

Department of Tourism - Indicative FY 2020 Annual Procurement Plan (APP)

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/Activity/Project)
			Advertisement/Posting	Submission/Opening of Bids	Notice of Award	Contract Signing		TOTAL	MOOE	CO	
Airconditioning Units	GSD	Section 10 - Competitive Bidding	January 2020	January 2020	February 2020	February 2020	GoP	1,040,000.00	-	1,040,000.00	-
Building Rental	GSD	Section 10 - Competitive Bidding	January 2020	January 2020	February 2020	February 2020	GoP	78,280,000.00	78,280,000.00	-	-
Fleet Card Services	GSD	Section 10 - Competitive Bidding	January 2020	January 2020	February 2020	February 2020	GoP	1,741,000.00	1,741,000.00	-	-
Janitorial Services	GSD	Section 10 - Competitive Bidding	January 2020	January 2020	February 2020	February 2020	GoP	8,240,000.00	8,240,000.00	-	-
Network/Printing	GSD	Section 10 - Competitive Bidding	January 2020	January 2020	February 2020	February 2020	GoP	5,614,000.00	5,614,000.00	-	-
Pest Control Services	GSD	Section 10 - Competitive Bidding	January 2020	January 2020	February 2020	February 2020	GoP	144,000.00	144,000.00	-	-
Procurement of Service Provider for the Management and Operations of the Arrival/Departure Cards Processing Center (ADCPC)	OTDPRIM-SEAIMD	Section 10 - Competitive Bidding	September 2019	September 2019	October 2019	October 2019	GoP	19,222,000.00	19,222,000.00	-	-
Procurement of Tour Operator Services to provide accommodation, meals, transportation, collaterals and supplies for SEAIMD Year-end Assessment Workshop	OTDPRIM-SEAIMD	Section 10 - Competitive Bidding	April 2020	April 2020	May 2020	May 2020	GoP	1,600,000.00	1,600,000.00	-	-
Procurement of Tour Operator Services to provide accommodation, meals, transportation, collaterals and supplies for the Assessment and Validation Workshop on Tourism Statistics	OTDPRIM-SEAIMD	Section 10 - Competitive Bidding	April 2020	April 2020	May 2020	May 2020	GoP	708,000.00	708,000.00	-	-
Procurement of Tour Operator Services to provide accommodation, meals, transportation, collaterals and supplies for the SLTSS Orientation Workshop 2020/Regional Marketing Outlook Workshop 2020	OTDPRIM-SEAIMD	Section 10 - Competitive Bidding	February 2020	February 2020	March 2020	March 2020	GoP	1,598,200.00	1,598,200.00	-	-
Procurement of Tour Operator Services to provide accommodation, meals, transportation, collaterals and supplies for Trainers' Training	OTDPRIM-SEAIMD	Section 10 - Competitive Bidding	March 2020	March 2020	April 2020	April 2020	GoP	1,598,200.00	1,598,200.00	-	-
Reflecting - Motor Vehicle	GSD	Section 10 - Competitive Bidding	April 2020	April 2020	May 2020	May 2020	GoP	7,400,000.00	-	7,400,000.00	-

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Rental of computers, photocopier, scanner, internet, telephone, and other equipment for the operations of the Arrival/Departure Cards Processing Center (ADCPC)	OTDPRIM-SEAIMD	Section 10 - Competitive Bidding	January 2020	January 2020	February 2020	February 2020	GoP	1,284,000.00	1,284,000.00	-	-
Security Services	GSD	Section 10 - Competitive Bidding	January 2020	January 2020	February 2020	February 2020	GoP	11,639,000.00	11,639,000.00	-	-
Tour Operator for Performance Assessment and Planning Workshop for Admin Service Staff	AS-GSD	Section 10 - Competitive Bidding	November 2019	November 2019	December 2019	December 2019	GoP	1,248,465.00	1,248,465.00	-	-
Electricity	GSD	Section 50 - Direct Contracting	N/A	N/A	January 2020	January 2020	GoP	12,061,000.00	12,061,000.00	-	-
Accountable Forms	AS-GSD	Section 52 - Shopping	N/A	N/A	February 2020	February 2020	GoP	32,000.00	32,000.00	-	-
Common Office Divices	OSEC	Section 52 - Shopping	N/A	N/A	February 2020	February 2020	GoP	1,850.00	1,850.00	-	in and out Box (Tray Box) Stapler (Heavy Duty)
Other Supplies and Materials	GSD	Section 52 - Shopping	January 2020	N/A	January 2020	January 2020	GoP	721,000.00	721,000.00	-	-
Procurement of Sofa 2 Seater (Leatherette)	AS-GSD	Section 52 - Shopping	N/A	N/A	February 2020	February 2020	GoP	11,000.00	11,000.00	-	-
Supplies and Material (PS-DBM)	OPAA;IAS; OSEC; AS-GSD; OD-AS; PMD	Section 52 - Shopping	January - December 2020	N/A	January - December 2020	January - December 2020	GoP	1,607,073.17	1,607,073.17	-	To be Procure as needed
Accountable Forms	GSD	Section 53.5 - Negotiated Procurement (Agency to Agency)	N/A	N/A	January 2020	January 2020	GoP	15,000.00	15,000.00	-	-
Domestic Airline Ticket	LAS;OPAA; Planning service; IAS; PIED; OSEC; OD-AS;TDD	Section 53.5 - Negotiated Procurement (Agency to Agency)	N/A	N/A	June 2020	June 2020	GoP	6,465,978.66	6,465,978.66	-	Available to PS-DBM (To be Procured as needed)
Fidelity Bonds Premiums	GSD	Section 53.5 - Negotiated Procurement (Agency to Agency)	N/A	N/A	January 2020	January 2020	GoP	1,597,000.00	1,597,000.00	-	-
Insurance (Building Equipment and Motor Vehicles)	GSD	Section 53.5 - Negotiated Procurement (Agency to Agency)	January 2020	N/A	January 2020	January 2020	GoP	464,000.00	464,000.00	-	-
Training Provider for Various Seminar	TDD	Section 53.5 - Negotiated Procurement (Agency to Agency)	N/A	N/A	February 2020	February 2020	GoP	970,000.00	970,000.00	-	Public Service Ethic and Accountability seminar(PSEA); value Orientation Workshop(VOW); Tourism Marketing Seminar; Office productivity tool Seminar Workshop; Effective Project Management Seminar; Seminar Workshop on records archives; Supervisory Development Course Track 1; Manager Role in Capacity Building;EngAge (1 & 2 run); Disaster Risk Reduction
Aircon Units Maintenance	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January 2020	N/A	January 2020	January 2020	GoP	896,000.00	896,000.00	-	-
Banquet Package for Supplier Orientation	PMD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	October 2020	N/A	October 2020	October 2020	GoP	60,800.00	60,800.00	-	-
Catering for Various Offices	LAS; OSEC; HRD; PMD; TDD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	March 2020	N/A	March 2020	March 2020	GoP	765,300.00	765,300.00	-	Seminar on Gender and Development Related Laws for Tourism Stakeholders; Budget preparation and Related Meeting; Maelas for various Meetings; Meal for HRMPSB; Meal For BAC Meeting; Talakayan Series(Seminar Echoing)

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Communications Subscription	OSEC;HRD; TDD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January 2020	N/A	January 2020	January 2020	GoP	348,000.00	348,000.00	-	Telephone Mobile Telephone Landline
Corporate Giveaways Merchandise	OPAA	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January - December 2020	N/A	January - December 2020	January - December 2020	GoP	400,000.00	400,000.00	-	To be Procure as needed
Courier Service for various Offices	OSEC; AS-GSD; OD-AS; HRD; TDD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	N/A	N/A	February 2020	February 2020	GoP	44,173.00	44,173.00	-	OSEC Documents / Communications
Drinking Water Refill	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January 2020	N/A	January 2020	January 2020	GoP	361,000.00	361,000.00	-	-
Fuel, Oil & Lubricants for Motor Vehicle	OSEC	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January 2020	N/A	January 2020	January 2020	GoP	400,000.00	400,000.00	-	Vehicle for the Secretary, COS And HEA
Giveaways and Tokens (Consumable /Edible Products)	OPAA	Section 53.9 - Negotiated Procurement (Small Value Procurement)	N/A	N/A	N/A	N/A	GoP	200,000.00	200,000.00	-	-
Groundhandling Services for LAS Year-End Assessment and Strategic Planning for FY 2021	LAS	Section 53.9 - Negotiated Procurement (Small Value Procurement)	Dec 2020	N/A	Dec 2020	Dec 2020	GoP	278,000.00	278,000.00	-	-
Groundhandling Services for Seminar on Government Reform Act (R.A. 9184) for Project Officers	LAS	Section 53.9 - Negotiated Procurement (Small Value Procurement)	May2020	N/A	May2020	May2020	GoP	460,450.00	460,450.00	-	-
International Airline Ticket	LAS; IAS; OSEC	Section 53.9 - Negotiated Procurement (Small Value Procurement)	N/A	N/A	N/A	N/A	GoP	7,831,917.55	7,831,917.55	-	To be procured as needed
Local Media Familiarization Tour	OPAA	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January and May 2020	N/A	January and May 2020	January and May 2020	GoP	1,000,000.00	1,000,000.00	-	Media relation(4 Groups)
Office Supplies	HRD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January - March 2020	N/A	January - March 2020	January - March 2020	GoP	299,986.00	299,986.00	-	Testing Materials (PhilPsyCor) Regular Office Supplies
Other General Services	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	N/A	N/A	January, April, September and December 2020	January, April, September and December 2020	GoP	46,000.00	46,000.00	-	To be procured as needed
Other Supplies and Materials	OSEC; HRD; PMD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January - March 2020	N/A	January - March 2020	January - March 2020	GoP	1,077,046.63	1,077,046.63	-	To be procured as needed
Printing of Newsletter	OPAA	Section 53.9 - Negotiated Procurement (Small Value Procurement)	March 2020	N/A	March 2020	March 2020	GoP	240,000.00	240,000.00	-	-
Printing Service Provider	OSEC; HRD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January 2020	N/A	January 2020	January 2020	GoP	329,914.00	329,914.00	-	-

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Procurement of a Technical Writer/Copy-Editor and Publisher for the Tourism Statistics Manual	OTDPRIM-SEAIMD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	April 2020	N/A	April 2020	April 2020	GoP	300,000.00	300,000.00	-	-
Procurement of Arrival/Departure Cards Storage	OTDPRIM-SEAIMD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January 2020	N/A	January 2020	January 2020	GoP	405,000.00	405,000.00	-	-
Procurement of Catering Service	OPAA	Section 53.9 - Negotiated Procurement (Small Value Procurement)	March, June, September and December 2020	N/A	March, June, September and December 2020	March, June, September and December 2020	GoP	60,000.00	60,000.00	-	-
Procurement of Printing Service Provider and AVP Production Service	Planning service	Section 53.9 - Negotiated Procurement (Small Value Procurement)	March 2020	N/A	March 2020	March 2020	GoP	800,000.00	800,000.00	-	Production of Accomplishment Report
Procurement of Services of a Commissioned Notary Public	LAS	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	N/A	January-December 2020	January-December 2020	GoP	240,000.00	240,000.00	-	Contract Preparation, Review, and Notarization
Procurement of Services of Publisher for the printing of the Compendium of Tourism Statistics	OTDPRIM-SEAIMD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	July, August and September 2020	N/A	July, August and September 2020	July, August and September 2020	GoP	250,000.00	250,000.00	-	-
Procurement of Tour Operator	PIED	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-March 2020	N/A	January-March 2020	January-March 2020	GoP	600,000.00	600,000.00	-	Due diligence/ Inspection (3 Ground Handling); Technical to Prospective Investor; RoadMap of Tourism Investment in the Philippines
Procurement of Tour Operator Services to provide accommodation, meals, transportation, collaterals and supplies for Tourism Statistics Dissemination Forum	OTDPRIM-SEAIMD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	April and May 2020	N/A	April and May 2020	April and May 2020	GoP	57,100.00	57,100.00	-	-
Production of Conference kits and Tokens	OTDPRIM-SEAIMD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	March 2020	N/A	March 2020	March 2020	GoP	850,000.00	850,000.00	-	M.I.C.E Survey
Production of Corporate Giveaways	PIED	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January 2020	N/A	January 2020	January 2020	GoP	380,000.00	380,000.00	-	-
Production of Give aways and Token	HRD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	N/A	N/A	February and March 2020	February and March 2020	GoP	43,500.00	43,500.00	-	-
Professional Service for Preventive Maintenance of Biometrics	HRD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January	N/A	January 2020	January 2020	GoP	155,000.00	155,000.00	-	-
R&M Building and Other Structures	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	515,000.00	515,000.00	-	To be procured as needed
R&M Furnitures & Fixtures	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	N/A	N/A	January-December 2020	January-December 2020	GoP	21,000.00	21,000.00	-	-


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R&M Office Equipment (Aircon parts replacement)	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	500,000.00	500,000.00	-	-
R&M Transportation Equipment (Motor Vehicle-All Transportation)	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	979,000.00	979,000.00	-	-
Repair and Maintenance of Vehicle for Various offices	OPAA; IAS; OSEC; OD-AS	Section 53.9 - Negotiated Procurement (Small Value Procurement)	N/A	N/A	N/A	N/A	GoP	464,400.00	464,400.00	-	To be Procure As needed
Representation Expense	OD-AS	Section 53.9 - Negotiated Procurement (Small Value Procurement)	-	-	-	-	GoP	50,000.00	50,000.00	-	Support Fund To Offices
Subscription (Newspaper)	OPAA; OSEC; OD-AS; PMD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	N/A	N/A	N/A	N/A	GoP	103,256.00	103,256.00	-	To be Procure As needed
Supplies and Material (Not Available In PS-DBM)	AS-GSD; OD-AS	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-March 2020	January-March 2020	January-March 2020	January-March 2020	GoP	394,038.22	394,038.22	-	-
Taxes, Duties & Licenses	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	101,000.00	101,000.00	-	-
Telephone Landline	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	2,997,000.00	2,997,000.00	-	-
Tour Operator for DOT Annual Strategic Work Planning Sessions - Internal Audit Service	IAS	Section 53.9 - Negotiated Procurement (Small Value Procurement)	December 2020	December 2020	December 2020	December 2020	GoP	294,700.00	294,700.00	-	-
Tour Operator for Capacity Building Seminar Workshop	PIED	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	1,500,000.00	1,500,000.00	-	Region IX; Region XI; Region XIII
Tour Operator for OSEC Other Activities/ Training	OSEC	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	800,000.00	800,000.00	-	-
Tour Operator for Planning Session	Planning service	Section 53.9 - Negotiated Procurement (Small Value Procurement)	June 2020	N/A	June 2020	June 2020	GoP	500,000.00	500,000.00	-	-
Tour Operator for Tourism Investment Forum	PIED	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	1,108,000.00	1,108,000.00	-	Region I ; Region IX ; Region XI
Training Supplies/ materials	TDD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	450,000.00	450,000.00	-	-
Transportation Service for the Students Tour	TDD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	50,000.00	50,000.00	-	2020 International Intership Programs
Warehouse/Storage	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	1,442,000.00	1,442,000.00	-	-
Water Supply (Maynilad, Mla. Water)	GSD	Section 53.9 - Negotiated Procurement (Small Value Procurement)	January-December 2020	January-December 2020	January-December 2020	January-December 2020	GoP	587,000.00	587,000.00	-	-

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Accommodation, Training Venue and Meal for Various Seminar	TDD	Section 53.10 - Negotiated Procurement (Lease of Real Property and Venue)	N/A	N/A	February and March 2020	February and March 2020	GoP	2,720,000.00	2,720,000.00	-	Public Service Ethic and Accountability seminar(PSEA); value Orientation Workshop(VOW);New Employee Orientation program (2 run); Tourism Marketing Seminar; Office productivity tool Seminar Workshop; Effective Project Management Seminar; Seminar Workshop on records archives; Supervisory Development Course Track 1; Manager Role in Capacity Building;EngAge (1 & 2 run); Disaster Risk Reduction
Accommodation, Venue and Meal for Various offices	LAS;OPAA; Planning service; OD-AS	Section 53.10 - Negotiated Procurement (Lease of Real Property and Venue)	N/A	N/A	February and March 2020	February and March 2020	GoP	13,274,500.00	13,274,500.00	-	Seminar on the 2017 Revised Rules on Administrative Cases in the Civil Service;Seminar on Data Privacy Act of 2012 and Cybercrime Prevention Act of 2012; Media Appreciation Reception;Event Coverage (Foreign and Local); Launch Support; Capacity Building(OPAA); Planning Workshop(OPAA); Year End Assessment of DOT Plans and Programs; Development of M and E Tools; Midterm Assessment of DOT Plans and Programs; Convergence Planning; QMS Management Review; QMS Capacity Building; Annual Planning and Budgeting Forum; Workshop on performance indicator; Retooling of Regional Offices Investment Officers; B2B Engagement Between Selected LGUs; Technical Assistance for Regional Employee Performing Administrative Function; Technical Assistance for Supply And Property; Technical Assistance on Records and Archive
GRAND TOTAL								213,332,848.23	204,892,848.23	8,440,000.00	-

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ROBERTO P. ALABADO III
 BAC Chairperson

() Approved / () Disapproved


BERNADETTE ROMULO PUYAT
 Secretary, Department of Tourism


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