

Department of Tourism Region III 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	
A1a	Accommodation, Meals, Venue, Transportation, Supplies	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	550,000.00			Various training related to Administration
A1a	Office and Stockroom Space Rental	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	1,962,000.00			180 sqm (Office); 100 sqm (Stockroom)
A1a	Transportation (Car Hire)	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	50,000.00			Rental for various trips
A1a	Photocopying Services	Administration	NO	NP-53.9 - Small Value Procurement	19-Dec-24	27-Dec-24	10-Jan-25	13-Jan-25	GoP	68,000.00			Procurement of Photocopying Services for FY 2025
A1a	Office Equipment	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	70,000.00			Procurement of printer and laptop
A1a	Office Equipment	Administration	NO	NP-53.9 - Small Value Procurement	28-Jan-25	N/A	N/A	10-Feb-25	GoP	45,000.00			Procurement of Computer for disbursing use
A1a	Security Services	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	715,000.00			Security Services for 2025
A1a	Office Repair/Maintenance	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	100,000.00			Including aircon repair and office disinfection
A1a	Vehicle Repair/Maintenance	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	250,000.00			PMS for the 4 Service Vehicles
A1a	Furniture	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	20,000.00			Procurement of Steel Cabinet
A1a	Fuel, RFID, Autosweep	Administration	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	830,000.00			Fuel refill and RFID reload
A1a	Administrative Expenses / Utilities	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	409,000.00			Electricity, Telephone, Mobile, and Water bills
A1a	Virtual Meetings Subscription	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	5,000.00			Zoom Virtual Meeting Subscription
A1a	Accommodation, Meals, Venue, Transportation, Supplies	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	150,000.00			National Women's Month Celebration (through a Ground Handler)
A1a	Accommodation, Meals, Venue, Transportation, Supplies	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	130,000.00			Gender Sensitivity Training for CBTOs (through a Ground Handler)
A1a	Accommodation, Meals, Venue, Transportation, Supplies	Administration	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	100,000.00			Farm-Culinary-Wellness Tourism Activities for Senior Citizens
A3a	Accommodation, Meals, Venue, Transportation	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	400,000.00			Various workshops on LTDP; Statistics; Carrying Capacity; SMATTA; Destinations Audit; Tourism Awareness
A3a	Accommodation, Meals, Venue, Transportation, Supplies	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	200,000.00			DOT Region III PAPs Alignment, Retooling, and Assessment Sessions
A3a	Accommodation, Meals, Transportation, Tokens	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	100,000.00			Committee Hearings; Inter-Agency Meetings; Courtesy Visits with Senators and District Reps
A3a	Meals, Transportation	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	120,000.00			Research Partnership Projects
A3a	Accommodation, Meals, Venue, Transportation	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	70,000.00			DOT Region III Orientation on SPMS
A3a	Accommodation, Meals, Venue, Transportation, Supplies	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	400,000.00			Inter-Agency committee meetings (Regional Ecotourism Committee, Sectoral Committee Meeting on Culture, Arts, and Tourism, Regional Development Council, Regional Tourism Development Plan, CHED Convergence on Education Tourism
A3a	Meals, Venue, Supplies, Set-up	Planning	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	28-Feb-24	GoP	25,000.00			Conduct of the Kapihan sa Bagong Pilipinas
A3a	Accommodation, Meals, Venue, Transportation, Supplies	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	500,000.00			DOT-III Year-End Assessment and Gender and Development (GAD) Training
A3a	Transportation service hire	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	6,000.00			Presentation and discussions re. San Rafael, Bulacan Proposed Draft CLUP by Palafox Architects, Feb. 11, 2025
A3a	Accommodation, Meals, Venue, Transportation, Supplies, Tokens	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	578,000.00			DOT Region III Midyear Review and Organizational Planning Workshop
A3a	Office Supplies and Devices	Planning	NO	NP-53.9 - Small Value Procurement	19-Aug-25	1-Sep-25	Indicate Date	Indicate Date	GoP	125,000.00			Five (5) units of Slate Type Tablet Devices with Active Stylus Pens
A3a	Meals and Accommodation	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	Indicate Date	Indicate Date	Indicate Date	GoP	32,000.00			DOT Secretary's Visit at Bulacan State University

A3a	Office Supplies and Devices	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	Indicate Date	Indicate Date	Indicate Date	GoP	20,000.00			Calling cards, office equipment (Printer)
A3a	Meals, Venue, Transportation, Supplies	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	Indicate Date	Indicate Date	Indicate Date	GoP	90,000.00			TRES Revitalization Consultancy Workshop
A3a	Airfare, Tokens, Collaterals	Planning	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	240,000.00			Participation to the Routes World 2025
A3a	Accommodation, Meals, Transportation	Planning	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	150,000.00			Planning and Alignment Meetings with Tourism Officers
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	400,000.00			3 Regional Tourism Circuits / Tourism Exchanges / Familiarization Tours
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	240,000.00			Coordination/Partnership with Industry Partners (Routes Development, Creative Arts, Creation of Tourism Circuits, Food Mapping)
A3d1	Accommodation, Meals, Transportation, Tokens, Entrance and activity fees, Photo and Video shoot, Digital Amplification	MPD	NO	NP-53.9 - Small Value Procurement	4-Nov-25	N/A	5-Nov-25	11-Nov-25	GoP	785,000.00			Awareness Campaign for India's Luxury Travel Market
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies, Booth Construction, Booth Rental	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	300,000.00			Support to Local Tourism Activities and Events (Sponsorships) including World JCI's Congress, MICE Initiatives, Kite Festival, Golf Conference, Cruise Arrivals, Asia-Pacific Regional Scout Jamboree, Hot Air Balloon Festival, ATTAP B2B Connect, Weaving Communities Tour Circuits, Tourism Congress of the Philippines, Happening On the Green (HOG), World Association of Public Employment Services (WAPES)
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies, Event Styling	MPD	NO	NP-53.9 - Small Value Procurement	16-May-25	16-Oct-25	17-Oct-25	20-Oct-25	GoP	2,000,000.00			Cultural Hub Activation and Continuing Activities in Pampanga and Bulacan
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies, Booth Design and Installation	MPD	NO	NP-53.9 - Small Value Procurement	12-Jan-25	16-Jan-25	16-Jan-25	20-Jan-25	GoP	950,000.00			Participation to the Travel Tour Expo 2025
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	2,077,000.00			Conduct of Special Tourism Events and Activities (National Arts Month, Sagrada Pampanga, Food Talks / Filipino Food Month, Araw ng Kagitingan, National Heritage Month Celebration, Central Luzon Sustainable Tourism Summit, Food and Wine Fest)
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies, Booth Construction	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	250,000.00			Participation to the Philippine Dive Expo, Philippine Travel Mart, Regional Travel Fairs, and Business / Sales Missions and Roadshows
A3d1	Accommodation	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	20-May-25	GoP	12,500.00			North Sales Mission in Baguio and La Union on May 26-28, 2025
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies, Booth Construction	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	200,000.00			Participation to the Mindanao Travel Expo (through a Ground Handler)
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies, Booth Construction	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	400,000.00			Participation to the Central Philippines Travel Expo (through a Ground Handler)
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies, Booth Construction	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	1,050,000.00			Participation to the North Luzon Travel Expo (through a Ground Handler)
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies, Booth Construction	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	250,000.00			Participation to the Philippine Travel Mart
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies, Booth Construction, Booth Rental	MPD	NO	NP-53.9 - Small Value Procurement	9-Oct-25	N/A	10-Oct-25	13-Oct-25	GoP	330,000.00			Participation to the North Philippines Travel Expo
A3d1	Accommodation, Meals, Transportation, Tokens, Supplies	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	130,000.00			Philippine Experience Program Central Luzon: Site Assessment and Validation

A3d1	Accommodation, Meals, Transportation, Tokens, Supplies, Booth Construction	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	1,000,000.00			Philippine Experience Program Central Luzon: Development of Tourism Circuits and Products (Workshops, Dry runs, etc) -- Creative, Faith (Jubilee Year), Gastronomy (Slow Food), Subic Cruise / Sailing, Ecotourism, Health and Wellness, Sports Tourism, Education Tourism, Halal and Muslim-friendly, Travel Breath Dive
A3d1	Entrance fees with outdoor activities	MPD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	11-Dec-25	GoP	51,000.00			Familiarization tour for Taiwan Agents and Media
A3d1	Airfare	MPD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	150,000.00			Participation to the Regional Travel Fairs
A3d1	Airfare, Tokens, Collaterals	MPD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	N/A	20-Jan-25	GoP	400,000.00			Participation to the Outbound Travel Market and India Roadshow on January 29 to February 9, 2024
A3d1	Airfare, Tokens, Collaterals	MPD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	430,000.00			Participation to the World Expo Osaka
A3d1	Airfare, Tokens, Collaterals	MPD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	31-Oct-25	N/A	7-Nov-25	10-Nov-25	GoP	500,000.00			Participation to the Terra Madre Asia Pacific
A3d1	Airfare, Tokens, Collaterals	MPD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	300,000.00			Participation to the Seatrade Global Cruise Florida
A3d1	Accommodation, Meals, Venue, Transportation, Tokens, Supplies	MPD	NO	NP-53.9 - Small Value Procurement	January 18-22, 2025	22-Jan-25	22-Jan-25	23-Jan-25	GoP	400,000.00			TRES Awards / Recognition (through a Ground Handler) on February 26, 2025
A3d1	Set-up and production	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	18-Mar-25	GoP	150,000.00			Sagrada Pampanga on April 15, 2025
A3d1	Transportation	MPD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	17-Feb-25	GoP	5,000.00			Digital Marketing Seminar in celebration of the National Arts Month 2025
A3d1	Meals	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	150,000.00			Araw ng Kagitingan Celebration
A3d1	Transportation, Accommodation, Meals	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	300,000.00			Tourism Month Celebration / CLSTS
A3d1	Website Revamp/Redesign; Social Media Management; Production of Brochures, Giveaways (DOT Merch), Leis, and other Collaterals; Subscription to Virtual Meeting Tools and Editing Softwares	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	1,600,000.00			Brand Activation and Digital Marketing Campaign 1. Love the Philippines 2. Where Endless Stories Begin
A3d1	Nomination fees, tokens, supplies	MPD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	10-Apr-25	GoP	145,000.00			Nomination for International Recognitions (World Travel Awards, World Culinary Awards)
A3d1	Tokens, Transportation	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	100,000.00			Other projects related to MPD
A3d1	Giveaways, Leis, Collaterals, Tokens	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	800,000.00			Procurement of marketing collaterals and other supplies
A3d1	Subscription to Virtual Meetings and Visual Editing Software	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	15,000.00			Zoom Meeting and Canva Subscriptions
A3d1	Transportation, Accommodation, Meals	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	100,000.00			Site inspection/Assessment to various destinations
A3d1	Accommodation, Meals, Venue, Transportation	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	200,000.00			Development of Cultural, Creative, and Gastronomy Tourism Circuits
A3d1	Accommodation, Meals, Venue, Transportation	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	100,000.00			Development of Subic Cruise/Sailing Tour Package
A3d1	Accommodation, Meals, Venue, Transportation	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	100,000.00			Development of Bird Watching / Mangrove Tour Package
A3d1	Accommodation, Meals, Venue, Transportation	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	200,000.00			Development of Health and Wellness Tour Package
A3d1	Airfare	MPD	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	11,500.00			Attendance to the Quarterly Regional Directors' Meeting
A3d1	Catering Services	MPD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	9-Dec-25	GoP	27,500.00			ATOP 4th Quarter National Board Meeting on December 12, 2025
A3c1	Accommodation, Meals, Transportation, Supplies	Accreditation	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	155,000.00			Validation and Inspection of TREs; Farm Tourism Assessment and Validation
A3c1	Accommodation, Meals, Transportation, Supplies	Accreditation	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	110,000.00			Accreditation Roadshows in Strategic Areas

A3c1	Accommodation, Meals, Venue, Transportation, Supplies, Tokens	Accreditation	NO	NP-53.9 - Small Value Procurement	January 18-22, 2025	22-Jan-25	22-Jan-25	23-Jan-25	GoP	288,415.76			TRES Awards (through a Ground Handler/MICE Orfanizer/Tour Operator) on February 26, 2025
A3c1	Software Development, Supplies	Accreditation	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	150,000.00			Phase 3 of the Digitalization of Accreditation documents and checklists
A3c1	Accommodation, Meals, Transportation, Supplies	Accreditation	NO	NP-53.9 - Small Value Procurement	Indicate Date	N/A	Indicate Date	Indicate Date	GoP	40,000.00			Accreditation Caravan Orientations / BPLO Summit / Accreditation Standards Roll-Out / Advocacy Campaigns / Accreditation collaterals
A3b	Accommodation, Meals, Transportation, Supplies	Training - Regular	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	30-Jan-25	GoP	1,093,000.00			40 runs of the Filipino Brand of Service Excellence / Cenral Luzon / Year round
A3b	Accommodation, Meals, Transportation, Supplies	Training - Regular	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	20-Jan-25	GoP	35,000.00			Basic Photography and Videography Workshop for Tour Guides on January 21, 2025
A3b	Accommodation, Meals, Transportation, Supplies	Training - Regular	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	22-Aug-25	GoP	265,000.00			Training on Festival Management with Events/Crisis Management in the Province of Bataan on September 1-5, 2025
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	14-Mar-25	GoP	220,000.00			Eco Tour Guides Training - Municipality of San Marcelino, Zambales/ March 18-24, 2025; Municipality of Capas, Tarlac / June 2-8, 2025
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3-Mar-25	GoP	150,000.00			Tourist Oriented Police for Community Order and Protection (TOPCOP) - Province of Bataan / March 4-7, 2025; Province of Tarlac / August 19-22, 2025; Province of Zambales / August 13-16, 2025
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	6-Mar-25	GoP	400,000.00			Cultural Community Guides Training - Municipality of Capas, Tarlac / March 11-17, 2025; CSJDM, Bulacan / May 15-21, 2025; City of Malolos, Bulacan / May 26 - June 01, 2025; SBMA / August 05-21, 2025
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	21-Mar-25	GoP	215,000.00			Boatmen as Tourism Frontliners - San Luis, Aurora/March 25-26, 2025; Dinalungan, Aurora/April 3-4, 2025; Dilasag, Aurora/June 23-24, 2025
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	21-Mar-25	GoP	300,000.00			Basic Life Support and First Aid Training (BLS) - San Luis, Aurora / March 27-28, 2025; April 5-6, 2025 / March 25, 2025; San Luis, Aurora / March 27-28, 2025
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	21-Mar-25	GoP	300,000.00			Water Safety Search and Rescue (WASSAR) - San Luis, Aurora / March 29-30, 2025; Dinaalungan, Aurora / April 7-8, 2025; Dilasag, Aurora / June 21-22, 2025
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	21-Mar-25	GoP	110,000.00			Basic Life Support (BLS) CPR and AED - Bulacan / March 24, 2025; Pampanga / March 25, 2025;
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	13-Mar-25	GoP	30,000.00			Seminar on Getting to Know your Tourist on March 18, 2025 in Samal, Bataan
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	16-Mar-25	GoP	50,000.00			Graphic Design 101: Adobe Photoshop Workshop for Beginners on March 20-21, 2025 in the Province of Pampanga
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	26-Mar-25	GoP	70,000.00			Basic Tour Guiding with Vistors Reception on Match 28 and 29, 2025 in the Province of Pampanga
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	21-Apr-25	GoP	20,000.00			sPARKling Service Experience Training for Park Vendors and Small Business Owners on April 22, 2025 in Porac, Pampanga
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	28-Apr-25	GoP	140,000.00			Community Based Kulinarya Workshop - Magalang, Pampanga / April 29-30, 2025; Baler, Aurora / June 26-27, 2025
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	1-Apr-25	GoP	50,000.00			Barangay Tanod sa Turismo Training Program on April 2-4 and 7, 2025 in Iba, Zambales

A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	9-May-25	GoP	200,000.00			Tour Package Development and Delivery - Bulacan / May 14-16, 2025; Central Luzon (TBA)
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	19-May-25	GoP	180,000.00			Cultural Tourism Development Workshop on May 20-22, 2025 in Central Luzon
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	2-May-25	GoP	110,000.00			Tourism Integrates Supports and Mind Women's Rights & Child Safety (TourISM WoRCS) Training for Tourism Stakeholders - City of San Fernando, Pampanga / May 5-6, 2025; Nueva Ecija / June 9-10, 2025
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	25-Jun-25	GoP	30,000.00			Barrier Free Tourism : Seminar on Assisting Persons with Disabilities on June 26, 2025 in SBMA
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	27-Jun-25	GoP	120,000.00			Continuing Education for Tour Guides: Food and Beyond on June 30-July 01, 2025 in Central Luzon
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	26-Jun-25	GoP	60,000.00			Sustainable Tourism Development Planning and Monitoring on June 27, 2025 in Central Luzon
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	6-Jun-25	GoP	150,000.00			Course on Housekeeping - Cabangan, Zambales / June 9-11, 2025; bagac, Bataan / June 18-20, 2025;
A3b	Hiring of services of a ground conduct of Filipino Brand of Wellness for Displaced Workers with start up kits	Training - TISP	NO	NP-53.9 - Small Value Procurement	15-May-25	N/A	28-May-25	13-Jun-25	GoP	390,000.00			Filipino Brand of Wellness for Displaced Workers with Start-Up Kits on June 9-13, 2025 in Baler, Aurora
A3b	Hiring of services of a ground handler for the conduct of	Training - TISP	NO	NP-53.9 - Small Value Procurement	6-Jun-25	N/A	11-Jun-25	20-Jun-25	GoP	200,000.00			Filipino Brand of Service Excellence : Train the Trainer Course on june 16-19, 2025 in City of San Fernando, Pampanga
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	15,000.00			A4 Specialty Paper - 300pcs
A3b	Transportation, Meals and Venue Accommodation	Training - TISP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	25-Jun-25	GoP	35,000.00			Conduct of Onsite Impact Assessment Survey (TISP) on July 01, 2025 in the Province of Zambales
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	30-Sep-25	GoP	500,000.00			Filipino Brand of Service Excellence for the month of October - December 2025
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	6-Oct-25	GoP	30,000.00			Barangay Tanod sa Turismo Program on October 7-10, 2025 in San Narciso, Zambales
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	20-Oct-25	GoP	50,000.00			Basic Life Support and First Aid Training on October 21, 2025 in Guimba, Nueva Ecija
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	17-Oct-25	GoP	200,000.00			Tourism Awareness and Capability Building Seminar, two (2) runs - October 20-21 for the Municipality of Guimba, Nueva Ecija; and November 19-20, 2025 for the City of Angeles
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	28-Nov-25	GoP	70,000.00			Tourism Awareness and Tourist Reception Seminar on December 3-4, 2025 for the Municipality of Dingalan, Aurora
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	6-Nov-25	GoP	20,000.00			Tourism Integrates, Supports, and Minds Women's Rights and Child Safety on November 6, 2025 for the City of San Fernando, Pampanga
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	4-Oct	GoP	100,000.00			Eco-Tour Guides Training on November 4-11, 2025 for the Province of Masinloc, Zambales
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3-Nov-25	GoP	50,000.00			Course on Housekeeping on November 18-20, 2025, in Subic Bay Freeport Zone.

A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	14-Nov-25	GoP	20,000.00			Birdwatching Guides Training on November 24-30, 2025 in the Municipality of Candaba, Pampanga
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3-Dec-25	GoP	20,000.00			Streetfood Turism Kulinarya Workshop on December 9-10, 2025 for the City of Angeles
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	5-Dec-25	GoP	20,000.00			Historismo: Historical Tourism Development Training on December 15-17, 2025 for the Province of Bataan
A3b	Transportation, Meals and Venue, Accommodation and Supplies	Training - FISARO	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	3-Oct-25	GoP	50,000.00			Tourist Drivers as Tourism Frontliners Seminar on October 7-8, 2025 for the Municipality of Maria Aurora, Aurora
A3b	Hiring of services of a ground handler for the conduct of RTG in Central Luzon	Training - FISARO	NO	NP-53.9 - Small Value Procurement	31-Oct-25	N/A	11-Nov-25	5-Dec-25	GoP	260,000.00			Regional Tour Guiding Course (Pre Screening, Interview and Orientation) - October 22, November 17-18, November 24, December 1-5, 2025

Prepared By:	Noted By:	Certified Funds Available/Certified Appropriate Funds Available:		Approved By:
JEAN PIAGET C. MANABAT BAC Secretariat	RONSAN M. PELARIZA BAC Chairperson	MARILOU T. PANGILINAN Budget Officer	MARIEL C. MERCADO Accountant II	RICHARD G. DAENOS, Ph.D. Regional Director / Head of Procuring Entity

STEP 1
STEP 2
STEP 3
STEP 4
STEP 5
STEP 6
STEP 7
#1
#2
#3
#4

GUIDE TO PREPARE APP

In the Code column, kindly indicate the PAP Code. Please refer to the code indicated in the technical budget posted in the DBM website. For GOCCs and LGUs, indicate the procuring entity's internal numbering system.

For the Procurement Project column, please align descriptions of program/projects with budget documents and ensure clarity and accuracy in describing each procurement program/project.

For PMO/End-User, please indicate the PMO/End-User unit who will implement/utilize the procurement program/project. Multiple end-user units are allowed only if the procurement activity was consolidated by the BAC to procure requirements of the end-user units.

For Mode of Procurement and Schedule for Each Procurement Activity, all modes of procurement are available as a dropdown list and requirements for a specific schedule for Ads/Post of IB/REI, Sub/Open of Bids, Notice of Award, and/or Contract Signing are automatically identified thru the MS Excel formula. Note that for Foreign-funded procurement, please use Other Foreign-funded procurement as the Mode of Procurement.

Kindly indicate a specific period (dates, month, quarter) when each Procurement Activity will be done. Please refer to our website: <http://www.gppb.gov.ph/timelines/timelines.htm> for the specific periods for each activity.

Note: For SVP, IB/REI is similar to RFQ.

Ads/Post of IB/REI for Shopping 52.1(b) and NP-SVP (53.9) needs to be posted in PhilGEPS for ABCs above 50k. Notice of Award posting in PhilGEPS is mandatory for all Alternative Modes only for ABCs above 50k.

For Source of Funds, a dropdown list is available. If the Source of Funds the PE will use is not included, please indicate "Others" and specify under the Remarks column.

For Estimated Budget (Php), kindly fill out either MOOE or CO columns only. Total ABC column is not editable, but will automatically compute for the total MOOE and CO components of the project. This breakdown is needed for tracking purposes. Finally, please ensure that amounts indicated are aligned with budget documents.

Before submission to the GPPB, ensure that the Head of the Procuring Entity (HoPE) approves/signs the APP.

GENERAL INFORMATION

All Cells with Fill Color Orange needs to be filled out by the Agency. This is a visual reminder of blank or improperly filled out cells.

To ensure that automated indicator which procurement activity needs to be filled out with specific periods, PE must copy entire Excel row with the mode of procurement for the specific procurement program/project and paste on the last sample row "Negotiated Procurement-53.13" in the template.

If PE wishes to edit formatting and design of borders, fonts, among others of the APP template, it is suggested to utilize the automated formulas in the template before copying contents and reformatting.

Per Section of 3.1.1 of DBM Circular No. 2015-7, the Approved Budget for the Contract (ABC) shall be "[t]he amount reflected in the MYOA". Hence, the ABC in the Annual Procurement Plan (APP) shall be the full amount stated in the MYOA with remarks added on how much will be actually disbursed for that particular fiscal year. Moreover, the Procurement Monitoring Report (PMR) should also reflect full amount in the MYOA if the entire contract was awarded within the fiscal year. Thus, for succeeding years, actual disbursements from the MYOA need not be reflected in the APPs and PMRs, unless current contract with MYOA is terminated and a new procurement activity is undertaken.

DEFINITIONS

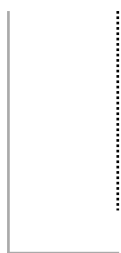
1. PROGRAM (BESF)– A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.

2. 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.

3. PMO/End User - Unit as proponent of program or project

4. Mode of Procurement - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.

APP COLUMN HEADER/S				
Code (PAP)				
Procurement Project				
PMO/End-User				
Mode of Procurement	Schedule for Each Procurement Activity			
	Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing
Source of Funds				
Estimated Budget (PhP)				



5. Schedule for Each Procurement Activity - Major procurement activities (advertising/posting; submission and receipt/Opening of bids; award of contract; contract signing).
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



Competitive Bidding	GoP	YES
Limited Source Bidding	Foreign	NO
Direct Contracting	Special Purpose Fund	
Repeat Order	Corporate Budget	
Shopping	Income	
NP-53.1 Two Failed Biddings	Others	
NP-53.2 Emergency Cases		
Emergency Procurement under the Bayanihan Act		
NP-53.3 Take-Over of Contracts		
NP-53.4 Adjacent or Contiguous		
NP-53.5 Agency-to-Agency		
NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services		
NP-53.7 Highly Technical Consultants		
NP-53.8 Defense Cooperation Agreement		
NP-53.9 - Small Value Procurement		
NP-53.10 Lease of Real Property and Venue		
NP-53.11 NGO Participation		
NP-53.12 Community Participation		
NP-53.13 UN Agencies, Int'l Organizations or International Financing Institutions		
NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets		
Others - Foreign-funded procurement		

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