	-	Providing awareness on the importance of a Violence Against Women and their Children Region and its impact on the Tourism Industry.
5020301000	ORANGE YOUR ICON	DOT 10	No	NP-53.9 - Small Value Procurement	November 2025	N/A	November 2025	November 2025	GoP	15,000.00	15,000.00	-	Providing awareness on the importance of a Violence Against Women and their Children Region and its impact on the Tourism Industry.
5021199000	PERSONALITY ENHANCEMENT	DOT 10	No	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	7,200.00	7,200.00	-	To ensure that the staff are more aware of the importance of maintaining good personality including personal traits, personal values, emotions, and the psychological needs that drives individual behaviors.

5029903000	PERSONALITY ENHANCEMENT	DOT 10	No	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	2,800.00	2,800.00	-	To ensure that the staff are more aware of the importance of maintaining good personality including personal traits, personal values, emotions, and the psychological needs that drives individual behaviors.
5029903000	STRESS MANAGEMENT WORKS	DOT 10	No	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	7,200.00	7,200.00	-	To ensure that the staff are more aware of the importance of maintaining good personality including personal traits, personal values, emotions, and the psychological needs that drives individual behaviors.
5020301000	STRESS MANAGEMENT WORKS	DOT 10	No	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	2,800.00	2,800.00	-	To ensure that the staff are more aware of the importance of maintaining good personality including personal traits, personal values, emotions, and the psychological needs that drives individual behaviors.
5021203000	SECURITY SERVICES	DOT 10	No	NP-53.9 - Small Value Procurement	January 2025	N/A	January 2025	January 2025	GoP	540,000.00	540,000.00	-	To Provide security services for the office
5029905001	RENT- BUILDINGS AND STRUCT	DOT 10	No	NP-53.10 Lease of Real Property and Venue	January 2025	N/A	January 2025	January 2025	GoP	1,000,000.00	1,000,000.00	-	To lease office space
5020503000	Internet subscription	DOT 10	No	NP-53.9 - Small Value Procurement	January 2025	N/A	January 2025	January 2025	GoP	87,000.00	87,000.00	-	To provide internet access
5020101000	Tourism Awareness - MISAMIS OC	DOT 10	No	NP-53.9 - Small Value Procurement	January 2025	N/A	February 2025	Feb-25	GoP	95,000.00	95,000.00	-	To be able to know the importance of Tourism and be informed and competent enough on the new trends in Philippine Tourism; tourism behavior and market profile
5029903000	Tourism Awareness - MISAMIS OC	DOT 10	No	NP-53.9 - Small Value Procurement	May 2025	N/A	May 2025	July 2025	GoP	95,000.00	95,000.00	-	To be able to know the importance of Tourism and be informed and competent enough on the new trends in Philippine Tourism; tourism behavior and market profile
5020309000	Tourism Awareness - MISAMIS OC	DOT 10	No	NP-53.9 - Small Value Procurement	June 2025	N/A	June 2025	July 2025	GoP	95,000.00	95,000.00	-	To be able to know the importance of Tourism and be informed and competent enough on the new trends in Philippine Tourism; tourism behavior and market profile
5029903000	Tourism Intergrates, Support and M	DOT 10	No	NP-53.9 - Small Value Procurement	February 2025	N/A	March 2025	March 2025	GoP	105,000.00	105,000.00	-	To promote sustainable tourism practices mounted to ensure that the rights of children and women are protected. It will also facilitate the establishment of "child safe and women in tourism"
5029903000	Tourism Intergrates, Support and M	DOT 10	No	NP-53.9 - Small Value Procurement	February 2025	N/A	March 2025	March 2025	GoP	105,000.00	105,000.00	-	To promote sustainable tourism practices mounted to ensure that the rights of children and women are protected. It will also facilitate the establishment of "child safe and women in tourism"
5029903000	BARRIER FREE TOURISM SEMIN	DOT 10	No	NP-53.9 - Small Value Procurement	January 2025	N/A	February 2025	February 2025	GoP	95,000.00	95,000.00	-	Orient tourism frontliners on how to assist PWD travelers in an easy to follow, practical and appropriate ways. It also aims to enhance the mobility of PWDs to make their travel smooth, safe and trouble free and to professionalize overall frontline services to tourist.
5020309000	Filipino Brand of Service Excellenc	DOT 10	No	NP-53.9 - Small Value Procurement	March 2025	N/A	April 2025	April 2025	GoP	95,000.00	95,000.00	-	To capacitate our tourism frontliners and to ensure our tourists will have safe, convenient, comfortable, memorable stay in our region.
50203090 00	CONTINUING EDUCATION FOR T	DOT 10	No	NP-53.9 - Small Value Procurement	January 2025	N/A	March 2025	March 2025	GoP	153,000.00	153,000.00	-	To train individual as effective frontline service providers

5020101000	Integration/Implementation of National	DOT 10	No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	62,500.00	62,500.00	-	To ensure that NTDP 2016-2022 will be clearly disseminated to LGU's and stakeholders thereby raise the bar of their competence in conceptualizing , implementing and monitoring sustainable tourism related projects in their respective localities.
5020309000	Advocacy Campaign on Sustainable	DOT 10	No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	62,500.00	62,500.00	-	To enhance the knowledge of the participants in framing their own programs and projects in consonance with sustainable tourism programs and policies as stated in the NTDP.
5020309000	Sustainable Ecotourism Program-	DOT 10	No	NP-53.9 - Small Value Procurement	June 2025	N/A	June 2025	June 2025	GoP	16,000.00	16,000.00	-	To enhance stakeholders knowledge on the value of ecotourism as one of the major platforms in developing ecotourism sites.
5020101000	Strategic Planning and Team Building	DOT 10	No	NP-53.9 - Small Value Procurement	July, October, Nov	N/A	July, October, N	July, October, N	GoP	25,000.00	25,000.00	-	To be updated with the current regional tourist arrivals and provide data base to be used by stakeholders/LGU's/ Investors
5020309000	Capacity Building on Tourism Statistics	DOT 10	No	NP-53.9 - Small Value Procurement	July, October, Nov	N/A	July, October, N	July, October, N	GoP	41,500.00	41,500.00	-	To be updated with the current regional tourist arrivals and provide data base to be used by stakeholders/LGU's/ Investors
5020309000	Conduct of site inspection & validation	DOT 10	No	NP-53.9 - Small Value Procurement	3rd and 4th Quarter	N/A	3rd and 4th Quarter	3rd and 4th Quarter	GoP	66,500.00	66,500.00	-	To ensure all enrolled TRIP & TIEZA Projects of the Region are properly implemented/ monitored
5020101000	Conduct of Tourism Statistics	DOT 10	No	NP-53.9 - Small Value Procurement	3rd and 4th Quarter	N/A	3rd and 4th Quarter	3rd and 4th Quarter	GoP	62,500.00	62,500.00	-	To ensure data banking for statistics are in place
5020101000	Participation to Inter-agency and Local	DOT 10	No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	62,500.00	62,500.00	-	To strengthen partnership with allied agencies and sustain strong coordination, and support for related programs
5029903060	Meetings with Tourism Officers/ Coordinators	DOT 10	No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	62,500.00	62,500.00	-	Quarterly updates and consultation with Provincial and City Tourism Officers re: issues, concerns, and updates
5029903060	Conduct of Trainings, Orientations	DOT 10	No	NP-53.9 - Small Value Procurement	3rd and 4th Quarter	N/A	3rd and 4th Quarter	3rd and 4th Quarter	GoP	62,500.00	62,500.00	-	Prepare the Regional Office on the Strategic measures for the implementation of the various projects for FY 2021 and include preparations for FY 2022. This will also provide a venue for the Regional Office in the preparation of the ISO application of Region 10 and QMS including inputs on CBHR
5029903060	Conduct of Trainings, Orientations	DOT 10	No	NP-53.9 - Small Value Procurement	August 2025	N/A	August 2025	August 2025	GoP	8,300.00	8,300.00	-	Prepare the Regional Office on the Strategic measures for the implementation of the various projects for FY 2021 and include preparations for FY 2022. This will also provide a venue for the Regional Office in the preparation of the ISO application of Region 10 and QMS including inputs on CBHR
5021299000	Product Updates and Monitoring and Evaluation	DOT 10	No	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00	-	To create updates on the operations and status of the different tourist destinations, tourism products and establishments To create an inventory/ updates on the present situation of the destination/products To create a strategy for tourism development and promotions inline to the COVID 19 Protocols

502990503	Eco Tourism Development (Mount	DOT 10	No	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	GoP	200,000.00	200,000.00	-	To stimulate local economic growth and social change because of its complementarity with other economic activities and its contribution to job creation. To create an inventory/ on the Mountain Tourism Destinatiois To create a strategy for tourism development and promotions inline to the COVID 19 Protocols
502990503	Sports Tourism	DOT 10	No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	100,000.00	100,000.00	-	To develop sports tourism products in the Region as new offerings for the new normal
5020101000	Muslim Friendly Tourism	DOT 10	No	NP-53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	50,000.00	50,000.00	-	To guide organizations in managing tourism facilities, products and services and to geared towards Muslim families who abide by rules of Islam. To create an inventory/ updates on the present situation of the destination/products To create a strategy for tourism development and promotions inline to the COVID 19 Protocols
502990503	Gastronomy Tourism and Slow Food	DOT 10	No	NP-53.9 - Small Value Procurement	3rd week of Febru	N/A	3rd week of Feb	3rd week of Feb	GoP	100,000.00	100,000.00	-	To create an inventory/ updates on the present situation of the destination/products To create a strategy for tourism development and promotions inline to the COVID 19 Protocols
50212990 00	Digital Marketing and Content Deve	DOT 10	No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	75,000.00	75,000.00	-	to create a strategic plan to promote the tourism industry through digital promotions to ensure a wider reach of the promotions through the digital space to create a promotions schedule and market scheduling for promotions To create digital materials (Video, Content, Digital layout)
5029907099	Website Management and Updates	DOT 10	No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	50,000.00	50,000.00	-	To strengthen digital promotions to create digital information for the tourism industry
502990503	Participation to local and international	DOT 10	No	NP-53.9 - Small Value Procurement	2nd & 3rd Quarter	N/A	2nd & 3rd Quart	2nd & 3rd Quart	GoP	500,000.00	500,000.00	-	To promote Northern Mindanao to a national tourism expo Creation of networks with national and international tourism partners and tourism key industry players
502990503	Northmin Dive Festival	DOT 10	No	NP-53.9 - Small Value Procurement	August 2025	N/A	August 2025	August 2025	GoP	100,000.00	100,000.00	-	To create a DIVE Festival Event to promote diving in the Region
5021199000	Assistance to Meetings, Incentives	DOT 10	No	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	50,000.00	50,000.00	-	To provide assistance to meetings, incentives, conferences and exhibitions conducted within the Region
5029902000	Production of IEC Materials and Pr	DOT 10	No	NP-53.9 - Small Value Procurement	1st and 3rd Quar	N/A	1st and 3rd Que	1st and 3rd Que	GoP	200,000.00	200,000.00	-	To produce quality and highly competitive regional collaterals that showcases the products and other offerings of the Region

										12,456,800.00	12,456,800.00	-		

Prepared by:
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BAC Secretariat
Date Prepared: January 31, 2025

Certified Funds Available based on released NEP:
BEVERLY E. TAPONGOT
Local Budget Officer

Approved by:
MARIE ELAINE S. UNCHUAN
Head of the Procuring Entity