

**(Department of Tourism Region 1) Annual Procurement Plan for FY2017**

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity							Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Adapost of IAEB	Eligibility Check	Bid Evaluation	Notice of Award	Contract Signing	Notice to Proceed	Total		MOOE	CO		
MFO1, Technical Advisory Services	Technical Assistance/ Advisories to LGUs	All Units	Direct Contracting / SVP/ Shopping/PS	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	200,000.00	200,000.00	200,000.00	coordination with the LGU's / Planning (travelling expenses, accommodation, meals and car hire / Purchase of various office supplies)	
	Visitor Arrival Tracking	TDP	Direct Contracting / SVP/ Shopping/PS	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	100,000.00	100,000.00	100,000.00	Coordination to LGU's, Collection of Data(Survey Forms, Travelling expense, tokens and Various Office Supplies)	
	Seasonal Field Surveys	TDP	Direct Contracting / SVP/ Shopping/PS	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	250,000.00	250,000.00	250,000.00	Coordination to LGU's, AEYS, ACS, Destination Site Survey, Product Survey (Survey Forms, Travelling expense, tokens and Various Office Supplies)	
	Trainings/Workshop on the Standard Local Tourism Statistics System for Data Sources	TDP	NP-SVP	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	300,000.00	300,000.00	300,000.00	Coordination of the LGU's, Meetings and facilitation of the Trainings/Workshop (Accommodation, Meals, Travelling expense, tarpaulins, tokens and Various Office Supplies)	
	DOT-DPMW Convergence Program	TDP	NP-SVP	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	253,000.00	253,000.00	253,000.00	Coordination of the LGU's, Occular Inspections, Monitoring of projects, Meetings (Accommodation, Meals, Travelling expense, tokens and Various Office Supplies)	
	Inter-Agency Networking/ Project Implementation	TDP	NP-SVP	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	200,000.00	200,000.00	200,000.00	Coordination of the LGU's, Occular Inspections, Monitoring of projects, Meetings (Accommodation, Meals, Travelling expense, tokens and Various Office Supplies)	
	Product Audit and update	MPD	NP-SVP	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	180,000.00	180,000.00	180,000.00	Coordination of the LGU's, Occular Inspections, Monitoring of projects, Meetings (Accommodation, Meals, Travelling expense, tokens and Various Office Supplies)	
	Development of New Destination in Ilocos Sur	MPD	Direct Contracting / SVP/ Shopping/PS	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	180,000.00	180,000.00	180,000.00	Coordination of the LGU's, Occular Inspections, Monitoring of projects, Meetings (Accommodation, Meals, Travelling expense, tokens and Various Office Supplies)	
	Cruise Tourism Development & Promotion	MPD	Direct Contracting / SVP/ Shopping/PS	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	180,000.00	180,000.00	180,000.00	Hosting of VIP Guests, Reception of cruise ship and Tours(Accommodation, Meals, Travelling expense, Tokens, promotional materials and Various Office Supplies.)	
	Conceptualization/Designing of Tourism Circuit/cluster package w/ tour operator	MPD	Direct Contracting / SVP/ Shopping/PS	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	180,000.00	180,000.00	180,000.00	Coordination of tour operators, meetings and bench marking (Accommodation, Meals, Travelling expense Tokens, promotional materials and Various Office Supplies.)	
MFO1, PARTICIPATION TO MICE	Muliyaya Tours	MPD	Direct Contracting / SVP/ Shopping/PS	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	180,000.00	180,000.00	180,000.00	Product testing and production of flyers, Coordination with stakeholders(Accommodation, Tarpaulins, Travelling Expense, Tokens and various office supplies)	
	Mudfid Fusion	MPD	Direct Contracting / SVP/ Shopping/PS	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	250,000.00	250,000.00	250,000.00	Promotion and marketing of food and tourism destination in Region I(Booth, Accommodation, Meals, Professional Expense,Travelling Expense, Tokens and various office supplies)	
	Panglungsa (Session Road in Bloom)	MPD	Direct Contracting / SVP/ Shopping/PS	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	250,000.00	250,000.00	250,000.00	Promotion, Coordination with LGU's and Stakeholder and Marketing of Tourism destination in Region I(Booth, Accommodation, Meals, Tokens, Travelling Expense and various office supplies)	

	Travel Expo																			Promotion, Coordination of Stakeholder and Marketing of Tourism destination in Region I (Booth, Accommodation, Meals, Tokens, Travelling Expense and various office supplies)
	International Travel Fair																			Promotion, Coordination with stakeholders and Marketing of Tourism destination in Region I (Travelling Expense, Airfare, Accommodation, Meals, Tokens and various office supplies)
	Tara sa Norte																			Promotion, Coordination with stakeholders and Marketing of Tourism destination in Region I (Travelling Expense, Airfare, Accommodation, Meals, Tokens and various office supplies)
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																				Assistance to the Local Governments events, Travelling expense
																				Media Ads, Receptions, hosting of VIP's, accommodations, travelling expenses ad tokens
																				Coordination of tourism stakeholders and meetings(Accommodation, Travelling expense, tokens, and various office supplies)
																				Training of Homestay establishment in Region I(Accommodation, Tarpaulins, Travelling Expense, Tokens, Honoraria, meals and various office supplies)
																				Retooling of professional tour guides in Region I(Accommodation, Tarpaulins, Travelling Expense, Tokens, Honoraria, Meals and various office supplies)
																				Training for the Agri-Tourism enterprises in Region I(Accommodation, Tarpaulins, Travelling Expense, Tokens, Honoraria, Meals and various office supplies)
																				Training for the LGUs about festival management(Accommodation, Tarpaulins, Travelling Expense, Tokens, Honoraria, Meals and various office supplies)
																				Training of various community tour guides in region I(Accommodation, Tarpaulins, Travelling Expense, Tokens, Honoraria, Meals and various office supplies)
																				Training of the frontliners of region I(Accommodation, Tarpaulins, Travelling Expense, Tokens, Honoraria, Meals and various office supplies)
																				Information dissemination of tourism regulation and others(Accommodation, Tarpaulins, Travelling Expense, Tokens, Honoraria, Meals and various office supplies)
																				Conduct of seminars, coordination with stakeholders(Accommodation, Tarpaulins, Travelling Expense, Tokens, Honoraria, Meals and various office supplies)
																				conduct of summit, coordination with LGUs and Stakeholders, Tours(Accommodation, Venue, Meals, Tokens, Honoraria and Various office supplies)

MFO II. TOURISM REGULATION SERVICES		DOT Region I										Remarks			
Activity	Function	Accre	Direct Contracting / GP / SHOPPING	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP		230,000.00	230,000.00	230,000.00
Accreditation	Inspection	Accre	Direct Contracting / GP / SHOPPING	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	230,000.00	230,000.00	230,000.00	Inspection of application of tourism related establishment in Region I for accreditation/Accommodation, traveling expenses, meals and various office supplies)
	Processing of Applications	Accre	Direct Contracting / GP / SHOPPING	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	150,000.00	150,000.00	150,000.00	Processing of application of tourism related establishment in Region I for accreditation/Accommodation, traveling expenses, meals and various office supplies)
Monitoring	Inspection	Accre	Direct Contracting / GP / SHOPPING	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	120,000.00	120,000.00	120,000.00	Inspection of application of tourism related establishment in Region I for accreditation/Accommodation, traveling expenses, meals and various office supplies)
Enforcement	Inspection	Accre	Direct Contracting / GP / SHOPPING	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	48,000.00	48,000.00	48,000.00	Inspection of tourism establishment who have complain/Accommodation, traveling expenses, meals and various office supplies)
	Advocacies, Information Dissemination Product of IEC Material	Accre Accre	Direct Contracting / GP / SHOPPING Direct Contracting	If Needed If Needed	If Needed If Needed	If Needed If Needed	If Needed If Needed	If Needed If Needed	If Needed If Needed	If Needed If Needed	GoP GoP	200,000.00 600,000.00	200,000.00 600,000.00	200,000.00 600,000.00	Progressive Accreditation System (Accommodation, traveling expenses, meals and various office supplies) Promotional Materials (Provinces Brochures)
GENERAL ADMINISTRATIVE SERVICES	Meetings, Seminars, Conferences, Official Functions	All Units	Direct Contracting / GP / SHOPPING	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	536,000.00	536,000.00	536,000.00	Meetings with various tours stakeholders and others, (Accommodation, representation allowance, traveling expenses, meals and various office supplies)
OFFICE OF THE REGIONAL DIRECTOR	Attendance to Meetings, Seminars, Conferences, Official Functions	All Units	Direct Contracting / GP / SHOPPING	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	220,000.00	220,000.00	220,000.00	Attendance of various meetings, Seminars, Conference and other officials/functions/Accommodation, traveling expenses, meals and various office supplies)
PERSONNEL ENHANCEMENT SUPPORT TO OPERATIONS	Contract Based Employees	AD	Direct Contracting / Shopping	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	1,356,000.00	1,356,000.00	1,356,000.00	Payment for Professional Services / Job Order
IEC EQUIPMENTS UPGRADING MAINTENANCE & OPERATING EXPENSES		AAD	Direct Contracting / Shopping	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	If Needed	GoP	120,000.00	120,000.00	120,000.00	Maintenance of office equipments, vehicles and others and Operating Expenses for the office

- PROGRAM (BESF)**— A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provision of staff support to the agency's administrative operations
- PROJECT (BESF)**— Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
- PMO/End User** - Unit as proponent of program or project
- Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
- Schedule for Each Procurement Activity** - Major procurement activities (pre-procurement conference, advertising/posting, pre-bid conference, eligibility screening; submission and receipt of bids; bid evaluation; final qualification; award of contract; contract management) delivery/completion and

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeaps.

6. Source of Funds - Whether GoP, Foreign Assisted or Special Purpose Fund

7. Estimated Budget - Agency approved estimate of project/program costs

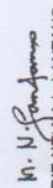
8. Remarks - brief description of program or project

Breakdown into more and co for tracking purposes, aligned with budget documents

Any remark that will help GPPB track programs and projects


Prepared by:


  
KRISTANE RAY Z. CADUCIO  
BAC Secretariat


  
MARIE NEVIA L. LANTANO

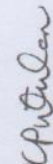
  
MODESTO BALOLO  
BAC Chairman

Recommending Approval:


  
EVANGELINE DADAT  
BAC Vice Chairman

  
LORYNA BONACIER  
BAC Member

  
EDILBERTO LITTAUA JR.  
BAC Member

  
MICHAEL PUTULAN  
BAC Member

Approved by:

  
MARTIN S. VALERA  
Regional Director