

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Total	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/P roject)
					Advertising/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award			Contract Signing	MOOE	
	<b>LOCAL TRAVELS</b>	ASPAC	NO	Competitive Bidding		Jan-Dec		GOP	413,950.00	413,950.00		
	Foreign Travel 1 - North Asia (China, HK SAR, Macau), Plane Ticket	ASPAC	NO	Competitive Bidding		Jan-Dec		GOP	1,144,000.00	1,144,000.00		
	Foreign Travel 2 - Northeast Asia (Japan, North and South Korea), Plane Ticket	ASPAC	NO	Competitive Bidding		Jan-Dec		GOP	392,800.00	392,800.00		
	Foreign Travel 3 - Southeast Asia I ( Brunei, Indonesia, Malaysia), Plane Ticket	ASPAC	NO	Competitive Bidding		Jan-Dec		GOP	624,000.00	624,000.00		
	Foreign Travel 4 - Southeast Asia II - (Cambodia, Laos, Thailand, Timor Leste), Plane Ticket	ASPAC	NO	Competitive Bidding		Jan-Dec		GOP	624,000.00	624,000.00		
	Foreign Travel 5 - South Asia (Bhutan, India, Nepal, Sri Lanka), Plane Ticket	ASPAC	NO	Competitive Bidding		Jan-Dec		GOP	624,000.00	624,000.00		
	Foreign Travel 6 - Pacific (Australia, New Zealand, PNG, Palau, Fiji, Samoa, Tonga,Fed. States of Micronesia, Rep. of Marshall Islands and Other Pacific Islands), Plane Ticket	ASPAC	NO	Competitive Bidding		Jan-Dec		GOP	390,000.00	390,000.00		
	<b>TRAINING EXPENSES</b>	ASPAC	NO			Jan-Dec		GOP	-	-		
	Team Building Activity	ASPAC	NO			Jan-Dec		GOP	-	-		
	Lease of Venue	ASPAC	NO	Lease of Venue		Jan-Dec		GOP	120,000.00	120,000.00		
	Lease of Motor Vehicle	ASPAC	NO	Small Value Procurement		Jan-Dec		GOP	43,000.00	43,000.00		
	<b>SUPPLIES AND MATERIALS</b>	ASPAC	NO			Jan-Dec		GOP	-	-		
	OFFICE SUPPLIES PART A (inclusive of 10% inflation rate)	ASPAC	NO	Agency-to-Agency		Jan-Dec		GOP	277,965.40	277,965.40		
	OFFICE SUPPLIES PART B (inclusive of 10% inflation rate)	ASPAC	NO	Competitive Bidding / Small Value Procurement		Jan-Dec		GOP	230,034.60	230,034.60		
	<b>COMMUNICATIONS SERVICES</b>	ASPAC	NO			Jan-Dec		GOP	-	-		
	Telephone-Mobile	ASPAC	NO	Direct Contracting		Jan-Dec		GOP	144,000.00	144,000.00		
	Telephone-landline	ASPAC	NO			Jan-Dec		GOP	105,000.00	105,000.00		
	Internet Subscription	ASPAC	NO	Small Value Procurement		Jan-Dec		GOP	13,000.00	13,000.00		
	TV cable Subscription	ASPAC	NO	Small Value Procurement		Jan-Dec		GOP	21,000.00	21,000.00		
	<b>EXTRAORDINARY &amp; MISCELLANEOUS EXPENSES</b>	ASPAC	NO			Jan-Dec		GOP	-	-		
	Ordered meals and beverages, Catering Services for Inter-agency meetings by the Assistant Secretary, ASPAC	ASPAC	NO	Small Value Procurement		Jan-Dec		GOP	132,000.00	132,000.00		
	<b>PROFESSIONAL SERVICES</b>	ASPAC	NO			Jan-Dec		GOP	-	-		
	Other Professional Services, Technical Assistance Programs for Laos, Cambodia, Timor Leste, Pacific Islands	ASPAC	NO			Jan-Dec		GOP	962,000.00	962,000.00		
	<b>REPAIR AND MAINTENANCE</b>	ASPAC	NO			Jan-Dec		GOP	-	-		
	R & M Buildings	ASPAC	NO	PB/ Small Value Procurement		Jan-Dec		GOP	88,000.00	88,000.00		
	R& M ICT Equipment (network, devices, software)	ASPAC	NO	PB/ Small Value Procurement		Jan-Dec		GOP	79,000.00	79,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAIP)	Procurement Program/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 Program/Activity/Project)
					Advertisement/Posting of Bids	Submission /Opening of Bids	Notice of Award		Contract Signing	Total	MOOE	
	Furniture and Fixtures	ASPAC	NO	PB/ Small Value Procurement			Jan-Dec	Gop	35,000.00	35,000.00		
	REPRESENTATION EXPENSES	ASPAC	NO				Jan-Dec	Gop				
	Hosting of Events: Policy Consultation Meetings, Lease of Venue, Catering services, Lease of Motor Vehicle, Inc. expenses	ASPAC	NO	Lease of Venue/Small Value Procurement			Jan-Dec	Gop	2,445,000.00	2,445,000.00		
	Wires	ASPAC	NO	Small Value Procurement			Jan-Dec	Gop	17,000.00	17,000.00		
	PH Handicrafts, Tokens, Souvenirs	ASPAC	NO	Small Value Procurement			Jan-Dec	Gop	15,000.00	15,000.00		
	Drinking Water Supply	ASPAC	NO	Small Value Procurement			Jan-Dec	Gop	15,000.00	15,000.00		
	South Asia (Bhutan, India, Nepal, Sri Lanka, Bangladesh, Maldives, Afghanistan, Pakistan, Kazakhstan, Kyrgyzstan and Tajikistan) (Bilateral Meetings, Policy Consultations, JCRC-SOM, Commemorative Anniversary) Lease of Venue, Catering Services, Lease of Motor Vehicle	ASPAC	NO	Lease of Venue			Jan-Dec	Gop	300,000.00	300,000.00		
	Pacific Countries (Australia, NZ, PNG and other Pacific Countries, Pacific Island Forum) (Bilateral Meetings, Policy Consultations, JCRC-SOM, Commemorative Anniversary) Lease of Venue, Catering Services, Lease of Motor Vehicle	ASPAC	NO	Lease of Venue			Jan-Dec	Gop	245,000.00	245,000.00		
	RENT/LEASE EXPENSES	ASPAC	NO				Jan-Dec	Gop				
	Rents - Motor Vehicles	ASPAC	NO	Small Value Procurement / Public Bidding			Jan-Dec	Gop	800,502.00	800,502.00		
	Rent- Equipment lease of Information Technology Equipment (photocopiers)	ASPAC	NO	Small Value Procurement / Public Bidding			Jan-Dec	Gop	800,000.00	800,000.00		
	Operating lease	ASPAC	NO				Jan-Dec	Gop	100,000.00	100,000.00		
	SUBSCRIPTION EXPENSES	ASPAC	NO				Jan-Dec	Gop				
	ICT Software Subscription	ASPAC	NO	Public Bidding			Jan-Dec	Gop	464,000.00	464,000.00		
	Other Subscription Expenses	ASPAC	NO	Public Bidding			Jan-Dec	Gop	32,000.00	32,000.00		
	Regional Retooling of GAD Focal Point Officers (GPROs) following the launch of the Online Gender Sensitivity Training Course and the Learning Management System (LMS) and mid-term review of the DFA's GAD Agenda for 2019-2022	GAD	NO				Jul-Dec	Gop				
	DSA: Hotel/ Meal Allowance/Incidental Expenses and other allowances	GAD	NO	N/A			Jul-Dec	Gop	1,000,000.00	1,000,000.00		
	Professional fee for resource person/speaker/facilitator/highly technical consultant	GAD	NO	Negotiated Procurement			Jul-Dec	Gop	2,500,000.00	2,500,000.00		
	Nonarial Fees						Jul-Dec	Gop	2,000.00	2,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PHP)		Remarks (Brief description of Program/Activity/Project)
					Advertising of Bids/RFI/RFQ	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	Training/Planning sessions/Workshops/Meetings for the GAD Secretariat and the GAD Focal Point System	GAD	NO				Jan-Dec	Jan-Dec	Gop	2,000,000.00	2,000,000.00		
	Registration/Participation/Course Fees	GAD	NO	N/A			Jan-Dec	Jan-Dec	Gop	300,000.00	300,000.00		
	Professional fee for speaker/resource person/facilitator/highly technical consultant	GAD	NO	Negotiated procurement			Jan-Dec	Jan-Dec	Gop	300,000.00	300,000.00		
	Lease of Venue/Ordered Meals/Catering Services	GAD	NO	Small Value Procurement			Jan-Dec	Jan-Dec	Gop	200,000.00	200,000.00		
	Notarial fees	GAD	NO	N/A			Jan-Dec	Jan-Dec	Gop	2,000.00	2,000.00		
	Training of Coaches for Transition Coaching and Certification of Internal Coaches	GAD	NO				Jan-Dec	Jan-Dec	Gop				
	Professional fee for resource person/speaker/facilitator/highly technical consultant	GAD	NO	Highly Technical Consultant			Jan-Dec	Jan-Dec	Gop	1,500,000.00	1,500,000.00		
	Lease of Venue/Ordered Meals/Catering Services	GAD	NO	Lease of Venue			Jan-Dec	Jan-Dec	Gop	500,000.00	500,000.00		
	Registration/Participation/Course Fee	GAD	NO	N/A			Jan-Dec	Jan-Dec	Gop	700,000.00	700,000.00		
	Notarial fees/incidental expenses	GAD	NO				Jan-Dec	Jan-Dec	Gop	1,000.00	1,000.00		
	Volume 2 of Ambassador Dela Albert's book "Women In Diplomacy: The Remarkable Ambassadors in the Philippine Foreign Service"	GAD	NO				Apr-Dec	Apr-Dec	Gop	300,000.00	300,000.00		
	Purchase of Daycare Materials/Equipment	GAD	NO				Jan-Dec	Jan-Dec	Gop	150,000.00	150,000.00		
	Support for GAD Activities implemented by Foreign Service Posts, Consular Offices, and Offices in the Home Office	GAD	NO				Jan-Dec	Jan-Dec	Gop	2,487,000.00	2,487,000.00		
	Other Professional Services	GAD	NO				Jan-Dec	Jan-Dec	Gop				
	Hiring of one (1) Contract of Service (COS) personnel for the GAD Secretariat	GAD	NO				Jan-Dec	Jan-Dec	Gop	250,000.00	250,000.00		
	Assignment of personnel from Home Office to Regional Consular Office/ Regional Consular Office to Home Office	HRMO	NO				Jan-Dec	Jan-Dec	Gop				
	Plane Ticket / Bus/ Ferry and Other Local Transportation, Unaccompanied Baggage Allowance	HRMO	NO				Jan-Dec	Jan-Dec	Gop	2,000,000.00	2,000,000.00		
	Deployment of additional personnel to Consular Office (in view of the proposed opening of new COS)	HRMO	NO				Jan-Dec	Jan-Dec	Gop				
	Plane Ticket / Bus/ Ferry and Other Local Transportation, Unaccompanied Baggage Allowance	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Gop	1,000,000.00	1,000,000.00		
	Inauguration of newly opened Consular Offices in various Provinces	HRMO	NO				Jan-Dec	Jan-Dec	Gop				
	Transportation (Airfare/ Bus/ Ferry) and other local Transport	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Gop	500,000.00	500,000.00		
	DTE: Hotel, Meals and Incidental Allowance	HRMO	NO				Jan-Dec	Jan-Dec	Gop				
	PRMD Administrative Compliance	HRMO	NO				Jan-Dec	Jan-Dec	Gop				
	Administrative Inspection of COs -Travel fare (5 COs - 3 pax per travel)	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Gop	750,000.00	750,000.00		
	DSA, Hotel, Meals and Incidental Allowance	HRMO	NO	N/A			Jan-Dec	Jan-Dec	Gop	500,000.00	500,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (mhp)		Remarks (Brief description of Program/Activity/P roject)
					Advertis ment/Post ing of IB/REI	Submissi on /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	Attendance in meetings with Courts, Ombudsman, etc. by personnel from Home Office and COS - Travel/ Transportation	HRMO	NO	N/A			Jan-Dec	Jan-Dec	Jan-Dec	GOP	250,000.00		
	Compliance with subpoenae Ducas Tacum/service of summons or orders - Travel/ Transportation	HRMO	NO	N/A			Jan-Dec	Jan-Dec	Jan-Dec	GOP	50,000.00		
	Support OTLA in ensuring compliance with subpoenas involving personnel - Travel/ Transportation	HRMO	NO	N/A			Jan-Dec	Jan-Dec	Jan-Dec	GOP	50,000.00		
	Conduct of entry-level employment examinations and interviews in COS - Travel fare including DSA for 2pax	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Jan-Dec	GOP	750,000.00		
	Deployment of personnel from Home Office to Foreign Service Post (Foreign Assignment) - Plane Ticket/Pre-Departure Allowance/	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Jan-Dec	GOP	97,000,000.00		
	Deployment of additional personnel from Home Office to Foreign Service Post -Plane Ticket /Pre-Departure Allowance/ Relocation/Shipmeny/Unaccompanied/DSA	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Jan-Dec	GOP	7,000,000.00		
	Recall of personnel from Foreign Service Post (Recall) - Plane Ticket /Pre-Departure Allowance/ Relocation/Shipmeny/Unaccompanied/DSA.	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Jan-Dec	GOP	55,000,000.00		
	Unforeseen / Early recall of personnel from Foreign Service Post (Early Recall) - Plane Ticket /Pre-Departure Allowance/ Relocation/Shipmeny/Unaccompanied/DSA	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Jan-Dec	GOP	6,409,877.15		
	Crossposting of personnel from one Foreign Service Post to another Foreign Service Post -Plane Ticket /Pre-Departure Allowance/	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Jan-Dec	GOP	16,112,440.40		
	Administrative Inspection of FSPs - Plane Ticket for 3 FSPs, 3 Pax, 3 days	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Jan-Dec	GOP	900,000.00		
	DSA:Hotel, Meals and incidental and Pre-Departure Allowance	HRMO	NO	N/A			Jan-Dec	Jan-Dec	Jan-Dec	GOP	600,000.00		
	Attendance to and meetings with Courts, Ombudsman, etc. by personnel from FSPs - Plane Ticket	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Jan-Dec	GOP	500,000.00		
	DSA: Hotel, Meals and incidental and Pre-Departure Allowance	HRMO	NO	N/A			Jan-Dec	Jan-Dec	Jan-Dec	GOP	250,000.00		
	Attendance to and meetings with Courts, Ombudsman, etc. by personnel from FSPs - Plane Ticket	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Jan-Dec	GOP	1,000,000.00		
	DSA: Hotel, Meals and incidental and Pre-Departure Allowance	HRMO	NO	N/A			Jan-Dec	Jan-Dec	Jan-Dec	GOP	500,000.00		
	Scoping Mission/Retooling/Command Conference-Plane Ticket	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	Jan-Dec	GOP	1,000,000.00		
	DSA:Hotel, Meals and incidental and Pre-Departure Allowance	HRMO	NO	N/A			Jan-Dec	Jan-Dec	Jan-Dec	GOP	500,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 (PAP)			Remarks (brief description of Program/Activity/P Project)	
					Advertisement/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award		Contract Signing	Total	MOOE		CO
	Conduct of Wellness Seminar for CO personnel (5 sessions)	HRMO	NO				May - Sept	May - Sept	GOP	-	-	-	
	Lease of Venue	HRMO	NO	Lease of Venue			May - Sept	May - Sept	GOP	500,000.00	500,000.00	-	
	Airfare/Lease of Motor Vehicle	HRMO	NO	Competitive Bidding			May - Sept	May - Sept	GOP	150,000.00	150,000.00	-	
	Professional Fee/ Consultancy Service	HRMO	NO	Highly Technical Consultant			May - Sept	May - Sept	GOP	400,000.00	400,000.00	-	
	DSA/Hotel Allowance/Meals	HRMO	NO	N/A			May - Sept	May - Sept	GOP	200,000.00	200,000.00	-	
	Incidental Expenses	HRMO	NO	N/A			May - Sept	May - Sept	GOP	20,000.00	20,000.00	-	
	Conduct of Wellness Initiatives for DFA Personnel	HRMO	NO	Highly Technical Consultant			Jan - Sept	Jan - Sept	GOP	-	-	-	
	Registration and Membership Fee/Consultancy Services/Honoraria	HRMO	NO	Highly Technical Consultant			Jan - Sept	Jan - Sept	GOP	700,000.00	700,000.00	-	
	Lease of Venue	HRMO	NO	Lease of Real Property			Jan - Sept	Jan - Sept	GOP	300,000.00	300,000.00	-	
	Incidental Expenses	HRMO	NO	N/A			Jan - Sept	Jan - Sept	GOP	150,000.00	150,000.00	-	
	Team Building for HRMO Personnel	HRMO	NO				Apr - Jun	Apr - Jun	GOP	-	-	-	
	Lease of Venue : 2 days, 1 night	HRMO	NO	Lease of Venue			Apr - Jun	Apr - Jun	GOP	525,000.00	525,000.00	-	
	Lease of Motor Vehicle:	HRMO	NO	Small Value Procurement			Apr - Jun	Apr - Jun	GOP	120,000.00	120,000.00	-	
	Facilitator's Fee	HRMO	NO	Highly Technical Consultant			Apr - Jun	Apr - Jun	GOP	200,000.00	200,000.00	-	
	Ordered Meals	HRMO	NO	Small Value Procurement			Apr - Jun	Apr - Jun	GOP	10,000.00	10,000.00	-	
	Conduct of Relationship Seminars for PDOS	HRMO	NO	Small Value Procurement			Apr - Dec	Apr - Dec	GOP	-	-	-	
	Ordered Meals	HRMO	NO	Small Value Procurement			Apr - Dec	Apr - Dec	GOP	60,000.00	60,000.00	-	
	Professional Fee of the resource speaker	HRMO	NO	Highly Technical Consultant			Apr - Dec	Apr - Dec	GOP	60,000.00	60,000.00	-	
	Conduct of Financial Literacy Seminars for PDOS	HRMO	NO				Apr - Dec	Apr - Dec	GOP	72,000.00	72,000.00	-	
	Ordered Meals	HRMO	NO	Small Value Procurement			Apr - Dec	Apr - Dec	GOP	60,000.00	60,000.00	-	
	Professional fee of the resource speaker	HRMO	NO	Highly Technical Consultant			Apr - June, Oct - Dec	Apr - June, Oct - Dec	GOP	-	-	-	
	Conduct of Financial Literacy Seminars for Home Office Personnel	HRMO	NO				Apr - June, Oct - Dec	Apr - June, Oct - Dec	GOP	68,000.00	68,000.00	-	
	Ordered Meals	HRMO	NO	Small Value Procurement			Apr - June	Apr - June	GOP	-	-	-	
	Conduct of Seminar on PhilHealth	HRMO	NO	Small Value Procurement			Apr - June	Apr - June	GOP	35,000.00	35,000.00	-	
	Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Apr - June	Apr - June	GOP	1,500.00	1,500.00	-	
	Token of Appreciation for Guest Speakers	HRMO	NO	N/A			Apr - June	Apr - June	GOP	10,000.00	10,000.00	-	
	Training Seminar - Incidental Expenses	HRMO	NO	N/A			Jan - Mar, Jul - Sep	Jan - Mar, Jul - Sep	GOP	-	-	-	
	Provision of Training - English Course for PWD	HRMO	NO	Highly Technical Consultant			Jan - Mar, Jul - Sep	Jan - Mar, Jul - Sep	GOP	100,000.00	100,000.00	-	
	Professional Fee of the Instructor	HRMO	NO	Highly Technical Consultant			Jan - Mar, Jul - Sep	Jan - Mar, Jul - Sep	GOP	10,000.00	10,000.00	-	
	Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Jan - Mar, Jul - Sep	Jan - Mar, Jul - Sep	GOP	10,000.00	10,000.00	-	

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (Php)		Remarks (Brief description of Program/Activity/ Project)
					Advertisement/ Posting of IB/FEI	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	BWD - Capacity Building	HRMO	NO				Jan-Mar, Jul-Sep	Jan-Mar, Jul-Sep	GOP				
	Training for BWD Personnel-Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Jan-Mar, Jul-Sep	Jan-Mar, Jul-Sep	GOP	100,000.00			
	BWD - Liaison Services Section	HRMO	NO				Jan-Dec	Jan-Dec	GOP				
	LTO Outreach Program-Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	GOP	20,000.00			
	PRMP- Learning and Development Unit	HRMO	NO				Jan-Dec	Jan-Dec	GOP				
	Registration Fee/consultancy Services/Honoraria	HRMO	NO	Highly Technical Consultant			Jan-Dec	Jan-Dec	GOP	400,000.00			
	Transportation Allowance (Local Travel)/DTE	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	200,000.00			
	Incidental Expenses	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	50,000.00			
	Transform courses to online courses for uploading to the Department's LMS	HRMO	NO				Jan-Dec	Jan-Dec	GOP				
	HTC/Consultancy Services	HRMO	NO	Highly Technical Consultant			Jan-Dec	Jan-Dec	GOP	1,300,000.00			
	Incidental Expenses/Ordered Meals	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	50,000.00			
	Conduct of Leadership and Management Training for FSO IV Cadets	HRMO	NO				Jan-Dec	Jan-Dec	GOP				
	HTC/Consultancy Services	HRMO	NO	Highly Technical Consultant			Jun-Dec	Jun-Dec	GOP	800,000.00			
	Lease of Venue/Ordered Meals/Catering Services	HRMD	NO	Lease of Venue			Jun-Dec	Jun-Dec	GOP	300,000.00			
	Incidental Expenses	HRMD	NO	N/A			Jun-Dec	Jun-Dec	GOP	50,000.00			
	Conduct of Change Management Project	HRMO	NO				Jan-Jun	Jan-Jun	GOP				
	HTC/Consultancy Services	HRMO	NO	Highly Technical Consultant			Jan-Jun	Jan-Jun	GOP	1,300,000.00			
	Lease of Venue/Ordered Meals/Catering Services	HRMO	NO	Lease of Venue			Jan-Jun	Jan-Jun	GOP	250,000.00			
	Incidental Expenses	HRMO	NO	N/A			Jan-Jun	Jan-Jun	GOP	50,000.00			
	Conduct of Competency Development Project Phase 4	HRMO	NO				Jan-Dec	Jan-Dec	GOP				
	HTC/Consultancy Services	HRMO	NO	Highly Technical Consultant			Jan-Dec	Jan-Dec	GOP	1,500,000.00			
	Lease of Venue/Ordered Meals/Catering Services	HRMO	NO	Lease of Venue			Jan-Dec	Jan-Dec	GOP	350,000.00			
	Incidental Expenses	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	50,000.00			
	Conduct of Customer Service Workshop and Effective Communication Program	HRMO	NO				Mar-Nov	Mar-Nov	GOP				
	HTC/Consultancy Services	HRMO	NO	Highly Technical Consultant			Mar-Nov	Mar-Nov	GOP	2,150,000.00			
	Lease of Venue/Catering Services/Ordered Meals	HRMO	NO	Lease of Venue			Mar-Nov	Mar-Nov	GOP	900,000.00			
	Transportation Allowance/Daily Travel Expenses	HRMO	NO	Competitive Bidding			Mar-Nov	Mar-Nov	GOP	300,000.00			
	Incidental Expenses	HRMO	NO	N/A			Mar-Nov	Mar-Nov	GOP	50,000.00			
	Conduct of Training of on Disciplinary Processes and Government Regulations-Honorarium, Food, Venue, Miscellaneous (Token, Certificates, ID, etc.)	HRMO	NO	Highly Technical Consultant/Agency to Agency			Apr-Sep	Apr-Sep	GOP	300,000.00			

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/Project)	
					Advertisement/Posting of Bids (B/REI)	Submission /Opening of Bids	Notice of Award		Contract Signing	Total	MOOE		CO
	HRMO Seminar- Lease of Venue / Catering Services / Ordered Meals	HRMO	NO	Lease of Real Property and Venue			Dec	Dec	GOP	350,000.00	350,000.00		
	Incidental Expenses	HRMO	NO	N/A			Dec	Dec	GOP	20,000.00	20,000.00		
	Funding for Scholarships of DFA Personnel (local and Foreign) which includes: a. Short Term (EO 298); and b. Long Term (EO 129)	HRMO	NO				Jan-Dec	Jan-Dec	GOP				
	Tuition and Other School Fees/ Cost of Living Allowances/ Airfare/Foreign or Local Transport	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	10,367,000.00	10,367,000.00		
	Supplies and Materials	HRMO	NO				Jan-Dec	Jan-Dec	GOP				
	Office Supplies (Part A of APP-CSE)	HRMO	NO	Agency to Agency			Jan-Dec	Jan-Dec	GOP	1,073,033.20	1,073,033.20		
	Office Supplies (Part B of APP-CSE)	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	362,863.05	362,863.05		
	Recruitment (Examination Materials)	HRMO	NO	Small Value Procurement			Feb-Jul	Feb-Jul	GOP	100,000.00	100,000.00		
	Drugs and Medicine	HRMO	NO				Jan-Sep	Jan-Sep	GOP				
	Various Medicine and Medical Supplies	HRMO	NO	Small Value Procurement			Jan-Sep	Jan-Sep	GOP	84,000.00	84,000.00		
	Other Supplies	HRMO	NO				Mar-Aug	Mar-Aug	GOP				
	Replenishment of perishable items in the Emergency Go/Grab bag	HRMO	NO	Small Value Procurement			Mar-Aug	Mar-Aug	GOP	100,000.00	100,000.00		
	Hard Hat	HRMO	NO	Small Value Procurement			Mar-Aug	Mar-Aug	GOP	45,000.00	45,000.00		
	Semi-Expendable (Information & Communications Technology Equipment - Corporate Give-Aways	HRMO	NO	Small Value Procurement			Mar-Aug	Mar-Aug	GOP	200,000.00	200,000.00		
	Extraordinary & Miscellaneous Expenses	HRMO	NO				Jan-Dec	Jan-Dec	GOP	132,000.00	132,000.00		
	Professional Services / Consultancy	HRMO	NO				Jan-Dec	Jan-Dec	GOP				
	PRMD - Records Management Section-Procurement of HRIS maintenance contract	HRMO	NO	Highly Technical Consultant			Jan-Dec	Jan-Dec	GOP	5,000,000.00	5,000,000.00		
	Hiring of Highly Technical Consultant for the Improvement of Administrative Services	HRMO	NO	Highly Technical Consultant			Jan-Dec	Jan-Dec	GOP	650,000.00	650,000.00		
	Random Drug Testing	HRMO	NO	Highly Technical Consultant			Jan-Dec	Jan-Dec	GOP	100,000.00	100,000.00		
	Contract of Service (COS) for Psychologist (for individual counseling)	HRMO	NO	Highly Technical Consultant			Jan-Dec	Jan-Dec	GOP	750,000.00	750,000.00		
	Renewal of Contract of Service (COS) for one (1) year for 20 Personnel	HRMO	NO				Jan-Dec	Jan-Dec	GOP	4,275,936.00	4,275,936.00		
	Renewal of Contract of Service (COS) for one year for DFA Day Care Center	HRMO	NO				Jan-Dec	Jan-Dec	GOP	190,281.60	190,281.60		
	Hiring of COS QMS	HRMO	NO				Jan-Dec	Jan-Dec	GOP	500,000.00	500,000.00		
	Repair and Maintenance - Other Machine and Equipment	HRMO	NO				Jan-Dec	Jan-Dec	GOP	111,000.00	111,000.00		
	Advertising Expenses - Newspaper Advertisement	HRMO	NO	53.6 Scientific, Scholarly, Artistic, Technical, and Media Services			Jan-Dec	Jan-Dec	GOP	150,000.00	150,000.00		
	Printing and Binding for the IEC materials for Personnel	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	GOP	350,000.00	350,000.00		
	Representation Expenses	HRMO	NO				Jan-Dec	Jan-Dec	GOP				
	HRMO-Hosted Various Official Meetings/Seminars	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	GOP	335,204.69	335,204.69		
	DFA's Participation to the CSC Fun Run and Other Similar Activities- Printed Shirt, Registration fee, Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Apr-Sep	Apr-Sep	GOP	100,000.00	100,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity					Source of Funds	Total	Estimated Budget (PHP)		Remarks (Brief description of Program/Activity/ Project)
					Advertisement/ Posting of Bids/RFI	Submission /Opening of Bids	Notice of Award	Contract Signing				MOOE	CO	
	Conduct of PWD-Related Activities-	HRMO	NO											
	Ordered Meals and Registration Fees	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	Jan-Dec	GOP	40,000.00	40,000.00		
	Honoraria for Resource Speakers	HRMO	NO	N/A			Jan-Dec	Jan-Dec	Jan-Dec	GOP	20,000.00	20,000.00		
	Day Care Activities 1. Moving Up Ceremony 2. Buwan ng Lahi Celebration 3. UN Day Celebration	HRMO	NO				Jan-Dec	Jan-Dec	Jan-Dec	GOP				
	Ordered Meals (a.m. snack) (max of 50 pax including children & parents/visitors @ P150/pax)	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	Jan-Dec	GOP	24,000.00	24,000.00		
	Miscellaneous Expenses for Decorations (P2,000/Per activity)	HRMO	NO	N/A			Jan-Dec	Jan-Dec	Jan-Dec	GOP	6,000.00	6,000.00		
	Educational Trip - Day Care	HRMO	NO				Apr-Sept	Apr-Sept	Apr-Sept	GOP				
	Admission Fee	HRMO	NO	Small Value Procurement			Apr-Sept	Apr-Sept	Apr-Sept	GOP	40,000.00	40,000.00		
	Lease of Transportation/Vehicle	HRMO	NO	Small Value Procurement			Apr-Sept	Apr-Sept	Apr-Sept	GOP	30,000.00	30,000.00		
	Meal Allowance	HRMO	NO	N/A			Apr-Sept	Apr-Sept	Apr-Sept	GOP	10,000.00	10,000.00		
	General Assembly of DIFARFA	HRMO	NO				Apr-Sept	Apr-Sept	Apr-Sept	GOP				
	Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Apr-Sept	Apr-Sept	Apr-Sept	GOP	50,000.00	50,000.00		
	Briefing on HIV / Aids	HRMO	NO	Small Value Procurement			Apr-Sept	Apr-Sept	Apr-Sept	GOP	20,000.00	20,000.00		
	Orientation on Retirement Benefits and What comes after Retirement	HRMO	NO				Mar	Mar	Mar	GOP				
	Ordered Meal - @P800 for 60 pax (a.m. snack, lunch, p.m. snack)	HRMO	NO	Small Value Procurement			Mar	Mar	Mar	GOP	48,000.00	48,000.00		
	Honoring of Retirees	HRMO	NO				Oct	Oct	Oct	GOP				
	Lease of Venue - (Accommodation/use of facilities and meals) 39 retirees + 3 guest each retiree = 156 pax	HRMO	NO	Lease of Venue			Oct	Oct	Oct	GOP	400,000.00	400,000.00		
	Crystal Plaques for the Recognition and as Gifts/Tokens - 39 retirees (Php5,000.00 / retiree)	HRMO	NO	Small Value Procurement			Oct	Oct	Oct	GOP	235,000.00	235,000.00		
	Resource speaker Honoraria/fee	HRMO	NO	Highly Technical Consultant			Oct	Oct	Oct	GOP	30,000.00	30,000.00		
	Incidental Expenses	HRMO	NO				Oct	Oct	Oct	GOP	10,000.00	10,000.00		
	Necrological/Memorial Services	HRMO	NO							GOP				
	Flower Wreath - Php27,500.00/wreath x 30 occasions	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	Jan-Dec	GOP	187,500.00	187,500.00		
	Ordered Meals (driver/honor guard) - 6 persons @P150/pax, 10 occasions	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	Jan-Dec	GOP	45,000.00	45,000.00		
	Purchase of Philippine Flags - @Php3,000.00 each x (10 occasions)	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	Jan-Dec	GOP	30,000.00	30,000.00		
	Joint Activity with GSIS and Pag-ibig	HRMO	NO				Mar	Mar	Mar	GOP				
	Ordered Meals and Beverages	HRMO	NO				Mar	Mar	Mar	GOP	10,000.00	10,000.00		
	Consultation Meetings with Partner Agencies with Mandates for Deployment to FSPs	HRMO	NO				Jan-Dec	Jan-Dec	Jan-Dec	GOP				
	Lease of Venue use of facilities, lunch/p.m. snack/ Transportation/ Miscellaneous	HRMO	NO	Small Value Procurement /Lease of Venue			Jan-Dec	Jan-Dec	Jan-Dec	GOP	29,283.09	29,283.09		
	DFA Year-End Fellowship	HRMO	NO				Dec	Dec	Dec	GOP	500,000.00	500,000.00		



DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/ Project)
					Advertis- ment/Post- ing of (B/REI)	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	Catering Services/Ordered Meals	HRMO	NO	Competitive Bidding			Dec	Dec	GOP	1,000,000.00	1,000,000.00		
	Lights and Sounds/Flowers	HRMO	NO	Competitive Bidding			Dec	Dec	GOP	350,000.00	350,000.00		
	Incidental Expenses	HRMO	NO	Small Value Procurement			Dec	Dec	GOP	100,000.00	100,000.00		
	DFA'S Participation to Various National Day Events & Milestones Programs and Activities (e.g. Independence Day)	HRMO	NO				Feb - Dec	Feb - Dec	GOP				
	Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Feb - Dec	Feb - Dec	GOP	40,000.00	40,000.00		
	Uniform/T-Shirts	HRMO	NO	Small Value Procurement			Feb - Dec	Feb - Dec	GOP	20,000.00	20,000.00		
	Incidental Expenses	HRMO	NO	Small Value Procurement			Feb - Dec	Feb - Dec	GOP	10,000.00	10,000.00		
	Transportation (2 buses)	HRMO	NO	Small Value Procurement			Feb - Dec	Feb - Dec	GOP	50,000.00	50,000.00		
	DFA Sports Festival	HRMO	NO	Lease of Venue			Apr-June	Apr-June	GOP	150,000.00	150,000.00		
	Rental of Venues	HRMO	NO	Small Value Procurement			Apr-June	Apr-June	GOP	40,000.00	40,000.00		
	Sports/Game Equipments	HRMO	NO	Small Value Procurement			Apr-June	Apr-June	GOP	10,000.00	10,000.00		
	Trophies and Medals	HRMO	NO	Small Value Procurement			Apr-June	Apr-June	GOP	100,000.00	100,000.00		
	Honorary-Referees and Table Committees	HRMO	NO	Highly Technical Consultant			Apr-June	Apr-June	GOP	30,000.00	30,000.00		
	Snacks and Refreshment for Opening Day	HRMO	NO	Small Value Procurement			Apr-June	Apr-June	GOP	10,000.00	10,000.00		
	Bottled water during the games	HRMO	NO	Small Value Procurement			Apr-June	Apr-June	GOP	40,000.00	40,000.00		
	HRMO-Sponsored Administrative Officers' Meeting	HRMO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00		
	Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00		
	Inter-Office Meetings/Conferences	HRMO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00		
	Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00		
	DFA Anniversary Celebration and Conferment of the Departmental Level Awards	HRMO	NO	Lease of Venue			Jun -Jul	Jun -Jul	GOP	1,000,000.00	1,000,000.00		
	Lease of Venue / Catering Services	HRMO	NO	Small Value Procurement			Jun -Jul	Jun -Jul	GOP	700,000.00	700,000.00		
	Production, Lights and Designs (flowers, Ornaments, etc.) - Physical Arrangement (lighting, sound system with stage backdrop, and floral arrangements)	HRMO	NO	Small Value Procurement			Jun -Jul	Jun -Jul	GOP	500,000.00	500,000.00		
	Catering Services - For DFA Personnel (Home Office and ASEANA)	HRMO	NO	Competitive Bidding			Jun -Jul	Jun -Jul	GOP	2,500,000.00	2,500,000.00		
	Loyalty Pins and Medals	HRMO	NO	Competitive Bidding / Small Value Procurement			Jun -Jul	Jun -Jul	GOP	50,000.00	50,000.00		
	Wooden Plaques	HRMO	NO	Competitive Bidding			Jun -Jul	Jun -Jul	GOP	130,000.00	130,000.00		
	Catering Services for DFA Day and PRAISE TWIG Meetings	HRMO	NO	Competitive Bidding			Jun -Jul	Jun -Jul	GOP	110,000.00	110,000.00		
	Printing of Invitations and Special Paper & Buttons	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	100,000.00	100,000.00		
	Contingency Funds / Incidental Expenses	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	200,000.00	200,000.00		
	Oath Taking of New FSO IV	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	GOP				
	Catering Services (2 Batches)	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	GOP				

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (Php)		Remarks (Brief description of Program/Activity/P Project)
					Advertisement/ Posting of IB/FEI	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	Meetings of Personnel Selection Board	HRMO	NO		Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec	Gop	-	-	-	
	Catering Services / Ordered Meals	HRMO	NO	Small Value Procurement		Jan - Dec	Jan - Dec	Jan - Dec	Gop	120,000.00	120,000.00	-	
	Hosting of CSC Cluster Meeting	HRMO	NO			Jan - Dec	Jan - Dec	Jan - Dec	Gop	-	-	-	
	Ordered Meals	HRMO	NO	Small Value Procurement		Jan - Dec	Jan - Dec	Jan - Dec	Gop	10,000.00	10,000.00	-	
	Rent / Lease of Motor Vehicle	HRMO	NO	Competitive Bidding		Jan - Dec	Jan - Dec	Jan - Dec	Gop	1,043,000.00	1,043,000.00	-	
	Rent / Lease of Equipment	HRMO	NO			Jan - Dec	Jan - Dec	Jan - Dec	Gop	-	-	-	
	Provision of Photocopying Machine for the entire HRMO	HRMO	NO	Competitive Bidding		Jan - Dec	Jan - Dec	Jan - Dec	Gop	1,500,000.00	1,500,000.00	-	
	Provision of Office Equipment	HRMO	NO	Small Value Procurement		Jan - Dec	Jan - Dec	Jan - Dec	Gop	1,242,000.00	1,242,000.00	-	
	Local News Paper and Online Subscription	HRMO	NO	Small Value Procurement		Jan - Dec	Jan - Dec	Jan - Dec	Gop	100,000.00	100,000.00	-	
	LOCAL TRAVEL	OAMSS	NO						Gop	-	-	-	
	Baguio- Actual counting for inventory of equipment and Disposal in RCO's - Land transportation	OAMSS	NO	Competitive Bidding		May	May	May	Gop	10,080.00	10,080.00	-	
	Pampanga- Actual counting for inventory of equipment and Disposal in RCO's - Land transportation	OAMSS	NO	Competitive Bidding		Jun	Jun	Jun	Gop	7,800.00	7,800.00	-	
	Calasiao - Actual counting for inventory of equipment and Disposal in RCO's - Land transportation	OAMSS	NO	Competitive Bidding		Jun	Jun	Jun	Gop	10,000.00	10,000.00	-	
	Dumaguete - Actual counting for inventory of equipment and Disposal in RCO's - Plane Ticket	OAMSS	NO	Competitive Bidding		Jul	Jul	Jul	Gop	30,000.00	30,000.00	-	
	Tadoban - Actual counting for inventory of equipment and Disposal in RCO's - Plane Ticket	OAMSS	NO	Competitive Bidding		Aug	Aug	Aug	Gop	30,000.00	30,000.00	-	
	Tuguegarao - Actual counting for inventory of equipment and Disposal in RCO's - Plane Ticket	OAMSS	NO	Competitive Bidding		Sep	Sep	Sep	Gop	30,000.00	30,000.00	-	
	Cagayan De Oro/ Davao - Actual counting for inventory of equipment and Disposal in RCO's - Plane Ticket	OAMSS	NO	Competitive Bidding		Oct	Oct	Oct	Gop	30,000.00	30,000.00	-	
	Cebu - To conduct property and project inspection - Plane Ticket	OAMSS	NO	Competitive Bidding		Nov	Nov	Nov	Gop	30,000.00	30,000.00	-	
	San Pablo/ Lucena - To conduct property and project inspection - FOREIGN TRAVEL	OAMSS	NO	Competitive Bidding		Dec	Dec	Dec	Gop	10,000.00	10,000.00	-	
	ICT Training Expenses	OAMSS	NO	Agency-to-Agency, Competitive Bidding Small Value Procurement		Jan-Dec	Jan-Dec	Jan-Dec	Gop	425,000.00	425,000.00	-	
	Accountable Forms Expenses	OAMSS	NO			Mar, June, Sep, Dec	Mar, June, Sep, Dec	Mar, June, Sep, Dec	Gop	-	-	-	
	FA forms No. 51 (official receipt)	OAMSS	NO	Agency-to-Agency		Mar, June, Sep, Dec	Mar, June, Sep, Dec	Mar, June, Sep, Dec	Gop	1,000,000.00	1,000,000.00	-	
	FA forms No. 89 (Official receipt abroad)	OAMSS	NO	Agency-to-Agency		Mar, June, Sep, Dec	Mar, June, Sep, Dec	Mar, June, Sep, Dec	Gop	1,007,000.00	1,007,000.00	-	
	Office Supplies Expenses	OAMSS	NO	Agency-to-Agency		Mar, June, Sep, Dec	Mar, June, Sep, Dec	Mar, June, Sep, Dec	Gop	-	-	-	
	Office supplies ( part A of APP-CSE )	OAMSS	NO	Agency-to-Agency		Mar, June, Sep, Dec	Mar, June, Sep, Dec	Mar, June, Sep, Dec	Gop	2,119,000.00	2,119,000.00	-	
	Other Supplies and Materials Expenses	OAMSS	NO			Mar, June, Sep, Dec	Mar, June, Sep, Dec	Mar, June, Sep, Dec	Gop	-	-	-	

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/ Project)
					Advertisement/ Posting of Bids	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Office supplies ( part B of App-CSE )	OAMSS	NO	Small Value Procurement			Mar, June, Sep, Dec	Mar, June, Sep, Dec	GOP	2,182,000.00	2,182,000.00		
	Office Fixture, chair and table	OAMSS	NO	Small Value Procurement			Mar, June, Sep, Dec	Mar, June, Sep, Dec	GOP	700,000.00	700,000.00		
	Fuel, oil and Lubricant Expenses	OAMSS	NO				Mar, June, Sep, Dec	Mar, June, Sep, Dec	GOP				
	Utilities expenses	OAMSS	NO				Jan - Dec	Jan - Dec	GOP				
	Water	OAMSS	NO	Public Bidding			Jan - Dec	Jan - Dec	GOP	8,821,000.00	8,821,000.00		
	Drinking Water Supply	OAMSS	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	2,000,000.00	2,000,000.00		
	Electricity	OAMSS		Public Bidding			Jan - Dec	Jan - Dec	GOP	45,088,000.00	45,088,000.00		
	Communication services	OAMSS					Jan - Dec	Jan - Dec	GOP				
	Postage and Courier Services	OAMSS					Jan - Dec	Jan - Dec	GOP	289,000.00	289,000.00		
	Local Courier (Metro Manila)	OAMSS	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	2,000,000.00	2,000,000.00		
	Postage Stamps	OAMSS		Agency-to-Agency			Jan - Dec	Jan - Dec	GOP	200,000.00	200,000.00		
	Diplomatic Pouch	OAMSS		Public Bidding			Jan - Dec	Jan - Dec	GOP	27,522,000.00	27,522,000.00		
	Landline	OAMSS	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	5,721,000.00	5,721,000.00		
	Primary Internet Service and other services	OAMSS	NO	Public Bidding			Jan - Dec	Jan - Dec	GOP	3,500,000.00	3,500,000.00		
	Secondary Internet Services	OAMSS	NO	Public Bidding			Jan - Dec	Jan - Dec	GOP	3,000,000.00	3,000,000.00		
	Leased Line: DFA Home Office to DFA New Building	OAMSS	NO	Public Bidding			Jan - Dec	Jan - Dec	GOP	500,000.00	500,000.00		
	Leased Line: DFA New Building to DFA Aseana	OAMSS	NO	Public Bidding			Jan - Dec	Jan - Dec	GOP	500,000.00	500,000.00		
	Lease of Equipment - Photocopying/ Scanning machine	OAMSS	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	2,500,000.00	2,500,000.00		
	Rents - ICT Machinery and Equipment - lease of ICT Equipment	OAMSS	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	4,293,000.00	4,293,000.00		
	Cable, Satellite, Telegraph and Radio	OAMSS	NO	Public Bidding			Jan - Dec	Jan - Dec	GOP	5,500,000.00	5,500,000.00		
	Pest control Services	OAMSS	YES	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	1,700,000.00	1,700,000.00		
	Janitorial services	OAMSS	YES	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	55,250,000.00	55,250,000.00		
	Security services	OAMSS	YES	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	83,451,000.00	83,451,000.00		
	Preventive Maintenance Service of elevators at DFA Main Bldg	OAMSS	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	1,300,000.00	1,300,000.00		
	Preventive Maintenance Service of elevators at DFA Main Bldg - South Wing	OAMSS	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	1,000,000.00	1,000,000.00		
	Preventive Maintenance of Elevators Parts at OCA-Aseana	OAMSS	YES	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	1,500,000.00	1,500,000.00		
	Repair and Rehabilitation of Lift Station	OAMSS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	600,000.00	600,000.00		
	Preventive Maintenance of the Electrical and Air conditioning system of DFA Main and OCA Aseana Bldg.	OAMSS	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	16,150,000.00	16,150,000.00		
	Repair /Maintenance of Emergency light (battery pack)	OAMSS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	400,000.00	400,000.00		
	Repair and Maintenance - Official vehicles	OAMSS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	2,083,000.00	2,083,000.00		
	Extraordinary and miscellaneous expenses	OAMSS	NO	N/A			Jan - Dec	Jan - Dec	GOP	132,000.00	132,000.00		
	Rents - Motor Vehicles - DFA Officials	OAMSS	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	5,755,000.00	5,755,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/P Project)
					Advertisement/ Posting of B/R/E	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Rent expenses	OAMSS	NO				Jan - Dec	Jan - Dec	GoP	282,225.00	282,225.00		
	Rents - Building & Structures	OAMSS	NO						GoP	556,794,000.00		556,794,000.00	
	Land	OAMSS	NO						GoP	369,581,000.00		369,581,000.00	
	Building	OAMSS	NO						GoP				
	Retrofit	OAMSS	NO						GoP				
	Retrofitting Project - Buildings	OAMSS	NO						GoP	443,871,000.00		443,871,000.00	
	Information and Communication Technology Equipment - Laptops	OAMSS	NO	Public Bidding					GoP	282,225,000.00	282,225.00	6,000,000.00	
	Local Travel 1, plane ticket	ASEAN	NO	Competitive Bidding			Mar.-Dec.	Mar.-Dec.	GoP	250,000.00	250,000.00		
	Local Travel 2, plane ticket	ASEAN	NO	Competitive Bidding			July	July	GoP	250,000.00	250,000.00		
	Local Travel 3, plane ticket	ASEAN	NO	Competitive Bidding			Feb.-May	Feb.-May	GoP	250,000.00	250,000.00		
	Local Travel 4, plane ticket, bus and ferry fare	ASEAN	NO	Competitive Bidding			Mar.-Jun.	Mar.-Jun.	GoP	250,000.00	250,000.00		
	Foreign travel 1, plane ticket	ASEAN	NO	Competitive Bidding			Jan.-Dec.	Jan.-Dec.	GoP	1,483,680.00	1,483,680.00		
	Foreign travel 2, plane ticket	ASEAN	NO	Competitive Bidding			Jan.-Dec.	Jan.-Dec.	GoP	2,137,000.00	2,137,000.00		
	Foreign travel 3, plane ticket	ASEAN	NO	Competitive Bidding			Jan.-Dec.	Jan.-Dec.	GoP	5,800,000.00	5,800,000.00		
	Foreign travel 4, plane ticket	ASEAN	NO	Competitive Bidding			September	September	GoP	3,000,000.00	3,000,000.00		
	ASEAN Health and Wellness	ASEAN	NO				November	November	GoP	441,000.00	441,000.00		
	Office Supplies - Part A (Inclusive of 10% Inflation rate)	ASEAN		Agency-to-Agency Procurement			Jan.-Dec.	Jan.-Dec.	GoP	493,231.63	493,231.63		
	Office Supplies - Part B (Inclusive of 10% Inflation rate)	ASEAN		PB/ Small Value Procurement			Jan.-Dec.	Jan.-Dec.	GoP	439,230.00	439,230.00		
	Other supplies and materials	ASEAN		PB/ Small Value Procurement			Jan.-Dec.	Jan.-Dec.	GoP	538.37	538.37		
	Communications Services	ASEAN		Direct Contracting			Jan.-Dec.	Jan.-Dec.	GoP	1,499,000.00	1,499,000.00		
	Cable, Satellite, Telegraph and Radio Expenses	ASEAN		Direct Contracting			Jan.-Dec.	Jan.-Dec.	GoP	22,000.00	22,000.00		
	Professional Services	ASEAN		53.6 / HTC			Jan.-Dec.	Jan.-Dec.	GoP	439,000.00	439,000.00		
	ASEAN Day Flag Raising Ceremony	ASEAN	NO	SVP/ Lease of Venue			August	August	GoP	132,000.00	132,000.00		
	ASEAN Day Reception Meetings and other Representation Expenses	ASEAN	NO	SVP/ Lease of Venue			Mar.-Nov.	Mar.-Nov.	GoP	1,973,000.00	1,973,000.00		
	Division I Meetings and other Representation Expenses	ASEAN	NO	SVP/ Lease of Venue			Mar.-Dec.	Mar.-Dec.	GoP	100,000.00	100,000.00		
	Division II Meetings and other Representation Expenses	ASEAN	NO	SVP/ Lease of Venue			Mar.-Oct.	Mar.-Oct.	GoP	200,000.00	200,000.00		
	Division III Meetings and other Representation Expenses	ASEAN	NO	SVP/ Lease of Venue			Apr.-Oct.	Apr.-Oct.	GoP	50,000.00	50,000.00		
	Division IV Meetings and other Representation Expenses	ASEAN	NO	SVP/ Lease of Venue			Jan.-Dec.	Jan.-Dec.	GoP	73,000.00	73,000.00		
	Division V Meetings and other Representation Expenses	ASEAN	NO	SVP/ Lease of Venue			Jan.-Dec.	Jan.-Dec.	GoP	44,000.00	44,000.00		
	Admin related meetings	ASEAN	NO	Small Value Procurement			Jan.-Dec.	Jan.-Dec.	GoP	30,000.00	30,000.00		
	Other representation expenses	ASEAN	NO	Small Value Procurement			Jan.-Dec.	Jan.-Dec.	GoP	19,000.00	19,000.00		
	ASEAN Matters Technical Board (AMTB) Meeting (1), 1 day	ASEAN	NO	SVP/ Lease of Venue			April	April	GoP	150,000.00	150,000.00		
	ASEAN Matters Technical Board (AMTB) Meeting (2), 1 day	ASEAN	NO	SVP/ Lease of Venue			July	July	GoP	150,000.00	150,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PHP)	MOOE	CO	Remarks (Brief description of Program/Activity/ Project)
					Advertisement/ Posting of B/R/EI	Submission /Opening of Bids	Notice of Award	Contract Signing						
	ASEAN Matters Technical Board (AMTB) Meeting (3), 1 day	ASEAN	NO	SVP/ Lease of Venue			Oct.	Oct.	GOP	150,000.00	150,000.00			
	ASEAN Matters Technical Board (AMTB) Meeting (4), 1 day	ASEAN	NO	SVP/ Lease of Venue			Dec.	Dec.	GOP	150,000.00	150,000.00			
	ASEAN Day Reception	ASEAN	NO	SVP/ Lease of Venue			August	August	GOP	712,000.00	712,000.00			
	Lease of Motor Vehicle for Official use	ASEAN	NO	Small Value Procurement			Jan.-Dec.	Jan.-Dec.	GOP	877,000.00	877,000.00			
	Lease of Motor Vehicle for ASEAN Day Reception	ASEAN	NO	Small Value Procurement			August	August	GOP	30,000.00	30,000.00			
	Lease of Equipment - Photocopying machine	ASEAN	NO	PG			Jan.-Dec.	Jan.-Dec.	GOP	960,000.00	960,000.00			
	Lease of Equipment - Laptop, desktop and printers	ASEAN	NO	PB/ Small Value Procurement			Jan.-Dec.	Jan.-Dec.	GOP	995,000.00	995,000.00			
	Other Subscription Expense - Local Newspapers and Magazines	ASEAN	NO	53.6			Jan.-Dec.	Jan.-Dec.	GOP	31,000.00	31,000.00			
	Other Subscription Expenses - Foreign Newspapers and Magazines	ASEAN	NO	53.6			Jan.-Dec.	Jan.-Dec.	GOP	41,000.00	41,000.00			
	Renewal of license of VCF (license subscription)	ASEAN	NO	SVP/ 53.6			Jan.-Dec.	Jan.-Dec.	GOP	905,000.00	905,000.00			
	ICT Software subscription - ERPS	ASEAN	NO	SVP/ 53.6			Jan.-Dec.	Jan.-Dec.	GOP	903,000.00	903,000.00			
	Proctor Qualifying Test	BFSE	NO	Competitive Bidding			Jan	Jan	GOP	201,000.00	201,000.00			
	Plane Ticket	BFSE	NO	Competitive Bidding			Aug.- Sept	Aug.- Sept	GOP	508,560.00	508,560.00			
	Career Minister Examinations	BFSE	NO	Competitive Bidding			Aug.- Sept	Aug.- Sept	GOP	508,560.00	508,560.00			
	Career Minister Examinations	BFSE	NO	Competitive Bidding			Sept.- Oct	Sept.- Oct	GOP	2,752,000.00	2,752,000.00			
	Leadership and Management Training	BFSE	NO	Agency-To-Agency			Jan.- Dec	Jan.- Dec	GOP	21,000.00	21,000.00			
	Office Supplies- Part A (inclusive of 10% inflation rate)	BFSE	NO	Agency-To-Agency			Jan.- Dec	Jan.- Dec	GOP	21,000.00	21,000.00			
	Paper Shredder	BFSE	NO	Small Value Procurement			Jan.- Dec	Jan.- Dec	GOP	14,000.00	14,000.00			
	Communication Services	BFSE	NO	Small Value Procurement			Jan.- Dec	Jan.- Dec	GOP	7,000.00	7,000.00			
	Postage and Courier Services	BFSE	NO	Competitive Bidding			Jan.- Dec	Jan.- Dec	GOP	22,000.00	22,000.00			
	Mobile	BFSE	NO	Direct Contracting			Jan.- Dec	Jan.- Dec	GOP	21,000.00	21,000.00			
	Landline	BFSE	NO	Direct Contracting			Apr. Nov	Apr. Nov	GOP	-	-			
	FSO Preliminary Interview, Written and Oral Test	BFSE	NO	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services			Apr. Nov	Apr. Nov	GOP	2,105,960.00	2,105,960.00			
	Honorarium/Professional Fees for Resource Speaker/s	BFSE	NO	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services			Jan	Jan	GOP	-	-			
	FSO Examination - Qualifying Test	BFSE	NO	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services			Jan	Jan	GOP	983,004.00	983,004.00			
	Fees for Civil Service Commission (CSC-FSOE)	BFSE	NO	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services			Jan	Jan	GOP	300,000.00	300,000.00			
	FSO Psychological Test	BFSE	NO	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services			Jul	Jul	GOP	-	-			
	Professional Fee	BFSE	NO	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services			Jul	Jul	GOP	300,000.00	300,000.00			

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PAP)		Remarks (brief description of Program/Activity/ Project)
					Advertis- ment/Post- ing of IB/FEI	Submis- sion /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	Career Minister Examination- Panel Interview, TKWS & Economic Diplomacy and Political Analysis	BFSE	NO	Highly Technical Consultant / 53,6			Sept - Oct	Sept - Oct	Gop	1,109,880.00	1,109,880.00		
	Honarium/Professional Fees for Resource Speaker/s	BFSE	NO				Sept - Oct	Sept - Oct	Gop				
	Career Minister Psychological Test	BFSE	NO						Gop				
	Professional fee	BFSE	NO	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services			Sept	Sept	Gop	200,000.00	200,000.00		
	FSO Advertising	BFSE	NO				Oct - Nov	Oct - Nov	Gop				
	Advertising Campaign/Materials	BFSE	NO	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services			Oct - Nov	Oct - Nov	Gop	1,000,000.00	1,000,000.00		
	FSO Written Test (3 days)	BFSE	NO						Gop				
	Catering Services	BFSE	NO	Small Value Procurement					Gop	99,000.00	99,000.00		
	Career Minister Examinations- Technical Knowledge and Writing Skills [TKWS] Test	BFSE	NO				Apr	Apr	Gop				
	Catering Services	BFSE	NO	Small Value Procurement			Apr	Apr	Gop	150,000.00	150,000.00		
	BFSE Meetings and Board Meetings	BFSE	NO				Jan - Dec	Jan - Dec	Gop				
	Ordered Meal	BFSE	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	40,000.00	40,000.00		
	FSO Oral Test	BFSE	NO				Apr	Apr	Gop				
	Lease of Venue	BFSE	NO	Lease of Venue			Apr	Apr	Gop	422,000.00	422,000.00		
	FSO Preliminary Interview	BFSE	NO				Apr	Apr	Gop				
	Lease of Venue	BFSE	NO	Lease of Venue			Apr	Apr	Gop	200,000.00	200,000.00		
	Career Minister Examinations- Panel Interview and Political Analysis	BFSE	NO				Nov - Dec	Nov - Dec	Gop				
	Lease of Venue	BFSE	NO	Lease of Venue			Nov - Dec	Nov - Dec	Gop	256,596.00	256,596.00		
	FSO Examination- QT, Preliminary Interview, Oral Test	BFSE	NO				Jan - Dec	Jan - Dec	Gop				
	Lease of Motor Vehicle	BFSE	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	36,000.00	36,000.00		
	Lease of Photocopying machine	BFSE	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	52,000.00	52,000.00		
	Career Minister Examinations- Technical Knowledge and Writing Skills [TKWS] Test	BFSE	NO				Aug	Aug	Gop				
	Computer/Laptop Rental for TKWS	BFSE	NO	Small Value Procurement			Aug	Aug	Gop	231,000.00	231,000.00		
	Newspaper Subscription Expenses	BFSE	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	3,000.00	3,000.00		
	Magazine Subscription Expenses	BFSE	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	13,000.00	13,000.00		
	Local Travel 1 - Cultural Immersion	QUIER-CDU	NO	Competitive Bidding			Mar	Mar	Gop	55,000.00	55,000.00		
	Plane Ticket	QUIER-CDU	NO				Mar	Mar	Gop	108,000.00	108,000.00		
	DSA	QUIER-CDU	NO	N/A			Mar	Mar	Gop				
	Local Travel 2 - Attendance in Cultural Activities and Program	QUIER-CDU	NO				Jun	Jun	Gop				

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAF)	Procurement Program/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 (PAF)		Remarks (Brief description of Program/Activity/ Project)
					Advertisement/ Posting of B/R/EI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MODE	
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Jun	Jun	Jun	Gop	60,000.00		
	DSA	OUIER-CDU	NO	N/A		Jun	Jun	Jun	Gop	127,200.00		
	Local Travel 3 - Attendance in Cultural Activities and Program	OUIER-CDU	NO			Aug	Aug	Aug	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Aug	Aug	Aug	Gop	77,000.00		
	DSA	OUIER-CDU	NO	N/A		Aug	Aug	Aug	Gop	146,000.00		
	Local Travel 4 - Cultural Immersion	OUIER-CDU	NO			Oct	Oct	Oct	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Oct	Oct	Oct	Gop	64,000.00		
	DSA	OUIER-CDU	NO	N/A		Oct	Oct	Oct	Gop	108,000.00		
	Local Travel 5 - Attendance in Cultural Activities and Program	OUIER-CDU	NO			Nov	Nov	Nov	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Nov	Nov	Nov	Gop	120,000.00		
	DSA	OUIER-CDU	NO	N/A		Nov	Nov	Nov	Gop	164,000.00		
	Local Travel 6 - Attendance in Cultural Activities and Program	OUIER-CDU	NO			Dec	Dec	Dec	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Dec	Dec	Dec	Gop	120,000.00		
	DSA	OUIER-CDU	NO	N/A		Dec	Dec	Dec	Gop	154,800.00		
	Foreign Travel 1 - Attendance in Cultural Activities and Program	OUIER-CDU	NO			Mar	Mar	Mar	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Mar	Mar	Mar	Gop	250,000.00		
	DSA	OUIER-CDU	NO	N/A		Mar	Mar	Mar	Gop	539,500.00		
	Foreign Travel 2 - Attendance in Cultural Activities and Program	OUIER-CDU	NO			Apr	Apr	Apr	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Apr	Apr	Apr	Gop	200,000.00		
	DSA	OUIER-CDU	NO	N/A		Apr	Apr	Apr	Gop	474,500.00		
	Foreign Travel 3 - Attendance in Performance Tour 1	OUIER-CDU	NO			May	May	May	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		May	May	May	Gop	350,000.00		
	DSA	OUIER-CDU	NO	N/A		May	May	May	Gop	829,500.00		
	Foreign Travel 4 - Attendance in Performance Tour 2	OUIER-CDU	NO			Nov	Nov	Nov	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Nov	Nov	Nov	Gop	150,000.00		
	DSA	OUIER-CDU	NO	N/A		Nov	Nov	Nov	Gop	379,500.00		
	Foreign Travel 5 - Attendance in Cultural Activities and Program	OUIER-CDU	NO			Jul	Jul	Jul	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Jul	Jul	Jul	Gop	350,000.00		
	DSA	OUIER-CDU	NO	N/A		Jul	Jul	Jul	Gop	824,500.00		
	Foreign Travel 6 - Attendance in Cultural Activities and Program	OUIER-CDU	NO			Jun	Jun	Jun	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Jun	Jun	Jun	Gop	270,000.00		
	DSA	OUIER-CDU	NO	N/A		Jun	Jun	Jun	Gop	574,500.00		
	Foreign Travel 7 - Attendance in Cultural Activities and Program	OUIER-CDU	NO			May	May	May	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		May	May	May	Gop	130,000.00		
	DSA	OUIER-CDU	NO	N/A		May	May	May	Gop	143,000.00		
	Foreign Travel 8 - Attendance in Cultural Activities and Program	OUIER-CDU	NO			Oct - Dec	Oct - Dec	Oct - Dec	Gop			
	Plane Ticket	OUIER-CDU	NO	Competitive Bidding		Oct - Dec	Oct - Dec	Oct - Dec	Gop	130,000.00		
	DSA	OUIER-CDU	NO	N/A		Oct - Dec	Oct - Dec	Oct - Dec	Gop	324,500.00		
	Europe Tour (Cultural Heritage Month and Independence Day)	OUIER-CDU	NO			May - Jul	May - Jul	May - Jul	Gop			

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Estimated Budget (PHP)			Remarks (Brief description of Program/Activity/ Project)	
					Advertising of Bids/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MODE		CO
	Hiring of artists	OUIER-CDU	NO				May - Jul	May - Jul	Gop	6,500,000.00	6,500,000.00		
	Operational Expenses of PSPs related to Cultural Heritage Month and Independence Day	OUIER-CDU	NO				May - Jul	May - Jul	Gop	-	-		
	Lease of venue/local transportation/other incidental expenses	OUIER-CDU	NO				May - Jul	May - Jul	Gop	1,000,000.00	1,000,000.00		
	Film Showing Appreciation Series in DFA	OUIER-CDU	NO				Mar - Oct	Mar - Oct	Gop	300,000.00	300,000.00		
	Art Workshops	OUIER-CDU	NO				Jul - Sept	Jul - Sept	Gop	-	-		
	Honorarium for instructors/participants kit	OUIER-CDU	NO				Jul - Sept	Jul - Sept	Gop	500,000.00	500,000.00		
	Tales of the Manuvu Block Screening - Ticket purchase	OUIER-CDU	NO				Jul - Sept	Jul - Sept	Gop	300,000.00	300,000.00		
	Block Screening - Ticket purchase	OUIER-CDU	NO				Aug	Aug	Gop	500,000.00	500,000.00		
	Little Box Project	OUIER-CDU	NO				Apr - Dec	Apr - Dec	Gop	350,000.00	350,000.00		
	Cultural Officers Year-end Assessment	OUIER-CDU	NO				Nov - Dec	Nov - Dec	Gop	3,000,000.00	3,000,000.00		
	International Conference/Studies	OUIER-CDU	NO				Sept - Oct	Sept - Oct	Gop	2,000,000.00	2,000,000.00		
	Inter-agency meetings for Cultural Agreements Strategic Planning	OUIER-CDU	NO	Small Value Procurement			Feb - Sept	Feb - Sept	Gop	300,000.00	300,000.00		
	Travelling Exhibit	OUIER-CDU	NO				Aug - Dec	Aug - Dec	Gop	-	-		
	Shipment to Oslo Pz, Frankfurt PGG, and transfer within Europe	OUIER-CDU	NO				Aug - Dec	Aug - Dec	Gop	300,000.00	300,000.00		
	Oscar Awards Filipino Foreign Film Entry Campaign	OUIER-CDU	NO				Oct - Nov	Oct - Nov	Gop	1,500,000.00	1,500,000.00		
	Quintcentenary Celebration of Circumnavigation of the World	OUIER-CDU	NO				Oct - Dec	Oct - Dec	Gop	3,000,000.00	3,000,000.00		
	Hiring of artists	OUIER-CDU	NO				Oct - Dec	Oct - Dec	Gop	1,000,000.00	1,000,000.00		
	Compilation and Printing of Catalogues of Art works in various posts and DFA Home Office	OUIER-CDU	NO				Oct - Dec	Oct - Dec	Gop	8,000,000.00	8,000,000.00		
	Hiring of COS	OUIER-CDU	NO				Apr - Dec	Apr - Dec	Gop	2,000,000.00	2,000,000.00		
	PANGARAP	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	104,498.00	104,498.00		
	Hiring of Highly Technical Consultant/Project Coordinator	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	4,000,000.00	4,000,000.00		
	Philippine Ballet Theater SF	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	1,000,000.00	1,000,000.00		
	Transfer of Funds to Post	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	500,000.00	500,000.00		
	Cultural Heritage Sites Reviving Exhibit	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	2,000,000.00	2,000,000.00		
	Distalure Tour (2nd Generation Immersion)	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	123,200.00	123,200.00		
	Philippine Studies	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	50,000.00	50,000.00		
	Hiring of Highly Technical Consultant	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	180,000.00	180,000.00		
	Development of Cultural Diplomacy Strategy Towards China	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	348,302.00	348,302.00		
	Cultural Heritage Month Celebration	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	145,000.00	145,000.00		
	Hiring of Artists	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	100,000.00	100,000.00		
	Furniture, rearrangement of office layout	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	108,000.00	108,000.00		
	Various meetings/hostings/events	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	36,000.00	36,000.00		
	Meals/beverages/tifs/tokens	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	875,000.00	875,000.00		
	Printing of promotional materials	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	2,400,000.00	2,400,000.00		
	Printing of souvenirs	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	-	-		
	Printing of business cards and gift cards	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	109,000.00	109,000.00		
	Communications Services	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	35,000.00	35,000.00		
	Postage and Courier Services	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	-	-		
	Telephone - Landline	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	-	-		
	Office Supplies - Part A (Inclusive of 10% inflation rate)	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	-	-		
	ICT Equipment	OUIER-CDU	NO				Jan - Dec	Jan - Dec	Gop	-	-		



DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/ Project)
					Advertisement/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award		Contract Signing	Total	MODE	
	Office Supplies - Part B (inclusive of 10% inflation rate)	QUIER-CDU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	582,000.00	582,000.00		
	ICT Equipment	QUIER-CDU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	1,800,000.00	1,800,000.00		
	Other Supplies and Materials Expenses	QUIER-CDU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	439,000.00	439,000.00		
	Other Supplies and Materials Expenses	QUIER-CDU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	719,500.00	719,500.00		
	RENT	QUIER-CDU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	-	-		
	Motor Vehicle	QUIER-CDU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	1,200,000.00	1,200,000.00		
	Photocopier (colored)	QUIER-CDU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	150,000.00	150,000.00		
	Laptop	QUIER-CDU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00		
	Local Newspapers and Magazines	QUIER-CDU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	21,800.00	21,800.00		
	Foreign Newspapers and Magazines	QUIER-CDU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	27,200.00	27,200.00		
	Medical Allowance for Insurance as Mandated by RA7157 (Foreign Service Act)	DFA Main	NO	Competitive Bidding	Jan - Dec	Jan - Dec	Jan - Dec	GOP/PRI	524,500,000.00	524,500,000.00		
	Meetings with regional and provincial officials in Mindanao	DFA Mindanao	NO	Competitive Bidding	Jan - Dec	Jan - Dec	Jan - Dec	GOP	55,000.00	55,000.00		
	Budyaw and RP-RI Committee Chairman's Conference	DFA Mindanao	NO	Competitive Bidding	Jul - Sept	Jul - Sept	Jul - Sept	GOP	52,000.00	52,000.00		
	Training and Scholarship Expenses	DFA Mindanao	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00		
	Including GAD Activities	DFA Mindanao	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	100,000.00	100,000.00		
	Office Supplies Expense	DFA Mindanao	NO	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	GOP	30,000.74	30,000.74		
	Other Supplies and Materials Expenses	DFA Mindanao	NO	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	GOP	60,000.00	60,000.00		
	Fuel, Oil and Lubricants Expenses	DFA Mindanao	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	12,000.00	12,000.00		
	Water Expenses	DFA Mindanao	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	-	-		
	Communications Services	DFA Mindanao	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	11,000.00	11,000.00		
	Postage and Courier Services	DFA Mindanao	NO	Agency-To-Agency /Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	GOP	25,000.00	25,000.00		
	Telephone Expenses - Mobile	DFA Mindanao	NO	Direct Contracting	Jan - Dec	Jan - Dec	Jan - Dec	GOP	50,000.00	50,000.00		
	Telephone Expenses - Landline	DFA Mindanao	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	42,000.00	42,000.00		
	Internet Subscription Expenses	DFA Mindanao	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	13,000.00	13,000.00		
	Cable, Satellite, Telegraph and Radio	DFA Mindanao	NO	Highly Technical Consultant	Jan - Dec	Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00		
	Professional Fees	DFA Mindanao	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	6,000.00	6,000.00		
	Transportation and Delivery Expenses	DFA Mindanao	NO	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00		
	Printing and Binding Expenses	DFA Mindanao	NO	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	GOP	158,000.00	158,000.00		
	Representation Expenses	DFA Mindanao	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	264,000.00	264,000.00		
	Rents - Building and Structures	DFA Mindanao	NO	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	GOP	54,000.00	54,000.00		
	Rents - Motor Vehicles	DFA Mindanao	NO	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	GOP	11,999.26	11,999.26		
	Library and other Reading Materials Subscription	DFA Mindanao	NO	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	GOP	33,000.00	33,000.00		
	Cost of transportation expenses during meetings (Senate, House of Representatives (HOR) and other government agencies)	DLU	NO		Jan - Dec	Jan - Dec	Jan - Dec	GOP	28,000.00	28,000.00		
	a) Team Building - Lease of Venue including audio-visual provision	DLU	NO	Lease of Venue	Sept	Sept	Sept	GOP				

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/Project)
					Advertising of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	Food expense for twelve (12) officers and staff members	DLU	NO	Small Value Procurement / Lease of Venue			Sept	Sept	Gop	19,000.00	19,000.00		
	Hotel twin-sharing rooms for six (6) rooms @ Php 4,500/room	DLU	NO	Lease of Venue			Sept	Sept	Gop	27,000.00	27,000.00		
	Round-trip transport expense including driver and fuel fees	DLU	NO	Small Value Procurement / Lease of Venue			Sept	Sept	Gop				
	(13-15 seater transport vehicle)	DLU	NO	Small Value Procurement / Lease of Venue			Sept	Sept	Gop	18,000.00	18,000.00		
	b) Official Cultural Activity -	DLU	NO	Small Value Procurement / Lease of Venue			Nov	Nov	Gop				
	Lease of venue including use of audio-visual equipment	DLU	NO	Small Value Procurement / Lease of Venue			Nov	Nov	Gop	28,000.00	28,000.00		
	Food expenses for twelve (12) officers and staff	DLU	NO	Small Value Procurement / Lease of Venue			Nov	Nov	Gop	19,000.00	19,000.00		
	Round-trip transport expense including driver & fuel	DLU	NO	Small Value Procurement / Lease of Venue			Nov	Nov	Gop	18,000.00	18,000.00		
	c) GAD Training -	DLU	NO	Small Value Procurement / Lease of Venue			Jul	Jul	Gop				
	Food expense for Twelve (12) officers & Staff (lunch & dinner)	DLU	NO	Small Value Procurement / Lease of Venue			Jul	Jul	Gop	15,000.00	15,000.00		
	Office Supplies - Part A (inclusive of 10% inflation rate)	DLU	NO	Agency-to-Agency			Jan - Dec	Jan - Dec	Gop	89,469.76	89,469.76		
	Office Supplies - Part B (inclusive of 10% inflation rate)	DLU	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	27,528.43	27,528.43		
	PLDT subscribed Telephone-Landline (2 lines)	DLU	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	188,000.00	188,000.00		
	Globe subscribed Mobile phone and prepaid cards for official use	DLU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	148,000.00	148,000.00		
	Cable TV subscription - Sky Cable Corporation	DLU	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	Gop	30,000.00	30,000.00		
	Extraordinary & Miscella-	DLU	NO				Jan - Dec	Jan - Dec	Gop	132,000.00	132,000.00		
	January- March: Dinners/Lunch/Meetings/Reception Hosting	DLU	NO	Small Value Procurement / Lease of Venue			Jan - Mar	Jan - Mar	Gop	93,500.00	93,500.00		
	Purchase of gifts/tokens, flowers, calling cards, Christmas cards	DLU	NO	Small Value Procurement			Jan - Mar	Jan - Mar	Gop				
	April-June: Dinners/Lunch/Meetings/Reception Hosting	DLU	NO	Small Value Procurement / Lease of Venue			Apr - Jun	Apr - Jun	Gop	93,500.00	93,500.00		
	Purchase of gifts/tokens, flowers, calling cards, Christmas cards	DLU	NO	Small Value Procurement			Apr - Jun	Apr - Jun	Gop				

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAR)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Total	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/Project)
					Advertisement/Posting of Bids/REI	Submission/Opening of Bids	Notice of Award			Contract Signing	MOOE	
	July-September, Dinners/Lunch/Meetings/Reception Hosting	DLIU	NO	Small Value Procurement / Lease of Venue			Jul - Sept	Jul - Sept	GOP	93,500.00	93,500.00	
	Purchase of gifts/tokens, flowers, calling cards, Christmas cards	DLIU	NO	Small Value Procurement			Jul - Sept	Jul - Sept	GOP			
	October-December, Dinners/Lunch/Meetings/Reception Hosting	DLIU	NO	Small Value Procurement / Lease of Venue			Oct - Dec	Oct - Dec	GOP	71,000.00	71,000.00	
	Purchase of gifts/tokens, flowers, calling cards, Christmas cards	DLIU	NO	Small Value Procurement			Oct - Dec	Oct - Dec	GOP			
	Lease of Motor Vehicle for DLIU's Assistant Secretary / official use	DLIU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	875,000.00	875,000.00	
	Rent for one (1) unit of photocopying machine	DLIU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	210,000.00	210,000.00	
	Subscription Expenses	DLIU	No	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	19,000.00	19,000.00	
	Visit of FD from Americas and Canada	FD	NO				Jan - Dec	Jan - Dec	GOP	1,408,000.00	1,408,000.00	
	Visit of FD from Europe Middle East	FD	NO				Jan - Dec	Jan - Dec	GOP	2,182,000.00	2,182,000.00	
	Visit of FD from Asia-Pacific	FD	NO				Jan - Dec	Jan - Dec	GOP	3,695,000.00	3,695,000.00	
	Visit of FD from United Arab Emirates	FD	NO				Jan - Dec	Jan - Dec	GOP	739,000.00	739,000.00	
	Purchase of Champagne, liquor and Wines	FD	NO				Jan - Dec	Jan - Dec	GOP	800,000.00	800,000.00	
	Hosted luncheons/dinners for foreign dignitaries and departing AEPs	FD	NO				Jan - Dec	Jan - Dec	GOP			
	Catering services	FD	NO				Jan - Dec	Jan - Dec	GOP	1,900,000.00	1,900,000.00	
	Lease of Venue	FD	NO				Jan - Dec	Jan - Dec	GOP	800,000.00	800,000.00	
	DFA participation in the commemoration of Araw ng Kagitingan - Transportation and Meals	FD	NO				Apr	Apr	GOP	317,000.00	317,000.00	
	Eid'l Fitr Celebration	FD	NO				Jun -Aug	Jun -Aug	GOP	449,000.00	449,000.00	
	Lease of Venue	FD	NO				Jun -Aug	Jun -Aug	GOP			
	Compliance and Management Audit of RCCOs	IAS	NO				July	July	GOP	333,000.00	333,000.00	
	Compliance and Management Audit: Asia	IAS	NO				Mar-April	Mar-April	GOP	1,000,000.00	1,000,000.00	
	IAS Team Bldg Activity - Venue	IAS	NO				April	April	GOP	48,000.00	48,000.00	
	IAS Team Bldg Activity - Motor Vehicle	IAS	NO				April	April	GOP	22,000.00	22,000.00	
	Internal Audit Related Trainings and Seminars	IAS	NO				Jan-Dec	Jan-Dec	GOP	339,000.00	339,000.00	
	Office Supplies - Part A (inclusive of 10% Inflation rate)	IAS	NO	Agency-to-Agency			Jan-Dec	Jan-Dec	GOP	68,941.26	68,941.26	
	Office Supplies - Part B (inclusive of 10% Inflation rate)	IAS	NO	Competitive Bidding / Small Value Procurement			Jan-Dec	Jan-Dec	GOP	18,058.74	18,058.74	
	Communications Services	IAS	NO	Direct Contracting			Jan-Dec	Jan-Dec	GOP	140,000.00	140,000.00	
	Extraordinary & Miscellaneous Expenses	IAS	NO	N/A			Jan-Dec	Jan-Dec	GOP	132,000.00	132,000.00	
	Representation Expenses	IAS	NO				Jan-Dec	Jan-Dec	GOP	58,000.00	58,000.00	
	Lease of Motor Vehicle for Official use	IAS	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	815,000.00	815,000.00	
	Lease of Equipment - Photocopying machine	IAS	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	120,000.00	120,000.00	
	Local Newspapers and Magazines	IAS	NO				Jan-Dec	Jan-Dec	GOP	10,000.00	10,000.00	
	Foreign Newspapers and Magazines	IAS	NO				Jan-Dec	Jan-Dec	GOP	40,000.00	40,000.00	
	Honorarium/Professional Fees for Resource Speakers	ISU	NO	Highly Technical Consultant			Feb	Feb	GOP	10,000.00	10,000.00	
	Cyber and Data Security Training	ISU	NO	Highly Technical Consultant			Apr	Apr	GOP			
	Honorarium/Professional Fees / Tokens for Resource Speakers	ISU	NO	Highly Technical Consultant			Apr	Apr	GOP	10,000.00	10,000.00	

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procure- ment Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/ Project)
					Advertis- ment/post- ing of IB/REI	Submis- sion /Opening of Bids	Notice of Award	Contract Signing		Total	MODE	
	Ordered Meals/Catering Services/ Materials needed for the training, Tokens, Plaques, Souvenirs and Give-Aways, Miscellaneous and others	ISU	NO	Small Value Procurement			Apr	Apr	GOP	35,000.00	35,000.00	
	Incident Command System Executive Course	ISU	NO	Highly Technical Consultant			Jun	Jun	GOP	5,000.00		
	Honorarium/Professional Fees for Resource Speakers	ISU	NO	Highly Technical Consultant			Jun	Jun	GOP	5,000.00		
	Ordered Meals/Catering Services/Materials needed for the training, Tokens, Plaques, Souvenirs and Give-Aways, Miscellaneous and others	ISU	NO	Small Value Procurement			Jun	Jun	GOP	30,000.00	30,000.00	
	Basic Course for Security Managers	ISU	NO	Highly Technical Consultant			Jul	Jul	GOP			
	Honorarium/Professional Fees for Resource Speakers	ISU	NO	Highly Technical Consultant			Jul	Jul	GOP	15,000.00	15,000.00	
	Ordered Meals/Catering Services/ Materials needed for training such as Special Briefing Materials - Ammunition, Target Boards, Plaques, Souvenirs, Give-aways, Miscellaneous and others/ Lease of Motor Vehicle	ISU	NO	Small Value Procurement			Jul	Jul	GOP	175,000.00	175,000.00	
	Health and Wellness	ISU	NO				May	May	GOP			
	Lease of Venue/Meals and Beverages	ISU	NO	Lease of Venue			May	May	GOP	60,000.00	60,000.00	
	Lease of Motor Vehicle	ISU	NO	Small Value Procurement			May	May	GOP	30,000.00	30,000.00	
	Disaster Risk Reduction and Management Course for Public Sector	ISU	NO				Sept	Sept	GOP			
	Honorarium/Professional Fees/Tokens forResource Speakers	ISU	NO	Highly Technical Consultant			Sept	Sept	GOP	15,000.00	15,000.00	
	Ordered Meals/Catering Services/ Materials needed for training such as Plaques, Souvenirs, Give-aways, Miscellaneous and others	ISU	NO	Small Value Procurement			Sept	Sept	GOP	70,000.00	70,000.00	
	Team Building Activity	ISU	NO	Lease of Venue			Sept	Sept	GOP	90,000.00	90,000.00	
	Lease of Venue/Meals (with facilitator)	ISU	NO	Lease of Venue			Sept	Sept	GOP	40,000.00	40,000.00	
	Lease of Motor Vehicle	ISU	NO	Small Value Procurement			Sept	Sept	GOP			
	Cyber Security and Awareness Training	ISU	NO	Highly Technical Consultant			Nov	Nov	GOP			
	Honorarium/Professional Fees/Tokens	ISU	NO	Highly Technical Consultant			Nov	Nov	GOP	10,000.00	10,000.00	
	Ordered Meals/Catering Services	ISU	NO	Small Value Procurement			Nov	Nov	GOP	5,000.00	5,000.00	
	Earthquake, Landslide, and Search and Rescue Operation Course	ISU	NO				Nov	Nov	GOP			
	Ordered Meals/Catering Services/ Materials needed for the training, Tokens, Plaques, Souvenirs and Give-Aways, Miscellaneous and others	ISU	NO	Small Value Procurement			Nov	Nov	GOP	55,000.00	55,000.00	
	Honorarium/Professional Fees for Resource Speakers	ISU	NO	Highly Technical Consultant			Nov	Nov	GOP	10,000.00	10,000.00	
	VIP Security Protection Training	ISU	NO	Highly Technical Consultant			Dec	Dec	GOP			
	Honorarium/Professional Fees for Resource Speakers	ISU	NO	Highly Technical Consultant			Dec	Dec	GOP	10,000.00	10,000.00	
	Ordered Meals/Catering Services/ Materials needed for training such as Special Briefing Materials - Ammunition, Target Boards, Plaques, Souvenirs, Give-aways, Miscellaneous and others	ISU	NO	Small Value Procurement			Dec	Dec	GOP	60,000.00	60,000.00	

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Total	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/ Project)
					Advertising of IB/REI	Submission /Opening of Bids	Notice of Award			Contract Signing	MOOE	
	Bomb Threat Awareness and Search Techniques Training	ISU	NO				Dec	Dec	GOP			
	Honorarium/Professional Fees/Tokens for Resource Speakers	ISU	NO	Highly Technical Consultant			Dec	Dec	GOP	10,000.00		
	Ordered Meals/Catering Services/ Materials needed for training such as Plaques, Souvenirs, Give-aways, Miscellaneous and others	ISU	NO	Small Value Procurement			Dec	Dec	GOP	50,000.00	50,000.00	
	Gender and Development Seminar	ISU	NO				Dec	Dec	GOP	-		
	Lease of Venue/Meals and Beverages	ISU	NO	Small Value Procurement / Lease of Venue			Dec	Dec	GOP	60,000.00	60,000.00	
	Conduct of Quarterly Nationwide Simultaneous Earthquake Drill (NSED) - Preparation/Briefing and Critique	ISU	NO				Feb, Jun, Aug, Nov	Feb, Jun, Aug, Nov	GOP			
	Ordered Meals/Catering Services/ Materials needed for the drill, Miscellaneous and others	ISU	NO	Small Value Procurement			Feb, Jun, Aug, Nov	Feb, Jun, Aug, Nov	GOP	32,000.00	32,000.00	
	APP-CSE Part A with 10% Inflation rate	ISU	NO	Agency-To-Agency			Jan - Dec	Jan - Dec	GOP	133,913.62	133,913.62	
	APP-CSE Part B with 10% Inflation rate	ISU	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	25,080.00	25,080.00	
	Laminating Machine	ISU	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	7,000.00	7,000.00	
	Communications Services	ISU	NO				Jan - Dec	Jan - Dec	GOP	-		
	Telephone - Landline (2 lines)	ISU	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	279,000.00	279,000.00	
	Telephone - Mobile (1 line)	ISU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	159,000.00	159,000.00	
	Cable, Satellite, Telegraph and Radio Expenses	ISU	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	29,000.00	29,000.00	
	Representation Expenses	ISU	NO				Jan - Dec	Jan - Dec	GOP	-		
	Dinners and lunches , Purchase of gifts, flowers, calling cards, Christmas cards	ISU	NO	Small Value Procurement / Lease of Venue			Jan - Dec	Jan - Dec	GOP	120,000.00	120,000.00	
	Printing and Binding Expenses	ISU	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	80,000.00	80,000.00	
	Hosting of Huddle Meeting	ISU	NO				Jan - Dec	Jan - Dec	GOP	-		
	Ordered Meals/Catering Services	ISU	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00	
	Hosting of Administrative Officer Meeting	ISU	NO				Jan - Dec	Jan - Dec	GOP	-		
	Ordered Meals/Catering Services	ISU	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00	
	Meeting on Security Related Matters	ISU	NO				Jan - Dec	Jan - Dec	GOP	-		
	Ordered Meals/Catering Services	ISU	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	20,000.00	20,000.00	
	Meeting on Intelligence Related Matters	ISU	NO				Jan - Dec	Jan - Dec	GOP	-		
	Ordered Meals/Catering Services	ISU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	20,000.00	20,000.00	
	Ordered Motor Vehicle	ISU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	829,000.00	829,000.00	
	Lease of Photocopying Machine	ISU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	191,000.00	191,000.00	
	Subscription Expense	ISU	NO				Jan - Dec	Jan - Dec	GOP	-		
	Local Newspapers and Magazines	ISU	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	20,100.00	20,100.00	
	Foreign Newspapers and Magazines	ISU	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	23,900.00	23,900.00	
	MARITIME FORUM - 1	MOAO	NO				Feb - Mar	Feb - Mar	GOP	-		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/ Project)
					Advertising of Bids/RFI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	PLANE TICKET	MOAO	NO	Direct Contracting			Feb - Mar	Feb - Mar	GOP	18,000.00	18,000.00		
	DSA	MOAO	NO	N/A			Feb - Mar	Feb - Mar	GOP	3,200.00	3,200.00		
	MARTIME FORUM - 2	MOAO	NO				Mar - Apr	Mar - Apr	GOP				
	PLANE TICKET	MOAO	NO	Direct Contracting			Mar - Apr	Mar - Apr	GOP	10,000.00	10,000.00		
	DSA	MOAO	NO	N/A			Mar - Apr	Mar - Apr	GOP	3,200.00	3,200.00		
	MOAO	NO	N/A				Apr - Sept	Apr - Sept	GOP	912,748.00	912,748.00		
	MEETING ON THE STATE PARTIES TO UNCLOS - UNITED STATES	MOAO	NO				Jun - Jul	Jun - Jul	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Jun - Jul	Jun - Jul	GOP	193,550.00	193,550.00		
	DSA	MOAO	NO	N/A			Jun - Jul	Jun - Jul	GOP	162,220.00	162,220.00		
	UN OPEN-ENDED INFORMAL CONSULTATIVE PROCESS ON OCEANS AND LAW OF THE SEA - UNITED STATES	MOAO	NO				Jun, Oct-Dec	Jun, Oct-Dec	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Jun, Oct-Dec	Jun, Oct-Dec	GOP	193,550.00	193,550.00		
	DSA	MOAO	NO	N/A			Jun, Oct-Dec	Jun, Oct-Dec	GOP	202,400.00	202,400.00		
	MEETING OF THE STATE PARTIES TO THE COMMISSION ON THE LIMITS OF THE CONTINENTAL SHELF (CLCS) - UNITED STATES	MOAO	NO				Feb - Mar, Jul - Aug	Feb - Mar, Jul - Aug	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Feb - Mar, Jul - Aug	Feb - Mar, Jul - Aug	GOP	193,550.00	193,550.00		
	DSA	MOAO	NO	N/A			Feb - Mar, Jul - Aug	Feb - Mar, Jul - Aug	GOP	202,400.00	202,400.00		
	OCEAN CONFERENCE -ASIA	MOAO	NO				Oct - Dec	Oct - Dec	GOP	78,400.00	78,400.00		
	Plane Ticket	MOAO	NO	Direct Contracting			Oct - Dec	Oct - Dec	GOP	42,900.00	42,900.00		
	DSA	MOAO	NO	N/A			Oct - Dec	Oct - Dec	GOP	42,900.00	42,900.00		
	ARCHIPELAGIC AND ISLAND STATES FORUM - ASIA	MOAO	NO				Sept - Nov	Sept - Nov	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Sept - Nov	Sept - Nov	GOP	40,810.00	40,810.00		
	DSA	MOAO	NO	N/A			Sept - Nov	Sept - Nov	GOP	42,900.00	42,900.00		
	INFORMAL CONSULTATIONS ON THE OMBIBUS OCEANS AND THE LAW OF THE SEA RESOLUTION - UNITED STATES	MOAO	NO				Oct - Nov	Oct - Nov	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Oct - Nov	Oct - Nov	GOP	193,550.00	193,550.00		
	DSA	MOAO	NO	N/A			Oct - Nov	Oct - Nov	GOP	176,000.00	176,000.00		
	IMO COUNCIL MEETING - UNITED KINGDOM	MOAO	NO				Jul - Nov	Jul - Nov	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Jul - Nov	Jul - Nov	GOP	180,510.00	180,510.00		
	DSA	MOAO	NO	N/A			Jul - Nov	Jul - Nov	GOP	198,510.00	198,510.00		
	RHODES ACADEMY OF OCEANS LAW AND POLICY	MOAO	NO				Apr	Apr	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Apr	Apr	GOP	117,600.00	117,600.00		
	DSA	MOAO	NO	N/A			Apr	Apr	GOP	274,920.00	274,920.00		
	MARINE ENVIRONMENTAL PROTECTION COMMITTEE MEETING (MEPC) - UNITED KINGDOM	MOAO	NO				Oct - Nov	Oct - Nov	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Oct - Nov	Oct - Nov	GOP	90,650.00	90,650.00		
	DSA	MOAO	NO	N/A			Oct - Nov	Oct - Nov	GOP	99,255.00	99,255.00		
	TRIPARTITE MEETING AMONG THE GOVERNMENT OF PHILIPPINES, INDONESIA AND MALAYSIA 1 -ASIA	MOAO	NO				Apr - Jun	Apr - Jun	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Apr - Jun	Apr - Jun	GOP	39,200.00	39,200.00		
	DSA	MOAO	NO	N/A			Apr - Jun	Apr - Jun	GOP	31,929.00	31,929.00		
	REGIONAL WORKSHOP ON THE SECOND CYCLE OF THE REGULAR PROCESS (ASIA)	MOAO	NO				Jul - Sept	Jul - Sept	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Jul - Sept	Jul - Sept	GOP	41,650.00	41,650.00		
	DSA	MOAO	NO	N/A			Jul - Sept	Jul - Sept	GOP	32,075.00	32,075.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/ Project)
					Advertisement/ Posting of Bids/RFI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	PHILIPPINE - PALAU CONSULTATIONS ON MARITIME BOUNDARY DELIMITATION - PALAU	MOAO	NO	Direct Contracting			Feb - Dec	Feb - Dec	GOP				
	Plane Ticket	MOAO	NO	N/A			Feb - Dec	Feb - Dec	GOP	147,000.00	147,000.00		
	DSA	MOAO	NO	N/A			Feb - Dec	Feb - Dec	GOP	58,596.00	58,596.00		
	WORKSHOP ON MANAGING POTENTIAL CONFLICT IN THE SOUTH CHINA SEA	MOAO	NO	Direct Contracting			Feb - Dec	Feb - Dec	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Feb - Dec	Feb - Dec	GOP	73,500.00	73,500.00		
	DSA	MOAO	NO	N/A			Feb - Dec	Feb - Dec	GOP	62,260.00	62,260.00		
	EAST ASIA SUMMIT MEETING 1- ASIA	MOAO	NO	Direct Contracting			Apr - Jun	Apr - Jun	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Apr - Jun	Apr - Jun	GOP	46,550.00	46,550.00		
	DSA	MOAO	NO	N/A			Apr - Jun	Apr - Jun	GOP	23,158.00	23,158.00		
	EAST ASIA SUMMIT MEETING 2 - ASIA	MOAO	NO	Direct Contracting			Jul - Sept	Jul - Sept	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Jul - Sept	Jul - Sept	GOP	39,200.00	39,200.00		
	DSA	MOAO	NO	N/A			Jul - Sept	Jul - Sept	GOP	21,786.00	21,786.00		
	EAST ASIA SUMMIT MEETING 3 - ASIA PACIFIC	MOAO	NO	Direct Contracting			Oct - Dec	Oct - Dec	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Oct - Dec	Oct - Dec	GOP	40,356.00	40,356.00		
	DSA	MOAO	NO	N/A			Oct - Dec	Oct - Dec	GOP	55,300.00	55,300.00		
	INTERNATIONAL SEABED AUTHORITY MEETING - JAMAICA	MOAO	NO	Direct Contracting			Mar, Jul	Mar, Jul	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Mar, Jul	Mar, Jul	GOP	490,000.00	490,000.00		
	DSA	MOAO	NO	N/A			Mar, Jul	Mar, Jul	GOP	809,736.00	809,736.00		
	TWIG MEETING ON ILLEGAL, UNREGULATED, UNREPORTED FISHING (IUU) - ASIA	MOAO	NO	Direct Contracting			Feb - Dec	Feb - Dec	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Feb - Dec	Feb - Dec	GOP	78,400.00	78,400.00		
	DSA	MOAO	NO	N/A			Feb - Dec	Feb - Dec	GOP	62,358.00	62,358.00		
	REGIONAL MEETING ON ILLEGAL, UNREGULATED, UNREPORTED FISHING (IUU) - ASIA	MOAO	NO	Direct Contracting			Feb - Dec	Feb - Dec	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Feb - Dec	Feb - Dec	GOP	78,400.00	78,400.00		
	DSA	MOAO	NO	N/A			Feb - Dec	Feb - Dec	GOP	62,358.00	62,358.00		
	BORDER SECURITY MEETING - ASIA	MOAO	NO	Direct Contracting			Mar - May, Oct - Dec	Mar - May, Oct - Dec	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Mar - May, Oct - Dec	Mar - May, Oct - Dec	GOP	78,400.00	78,400.00		
	DSA	MOAO	NO	N/A			Mar - May, Oct - Dec	Mar - May, Oct - Dec	GOP	42,072.00	42,072.00		
	JOINT PERMANENT WORKING GROUP ON MARITIME AND OCEAN CONCERNS (JPWG-MOC) - ASIA	MOAO	NO	Direct Contracting			Feb - Dec	Feb - Dec	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Feb - Dec	Feb - Dec	GOP	39,200.00	39,200.00		
	DSA	MOAO	NO	N/A			Feb - Dec	Feb - Dec	GOP	21,786.00	21,786.00		
	COAST GUARD COOPERATION - ASIA	MOAO	NO	Direct Contracting			Mar - May, Sept - Nov	Mar - May, Sept - Nov	GOP				
	Plane Ticket	MOAO	NO	Direct Contracting			Mar - May, Sept - Nov	Mar - May, Sept - Nov	GOP	78,400.00	78,400.00		
	DSA	MOAO	NO	N/A			Mar - May, Sept - Nov	Mar - May, Sept - Nov	GOP	69,120.00	69,120.00		
	TEAM BUILDING ACTIVITY	MOAO	NO	Small Value Procurement			Apr - May	Apr - May	GOP				
	Lease of Motor Vehicle (including contingency fund for toll fees, fuel, etc.)	MOAO	NO	Highly Technical Consultant			Apr - May	Apr - May	GOP	24,000.00	24,000.00		
	Professional fees for Facilitator/Resource Speaker	MOAO	NO	Lease of Venue (Overnight Stay)			Apr - May	Apr - May	GOP	5,000.00	5,000.00		
	Lease of Venue (Overnight Stay)	MOAO	NO				Apr - May	Apr - May	GOP	30,000.00	30,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PnP)		Remarks (brief description of Program/Activity/Project)
					Advertisement/Posting of Bids	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	Ordered Meals and Beverages	MOAO	NO	Small Value Procurement			Apr - May	Apr - May	GOP	48,000.00	48,000.00		
	COMMUNICATION SERVICES	MOAO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	-			
	POSTAGE AND COURIER SERVICES	MOAO	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	25,000.00	25,000.00		
	MOBILE	MOAO	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	126,000.00	126,000.00		
	LANDLINE	MOAD	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	117,000.00	117,000.00		
	INTERNET SUBSCRIPTION EXPENSES	MOAO	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	38,000.00	38,000.00		
	CABLE, SATELLITE, TELEGRAPH AND RADIO EXPENSES	MOAO	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	22,000.00	22,000.00		
	EXTRAORDINARY AND MISCELLANEOUS EXPENSES	MOAO	NO	N/A			Jan - Dec	Jan - Dec	GOP	132,000.00	132,000.00		
	R & M - FURNITURE AND FIXTURES	MOAO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	106,000.00	106,000.00		
	REPRESENTATION EXPENSES	MOAO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	-			
	Ordered Meals/Beverage/Catering for Meetings Hosted	MOAO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	118,000.00	118,000.00		
	LEASE OF VEHICLE FOR OFFICIAL USE - 1 UNIT	MOAO	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	732,000.00	732,000.00		
	LEASE OF PHOTOCOPIING MACHINES - 2 UNITS	MOAO	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	616,000.00	616,000.00		
	RENT - OPERATING LEASE	MOAO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	54,000.00	54,000.00		
	RENT - ICT SOFTWARE SUBSCRIPTION	MOAO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	348,000.00	348,000.00		
	LOCAL NEWSPAPER	MOAO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	23,000.00	23,000.00		
	Office Supplies - Part A (Inclusive of 10% Inflation rate)	MOAO	NO	Agency-To-Agency			Jan - Dec	Jan - Dec	GOP	148,000.00	148,000.00		
	Office Supplies - Part B (Inclusive of 10% Inflation rate)	MOAO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	248,000.00	248,000.00		
	Winter Escapee	OAA	NO	N/A			Jan - Mar	Jan - Mar	GOP	-			
	DSA	OAA	NO	N/A			Jan - Mar	Jan - Mar	GOP	7,000.00	7,000.00		
	Call of Foreign Government Representatives	OAA	NO	Competitive Bidding			Mar - Dec	Mar - Dec	GOP	66,000.00	66,000.00		
	Plane Ticket	OAA	NO	N/A			Mar - Dec	Mar - Dec	GOP	24,000.00	24,000.00		
	DSA	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	-			
	Ambassadors Tour	OAA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	25,000.00	25,000.00		
	Plane Ticket	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	15,000.00	15,000.00		
	DSA	OAA	NO	N/A			Mar - May	Mar - May	GOP	-			
	Technical Working Group Meeting on Canada Waste, Canada	OAA	NO	Competitive Bidding			Mar - May	Mar - May	GOP	240,000.00	240,000.00		
	Plane Ticket	OAA	NO	N/A			Mar - May	Mar - May	GOP	110,000.00	110,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Mar - May	Mar - May	GOP	3,000.00	3,000.00		
	DSA: Pre-departure Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	-			
	ASEAN-US Dialogue, U.S.A.	OAA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	450,000.00	450,000.00		
	Plane Ticket	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	96,800.00	96,800.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	1,500.00	1,500.00		
	ASEAN-Ministerial Meeting	OAA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	32,130.00	32,130.00		
	Plane Ticket	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	70,000.00	70,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	-			



DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 (PAP)			Remarks (brief description of Program/Activity/P Project)	
					Advertisement/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award		Contract Signing	Total	MOOE		CO
	DSA: Pre-departure Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	Gop	1,500.00	1,500.00		
	PH-US MDB-SEB, USA	OAA	NO				Jul - Sept	Jul - Sept	Gop	-			
	Plane Ticket	OAA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	Gop	63,600.00	63,600.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	Gop	84,048.00	84,048.00		
	DSA: Pre-departure Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	Gop	1,500.00	1,500.00		
	Bilateral Meetings at the sidelines of UNGA	OAA	NO				Sept - Nov	Sept - Nov	Gop	-			
	Plane Ticket	OAA	NO	Competitive Bidding			Sept - Nov	Sept - Nov	Gop	385,900.00	385,900.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Sept - Nov	Sept - Nov	Gop	282,200.00	282,200.00		
	DSA: Pre-departure Allowance	OAA	NO	N/A			Sept - Nov	Sept - Nov	Gop	3,000.00	3,000.00		
	FEALAC Foreign Ministers Meeting, Dominican Republic	OAA	NO				Sept - Nov	Sept - Nov	Gop	-			
	Plane Ticket	OAA	NO	Competitive Bidding			Sept - Nov	Sept - Nov	Gop	365,358.00	365,358.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Sept - Nov	Sept - Nov	Gop	117,000.00	117,000.00		
	DSA: Pre-departure Allowance	OAA	NO	N/A			Sept - Nov	Sept - Nov	Gop	3,000.00	3,000.00		
	High-Level Visit to Latin America	OAA	NO				Apr - Jun	Apr - Jun	Gop	-			
	Plane Ticket	OAA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	Gop	800,000.00	800,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Apr - Jun	Apr - Jun	Gop	249,464.00	249,464.00		
	DSA: Pre-departure Allowance	OAA	NO	N/A			Apr - Jun	Apr - Jun	Gop	3,000.00	3,000.00		
	Regional Retooling Seminar, USA	OAA	NO				Aug - Oct	Aug - Oct	Gop	-			
	Plane Ticket	OAA	NO	Competitive Bidding			Aug - Oct	Aug - Oct	Gop	292,800.00	292,800.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Aug - Oct	Aug - Oct	Gop	80,700.00	80,700.00		
	DSA: Pre-departure Allowance	OAA	NO	N/A			Aug - Oct	Aug - Oct	Gop	1,500.00	1,500.00		
	Gender and Development Activity	OAA	NO				Oct - Dec	Oct - Dec	Gop	-			
	Lease of Venue (with accommodation and meals)	OAA	NO	Lease of Venue			Oct - Dec	Oct - Dec	Gop	107,000.00	107,000.00		
	APP-CSE Part A with 10% Inflation rate	OAA	NO	Agency-to-Agency			Jan - Dec	Jan - Dec	Gop	244,000.00	244,000.00		
	COMMUNICATION SERVICES	OAA	NO				Jan - Dec	Jan - Dec	Gop	-			
	Landline (2 lines)	OAA	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	117,000.00	117,000.00		
	Mobile (2 lines)	OAA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	109,000.00	109,000.00		
	EXTRAORDINARY & MISCELLANEOUS EXPENSES	OAA	NO				Jan - Dec	Jan - Dec	Gop	132,000.00	132,000.00		
	GAD Resource Person	OAA	NO	Highly Technical Consultant			Jan - Dec	Jan - Dec	Gop	15,000.00	15,000.00		
	Advertising Expense	OAA	NO	S3.6 Scientific, Scholarly, Artistic Artwork, Exclusive Technology and Media Services			Jan - Dec	Jan - Dec	Gop	11,000.00	11,000.00		
	REPRESENTATION EXPENSES	OAA	NO				Jan - Dec	Jan - Dec	Gop	74,000.00	74,000.00		
	Writer Escapade	OAA	NO				Jan - Mar	Jan - Mar	Gop	-			
	Lease of Motor Vehicle	OAA	NO	Small Value Procurement			Jan - Mar	Jan - Mar	Gop	22,000.00	22,000.00		
	Wreath	OAA	NO	Small Value Procurement			Jan - Mar	Jan - Mar	Gop	7,000.00	7,000.00		
	Mid Year Planning Conference of HOPS in the US	OAA	NO				Jul - Sept	Jul - Sept	Gop	-			
	Catering Services	OAA	NO	Small Value Procurement			Jul - Sept	Jul - Sept	Gop	46,000.00	46,000.00		
	PH-US Bilateral Strategic Dialogue	OAA	NO				Mar - May	Mar - May	Gop	-			
	Lease of Venue (with accommodation, meals, & equipment rentals)	OAA	NO	Lease of Venue			Mar - May	Mar - May	Gop	400,000.00	400,000.00		
	Lease of Motor Vehicle	OAA	NO	Small Value Procurement			Mar - May	Mar - May	Gop	36,000.00	36,000.00		
	Ambassadors' Tour	OAA	NO				Jul - Sept	Jul - Sept	Gop	-			

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/ Project)	
					Advertisement/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award		Contract Signing	Total	MOOE		CO
	Lease of Motor Vehicle	OAA	NO	Small Value Procurement			Jul - Sept	Jul - Sept	GOP	22,000.00	22,000.00		
	Filipino-American Young Leaders Program	OAA	NO	Lease of Venue			Oct - Dec	Oct - Dec	GOP	-	80,000.00		
	Lease of Motor Vehicle	OAA	NO	Small Value Procurement			Oct - Dec	Oct - Dec	GOP	15,000.00	15,000.00		
	Rents - Motor Vehicles	OAA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	815,000.00	815,000.00		
	Rents - Equipment Photocopier	OAA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	300,000.00	300,000.00		
	Operating Lease	OAA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	100,000.00	100,000.00		
	ICT Software Subscription	OAA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	645,000.00	645,000.00		
	Local Newspaper and Magazines	OAA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	46,000.00	46,000.00		
	Plane Ticket	OEA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	GOP	148,438.45	148,438.45		
	DSA	OEA	NO	N/A			Jan - Mar	Jan - Mar	GOP	63,526.15	63,526.15		
	Official Foreign Travel to Represent OEA - 3	OEA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	GOP	246,530.57	246,530.57		
	Plane Ticket	OEA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	GOP	109,263.09	109,263.09		
	DSA	OEA	NO	N/A			Jan - Mar	Jan - Mar	GOP	-	300,530.58	81,712.52	
	Official Foreign Travel to Represent OEA - 4	OEA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	GOP	81,712.52	81,712.52		
	Plane Ticket	OEA	NO	N/A			Jan - Mar	Jan - Mar	GOP	-	246,530.56	246,530.56	
	Official Foreign Travel to Represent OEA - 5	OEA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	GOP	89,113.40	89,113.40		
	Plane Ticket	OEA	NO	N/A			Jan - Mar	Jan - Mar	GOP	-	246,530.57	246,530.57	
	Official Foreign Travel to Represent OEA - 6	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	246,530.57	246,530.57		
	Plane Ticket	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	80,481.04	80,481.04		
	DSA	OEA	NO	N/A			Apr - Jun	Apr - Jun	GOP	-	154,046.57	154,046.57	
	Official Foreign Travel to Represent OEA - 7	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	44,926.08	44,926.08		
	Plane Ticket	OEA	NO	N/A			Apr - Jun	Apr - Jun	GOP	-	246,530.57	246,530.57	
	Official Foreign Travel to Represent OEA - 8	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	129,703.08	129,703.08		
	Plane Ticket	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	-	154,046.57	154,046.57	
	DSA	OEA	NO	N/A			Apr - Jun	Apr - Jun	GOP	55,510.36	55,510.36		
	Official Foreign Travel to Represent OEA - 9	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	-	154,046.57	154,046.57	
	Plane Ticket	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	55,510.36	55,510.36		
	DSA	OEA	NO	N/A			Apr - Jun	Apr - Jun	GOP	-	154,046.57	154,046.57	
	Official Foreign Travel to Represent OEA - 10	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	55,510.36	55,510.36		
	Plane Ticket	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP	-	153,892.42	153,892.42	
	DSA	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP	56,841.10	56,841.10		
	Official Foreign Travel to Represent OEA - 11	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	-	192,547.20	192,547.20	
	Plane Ticket	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	73,164.53	73,164.53		
	DSA	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP	-	261,944.57	261,944.57	
	Official Foreign Travel to Represent OEA - 12	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	-	66,315.06	66,315.06	
	Plane Ticket	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	-	261,944.57	261,944.57	
	Official Foreign Travel to Represent OEA - 13	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	-	66,315.06	66,315.06	
	Plane Ticket	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	-	66,315.06	66,315.06	
	DSA	OEA	NO	N/A			Apr - Jun	Apr - Jun	GOP	-	66,315.06	66,315.06	

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/ Project)
					Advertising/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	14th ASEAN FMM, ASEM-SOM3 & APRC	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	-	246,530.57		
	Plane Ticket	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP		113,364.24		
	DSA	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP		113,364.24		
	ASEM-SOM 1	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP		102,666.57		
	Plane Ticket	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP		102,666.57		
	DSA	OEA	NO	N/A			Apr - Jun	Apr - Jun	GOP		59,415.24		
	ASEM-SOM 2	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP		93,506.03		
	Plane Ticket	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP		93,506.03		
	DSA	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP		59,415.24		
	Bilateral Meetings on the Sidelines of UNGA	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP		298,681.27		
	Plane Ticket	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP		170,241.90		
	DSA	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP		170,241.90		
	Official Foreign Travel to Represent OEA - 14	OEA	NO	Competitive Bidding			Oct - Dec	Oct - Dec	GOP		93,506.02		
	Plane Ticket	OEA	NO	Competitive Bidding			Oct - Dec	Oct - Dec	GOP		50,064.08		
	DSA	OEA	NO	N/A			Oct - Dec	Oct - Dec	GOP		50,064.08		
	Various Meetings Outside Metro Manila (3X)	OEA	NO	Competitive Bidding					GOP		72,200.00		
	Plane Ticket	OEA	NO	Competitive Bidding					GOP		40,800.00		
	DSA	OEA	NO	N/A					GOP		40,800.00		
	OEA Team-Building Activity	OEA	NO	Lease of Venue					GOP		85,000.00		
	Lease of Venue/Overnight Stay (with facilitator/s)	OEA	NO	Lease of Venue					GOP		50,000.00		
	Lease of Motor Vehicle	OEA	NO	Small Value Procurement					GOP		90,000.00		
	Ordered Meals and Beverages	OEA	NO	Small Value Procurement					GOP		20,000.00		
	Honoraria/Professional Fees for Speakers/Facilitators	OEA	NO	Highly Technical Consultant					GOP		5,000.00		
	Kits, Tokens, Etc.	OEA	NO	Small Value Procurement					GOP		90,403.51		
	Office Supplies - Part A (inclusive of 10% inflation rate)	OEA	NO	Agency-To-Agency					GOP		263,560.00		
	Office Supplies - Part B (inclusive of 10% inflation rate)	OEA	NO	Small Value Procurement					GOP		117,000.00		
	Communications Services	OEA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP		218,000.00		
	Telephone - Landline (2 lines)	OEA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP		15,000.00		
	Telephone - Mobile (2 lines)	OEA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP		132,000.00		
	Satellite/Cable for TV	OEA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP		44,000.00		
	Extraordinary & Miscellaneous Expenses	OEA	NO	Highly Technical Consultant / 53.6			Jan - Dec	Jan - Dec	GOP		53,000.00		
	Professional Services	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP		55,999.99		
	Printing and Binding Expenses	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP		168,000.00		
	Representation Expenses	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP		30,000.00		
	Tokens, Plaques, Souvenirs & Giveaways	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP		50,000.00		
	Interagency Meetings (Meals)	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP		55,999.99		
	Interagency Meetings (Kits)	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP		168,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PpP)		CO	Remarks (brief description of Program/Activity/ Project)
					Advertising/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE			
	Intragency Meetings (Tokens, Plaques & Giveaways)	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	19,000.00	19,000.00			
	Foreign Travels (Tokens, Plaques & Giveaways)	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	80,000.00	80,000.00			
	Lease of Motor Vehicle for Head of Office	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	751,000.00	751,000.00			
	Lease of Equipment - Photocopying machine (3 units)	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	592,000.00	592,000.00			
	Operating Lease	OEA	NO	Lease of Venue			Jan - Dec	Jan - Dec	GOP	100,000.00	100,000.00			
	Local Newspapers and Magazines	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	14,400.00	14,400.00			
	Foreign Newspapers and Magazines	OEA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	18,600.00	18,600.00			
	ICT Software Subscription	OEA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	477,000.00	477,000.00			
	Visit of COs for the Authentication Cashiering Service	OFMS	NO	Competitive Bidding			Aug - Oct	Aug - Oct	GOP	60,000.00	60,000.00			
	Plane Fare	OFMS	NO	N/A						80,000.00	80,000.00			
	Visit to Pilot Sites for Alternative Payment Method of Consular Fees	OFMS	NO	Competitive Bidding			May - Jun	May - Jun	GOP	200,000.00	200,000.00			
	Plane Ticket	OFMS	NO	N/A						200,000.00	200,000.00			
	DSA Hotel, Meal and incidental expenses	OFMS	NO	Small Value Procurement			May	May	GOP	400,000.00	400,000.00			
	Training on Budget and Financial Accountability Reports (BRARs)	OFMS	NO						GOP					
	Catering Services	OFMS	NO	Small Value Procurement						112,000.00	112,000.00			
	OFMS Team Building Activity	OFMS	NO	Lease of Venue						90,000.00	90,000.00			
	Lease of Motor Vehicle	OFMS	NO	Small Value Procurement						400,000.00	400,000.00			
	OFMS Wellness and Stress Management Workshop	OFMS	NO	Lease of Venue			Sept.	Sept.	GOP	90,000.00	90,000.00			
	Seminar on Laws and Rules on Government Expenditures (LARGE)	OFMS	NO				Jun - Oct	Jun - Oct	GOP	60,000.00	60,000.00			
	Registration Fees	OFMS	NO	N/A			May - Sept	May - Sept	GOP	100,000.00	100,000.00			
	PAGBA Seminars	OFMS	NO	Competitive Bidding						170,000.00	170,000.00			
	Registration Fees	OFMS	NO	N/A						48,000.00	48,000.00			
	DSA Hotel, Meal and incidental expenses	OFMS	NO	Competitive Bidding			Apr - Oct	Apr - Oct	GOP	100,000.00	100,000.00			
	AGAP Annual Convention	OFMS	NO	N/A						170,000.00	170,000.00			
	Registration Fees	OFMS	NO	Competitive Bidding						48,000.00	48,000.00			
	Plane Ticket	OFMS	NO	N/A						100,000.00	100,000.00			
	DSA Hotel, Meal and incidental expenses	OFMS	NO	N/A						170,000.00	170,000.00			
	Seminars of the Association of Government Internal Auditors	OFMS	NO	N/A			May - Aug	May - Aug	GOP	80,000.00	80,000.00			
	Registration Fees	OFMS	NO	N/A						33,000.00	33,000.00			
	Training for IT Personnel	OFMS	NO	N/A			Mar - May	Mar - May	GOP					
	Registration Fees	OFMS	NO	N/A			May	May	GOP					
	GAD Seminar for OFMS personnel	OFMS	NO	Lease of Venue						480,000.00	480,000.00			

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Estimated Budget (PHP)			Remarks (brief description of Program/Activity/ Project)	
					Advertisement/ Posting of Bids	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	Workshop on Financial Management for Finance Officers of Middle East, Africa and European Posts	OFMS	NO	Competitive Bidding			May		GOP	300,000.00	300,000.00		
	Plane Ticket	OFMS								312,000.00	312,000.00		
	DSA Hotel, Meal and incidental expenses	OFMS											
	Workshop on Financial Management for Finance Officers of Asia-Pacific and the American Posts	OFMS	NO			Jun							
	Plane Ticket	OFMS		Competitive Bidding					GOP	300,000.00	300,000.00		
	DSA Hotel, Meal and incidental expenses	OFMS								312,000.00	312,000.00		
	Assessment & Target Setting Session (Lease of Venue)	OFMS	NO			Dec			GOP	288,000.00	288,000.00		
	Office Supplies - Part A (inclusive of 10% inflation rate)	OFMS		Agency-to-Agency			Jan - Dec	Jan - Dec	GOP	1,360,088.68	1,360,088.68		
	Office Supplies - Part B (inclusive of 10% inflation rate)	OFMS		Small Value Procurement			Jan - Dec	Jan - Dec	GOP	2,921,911.32	2,921,911.32		
	Accountable Forms	OFMS	NO	Agency-to-Agency			Jan - Dec	Jan - Dec	GOP	2,392,000.00	2,392,000.00		
	Textbook & Instructional Materials	OFMS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	42,000.00	42,000.00		
	Mobile	OFMS		Direct Contracting			Jan - Dec	Jan - Dec	GOP	219,000.00	219,000.00		
	Telephone	OFMS		Direct Contracting			Jan - Dec	Jan - Dec	GOP	117,000.00	117,000.00		
	Cable, Satellite, Telegraph and Radio Expenses	OFMS		Direct Contracting			Jan - Dec	Jan - Dec	GOP	15,000.00	15,000.00		
	Extraordinary & Miscellaneous Expenses	OFMS	NO	N/A			Jan - Dec	Jan - Dec	GOP	132,000.00	132,000.00		
	Other Professional Services	OFMS		HTC/ 53.6			Jan - Dec	Jan - Dec	GOP	4,572,089.00	4,572,089.00		
	Hiring of 19 Contract of Service Personnel to Augment the OFMS Shortage of Personnel	OFMS		N/A			Jan - Dec	Jan - Dec	GOP	3,812,832.00	3,812,832.00		
	Support to COA as per State Audit Code provision	OFMS	NO				Apr - Dec	Apr - Dec	GOP	325,000.00	325,000.00		
	Desktop Computer Rental	OFMS								46,257.00	46,257.00		
	Travel Expenses for COA Resource Persons	OFMS								300,000.00	300,000.00		
	Honorarium	OFMS								88,000.00	88,000.00		
	Repair & Maintenance Renewal of Warranty - Replacement of UPS	OFMS	NO			May		May	GOP	140,000.00	140,000.00		
	Taxes, Duties & Licenses Fidelity Bond Premiums - Bond of Accountable Officers	OFMS				Jan - Dec		Jan - Dec	GOP	-	-		
	Representation Expenses	OFMS				Jan - Dec		Jan - Dec	GOP	1,190,000.00	1,190,000.00		
	Meetings/hostings/events/briefings - Meals, Beverages, purchase of gifts, flowers, calling cards, Christmas cards	OFMS	NO			Jan - Dec		Jan - Dec	GOP	1,559,426.00	1,559,426.00		
	Lease of Motor Vehicle for Official use (2 units)	OFMS	NO			Jan - Dec		Jan - Dec	GOP	2,640,000.00	2,640,000.00		
	Lease of Equipment - Photocopying machine	OFMS	NO			Jan - Dec		Jan - Dec	GOP	1,365,000.00	1,365,000.00		
	Lease of Desktop Computers	OFMS	NO			Apr - Dec		Apr - Dec	GOP	49,000.00	49,000.00		
	Subscription - Local Newspapers and Magazines	OFMS	NO			Apr - Dec		Apr - Dec	GOP	600,000.00	600,000.00		
	IT Equipment	OFMS	NO	Small Value Procurement		Mar		Mar	Passport & Fund				
	Attend/Assist in various official functions	OMEA	NO			Apr - Jun		Apr - Jun	GOP	-	-		
	Air, Sea, or Land Fare	OMEA	NO	Competitive Bidding		Apr - Jun		Apr - Jun	GOP	10,000.00	10,000.00		
	DSA	OMEA	NO	N/A		Apr - Jun		Apr - Jun	GOP	46,940.00	46,940.00		
	Foreign travel 1	OMEA	NO			Apr - Jun		Apr - Jun	GOP	80,000.00	80,000.00		
	To assist in the Official Visit of SFA	OMEA	NO	Competitive Bidding		Apr - Jun		Apr - Jun	GOP	194,137.92	194,137.92		
	Airfare	OMEA	NO			Apr - Jun		Apr - Jun	GOP				
	DSA	OMEA	NO	N/A		Apr - Jun		Apr - Jun	GOP				

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Total	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/ Project)
					Advertising of Bids/RFI	Submission /Opening of Bids	Notice of Award			Contract Signing	MOOE	
	Foreign Travel 2	OMEAA	NO				Jul - Sept	Jul - Sept	Gop	-		
	To participate in the Bilateral Consultations Forum	OMEAA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	Gop	113,000.00		
	Airfare	OMEAA	NO	N/A			Jul - Sept	Jul - Sept	Gop	110,000.00		
	DSA	OMEAA	NO						Gop			
	Foreign Travel 3	OMEAA	NO				Jan - Mar	Jan - Mar	Gop	-		
	To participate in the Joint Commission Meeting	OMEAA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	Gop	100,000.00		
	Airfare	OMEAA	NO	N/A			Jan - Mar	Jan - Mar	Gop	90,052.06		
	DSA	OMEAA	NO				Jan - Mar	Jan - Mar	Gop			
	Foreign travel 4	OMEAA	NO				Jan - Mar	Jan - Mar	Gop	-		
	To assist in the Official Visit of the President	OMEAA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	Gop	123,000.00		
	Airfare	OMEAA	NO	N/A			Jan - Mar	Jan - Mar	Gop	357,825.32		
	DSA	OMEAA	NO						Gop			
	OMEAA Team Bldg Activity	OMEAA	NO									
	Lease of Venue/Order of Meals/Accommodation	OMEAA	NO	Lease of Venue						230,000.00		
	Lease of Transportation	OMEAA	NO	Small Value Procurement						45,000.00		
	GAD Seminar / Cultural Immersion	OMEAA	NO									
	Lease of Venue/Order of Meals/Accommodation	OMEAA	NO	Lease of Venue						155,000.00		
	Lease of Transportation	OMEAA	NO	Small Value Procurement						45,000.00		
	Office Supplies - Part A (Inclusive of 10% Inflation rate)	OMEAA	NO	Agency-To-Agency			Jan - Dec	Jan - Dec	Gop	417,474.60		
	Office Supplies - Part B (Inclusive of 10% Inflation rate)	OMEAA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	152,470.00		
	Communications Services	OMEAA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	170,000.00		
	Telephone - Mobile (2 lines)	OMEAA	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	84,000.00		
	Telephone - Landline (2 lines)	OMEAA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	Gop	25,000.00		
	Cable - 2 lines	OMEAA	NO				Jan - Dec	Jan - Dec	Gop	132,000.00		
	Extraordinary & Miscellaneous Expenses	OMEAA	NO				Jan - Dec	Jan - Dec	Gop	98,000.00		
	R & M Buildings	OMEAA	NO				Jan - Dec	Jan - Dec	Gop	98,000.00		
	Year End Recognition Night	OMEAA	NO				Dec	Dec	Gop	-		
	Lease of Venue/Order of Meals/Transportation	OMEAA	NO	Lease of Venue			Dec	Dec	Gop	275,000.00		
	Lease of Transportation	OMEAA	NO	Small Value Procurement			Dec	Dec	Gop	25,000.00		
	Eid'l Fitr Celebration	OMEAA	NO	Lease of Venue			Jun	Jun	Gop	100,000.00		
	Lease of Venue	OMEAA	NO				Jun	Jun	Gop	25,000.00		
	Lease of Transportation	OMEAA	NO	Small Value Procurement			Jun	Jun	Gop	275,000.00		
	Order of Meals	OMEAA	NO	Small Value Procurement			Jun	Jun	Gop	275,000.00		
	Joint Commission Meetings with various regions (Middle East, Gulf States, and African countries)	OMEAA	NO				Jan - Dec	Jan - Dec	Gop	-		
	Lease of Venue/Order of Meals/Transportation	OMEAA	NO	Small Value Procurement / Lease of Venue			Jan - Dec	Jan - Dec	Gop	710,000.00		
	Various Consultation meetings, Inter-agency mtgs - JCM, BCF, etc (within Metro Manila) - 8 INBOUND events/visits, 2 high level Inter agency meetings, average of 22mtgs	OMEAA	NO				Jan - Dec	Jan - Dec	Gop			

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement (Yes/No)	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PHP)			Remarks (brief description of Program/Activity/ Project)
					Advertising/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Order of meals	OMEFA	NO	Small Value Procurement / Lease of Venue			Jan - Dec	Jan - Dec	GOP	47,000.00	47,000.00		
	Various consultation meetings, Huddle meeting, AO meeting, Fellowship- average each meetings = 3 mtgs/ year x 10,000 (est)	OMEFA	NO				Jan - Dec	Jan - Dec	GOP				
	Order of meals	OMEFA	NO	Small Value Procurement / Lease of Venue			Jan - Dec	Jan - Dec	GOP	47,000.00	47,000.00		
	Various Consultation meetings, Inter-agency mtgs - SECORAF and Presidential Visit preparation - 6 OUTBOUND mtgs; average of 22mtgs	OMEFA	NO				Jan - Dec	Jan - Dec	GOP				
	Order of meals	OMEFA	NO	Small Value Procurement / Lease of Venue			Jan - Dec	Jan - Dec	GOP	48,000.00	48,000.00		
	Purchase of gifts, flowers, calling cards, Christmas cards	OMEFA	NO				Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00		
	Lease of Motor Vehicle for Official use (1 unit)	OMEFA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	732,000.00	732,000.00		
	Lease of Equipment - Photocopying machine (3 units)	OMEFA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	627,000.00	627,000.00		
	Local Newspapers and Magazines	OMEFA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	4,000.00	4,000.00		
	Foreign Newspapers and Magazines	OMEFA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	33,000.00	33,000.00		
	ICT Software Subscription	OMEFA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	529,000.00	529,000.00		
	Conduct of training on Protocol matters	OP	NO				Jan - Dec	Jan - Dec	GOP				
	Airfare	OP	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	100,000.00	100,000.00		
	DSA	OP	NO	N/A			Jan - Dec	Jan - Dec	GOP	50,000.00	50,000.00		
	Conduct of Training on Protocol and Social Graces in ESP	OP	NO	Competitive Bidding			May, Oct	May, Oct	GOP				
	Plane Ticket	OP	NO	N/A			May, Oct	May, Oct	GOP	210,000.00	210,000.00		
	DSA	OP	NO	N/A			May, Oct	May, Oct	GOP	180,000.00	180,000.00		
	Pre-departure allowance	OP	NO	N/A			May, Oct	May, Oct	GOP	9,000.00	9,000.00		
	Representation Allowance for Assistant Secretary	OP	NO	N/A			May, Oct	May, Oct	GOP	15,000.00	15,000.00		
	Lease of transportation	OP	NO	Small Value Procurement			Sept, Oct	Sept, Oct	GOP	223,000.00	223,000.00		
	Hiring of an HTC and calligraphy kits	OP	NO	Highly Technical Consultant			May	May	GOP	50,000.00	50,000.00		
	Office Supplies - Part A (inclusive of 10% inflation rate)	OP	NO	Agency-To-Agency			Jan - Dec	Jan - Dec	GOP	242,104.39	242,104.39		
	Office Supplies - Part B (inclusive of 10% inflation rate)	OP	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	604,895.61	604,895.61		
	Purchase of consumables for Diplomatic ID printer	OP	NO	SVP/ Direct Contracting			Mar	Mar	GOP				
	HDP 5000 YWCK, 500 prints/roll	OP	NO	SVP/ Direct Contracting			Mar	Mar	GOP	294,400.00	294,400.00		
	HDP 5000 Film, 1500/roll	OP	NO	SVP/ Direct Contracting			Mar	Mar	GOP	156,000.00	156,000.00		
	Ultraeard Plain PVC, 500 pcs/box	OP	NO	SVP/ Direct Contracting			Mar	Mar	GOP	24,500.00	24,500.00		
	Purchase of other office supplies and materials expenses	OP	NO				Apr	Apr	GOP				
	Dater stamp	OP	NO	Small Value Procurement			Apr	Apr	GOP	2,000.00	2,000.00		
	Customized OP ID Lase holder	OP	NO	Small Value Procurement			Apr	Apr	GOP	8,500.00	8,500.00		
	Customized OP retractable ID holders	OP	NO	Small Value Procurement			Apr	Apr	GOP	4,500.00	4,500.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PHP)		CO	Remarks (brief description of Program/Activity/ Project)
					Advertising/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing			MODE			
	Customized OP pin	OP	NO	Small Value Procurement			Apr -	Apr	Gop	17,500.00	17,500.00			
	Customized OP paper bags	OP	NO	Small Value Procurement			Apr	Apr	Gop	50,000.00	50,000.00			
	Customized OP folders	OP	NO	Small Value Procurement			Apr	Apr	Gop	20,000.00	20,000.00			
	OP ceremonial material bags	OP	NO	Small Value Procurement			Apr	Apr	Gop	6,000.00	6,000.00			
	Flag Spreader	OP	NO	Small Value Procurement			Apr	Apr	Gop	3,000.00	3,000.00			
	Essex stand with frame	OP	NO	Small Value Procurement			Apr	Apr	Gop	10,000.00	10,000.00			
	Portable printer	OP	NO	Small Value Procurement			Apr	Apr	Gop	30,000.00	30,000.00			
	Communications Services	OP	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	111,000.00	111,000.00			
	Telephone - Mobile	OP	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	111,000.00	111,000.00			
	Telephone - Mobile Pre Paid Cards	OP	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	132,000.00	132,000.00			
	Telephone - Landline	OP	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	206,000.00	206,000.00			
	Cable, Satellite, Telegraph and Radio	OP	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	Gop	47,000.00	47,000.00			
	Extraordinary & Miscellaneous Expenses	OP	NO	Value Procurement			Jan - Dec	Jan - Dec	Gop	132,000.00	132,000.00			
	Repairs and Maintenance of office equipment	OP	NO	Small Value Procurement			Mar, Jun, Sept, Oct, Mar, Jun, Sept, Oct	Oct	Gop	25,000.00	25,000.00			
	Printing and Binding Protocol Handbook	OP	NO	Small Value Procurement			Oct	Oct	Gop	191,000.00	191,000.00			
	Representation Expenses	OP	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	687,600.00	687,600.00			
	Motor vehicles	OP	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	2,789,800.00	2,789,800.00			
	Handheld radios and a console	OP	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	Gop	421,200.00	421,200.00			
	Desktop computers	OP	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	980,000.00	980,000.00			
	Photocopying machine	OP	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	396,000.00	396,000.00			
	Local Newspapers and Magazines	OP	NO	SVP/ 53.6			Jan - Dec	Jan - Dec	Gop	19,980.00	19,980.00			
	Foreign Newspapers and Magazines	OP	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	27,020.00	27,020.00			
	Plane Ticket	OPD	NO	Competitive Bidding					Gop	30,000.00	30,000.00			
	DSA, Hotel, Meals and Incidental Allowance	OPD	NO	Competitive Bidding					Gop	26,500.00	26,500.00			
	Plane Ticket	OPD	NO	Competitive Bidding					Gop	30,000.00	30,000.00			
	DSA, Hotel, Meals and Incidental Allowance	OPD	NO	Competitive Bidding					Gop	26,500.00	26,500.00			
	Plane Ticket	OPD	NO	Competitive Bidding					Gop	40,000.00	40,000.00			
	DSA, Hotel, Meals and Incidental Allowance	OPD	NO	Competitive Bidding					Gop	23,000.00	23,000.00			
	Lease of Venue (with accommodation)	OPD	NO	LOV					Gop	179,450.00	179,450.00			
	Resource Speaker	OPD	NO	SVP					Gop	20,000.00	20,000.00			
	Lease of Motor Vehicle	OPD	NO	SVP					Gop	30,000.00	30,000.00			
	Lease of Venue (with accommodation)	OPD	NO	LOV					Gop	47,000.00	47,000.00			
	Resource Speaker	OPD	NO	SVP					Gop	20,000.00	20,000.00			
	Lease of Motor Vehicle	OPD	NO	SVP					Gop	30,000.00	30,000.00			
	Agency Supplies - Part A (Inclusive of 10% inflation rate)	OPD	NO	Agency-to-Agency			Jan - Dec	Jan - Dec	Gop	181,000.00	181,000.00			
	Telephone - Landline	OPD	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	109,000.00	109,000.00			



DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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)		CO	Remarks (brief description of Program/Activity/ Project)	
					Advertisement/ Posting of Bids	Submission /Opening of Bids	Notice of Award		Contract Signing	Total			MODE
	Telephone - Mobile	OPD	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	109,000.00	109,000.00		
	Cable, Satellite, Telegraph and Radio Expenses	OPD	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	35,000.00	35,000.00		
	Internet Subscription	OPD	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	36,000.00	36,000.00		
	Honorarium and Premium	OPD	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	181,000.00	181,000.00		
	Camera	OPD	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	18,000.00	18,000.00		
	Video Recorder	OPD	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	18,000.00	18,000.00		
	Public Diplomacy publication	OPD	NO	SVP			Jan - Dec	Jan - Dec	Gop	248,000.00	248,000.00		
	Annual Get Together with the Media - Lease of Venue	OPD	NO	ICOV			Jan - Dec	Jan - Dec	Gop	50,000.00	50,000.00		
	Annual Get Together with the Media - Catering Services	OPD	NO	SVP			Jan - Dec	Jan - Dec	Gop	100,000.00	100,000.00		
	Bi-monthly Meetings hosted by OSCA - Ordered Meats/C	OPD	NO	SVP			Jan - Dec	Jan - Dec	Gop	100,000.00	100,000.00		
	Tokens/Gifts/Cards/Other Representation Expenses	OPD	NO	SVP			Jan - Dec	Jan - Dec	Gop	163,000.00	163,000.00		
	Lease of Motor Vehicle for Official use	OPD	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	606,000.00	606,000.00		
	Lease of Equipment - Photocopying machine	OPD	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	294,000.00	294,000.00		
	Lease of ICT Equipment	OPD	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	428,000.00	428,000.00		
	Newspapers, Magazines	OPD	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	213,000.00	213,000.00		
	TV, online, print (on as needed basis)	OPD	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	206,550.00	206,550.00		
	Retooling Seminar on Planning (Procurement & Budget P	OPPC	NO	Competitive Bidding			Jan - Jun	Jan - Jun	Gop	170,000.00	170,000.00		
	Plane Ticket	OPPC	NO	Competitive Bidding			Jan - Jun	Jan - Jun	Gop	202,000.00	202,000.00		
	DSA, Hotel, Meats and Incidental Allowance	OPPC	NO	N/A			Jan - Jun	Jan - Jun	Gop	-	-		
	OPPC Annual Planning Workshop	OPPC	NO	Lease of Venue			Jan - Mar	Jan - Mar	Gop	70,000.00	70,000.00		
	Lease of Venue	OPPC	NO	Lease of Venue			Jan - Mar	Jan - Mar	Gop	200,000.00	200,000.00		
	Mid Term Review of DFA Strategic Plan	OPPC	NO	Lease of Venue					Gop	168,000.00	168,000.00		
	Seminar Workshop on Annual Business Plan (ABP) or OIT	OPPC	NO	Lease of Venue					Gop	24,000.00	24,000.00		
	Lease of Venue	OPPC	NO	Lease of Venue					Gop	20,000.00	20,000.00		
	Learning and lecture Series (Foreign Policy Analysis)	OPPC	NO	Highly Technical Consultant					Gop	50,000.00	50,000.00		
	Honoraria	OPPC	NO	Highly Technical Consultant					Gop	211,899.60	211,899.60		
	Knowledge Management Workshops	OPPC	NO	Lease of Venue			Jan - Dec	Jan - Dec	Gop	24,000.00	24,000.00		
	Lease of Venue	OPPC	NO	Lease of Venue			Jan - Dec	Jan - Dec	Gop	75,459.42	75,459.42		
	Honoraria	OPPC	NO	Highly Technical Consultant			Jan - Dec	Jan - Dec	Gop	34,988.50	34,988.50		
	Attendance of OPCC personnel to various training course	OPPC	NO	Agency-To-Agency			Jan - Dec	Jan - Dec	Gop	17,652.48	17,652.48		
	Office Supplies - Part A (inclusive of 10% inflation rate)	OPPC	NO	Agency-To-Agency			Jan - Dec	Jan - Dec	Gop	142,000.00	142,000.00		
	Office Supplies - Part B (inclusive of 10% inflation rate)	OPPC	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	83,000.00	83,000.00		
	ICT Office Supplies	OPPC	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	34,988.50	34,988.50		
	Semi-Expendable (Office Equipment)	OPPC	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	17,652.48	17,652.48		
	Communications Services	OPPC	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	142,000.00	142,000.00		
	Telephone - Mobile (2 lines)	OPPC	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	83,000.00	83,000.00		
	Telephone - Landline	OPPC	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	Gop	32,000.00	32,000.00		
	Cable (Wire), Satellite, Telegraph and Radio	OPPC	NO	Value Procurement			Jan - Dec	Jan - Dec	Gop	132,000.00	132,000.00		
	Extraordinary & Miscellaneous Expenses	OPPC	NO	Highly Technical Consultant / S3.6			Jan - Dec	Jan - Dec	Gop	50,000.00	50,000.00		
	Other Professional Services	OPPC	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	301,000.00	301,000.00		
	Publication of the DFA Accomplishment Report	OPPC	NO	Small Value Procurement			May - Jul	May - Jul	Gop	301,000.00	301,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (Php)		CO	Remarks (Brief description of Program/Activity/ Project)
					Advertisement/ Posting of B/REI	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE			
	Senior Special Assistants (SSA) Coordination Meetings (2)	OPPC	NO				Jan - Dec	Jan - Dec	Gop	-				
	Administrative Officers Meeting and other related meeti	OPPC	NO				Jan - Dec	Jan - Dec	Gop	-				
	Ordered Meals and Beverages	OPPC	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	14,000.00	14,000.00			
	Tokens or Gifts for other Government Agencies/Stakehol	OPPC	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	75,000.00	75,000.00			
	Lease of Motor Vehicle for Official use (1 unit)	OPPC	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	840,000.00	840,000.00			
	Lease of Equipment - Photocopying machine (2 units)	OPPC	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	500,000.00	500,000.00			
	Local Newspapers and Magazines, Foreign Newspapers a	OPPC	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	Gop	94,000.00	94,000.00			
	Travel to Luzon	OSEC	NO				Mar, Apr, May, Oct, f, Apr, May, Oct,		Gop	-	212,500.00	212,500.00		
	Plane ticket	OSEC	NO	Competitive Bidding			Mar, Apr, May, Oct, f, Apr, May, Oct,		Gop	212,500.00	212,500.00			
	DSA, Hotel, Meals and Incidental Allowance	OSEC	NO	N/A			Mar, Apr, May, Oct, f, Apr, May, Oct,		Gop	142,500.00	142,500.00			
	Travel to Visayas	OSEC	NO				Jun, Jul	Jun, Jul	Gop	-				
	Plane ticket	OSEC	NO	Competitive Bidding			Jun, Jul	Jun, Jul	Gop	150,000.00	150,000.00			
	DSA, Hotel, Meals and Incidental Allowance	OSEC	NO	N/A			Jun, Jul	Jun, Jul	Gop	270,000.00	270,000.00			
	Travel to Mindanao	OSEC	NO				Jan - Dec	Jan - Dec	Gop	-				
	Plane ticket	OSEC	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	255,000.00	255,000.00			
	DSA, Hotel, Meals and Incidental Allowance	OSEC	NO	N/A			Jan - Dec	Jan - Dec	Gop	180,000.00	180,000.00			
	Middle East and Africa	OSEC	NO				Mar - May	Mar - May	Gop	-				
	Plane ticket	OSEC	NO	Competitive Bidding			Mar - May	Mar - May	Gop	1,342,568.00	1,342,568.00			
	DSA	OSEC	NO	N/A			Mar - May	Mar - May	Gop	1,139,269.00	1,139,269.00			
	Americas (74th UNGA)	OSEC	NO				Sept, Oct	Sept, Oct	Gop	-	742,000.00	742,000.00		
	Plane Ticket	OSEC	NO	Competitive Bidding			Sept, Oct	Sept, Oct	Gop	742,000.00	742,000.00			
	DSA	OSEC	NO	N/A			Sept, Oct	Sept, Oct	Gop	1,446,500.00	1,446,500.00			
	APEC	OSEC	NO				Oct, Nov	Oct, Nov	Gop	-				
	Plane Ticket	OSEC	NO	Competitive Bidding			Oct, Nov	Oct, Nov	Gop	927,500.00	927,500.00			
	DSA	OSEC	NO	N/A			Oct, Nov	Oct, Nov	Gop	695,000.00	695,000.00			
	Lease of Motor Vehicle	OSEC	NO				Apr - Jun	Apr - Jun	Gop	50,000.00	50,000.00			
	Office Supplies - Part A (inclusive of 10% inflation rate)	OSEC	NO	Small Value Procurement Agency-for Agency			Jan - Dec	Jan - Dec	Gop	417,450.15	417,450.15			
	Office Supplies - Part B (inclusive of 10% inflation rate)	OSEC	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	1,372,855.00	1,372,855.00			
	Fuel, Oil and Lubricants	OSEC	NO				Jan - Dec	Jan - Dec	Gop	1,236,000.00	1,236,000.00			
	Office Equipment (Semi-Expendable)	OSEC	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	140,000.00	140,000.00			
	Other Supplies and Materials	OSEC	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	80,000.00	80,000.00			
	Communications Services	OSEC	NO				Jan - Dec	Jan - Dec	Gop	-				
	Telephone - Landline	OSEC	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	330,000.00	330,000.00			
	Telephone - Mobile (10 lines)	OSEC	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	2,678,000.00	2,678,000.00			
	Telephone - Mobile (Prepaid Cards)	OSEC	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	132,000.00	132,000.00			
	Internet Subscription (2 wifi)	OSEC	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	Gop	125,000.00	125,000.00			
	Cable, Satellite, Telegraph and Radio Expenses	OSEC	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	Gop	151,000.00	151,000.00			
	Confidential Expenses	OSEC	NO				Jan - Dec	Jan - Dec	Gop	50,000,000.00	50,000,000.00			
	Extraordinary & Miscellaneous Expenses	OSEC	NO				Jan - Dec	Jan - Dec	Gop	336,000.00	336,000.00			

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/ Project)
					Advertisement/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Professional Services	OSEC	NO										
	R & M Motor Vehicles	OSEC	NO										
	R & M Furniture and Fixtures	OSEC	NO										
	Footken Times, Philippine Yearbook and Other Title	OSEC	NO	Direct Contracting / Small Value Procurement									
	Representation Expenses	OSEC	NO										
	Weekly USFC/Ascc meetings, meetings with DFA and	OSEC	NO										
	Flower arrangements for wake and other occasions	OSEC	NO										
	Grocery items and Gifts baskets for Christmas	OSEC	NO										
	Purchase of wines, liquor, and other gift items	OSEC	NO										
	Purchase of poinsettia plants, christmas decors, and flow	OSEC	NO										
	Other representation supplies (Gifts of SFA)	OSEC	NO										
	Lease of Motor Vehicle for Official use (4 units)	OSEC	NO										
	Lease of Equipment - Photocopying machine (6 units)	OSEC	NO										
	Lease of Shredding Machine (2 units)	OSEC	NO										
	Library and Other Reading Materials Subscription Expenses	OSEC	NO										
	Local Newspapers and Magazines	OSEC	NO										
	Foreign Newspapers and Magazines	OSEC	NO										
	Fares for Court Hearings Outside Manila	OSEC	NO										
	East Asia Summit Seminar	OTLA	NO										
	Plane Ticket	OTLA	NO	Competitive Bidding									
	DSA, Pre-departure, Representation Allowances	OTLA	NO	N/A									
	IGC on UNCTOS	OTLA	NO										
	Plane Ticket	OTLA	NO	Competitive Bidding									
	DSA, Pre-departure, Representation Allowance	OTLA	NO	N/A									
	International Conference (ICCH 1)	OTLA	NO										
	Plane Ticket	OTLA	NO	Competitive Bidding									
	DSA, Pre-departure, Representation Allowance	OTLA	NO	N/A									
	International Conference (UNGA)	OTLA	NO										
	Plane Ticket	OTLA	NO	Competitive Bidding									
	DSA, Pre-departure, Representation Allowance	OTLA	NO	N/A									
	Airtickets B	OTLA	NO										
	Plane Ticket	OTLA	NO	Competitive Bidding									
	DSA, Pre-departure, Representation Allowance	OTLA	NO	N/A									
	Air Talks C	OTLA	NO										
	Airfare	OTLA	NO	Competitive Bidding									
	DSA, Pre-departure, Representation Allowance	OTLA	NO	N/A									
	South China Sea Conference	OTLA	NO										
	Airfare	OTLA	NO	Competitive Bidding									
	DSA, Pre-departure, Representation Allowances	OTLA	NO	N/A									
	Mandatory Continuing Legal Education (MCLE)	OTLA	NO										
	Honorarium for Speakers, Facilitators	OTLA	NO	Highly Technical Consultant									
	Catering Services, for refreshments	OTLA	NO	Small Value Procurement									
	Team Building	OTLA	NO										
	Lease of Venue, Facilitator	OTLA	NO	Lease of Venue									
	Rental for Vehicle	OTLA	NO	Small Value Procurement									

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Estimated Budget (PAP)		Remarks (brief description of Program/Activity/ Project)		
					Advertisement/ Posting of Bids/RFI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total		MODE	CO
	Office Supplies - Part A (inclusive of 10% inflation rate)	OTLA	NO	Agency-To-Agency			Jan - Dec	Jan - Dec	GoP	275,000.00	275,000.00		
	Communications Services	OTLA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GoP	69,000.00	69,000.00		
	Telephone - Landline	OTLA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GoP	114,000.00	114,000.00		
	Telephone - Mobile	OTLA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GoP	14,000.00	14,000.00		
	Cable	OTLA	NO	Agency-To-Agency / Small Value Procurement			Jan - Dec	Jan - Dec	GoP	32,000.00	32,000.00		
	Postage and Courier Services	OTLA	NO	Value Procurement			Jan - Dec	Jan - Dec	GoP	36,000.00	36,000.00		
	Internet Subscription	OTLA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GoP	132,000.00	132,000.00		
	Extraordinary & Miscellaneous Expenses	OTLA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GoP	300,000.00	300,000.00		
	Repairs and Maintenance - Furniture and Fixture	OTLA	NO	N/A			Jan - Dec	Jan - Dec	GoP	20,000.00	20,000.00		
	Taxes, Duties and Licenses	OTLA	NO	N/A			Jan - Dec	Jan - Dec	GoP	202,862.40	202,862.40		
	Representation Expenses Catering requirements, refresh	OTLA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GoP	621,000.00	621,000.00		
	Lease of Motor Vehicle for Official use (1 unit)	OTLA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GoP	450,000.00	450,000.00		
	Lease of Equipment - Photocopying machine (3 units)	OTLA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GoP	50,000.00	50,000.00		
	Local and Foreign Newspapers and Magazines Subscription	OTLA	NO	Competitive Bidding			Jan - Nov	Jan - Nov	GoP	302,600.00	302,600.00		
	Inspection/Monitoring Visits to Consular Offices	OTLA	NO	Competitive Bidding			Jan - Nov	Jan - Nov	GoP	33,420.00	33,420.00		
	DFA Participation in Bangsamoro Activity	OTLA	NO	Competitive Bidding			Jan - Nov	Jan - Nov	GoP	64,424.00	64,424.00		
	DFA Participation in ORAPP Peace Month Celebrations	OTLA	NO	Competitive Bidding			Jan - Nov	Jan - Nov	GoP	331,368.00	331,368.00		
	APEC Counter-Terrorism Working Group Meeting	OTLA	NO	Competitive Bidding			Feb, Aug	Feb, Aug	GoP	67,964.00	67,964.00		
	ASEAN Regional Forum Inter-Sessional Meeting on Count	OTLA	NO	Competitive Bidding			Oct	Oct	GoP	99,524.00	99,524.00		
	PH-Indonesia Bilateral Consultations Re: MOC on Count	OTLA	NO	Competitive Bidding			Nov	Nov	GoP	86,378.00	86,378.00		
	United Nations General Assembly, New York	OTLA	NO	Competitive Bidding			Aug	Aug	GoP	96,175.00	96,175.00		
	ASEAN Ministerial Meeting on Transnational Crimes and ASEAN SOM on Drug Matters, Brunei	OTLA	NO	Competitive Bidding			Sept	Sept	GoP	99,240.00	99,240.00		
	UK/Japan/ASSAN Cyber Conference	OTLA	NO	Competitive Bidding					GoP	120,000.00	120,000.00		
	Training Programs for the Peace Process	OTLA	NO	Competitive Bidding					GoP	50,000.00	50,000.00		
	NAP-WPS Echo Training	OTLA	NO	Small Value Procurement / Lease of Venue					GoP	150,000.00	150,000.00		
	Team Building - Lease of Venue (with accommodation, food and beverage)	OTLA	NO	Agency-To-Agency					GoP	159,941.80	159,941.80		
	APP-CSE Part A with 10% Inflation rate	OTLA	NO	Small Value Procurement					GoP	37,494.00	37,494.00		
	APP-CSE Part B with 10% Inflation rate	OTLA	NO	Small Value Procurement					GoP	223,090.00	223,090.00		
	Tiles	OTLA	NO	Small Value Procurement					GoP	16,910.00	16,910.00		
	Contact Cement	OTLA	NO	Competitive Bidding					GoP	105,000.00	105,000.00		
	COMMUNICATION SERVICES	OTLA	NO	Direct Contracting					GoP	100,000.00	100,000.00		
	Mobile	OTLA	NO	Direct Contracting					GoP	32,000.00	32,000.00		
	Landline	OTLA	NO	Direct Contracting					GoP	22,000.00	22,000.00		
	Internet Subscription	OTLA	NO	Direct Contracting					GoP	150,000.00	150,000.00		
	Cable Satellite, Telegraph and Radio	OTLA	NO	Direct Contracting					GoP	150,000.00	150,000.00		
	EXTRAORDINARY & MISCELLANEOUS EXPENSES	OTLA	NO	Direct Contracting					GoP	150,000.00	150,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 (PJP)			Remarks (Brief description of Program/Activity/ Project)
					Advertising/ Posting of Bids/RFI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Inter-Office Meetings (Meals)	OUCSCC	NO	Small Value Procurement					100,000.00	100,000.00			
	Hostings of Inter-Agency Meetings (Meals)	OUCSCC	NO	Small Value Procurement					100,000.00	100,000.00			
	Hostings of Diplomatic Corps Meetings	OUCSCC	NO	Small Value Procurement					67,000.00	67,000.00			
	Hostings of Dinner/Luncheon Meetings	OUCSCC	NO	Small Value Procurement / Lease of Venue					67,000.00	67,000.00			
	Rents - Motor Vehicles	OUCSCC	NO	Competitive Bidding		Jan-Dec	Jan-Dec	Jan-Dec	831,000.00	831,000.00			
	Rents - Lease of Photocopiers	OUCSCC	NO	Competitive Bidding		Jan-Dec	Jan-Dec	Jan-Dec	275,671.20	275,671.20			
	Rental of Desktop/Computers	OUCSCC	NO	Small Value Procurement		Jan-Dec	Jan-Dec	Jan-Dec	180,000.00	180,000.00			
	ICT Software Subscription	OUCSCC	NO	Small Value Procurement		Jan-Dec	Jan-Dec	Jan-Dec	993,000.00	993,000.00			
	Newspaper & Magazine Subscription	OUCSCC	NO	Small Value Procurement		Jan-Dec	Jan-Dec	Jan-Dec	70,000.00	70,000.00			
	Asia Pacific Economic Cooperation (APEC) Meetings	OUIER	NO	Competitive Bidding		May - Oct	May - Oct	May - Oct	521,886.35	521,886.35			
	Plane Ticket	OUIER	NO	Competitive Bidding		May - Oct	May - Oct	May - Oct	72,423.96	72,423.96			
	DSA, Hotel, Meals and incidental Allowance	OUIER	NO	N/A		May - Oct	May - Oct	May - Oct	3,000.00	3,000.00			
	DSA, Pre-departure Allowance	OUIER	NO	N/A		May - Oct	May - Oct	May - Oct	15,000.00	15,000.00			
	DSA, Representation Allowance	OUIER	NO	N/A		May - Oct	May - Oct	May - Oct	63,580.00	63,580.00			
	DSA and Other Allowances	OUIER	NO	N/A		May - Oct	May - Oct	May - Oct	-	-			
	World Trade Organization/Trade Policy Negotiations Meeting	OUIER	NO	Competitive Bidding		Mar, Jun, Sept, N/A, Mar, Jun, Sept, N/A	Mar, Jun, Sept, N/A, Mar, Jun, Sept, N/A	Mar, Jun, Sept, N/A, Mar, Jun, Sept, N/A	640,000.00	640,000.00			
	Plane Ticket	OUIER	NO	N/A		Mar, Jun, Sept, N/A, Mar, Jun, Sept, N/A	Mar, Jun, Sept, N/A, Mar, Jun, Sept, N/A	Mar, Jun, Sept, N/A, Mar, Jun, Sept, N/A	154,000.00	154,000.00			
	DSA and Other Allowances	OUIER	NO	N/A		Mar, Jun, Sept, N/A, Mar, Jun, Sept, N/A	Mar, Jun, Sept, N/A, Mar, Jun, Sept, N/A	Mar, Jun, Sept, N/A, Mar, Jun, Sept, N/A	-	-			
	Halal Export Development Board Meetings	OUIER	NO	Competitive Bidding		Indicate Date	Indicate Date	Indicate Date	491,500.00	491,500.00			
	Plane Ticket	OUIER	NO	N/A		Indicate Date	Indicate Date	Indicate Date	66,000.00	66,000.00			
	DSA and Other Allowances	OUIER	NO	Competitive Bidding		Jan - Dec	Jan - Dec	Jan - Dec	542,800.00	542,800.00			
	Asia Pacific Economic Cooperation Meetings	OUIER	NO	Competitive Bidding		Jan - Dec	Jan - Dec	Jan - Dec	25,052.25	25,052.25			
	Plane Ticket	OUIER	NO	N/A		Jan - Dec	Jan - Dec	Jan - Dec	-	-			
	DSA and Other Allowances	OUIER	NO	Competitive Bidding		Jan - Dec	Jan - Dec	Jan - Dec	2,002,209.70	2,002,209.70			
	Economic Diplomacy Meetings	OUIER	NO	N/A		Jan - Dec	Jan - Dec	Jan - Dec	902,110.00	902,110.00			
	Plane Ticket	OUIER	NO	Competitive Bidding		Jan - Dec	Jan - Dec	Jan - Dec	-	-			
	DSA and Other Allowances	OUIER	NO	Competitive Bidding		Jan - Dec	Jan - Dec	Jan - Dec	943,118.57	943,118.57			
	World Trade Organization/Trade Policy Negotiations Meeting	OUIER	NO	Competitive Bidding		Feb - Nov	Feb - Nov	Feb - Nov	181,055.00	181,055.00			
	Plane Ticket	OUIER	NO	N/A		Feb - Nov	Feb - Nov	Feb - Nov	46,500.00	46,500.00			
	DSA, Pre-departure Allowance	OUIER	NO	N/A		Feb - Nov	Feb - Nov	Feb - Nov	-	-			
	OUJER Team Building Activity	OUIER	NO	Small Value Procurement					25,000.00	25,000.00			
	Lease of Motor Vehicle	OUIER	NO	Lease of Venue					125,000.00	125,000.00			
	Lease of Venue, Accommodation, Meals	OUIER	NO	Lease of Venue					360,000.00	360,000.00			
	Various Seminars	OUIER	NO	Lease of Venue					120,000.00	120,000.00			
	Lease of Venue (Package includes meals and training material)	OUIER	NO	Small Value Procurement					107,000.00	107,000.00			
	Catering/Meals and Drinks	OUIER	NO	Small Value Procurement					80,000.00	80,000.00			
	Transportation	OUIER	NO	Small Value Procurement					-	-			
	Registration/Seminar Fee	OUIER	NO	N/A					-	-			

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/ Project]
					Advertising of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Honoraria	QUIER	NO	Highly Technical Consultant					GOP	80,000.00	80,000.00		
	Familiarization/Study Tour	QUIER	NO						GOP				
	Lease of Motor Vehicle	QUIER	NO	Small Value Procurement					GOP	100,000.00	100,000.00		
	Meals, Facilitator/Tour Guide, Entrance Tickets, etc.	QUIER	NO						GOP	360,000.00	360,000.00		
	Gifts, Gratuity and other Miscellaneous Expenses	QUIER	NO						GOP	40,000.00	40,000.00		
	GAD Trainings and Seminars	QUIER	NO						GOP				
	Meals of Participants	QUIER	NO	Small Value Procurement					GOP	60,000.00	60,000.00		
	Honoraria	QUIER	NO	Highly Technical Consultant					GOP	40,000.00	40,000.00		
	Office Supplies - Part A & B (Inclusive of 10% Inflation rat	QUIER	NO	Agency-To-Agency/Small Value Procurement					GOP	507,621.08	507,621.08		
	2tb hard drive	QUIER	NO	Small Value Procurement					GOP	17,450.00	17,450.00		
	1tb hard drive	QUIER	NO	Small Value Procurement					GOP	10,000.00	10,000.00		
	Reel universal extension cord, 15 meters, 3 gang	QUIER	NO	Small Value Procurement					GOP	4,200.00	4,200.00		
	Wireless keyboard and mouse, white	QUIER	NO	Small Value Procurement					GOP	19,350.00	19,350.00		
	Portable mobile colored printer	QUIER	NO	Small Value Procurement					GOP	21,000.00	21,000.00		
	Portable mobile colored printer, wifi	QUIER	NO	Small Value Procurement					GOP	25,000.00	25,000.00		
	TV Plus	QUIER	NO	Small Value Procurement					GOP	3,000.00	3,000.00		
	Mouse Pad	QUIER	NO	Small Value Procurement					GOP	1,495.00	1,495.00		
	HDMI cable, 10 meters	QUIER	NO	Small Value Procurement					GOP	845.00	845.00		
	VGA cable, 10 meters	QUIER	NO	Small Value Procurement					GOP	600.00	600.00		
	Converter USB to HDMI	QUIER	NO	Small Value Procurement					GOP	520.00	520.00		
	USB 32gb	QUIER	NO	Small Value Procurement					GOP	2,700.00	2,700.00		
	Universal extension cord 5 gang, 2 meters	QUIER	NO	Small Value Procurement					GOP	1,740.00	1,740.00		
	USB Hub four port	QUIER	NO	Small Value Procurement					GOP	2,100.00	2,100.00		
	Other Supplies and Materials Expenses	QUIER	NO	Small Value Procurement					GOP	555,000.00	555,000.00		
	Electricity Expenses	QUIER	NO						GOP	783,000.00	783,000.00		
	Communications Services	QUIER	NO						GOP				
	Telephone - Landline (3 lines)	QUIER	NO	Direct Contracting					GOP	97,000.00	97,000.00		
	Telephone - Mobile (3 lines)	QUIER	NO	Competitive Bidding					GOP	146,000.00	146,000.00		
	Cable - 2 lines (UA/BAC)	QUIER	NO	Direct Contracting / Small Value Procurement					GOP	18,000.00	18,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAR)	Procurement Program/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)		CO	Remarks (brief description of Program/Activity/ Project)
					Advertising/ Posting of Bids/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MODE		
	Postage and Courier Services	QUIER	NO	Agency-To-Agency / Small Value Procurement			Jan - Dec	Jan - Dec	Gop	3,000.00	3,000.00		
	Mobile	QUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	569,000.00	569,000.00		
	Landline	QUIER	NO	Direct Contracting			Jan - Dec	Jan - Dec	Gop	107,000.00	107,000.00		
	Internet Subscription	QUIER	NO				Jan - Dec	Jan - Dec	Gop	74,000.00	74,000.00		
	Cable, Satellite, Telegraph and Radio Expenses	QUIER	NO	Agency-To-Agency / Small Value Procurement			Jan - Dec	Jan - Dec	Gop	62,000.00	62,000.00		
	Extraordinary & Miscellaneous Expenses	QUIER	NO				Jan - Dec	Jan - Dec	Gop	312,000.00	312,000.00		
	Two (2) Economic Research Unit (ERU) COS	QUIER	NO	N/A			Jan - Dec	Jan - Dec	Gop	320,000.00	320,000.00		
	One (1) APEC COS	QUIER	NO	N/A			Jan - Dec	Jan - Dec	Gop	360,000.00	360,000.00		
	Two (2) additional COS with PHP25,000.00 salary	QUIER	NO	N/A			Jan - Dec	Jan - Dec	Gop	600,000.00	600,000.00		
	Layout and Printing Expenses (Package)	QUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	300,000.00	300,000.00		
	Consultancy (HTC)	QUIER	NO	Highly Technical Consultant			Jan - Dec	Jan - Dec	Gop	700,000.00	700,000.00		
	Publication of PH Statistical Abstract	QUIER	NO						Gop	400,000.00	400,000.00		
	Factbooks, Photographs, Notarials, Toll Fees, Parking Fee	QUIER	NO						Gop	100,000.00	100,000.00		
	Procurement of Christmas cards, calling cards and compl	QUIER	NO	Small Value Procurement					Gop	100,000.00	100,000.00		
	Procurement of flowers, gifts, souvenirs, plaques, gratuit	QUIER	NO						Gop	1,500,000.00	1,500,000.00		
	Procurement of representation supplies/ grocery items for	QUIER	NO						Gop	150,000.00	150,000.00		
	Enhancement of Office Representation - Acquisition of d	QUIER	NO	Small Value Procurement					Gop	200,000.00	200,000.00		
	Economic Diplomacy Promotion/Hostings Featuring Hala	QUIER	NO	Small Value Procurement					Gop				
	Catering/Meals and Beverages	QUIER	NO	Small Value Procurement					Gop	600,000.00	600,000.00		
	Other activities/hostings	QUIER	NO						Gop				
	Catering/Meals and Beverages	QUIER	NO	Small Value Procurement					Gop	765,816.72	765,816.72		
	Lease of Motor Vehicle for Official use (3 units)	QUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	3,000,000.00	3,000,000.00		
	Lease of Equipment - Photocopying machine (5 units)	QUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	Gop	2,000,000.00	2,000,000.00		
	Rents-ICT Machinery and Equipment	QUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	Gop	459,000.00	459,000.00		
	Subscription Expenses	QUIER	NO				Jan - Dec	Jan - Dec	Gop	1,754,000.00	1,754,000.00		
	Other supplies and Materials Expenses	QUIER-APEC	NO				Jan - Dec	Jan - Dec	Gop	12,870,000.00	12,870,000.00		
	Representation Expenses	QUIER-APEC	NO				Jan - Dec	Jan - Dec	Gop	12,991,483.00	12,991,483.00		
	Other supplies and Materials Expenses	QUIER-ERU	NO				Jan - Dec	Jan - Dec	Gop	2,570,000.00	2,570,000.00		
	Representation Expenses	QUIER-ERU	NO				Jan - Dec	Jan - Dec	Gop	2,589,480.00	2,589,480.00		
	Library and Other Reading Materials Subscription Expens	QUIER-ERU	NO				Jan - Dec	Jan - Dec	Gop	1,556,000.00	1,556,000.00		
	Migrants in Countries in Crisis Management Training for	QUAWA	NO	Competitive Bidding			Mar	Mar	Gop	9,000.00	9,000.00		
	Plane ticket	QUAWA	NO				Mar	Mar	Gop				
	Meeting 2	QUAWA	NO	Competitive Bidding			Mar	Mar	Gop	15,000.00	15,000.00		
	Plane ticket	QUAWA	NO				Mar	Mar	Gop	3,000.00	3,000.00		
	DSA: Hotel Allowance	QUAWA	NO	N/A			Mar	Mar	Gop	1,000.00	1,000.00		
	DSA	QUAWA	NO	N/A			Mar	Mar	Gop				
	Meeting 3	QUAWA	NO	Competitive Bidding			Mar	Mar	Gop	30,000.00	30,000.00		
	Plane ticket	QUAWA	NO				Mar	Mar	Gop				
	DSA: Hotel Allowance	QUAWA	NO	N/A			Mar	Mar	Gop	6,000.00	6,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PAP)		Remarks (Brief description of Program/Activity/ Project)
					Advertising/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
DSA	Meeting 4	QUJWWA	NO	N/A			Mar	Mar	Gop	2,000.00	2,000.00		
	Plane ticket	QUJWWA	NO	Competitive Bidding			Apr	Apr	Gop	30,000.00	30,000.00		
	DSA: Hotel Allowance	QUJWWA	NO	N/A			Apr	Apr	Gop	15,000.00	15,000.00		
	DSA: Meal Allowance	QUJWWA	NO	N/A			Apr	Apr	Gop	9,000.00	9,000.00		
	DSA: incidental Expenses	QUJWWA	NO	N/A			Apr	Apr	Gop	6,000.00	6,000.00		
	Meeting 5	QUJWWA	NO	N/A			May	May	Gop	-	-		
	Plane ticket	QUJWWA	NO	Competitive Bidding			May	May	Gop	18,000.00	18,000.00		
	DSA: Hotel Allowance	QUJWWA	NO	N/A			May	May	Gop	5,000.00	5,000.00		
	DSA: Meal Allowance	QUJWWA	NO	N/A			May	May	Gop	3,000.00	3,000.00		
	DSA: incidental Expenses	QUJWWA	NO	N/A			May	May	Gop	2,000.00	2,000.00		
	GFMID 1	QUJWWA	NO	N/A			Mar	Mar	Gop	-	-		
	Plane ticket	QUJWWA	NO	Competitive Bidding			Mar	Mar	Gop	600,000.00	600,000.00		
	DSA: Hotel Allowance	QUJWWA	NO	N/A			Mar	Mar	Gop	160,000.00	160,000.00		
	DSA: Meal Allowance	QUJWWA	NO	N/A			Mar	Mar	Gop	48,000.00	48,000.00		
	DSA: Pre-departure Allowance	QUJWWA	NO	N/A			Mar	Mar	Gop	3,000.00	3,000.00		
	DSA: incidental Expenses	QUJWWA	NO	N/A			Mar	Mar	Gop	28,000.00	28,000.00		
	DSA: Representation Allowance	QUJWWA	NO	N/A			Mar	Mar	Gop	27,000.00	27,000.00		
	GFMID 2	QUJWWA	NO	N/A			Jun	Jun	Gop	-	-		
	Plane ticket	QUJWWA	NO	Competitive Bidding			Jun	Jun	Gop	600,000.00	600,000.00		
	DSA: Hotel Allowance	QUJWWA	NO	N/A			Jun	Jun	Gop	160,000.00	160,000.00		
	DSA: Meal Allowance	QUJWWA	NO	N/A			Jun	Jun	Gop	48,000.00	48,000.00		
	DSA: Pre-departure Allowance	QUJWWA	NO	N/A			Jun	Jun	Gop	3,000.00	3,000.00		
	DSA: incidental Expenses	QUJWWA	NO	N/A			Jun	Jun	Gop	28,000.00	28,000.00		
	DSA: Representation Allowance	QUJWWA	NO	N/A			Jun	Jun	Gop	27,000.00	27,000.00		
	UNGA	QUJWWA	NO	N/A			Sept	Sept	Gop	-	-		
	Plane ticket	QUJWWA	NO	Competitive Bidding			Sept	Sept	Gop	1,000,000.00	1,000,000.00		
	DSA: Hotel Allowance	QUJWWA	NO	N/A			Sept	Sept	Gop	160,000.00	160,000.00		
	DSA: Meal Allowance	QUJWWA	NO	N/A			Sept	Sept	Gop	48,000.00	48,000.00		
	DSA: Pre-departure Allowance	QUJWWA	NO	N/A			Sept	Sept	Gop	3,000.00	3,000.00		
	DSA: incidental Expenses	QUJWWA	NO	N/A			Sept	Sept	Gop	28,000.00	28,000.00		
	DSA: Representation Allowance	QUJWWA	NO	N/A			Sept	Sept	Gop	27,000.00	27,000.00		
	IDM	QUJWWA	NO	N/A			Oct	Oct	Gop	-	-		
	Plane ticket	QUJWWA	NO	Competitive Bidding			Oct	Oct	Gop	600,000.00	600,000.00		
	DSA: Hotel Allowance	QUJWWA	NO	N/A			Oct	Oct	Gop	160,000.00	160,000.00		
	DSA: Meal Allowance	QUJWWA	NO	N/A			Oct	Oct	Gop	48,000.00	48,000.00		
	DSA: Pre-departure Allowance	QUJWWA	NO	N/A			Oct	Oct	Gop	3,000.00	3,000.00		
	DSA: incidental Expenses	QUJWWA	NO	N/A			Oct	Oct	Gop	28,000.00	28,000.00		
	DSA: Representation Allowance	QUJWWA	NO	N/A			Oct	Oct	Gop	27,000.00	27,000.00		
	GFMID 3	QUJWWA	NO	N/A			Oct	Oct	Gop	-	-		
	Plane ticket	QUJWWA	NO	Competitive Bidding			Dec	Dec	Gop	549,000.00	549,000.00		
	DSA: Hotel Allowance	QUJWWA	NO	N/A			Dec	Dec	Gop	160,000.00	160,000.00		
	DSA: Meal Allowance	QUJWWA	NO	N/A			Dec	Dec	Gop	48,000.00	48,000.00		
	DSA: Pre-departure Allowance	QUJWWA	NO	N/A			Dec	Dec	Gop	3,000.00	3,000.00		
	DSA: incidental Expenses	QUJWWA	NO	N/A			Dec	Dec	Gop	28,000.00	28,000.00		
	DSA: Representation Allowance	QUJWWA	NO	N/A			Dec	Dec	Gop	27,000.00	27,000.00		
	Seminar on "Stress to Strength: Capacity Building for OIM"	QUJWWA	NO	N/A			Mar	Mar	Gop	-	-		
	Lease of Venue	QUJWWA	NO	Lease of Venue			Mar	Mar	Gop	250,000.00	250,000.00		
	Lease of Motor Vehicle	QUJWWA	NO	Small Value Procurement			Mar	Mar	Gop	50,000.00	50,000.00		



DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Total	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/ Project)
					Advertising/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award			Contract Signing	MOOE	
	Resource Speakers	OUMWA	NO	Highly Technical Consultant			Mar	Mar	GOP	50,000.00	50,000.00	
	Food	OUMWA	NO	Small Value Procurement / Lease of Venue			Mar	Mar	GOP	120,000.00	120,000.00	
	ICT Office Supplies	OUMWA	NO	Small Value Procurement					GOP	24,000.00	24,000.00	
	Office Supplies	OUMWA	NO	Small Value Procurement					GOP	944,000.00	944,000.00	
	Fuel, Oil and Lubricants Expenses	OUMWA	NO	Small Value Procurement					GOP	2,000.00	2,000.00	
	Other Supplies and Materials	OUMWA	NO	Small Value Procurement					GOP	4,000.00	4,000.00	
	Other Supplies and Materials - Emergency Hard Hat	OUMWA	NO	Small Value Procurement					GOP	49,000.00	49,000.00	
	Communication Services	OUMWA	NO	Agency-To-Agency / Small Value Procurement					GOP			
	Postage and Courier Services	OUMWA	NO	Agency-To-Agency / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	441,000.00	441,000.00	
	Telephone - Mobile	OUMWA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	352,000.00	352,000.00	
	Telephone - Landline	OUMWA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	1,082,000.00	1,082,000.00	
	Internet Subscription	OUMWA	NO	Direct Contracting / 53.6			Jan - Dec	Jan - Dec	GOP	4,000.00	4,000.00	
	TV Cable	OUMWA	NO	Direct Contracting / 53.6			Jan - Dec	Jan - Dec	GOP	21,000.00	21,000.00	
	Extraordinary & Miscellaneous Expenses	OUMWA	NO	Highly Technical Consultant					GOP	520,000.00	520,000.00	
	Highly Technical Consultant 1	OUMWA	NO	Highly Technical Consultant			Apr - Dec	Apr - Dec	GOP	980,000.00	980,000.00	
	Highly Technical Consultant 2	OUMWA	NO	Highly Technical Consultant			Apr - Dec	Apr - Dec	GOP	709,000.00	709,000.00	
	Highly Technical Consultant 3	OUMWA	NO	Highly Technical Consultant			Apr - Dec	Apr - Dec	GOP	575,000.00	575,000.00	
	Highly Technical Consultant 4	OUMWA	NO	Highly Technical Consultant			Apr - Dec	Apr - Dec	GOP	150,000.00	150,000.00	
	Repairs & Maintenance	OUMWA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00	
	Buildings	OUMWA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00	
	ICT Equipment	OUMWA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00	
	Furniture and Fixtures	OUMWA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00	
	Advertising Expense	OUMWA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	106,000.00	106,000.00	
	Printing and Binding Expenses	OUMWA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	32,000.00	32,000.00	
	Representation Expenses	OUMWA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	428,000.00	428,000.00	
	Rent/Lease Expenses	OUMWA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	2,636,000.00	2,636,000.00	
	Lease of Motor Vehicle	OUMWA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	100,000.00	100,000.00	
	Lease of Photocopier	OUMWA	NO	Direct Contracting / 53.6			Jan - Dec	Jan - Dec	GOP	193,000.00	193,000.00	
	Subscription Expense	OUMWA	NO	Direct Contracting / 53.6			Jan - Dec	Jan - Dec	GOP	1,000,000,000.00	1,000,000,000.00	
	Assistance-to-Nationals (ATN) Fund	OUMWA	NO				Jan - Dec	Jan - Dec	GOP	200,000,000.00	200,000,000.00	
	Legal Assistance Fund (LAF)	OUMWA	NO						GOP			
	Training for Registration	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP	452,328.67	452,328.67	
	Americas	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP	105,472.50	105,472.50	
	Fare	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP			
	DSA	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP			

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Total	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/ Project)
					Advertising of IB/REI	Submission /Opening of Bids	Notice of Award			Contract Signing	MODE	
	Pre Departure Allowance	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	6,000.00	6,000.00	
	Asia Pacific	OVS	NO				Sept - Dec	Sept - Dec	GOP	-	-	
	Fare	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP	456,080.50	456,080.50	
	DSA	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	170,794.27	170,794.27	
	Pre Departure Allowance	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	6,000.00	6,000.00	
	Europe	OVS	NO				Sept - Dec	Sept - Dec	GOP	-	-	
	Fare	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP	427,632.67	427,632.67	
	DSA	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	175,374.25	175,374.25	
	Pre Departure Allowance	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	6,000.00	6,000.00	
	Middle East & Africa	OVS	NO				Sept - Dec	Sept - Dec	GOP	-	-	
	Fare	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP	458,072.27	458,072.27	
	DSA	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	198,269.50	198,269.50	
	Pre Departure Allowance	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	6,000.00	6,000.00	
	Training for the Resumption of Registration	OVS	NO				Sept - Dec	Sept - Dec	GOP	-	-	
	Americas	OVS	NO				Sept - Dec	Sept - Dec	GOP	-	-	
	Fare	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP	581,199.00	581,199.00	
	DSA	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	319,087.50	319,087.50	
	Pre Departure Allowance	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	63,000.00	63,000.00	
	Asia Pacific	OVS	NO				Sept - Dec	Sept - Dec	GOP	-	-	
	Fare	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP	515,001.65	515,001.65	
	DSA	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	235,254.00	235,254.00	
	Pre Departure Allowance	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	135,000.00	135,000.00	
	Europe	OVS	NO				Sept - Dec	Sept - Dec	GOP	-	-	
	Fare	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP	339,370.15	339,370.15	
	DSA	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	186,311.35	186,311.35	
	Pre Departure Allowance	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	85,500.00	85,500.00	
	Middle East & Africa	OVS	NO				Sept - Dec	Sept - Dec	GOP	-	-	
	Fare	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP	439,558.15	439,558.15	
	DSA	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	369,117.35	369,117.35	
	Pre Departure Allowance	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	320,000.00	320,000.00	
	C. Travel Expense of ESFRs	OVS	NO				Sept - Dec	Sept - Dec	GOP	-	-	
	Fare	OVS	NO	Competitive Bidding			May - Jun	May - Jun	GOP	241,890.20	241,890.20	
	DSA	OVS	NO	N/A			May - Jun	May - Jun	GOP	127,217.65	127,217.65	
	OVS Team Building Workshop	OVS	NO				Jun - Dec	Jun - Dec	GOP	-	-	
	Lease of Venue	OVS	NO	Lease of Venue			Jun - Dec	Jun - Dec	GOP	150,000.00	150,000.00	
	Lease of Motor Vehicle	OVS	NO	Small Value Procurement			Jun - Dec	Jun - Dec	GOP	50,000.00	50,000.00	
	Year End Assessment/Consultation	OVS	NO	Small Value Procurement / Lease of Venue			Jun - Dec	Jun - Dec	GOP	80,000.00	80,000.00	
	Office Supplies - Part A	OVS	NO	Agency-To-Agency			Jan - Dec	Jan - Dec	GOP	947,005.77	947,005.77	
	Office Supplies - Part B (Inclusive of 10% Inflation rate)	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	656,261.84	656,261.84	
	Fuel, Oil and Lubricant Expenses	OVS	NO				Jan - Dec	Jan - Dec	GOP	80,000.00	80,000.00	
	Other Supplies	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	56,000.00	56,000.00	
	OVS Official Cellphone (Plan 2,499/ month)	OVS	NO				Jan - Dec	Jan - Dec	GOP	29,988.00	29,988.00	
	Telephone - Landline	OVS	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	238,600.00	238,600.00	

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAR)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Estimated Budget (PHP)			Remarks (brief description of Program/Activity/ Project)	
					Advertisement/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	Internet Subscription Expenses (32,200/ month)	OVS	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	470,400.00	470,400.00		
	Pocket Wifi (7 units) 7x499.0 = 3,493 x 12 months	OVS	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	41,916.00	41,916.00		
	Cable, Satellite, Telegraph and Radio Expenses	OVS	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	54,000.00	54,000.00		
	Notarial Fees for signed Memorandum of Agreements	OVS	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	5,000.00	5,000.00		
	Purified Drinking Water, 8 x 5 bottle/gallons	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	5,760.00	5,760.00		
	Training or Seminar Kits/Materials/Incidental Expense	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	30,000.00	30,000.00		
	Professional Services	OVS	NO				Jan - Dec	Jan - Dec	GOP	12,607,611.91	12,607,611.91		
	COS	OVS	NO							17,183,879.52	17,183,879.52		
	COS for the Resumption of OV Registration	OVS	NO							160,000.00	160,000.00		
	R & M Machinery	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	30,000.00	30,000.00		
	R & M Furniture and Fixtures	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	20,000.00	20,000.00		
	Tapestry Printing	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	30,000.00	30,000.00		
	Posters	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00		
	Flyers	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	300,000.00	300,000.00		
	Representation Expense - OVS Chairman	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	50,000.00	50,000.00		
	Huddle	OVS	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	30,000.00	30,000.00		
	Venue of Mobile OV Registration / Storage Rental Fees of	OVS	NO	Competitive Bidding			Jan - Dec	Jan - Dec		317,000.00	317,000.00		
	Rental of Motor Vehicle for Official Use	OVS	NO	Competitive Bidding			Jan - Dec	Jan - Dec		550,000.00	550,000.00		
	Rental of photocopying machine for OVS (2 units) color	OVS	NO	Competitive Bidding			Jan - Dec	Jan - Dec		350,000.00	350,000.00		
	Rental of photocopying machine at Foreign Service Posts	OVS	NO							124,000.00	124,000.00		
	Local Newspapers and Magazines	OVS	NO				Jul	Jul	GOP	38,000.00	38,000.00		
	Foreign Travel 1	UA	NO	Competitive Bidding			Jul	Jul	GOP	350,000.00	350,000.00		
	Plane Ticket	UA	NO	Competitive Bidding			Jul	Jul	GOP	247,000.00	247,000.00		
	DSA	UA	NO	N/A									
	Foreign Travel 2	UA	NO	Competitive Bidding			Apr	Apr	GOP	232,000.00	232,000.00		
	Plane Ticket	UA	NO	Competitive Bidding			Apr	Apr	GOP	247,000.00	247,000.00		
	DSA	UA	NO	N/A									
	Foreign travel 3, plane ticket	UA	NO	Competitive Bidding			Feb	Feb	GOP	250,000.00	250,000.00		
	Plane Ticket	UA	NO	Competitive Bidding			Feb	Feb	GOP	284,000.00	284,000.00		
	DSA	UA	NO	N/A									
	BAC Foreign Travel 1	UA	NO	Competitive Bidding			Apr	Apr	GOP	155,000.00	155,000.00		
	Plane Ticket	UA	NO	Competitive Bidding			Apr	Apr	GOP	264,000.00	264,000.00		
	DSA	UA	NO	N/A									
	BAC Foreign Travel 2	UA	NO				Feb	Feb	GOP	-	-		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAR)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PHP)		Remarks (Brief description of Program/Activity/ Project)
					Advertising/ Posting of Bids	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	Plane Ticket	UA	NO	Competitive Bidding			Feb	Feb	GOP	200,000.00	200,000.00		
	DSA	UA	NO	N/A			Feb	Feb	GOP	191,000.00	191,000.00		
	Local Travel 1	UA	NO	Competitive Bidding			Jan	Jan	GOP	-	-		
	Plane Ticket	UA	NO	Competitive Bidding			Jan	Jan	GOP	32,000.00	32,000.00		
	DSA	UA	NO	N/A			Jan	Jan	GOP	22,100.00	22,100.00		
	Local Travel 2	UA	NO	Competitive Bidding			May	May	GOP	-	-		
	Plane Ticket	UA	NO	Competitive Bidding			May	May	GOP	25,000.00	25,000.00		
	DSA	UA	NO	N/A			May	May	GOP	22,100.00	22,100.00		
	Local Travel 3	UA	NO	Competitive Bidding			Feb	Feb	GOP	-	-		
	Plane Ticket	UA	NO	Competitive Bidding			Feb	Feb	GOP	33,700.00	33,700.00		
	DSA	UA	NO	N/A			Feb	Feb	GOP	22,100.00	22,100.00		
	QMS Consultancy and ISO Certification	UA	NO	Direct Contracting / Highly Technical Consultant					GOP	-	-		
	QMS Consultancy and ISO Certification Payment for ISO C	UA	NO	Highly Technical Consultant					GOP	150,000.00	150,000.00		
	Contract of Service (3) 1-year	UA	NO	N/A					GOP	172,000.00	172,000.00		
	BAC Training Workshop in the Home Office	UA	NO						GOP	-	-		
	Meals and Snacks / Catering	UA	NO	Small Value Procurement					GOP	70,000.00	70,000.00		
	Honoraria	UA	NO	N/A					GOP	30,000.00	30,000.00		
	QMS Training/Meetings	UA	NO						GOP	-	-		
	Meals and Snacks / Catering	UA	NO	Small Value Procurement					GOP	615,000.00	615,000.00		
	Seminar/Workshop on Administrative Justice	UA	NO	Lease of Venue					GOP	-	-		
	Lease of Venue/Miscellaneous Exp.	UA	NO	Lease of Venue					GOP	120,000.00	120,000.00		
	Honorarium for 2 Speakers	UA	NO	N/A					GOP	40,000.00	40,000.00		
	UA Team Bldg Activity	UA	NO	Lease of Venue			May	May	GOP	-	-		
	Lease of Venue	UA	NO	Lease of Venue			May	May	GOP	120,000.00	120,000.00		
	Lease of Motor Vehicle	UA	NO	Small Value Procurement					GOP	50,000.00	50,000.00		
	Honoraria/Professional fee	UA	NO	Highly Technical Consultant			May	May	GOP	20,000.00	20,000.00		
	GAD Programs and Projects (Stress Management and We	UA	NO	Lease of Venue					GOP	-	-		
	Lease of Venue	UA	NO	Lease of Venue					GOP	120,000.00	120,000.00		
	Lease of Motor Vehicle	UA	NO	Small Value Procurement					GOP	50,000.00	50,000.00		
	Honoraria/Professional fee	UA	NO	Highly Technical Consultant					GOP	20,000.00	20,000.00		
	Repair and Maintenance-Other Machinery and Equipmen	UA	NO	Small Value Procurement					GOP	30,000.00	30,000.00		
	Repair and Maintenance-Furniture and Fixtures	UA	NO	Small Value Procurement					GOP	50,000.00	50,000.00		
	Printing and Binding Expenses	UA	NO	Small Value Procurement					GOP	131,000.00	131,000.00		
	Extraordinary & Miscellaneous Expenses	UA	NO				Jan - Dec	Jan - Dec	GOP	180,000.00	180,000.00		
	Representation Expenses	UA	NO				Jan - Dec	Jan - Dec	GOP	690,000.00	690,000.00		
	Representation expenses of the Undersecretary : Dinner	UA	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Weekly UA-Assec Meetings	UA	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	BESA Meetings throughout the year	UA	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	BAC Meetings throughout the year	UA	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Purchase of gifts, flowers, calling cards, Christmas cards	UA	NO				Jan - Dec	Jan - Dec	GOP	-	-		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Total	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/ Project)
					Advertising of IB/REI	Submission /Opening of Bids	Notice of Award			Contract Signing	MOOE	
	Lease of Motor Vehicle for Official use (2 units)	UA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GoP	1,644,000.00	1,644,000.00	
	Lease of Equipment - Photocopying machine (4 units)	UA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GoP	217,000.00	217,000.00	
	Office Supplies - Part A (inclusive of 10% inflation rate)	UA	NO				Jan - Dec	Jan - Dec	GoP	386,000.00	386,000.00	
	Office Supplies - Part B (inclusive of 10% inflation rate)	UA	NO				Jan - Dec	Jan - Dec	GoP	50,000.00	50,000.00	
	Communication Services	UA	NO				Jan - Dec	Jan - Dec	GoP	-	-	
	Telephone - Landline (3 lines)	UA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GoP	100,000.00	100,000.00	
	Telephone - Mobile (3 lines)	UA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GoP	150,000.00	150,000.00	
	Cable - 2 lines (UA/BAC)	UA	NO	Direct Contracting / 53.6			Jan - Dec	Jan - Dec	GoP	19,000.00	19,000.00	
	Subscription Expense	UA	NO	Direct Contracting / 53.6			Jan - Dec	Jan - Dec	GoP	78,000.00	78,000.00	
	Foreign travel 1, plane ticket	UNIO	NO	Competitive Bidding			July			600,000.00	600,000.00	
	Foreign travel 2, plane ticket	UNIO	NO	Competitive Bidding			May			600,000.00	600,000.00	
	Foreign travel 3, plane ticket	UNIO	NO	Competitive Bidding			March			600,000.00	600,000.00	
	Foreign travel 4, plane ticket	UNIO	NO	Competitive Bidding			May-Jun.			600,000.00	600,000.00	
	Foreign travel 5, plane ticket	UNIO	NO	Competitive Bidding			Nov.-Dec.			600,000.00	600,000.00	
	Foreign travel 6, plane ticket	UNIO	NO	Competitive Bidding			May-Jun.			600,000.00	600,000.00	
	Foreign travel 7, plane ticket	UNIO	NO	Competitive Bidding			Apr.-Sept.			600,000.00	600,000.00	
	Foreign travel 8, plane ticket	UNIO	NO	Competitive Bidding			Apr.-Sept.			600,000.00	600,000.00	
	Foreign travel 9, plane ticket	UNIO	NO	Competitive Bidding			May-Oct.			600,000.00	600,000.00	
	Foreign travel 10, plane ticket	UNIO	NO	Competitive Bidding			March			600,000.00	600,000.00	
	Local travel, fares	UNIO	NO				Jan.-Dec.			700,000.00	700,000.00	
	Team Bldg Activity	UNIO	NO				Apr.-Aug.			-	-	
	Lease of Venue (with facilitator)	UNIO		Lease of Venue			Apr.-Oct.			175,000.00	175,000.00	
	Lease of Motor Vehicle	UNIO		Small Value Procurement			Apr.-Oct.			65,000.00	65,000.00	
	Multilateral Posts Consultation	UNIO	NO				Aug.-Sept.			-	-	
	Lease of Venue (with facilitator)	UNIO		Lease of Venue			Aug.-Sept.			125,000.00	125,000.00	
	Lease of Motor Vehicle	UNIO		Small Value Procurement			Aug.-Sept.			10,000.00	10,000.00	
	Reception & Other Expenses	UNIO		LCV/Small Value Procurement			Aug.-Sept.			70,000.00	70,000.00	

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PAP)		Remarks (Brief description of Program/Activity/ Project)
					Advertising of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	Disability Awareness Campaign	UNIO	NO	Lease of Venue			Nov.-Dec.		10,000.00	10,000.00			
	Lease of Motor Vehicle	UNIO		Small Value Procurement			Nov.-Dec.		65,000.00	65,000.00			
	Reception & Other Expenses	UNIO	NO	Small Value Procurement			May		35,000.00	35,000.00			
	International Day of Peace of UN Peacekeeping	UNIO		Small Value Procurement			May		115,000.00	115,000.00			
	Lease of Motor Vehicle	UNIO		Small Value Procurement			May		30,000.00	30,000.00			
	Reception & Other Expenses	UNIO	NO	Small Value Procurement			October		453,000.00	453,000.00			
	UN Day Celebration	UNIO		Small Value Procurement			October		200,000.00	200,000.00			
	Lease of Motor Vehicle	UNIO		Small Value Procurement			October		100,000.00	100,000.00			
	Reception & Other Expenses	UNIO	NO	Small Value Procurement			August		190,427.30	190,427.30			
	International Humanitarian Law (IHL) Day	UNIO		Small Value Procurement			December		55,572.70	55,572.70			
	National HR Consciousness Week	UNIO	NO	Small Value Procurement			Jan.-Dec.		769,000.00	769,000.00			
	Reception and Other Expenses	UNIO		Small Value Procurement			Jan.-Dec.		150,000.00	150,000.00			
	Office Supplies - Part A of APP-CSE	UNIO		Small Value Procurement			Jan.-Dec.		300,000.00	300,000.00			
	Office Supplies - Part B	UNIO		Small Value Procurement			Jan.-Dec.		838,000.00	838,000.00			
	Communications Services	UNIO	NO	Small Value Procurement			Jan.-Dec.		802,000.00	802,000.00			
	Furniture and Fixture (semi expendable)	UNIO	NO	Small Value Procurement			Jan.-Dec.		207,000.00	207,000.00			
	Candidate Campaign Brochures, Flyers, Tokens, Souver	UNIO	NO	Small Value Procurement			Jan.-Dec.		22,000.00	22,000.00			
	Lease of Motor Vehicle for Official use	UNIO	NO	Small Value Procurement			Jan.-Dec.		8,000.00	8,000.00			
	Lease of Office Equipment, photocopier	UNIO	NO	Small Value Procurement			Jan.-Dec.		8,000.00	8,000.00			
	Subscription Expense ICT - Software	UNIO		Small Value Procurement			Jan.-Dec.		2,317,294,000.00	2,317,294,000.00			
	Subscription Expense - Sky Cable	UNIO		Small Value Procurement			Jan.-Dec.		290,000.00	290,000.00			
	Local Newspapers and Magazines	UNIO		Small Value Procurement			Jan.-Dec.		610,000.00	610,000.00			
	Foreign Newspapers and Magazines	UNIO		Small Value Procurement			Jan.-Dec.		390,000.00	390,000.00			
	Membership Dues and Contributions to Organizations	UNIO-ICF	NO	Small Value Procurement			Jan.-Dec.						
	ASEAN Senior Officials' Meeting (SOM)	UP	NO	Small Value Procurement			Jan	Jan					
	Plane Ticket	UP	NO	Small Value Procurement			Jan	Jan					
	ASEAN-EU SOM and ASEAN-EU Ministerial Meeting	UP	NO	Small Value Procurement			Jan	Jan					
	Plane Ticket	UP	NO	Small Value Procurement			Jan	Jan					
	ASEAN-China JWG on COC	UP	NO	Small Value Procurement			Feb	Feb					
	Plane Ticket	UP	NO	Small Value Procurement			Feb	Feb					

DEPARTMENT OF FOREIGN AFFAIRS' Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Estimated Budget (PHP)			Remarks (Brief description of Program/Activity/ Project)	
					Advertising /posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	ASEAN SOM	UP	NO	Competitive Bidding			Mar	Mar	Gop				
	Plane Ticket	UP	NO				Mar	Mar	Gop	350,000.00	350,000.00		
	ASEAN- USA Dialogue	UP	NO	Competitive Bidding			Mar	Mar	Gop				
	Plane Ticket	UP	NO				Mar	Mar	Gop	600,000.00	600,000.00		
	Bilateral Meeting: PH with ASEAN Countries, 2nd Quarter	UP	NO				Apr - Jun	Apr - Jun	Gop				
	Plane Ticket	UP	NO	Competitive Bidding			Apr - Jun	Apr - Jun	Gop	325,000.00	325,000.00		
	Bilateral Meeting: PH with Middle Eastern Countries	UP	NO				Apr - Jun	Apr - Jun	Gop				
	Plane Ticket	UP	NO	Competitive Bidding			Apr - Jun	Apr - Jun	Gop	325,000.00	325,000.00		
	ASEAN Meeting and other related Meetings, Asia, 2nd Quarter	UP	NO				Apr - Jun	Apr - Jun	Gop				
	Plane Ticket	UP	NO	Competitive Bidding			Apr - Jun	Apr - Jun	Gop	325,000.00	325,000.00		
	ASEAN SOM, ASEAN+3 SOM, East Asia Summit SOM, ASEAN Regional Forum SOM, Working Group of the executive committee of SEANWFZ, 2nd Quarter	UP	NO				Apr - Jun	Apr - Jun	Gop				
	Plane Ticket	UP	NO	Competitive Bidding			Apr - Jun	Apr - Jun	Gop	290,000.00	290,000.00		
	ASEAN Summit and Related Summit	UP	NO				Apr - Jun	Apr - Jun	Gop				
	Plane Ticket	UP	NO	Competitive Bidding			Apr - Jun	Apr - Jun	Gop	290,000.00	290,000.00		
	Bilateral Meeting/Political Consultations: PH with American Countries, 2nd Quarter	UP	NO				Apr - Jun	Apr - Jun	Gop				
	Plane Ticket	UP	NO	Competitive Bidding			Apr - Jun	Apr - Jun	Gop	300,000.00	300,000.00		
	Meeting of the ASEAN-China Joint Working Group and ASEAN-China SOM on the Implementation of the Declaration on the Conduct of Parties in the South China Sea back-to-back with the ASEAN-China Senior Officials' Consultations (ACSOC)	UP	NO				Apr - Jun	Apr - Jun	Gop				
	Plane Ticket	UP	NO	Competitive Bidding			Apr - Jun	Apr - Jun	Gop	290,000.00	290,000.00		
	ASEAN Foreign Ministers' Meeting and Post Ministerial Conference	UP	NO				Jul - Sept	Jul - Sept	Gop				
	Plane Ticket	UP	NO	Competitive Bidding			Jul - Sept	Jul - Sept	Gop	290,000.00	290,000.00		
	Bilateral Meeting: PH with European countries, 3rd Quarter	UP	NO				Jul - Sept	Jul - Sept	Gop				
	Plane Ticket	UP	NO	Competitive Bidding			Jul - Sept	Jul - Sept	Gop	300,000.00	300,000.00		
	ASEM Foreign Ministers' Meeting, Spain, 3rd Quarter	UP	NO				Jul - Sept	Jul - Sept	Gop				
	Plane Ticket	UP	NO	Competitive Bidding			Jul - Sept	Jul - Sept	Gop	250,000.00	250,000.00		
	PH-China Bilateral Consultation Mechanism on SCS, 3rd Quarter, China	UP	NO				Jul - Sept	Jul - Sept	Gop				

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/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 Program/Activity/ Project)
					Advertising of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Plane Ticket	UP	NO	Competitive Bidding			Jul Sept	Jul Sept	GOP	90,000.00	90,000.00		
	Bilateral Meeting: Ph with African countries, 3rd Quarter, Africa	UP	NO	Competitive Bidding			Jul Sept	Jul Sept	GOP	-			
	Plane Ticket	UP	NO	Competitive Bidding			Jul Sept	Jul Sept	GOP	90,000.00	90,000.00		
	Session of the United Nations General Assembly, New York, 3rd Quarter	UP	NO				Jul Sept	Jul Sept	GOP	-			
	Plane Ticket	UP	NO	Competitive Bidding			Jul Sept	Jul Sept	GOP	350,000.00	350,000.00		
	Asian Summit and related Summits, 4th Quarter, Asia	UP	NO				Oct - Dec	Oct - Dec	GOP	-			
	Plane Ticket	UP	NO	Competitive Bidding			Oct - Dec	Oct - Dec	GOP	90,000.00	90,000.00		
	ASEAN Meeting and other related meetings, 4th Quarter, Asia	UP	NO				Oct - Dec	Oct - Dec	GOP	90,000.00	90,000.00		
	Plane Ticket	UP	NO	Competitive Bidding			Oct - Dec	Oct - Dec	GOP	-			
	Bilateral Meeting: Ph with Asian Countries, 4th Quarter	UP	NO				Oct - Dec	Oct - Dec	GOP	90,000.00	90,000.00		
	Plane Ticket	UP	NO	Competitive Bidding			Oct - Dec	Oct - Dec	GOP	-			
	Office Supplies - Part A (inclusive of 10% Inflation rate)	UP	NO	Agency-Tr-Agency			Jan - Dec	Jan - Dec	GOP	125,803.56	125,803.56		
	Office Supplies - Part B (inclusive of 10% Inflation rate)	UP	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	293,136.92	293,137.00		
	Fuel, Oil and Lubricants	UP	NO	N/A			Jan - Dec	Jan - Dec	GOP	22,000.00	22,000.00		
	Textbooks and Instructional Materials (realigned to car rentals)	UP	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	105,000.00	106,000.00		
	Utilities Expenses - Water	UP	NO	N/A			Jan - Dec	Jan - Dec	GOP	28,000.00	28,000.00		
	Communications Services	UP	NO				Jan - Dec	Jan - Dec	GOP	-			
	Telephone - Landline and telefax (2 lines)	UP	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	199,000.00	199,000.00		
	Telephone - Mobile (5 lines)	UP	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	180,000.00	180,000.00		
	Cable subscription	UP	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	28,000.00	28,000.00		
	Consultancy Services	UP	NO	Highly Technical Consultant			Jan - Dec	Jan - Dec	GOP	50,000.00	50,000.00		
	R & M Furniture and Fixtures	UP	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	53,000.00	53,000.00		
	Printing and Binding Expenses	UP	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	46,000.00	46,000.00		
	Representation Expenses	UP	NO				Jan - Dec	Jan - Dec	GOP	-			



DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

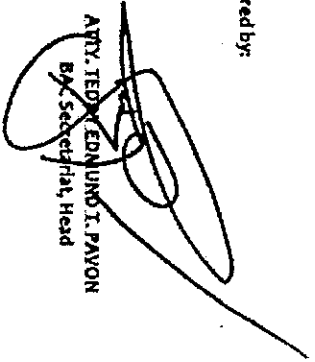
Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PHP)			Remarks (brief description of Program/Activity/ Project)
					Advertising/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Meals ordered during various meetings and official host	UP	NO	N/A			Jan - Dec	Jan - Dec	GOP	377,060.00	377,060.00		
	Lease of Motor Vehicle for Official use (2 units)	UP	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	1,662,000.00	1,662,000.00		
	Lease of Equipment - Photocopying machine	UP	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	101,000.00	101,000.00		
	Subscription Expense	UP	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Local Newspaper	UP	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	31,000.00	31,000.00		
	Foreign Newspapers and Magazines	UP	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	42,000.00	42,000.00		
	ICT Software Subscription Expenses	UP	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	980,000.00	980,000.00		
	Team Building (Venue and Transportation)	UP	NO	Lease of Venue			Jan - Dec	Jan - Dec	GOP	85,000.00	85,000.00		
	Local Travels to attend Meetings/ Conferences	OCA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	600,000.00	600,000.00		
	Local Travels to Consular Offices	OCA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	2,050,000.00	2,050,000.00		
	Other Local Travels	OCA	NO	Competitive Bidding					GOP	115,000.00	115,000.00		
	Foreign Travels to attend Meetings/ Conferences/ Seminars	OCA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	2,852,500.00	2,852,500.00		
	Foreign Travels to Foreign Service Posts	OCA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	3,002,500.00	3,002,500.00		
	Conduct of Trainings and Seminars/Workshop	OCA	NO	Lease of Venue / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	2,500,000.00	2,500,000.00		
	Conduct of Team Building Activities	OCA	NO	Value Procurement			Dec	Dec	GOP	2,610,000.00	2,610,000.00		
	Conduct of GAD Activities	OCA	NO	Lease of Venue / Small Value Procurement			Mar-May-Sep-Dec	Mar-May-Sep-Dec	GOP	560,000.00	560,000.00		
	ICT OFFICE SUPPLIES	OCA	NO				Feb, Mar, Jul, Aug	Feb, Mar, Jul, Aug	GOP	-	-		
	RENTS - EQUIPMENT	OCA	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Supply of ICT Supplies (Part A of APP-CSE) for DFA ASEAN and NCR COs, Inclusive of 10% Inflation	OCA	NO	Agency-to-Agency					GOP	579,368.13	579,368.13		
	Supply of ICT Supplies (Part B of APP-CSE) for DFA ASEAN and NCR COs, Inclusive of 10% Inflation	OCA	NO	Agency-to-Agency					GOP	785,774.00	785,774.00		
	Supply of ICT Supplies (not included in Parts A & B of APP-CSE) for DFA ASEAN and NCR COs	OCA	NO	Agency-to-Agency					GOP	200,000.00	200,000.00		
	Lease of Photocopying machine for DFA ASEAN and COs	OCA	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	7,000,000.00	7,000,000.00		
	Happy/Not Client Feedback Service	OCA	YES	Direct Contracting / Public Bidding					GOP	4,322,772.00	4,322,772.00		
	OFFICE SUPPLIES EXPENSES	OCA	NO						GOP	-	-		
	Supply of Office Supplies (Part A of APP-CSE) for DFA ASEAN and NCR COs, Inclusive of 10% Inflation	OCA	NO	Agency-to-Agency			Feb, Mar, Jul, Aug	Feb, Mar, Jul, Aug	GOP	3,210,707.13	3,210,707.13		
	Supply of Office Supplies (Part B of APP-CSE) for DFA ASEAN and NCR COs, Inclusive of 10% Inflation	OCA	NO	Shopping			Feb, Mar, Jul, Aug	Feb, Mar, Jul, Aug	GOP	4,511,820.50	4,511,820.50		
	Supply of Office Supplies (not included in Parts A & B of APP-CSE) for DFA ASEAN and NCR COs	OCA	NO	Shopping					GOP	500,000.00	500,000.00		

DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

Code (PAR)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Total	Estimated Budget (PHP)		Remarks (brief description of Program/Activity/ Project)
					Advertising/ Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing			MOOE	CO	
	<b>ACCOUNTABLE FORMS EXPENSES</b>	OCA	NO										
	Supply and delivery of e-passport Booklets per MYOA - 2021	OCA	NO	Agency-to-Agency			Jan - Dec	Jan - Dec	GOP	3,446,162,000.00	3,446,162,000.00		
	Supply and delivery of Apostille Certificates / Authentication Certificates	OCA	NO	Agency-to-Agency			Jan - Dec	Jan - Dec	GOP	40,000,000.00	40,000,000.00		
	Supply and delivery of MBV Stickers	OCA	NO	Agency-to-Agency			Jan - Dec	Jan - Dec	GOP	70,000,000.00	70,000,000.00		
	<b>OTHER SUPPLIES AND MATERIALS EXPENSES</b>	OCA	NO										
	Procure Other Supplies and Materials	OCA	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	<b>FUEL, OIL AND LUBRICANTS EXPENSES</b>	OCA	NO										
	Procure gasoline, oil and lubricants for OCA's Motor Vehicles (MV)	OCA	NO				Jan - Dec	Jan - Dec	GOP	8,622,371.54	8,622,371.54		
	Water Expenses - Supply of water in DFA ASEANA and NCR COS	OCA	NO				Jan - Dec	Jan - Dec	GOP	350,000.00	350,000.00		
	Electricity Expenses - Supply of water in DFA ASEANA and NCR COS	OCA	NO				Jan - Dec	Jan - Dec	GOP	3,200,000.00	3,200,000.00		
	Domestic Pouch Delivery (passport and parcels) including RCOs, inclusive of 10% Contingency Fund for Inflation	OCA	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	20,000,000.00	20,000,000.00		
	Telephone (landline) Telephone usage of DFA ASEANA and NCR COS	OCA	NO				Jan - Dec	Jan - Dec	GOP	14,000,000.00	14,000,000.00		
	Telephone (mobile) Provision of Data Plan with mobile for OCA's Senior Officials	OCA	NO				Jan - Dec	Jan - Dec	GOP	2,500,000.00	2,500,000.00		
	Globe Amber Service - SMS Blast	OCA	YES	Direct Contracting / Sec 53.6			Jan - Dec	Jan - Dec	GOP	450,000.00	450,000.00		
	Internet Subscription: Internet subscription of DFA ASEANA and NCR COS	OCA	NO				Jan - Dec	Jan - Dec	GOP	35,988.00	35,988.00		
	Cable, Satellite, Telegraph and Radio Cable and Satellite subscription of DFA ASEANA and NCR COS	OCA	NO				Jan - Dec	Jan - Dec	GOP	2,172,160.00	2,172,160.00		
	Provision for Outsourced Personnel for DFA ASEANA and COS, inclusive of 10% Contingency Fund for Inflation	OCA	YES	Public Bidding					GOP	44,000,000.00	44,000,000.00		
	Hiring of Contract of Service for DFA ASEANA and COS	OCA	NO				Jan - Dec	Jan - Dec	GOP	10,217,000.00	10,217,000.00		
	Provision for additional funds to DAAMSS for janitorial services of DFA ASEANA and COS	OCA	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	7,109,960.00	7,109,960.00		
	<b>RENTS - MOTOR VEHICLES</b>	OCA	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	-	-		
	Lease of Motor vehicle for Asec (Sedan) and OCA Personnel (Van)	OCA	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	1,805,000.00	1,805,000.00		
	<b>ENVIRONMENT/SANITARY SERVICES - Garbage Collection, Bio-segmentation/Pest Control</b>	OCA	NO										
	Provision for additional funds to DAAMSS for security services of DFA ASEANA and COS	OCA	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	500,000.00	500,000.00		
	Rental of Office Building and Staff House - for Cos	OCA					Jan - Dec	Jan - Dec	GOP	61,000,000.00	61,000,000.00		
	Lease of Office Building	OCA	YES	Lease of Real Estate/Venue			Jan - Dec	Jan - Dec	GOP	1,881,000.00	1,881,000.00		
	Lease of Staff House	OCA	YES	Lease of Real Estate/Venue			Jan - Dec	Jan - Dec	GOP	1,548,000.00	1,548,000.00		

DEPARTMENT OF FOREIGN AFFAIRS  
Indicative Annual Procurement Plan (APP) for CY 2021

Prepared by:



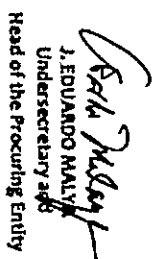
ARTY TED EDMUNDO I. PAYON  
BAC Secretary, Head

Recommended for Approval by:



KRISTINE MARGRET M. MALANG  
BAC Vice Chairperson

Approved:



J. EDUARDO MALAYA  
Undersecretary and  
Head of the Procuring Entity