

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	
	LOCAL TRAVELS	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	592,800.00	592,800.00		
	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		
	TRAINING EXPENSES	ASPAC	NO				Jan-Dec		GOP	-	-		
	Team Building Activity	ASPAC	NO				Jan-Dec						
	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		
	SUPPLIES AND MATERIALS	ASPAC	NO				Jan-Dec		GOP	277,965.40	277,965.40		
	OFFICE SUPPLIES PART A (Inclusive of 10% inflation rate)	ASPAC	NO	Agency-to-Agency			Jan-Dec		GOP	230,034.60	230,034.60		
	OFFICE SUPPLIES PART B (Inclusive of 10% inflation rate)	ASPAC	NO	Competitive Bidding / Small Value Procurement			Jan-Dec		GOP	144,000.00	144,000.00		
	COMMUNICATIONS SERVICES	ASPAC	NO				Jan-Dec		GOP	105,000.00	105,000.00		
	Telephone-Mobile	ASPAC	NO	Direct Contracting			Jan-Dec		GOP	13,000.00	13,000.00		
	Telephone-landline	ASPAC	NO				Jan-Dec		GOP	21,000.00	21,000.00		
	Internet Subscription	ASPAC	NO	Small Value Procurement			Jan-Dec		GOP	132,000.00	132,000.00		
	TV Cable Subscription	ASPAC	NO	Small Value Procurement			Jan-Dec		GOP	962,000.00	962,000.00		
	EXTRAORDINARY & MISCELLANEOUS EXPENSES	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	79,000.00	79,000.00		
	PROFESSIONAL SERVICES	ASPAC	NO				Jan-Dec		GOP	88,000.00	88,000.00		
	Other Professional Services, Technical Assistance Programs for Laos, Cambodia, Timor Leste, Pacific Islands	ASPAC	NO				Jan-Dec		GOP	35,000.00	35,000.00		
	REPAIR AND MAINTENANCE	ASPAC	NO				Jan-Dec		GOP	-	-		
	R & M Buildings	ASPAC	NO	PB/ Small Value Procurement			Jan-Dec		GOP	79,000.00	79,000.00		
	R&M ICT Equipment (network, devices, software)	ASPAC	NO	PB/ Small Value Procurement			Jan-Dec		GOP	35,000.00	35,000.00		
	Furniture and Fixtures	ASPAC	NO	PB/ Small Value Procurement			Jan-Dec		GOP	-	-		
	REPRESENTATION EXPENSES	ASPAC	NO				Jan-Dec		GOP	-	-		

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					Advertisement/Posting of Bids/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	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		
	Wines	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, JCBC-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, JCBC-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 (GFPs) following the launch of the Online Gender Sensitivity Training Course and the Learning Management System (LMS) and midterm review of the DFA's GAD Agenda for 2019-2022	GAD	NO				Jul-Dec	Jul-Dec	GOP				
	DSA: Hotel/ Meal Allowance/Incidental Expenses and other allowances	GAD	NO	N/A			Jul-Dec	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	Jul-Dec	GOP	2,500,000.00	2,500,000.00		
	Notarial fees						Jul-Dec	Jul-Dec	GOP	2,000.00	2,000.00		
	Trainings/Planning sessions/Workshops/Meetings for the GAD Secretariat and the GAD Focal Point System	GAD	NO				Jan-Dec	Jan-Dec	GOP				
	Registration/Participation/Course Fees	GAD	NO	N/A			Jan-Dec	Jan-Dec	GOP	2,000,000.00	2,000,000.00		
	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		

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					Advertisement/Posting of Bids/RFI/RFQ	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE	
	Material 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	
	Material fees/incidental expenses	GAD	NO				Jan-Dec	Jan-Dec	GOP	1,000.00	1,000.00	
	Volume 2 of Ambassador Delia 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									-	-	
	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	
	Attendance in meetings with Courts, Ombudsman, etc. by personnel from Home Office and COs - Travel/ Transportation	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	250,000.00	250,000.00	
	Compliance with Subpoena Duces Tecum/Service of summons or orders - Travel/ Transportation	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	50,000.00	50,000.00	
	Support OTLA in ensuring compliance with subpoenas involving personnel - Travel/ Transportation	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	50,000.00	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	GOP	750,000.00	750,000.00	

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					Advertisement/Posting of Bids/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	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	GOP	97,000,000.00	97,000,000.00		
	Deployment of additional personnel from Home Office to Foreign Service Post -Plane Ticket /Pre-Departure Allowance/ Relocation/Shipments/Unaccompanied/DSA	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	7,000,000.00	7,000,000.00		
	Recall of personnel from Foreign Service Post (Recall) - Plane Ticket /Pre-Departure Allowance/ Relocation/Shipments/Unaccompanied/DSA	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	55,000,000.00	55,000,000.00		
	Unforeseen / Early recall of personnel from Foreign Service Post (Early Recall) - Plane Ticket /Pre-Departure Allowance/ Relocation/Shipments/Unaccompanied/DSA	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	6,409,877.15	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	GOP	16,112,440.40	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	GOP	900,000.00	900,000.00		
	DSA-Hotel, Meals and incidental and Pre-Departure Allowance	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	600,000.00	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	GOP	500,000.00	500,000.00		
	DSA: Hotel, Meals and incidental and Pre-Departure Allowance	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	250,000.00	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	GOP	1,000,000.00	1,000,000.00		
	DSA: Hotel, Meals and incidental and Pre-Departure Allowance	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	500,000.00	500,000.00		
	Scoping Mission/Retooling/Command Conference-Plane Ticket	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	1,000,000.00	1,000,000.00		
	DSA-Hotel, Meals and incidental and Pre-Departure Allowance	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	500,000.00	500,000.00		
	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	160,000.00	160,000.00		
	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				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		

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	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				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 Home Office Personnel	HRMO	NO				Apr-June, Oct-Dec	Apr-June, Oct-Dec	GOP	-	-		
	Ordered Meals	HRMO	NO	Small Value Procurement			Apr-June, Oct-Dec	Apr-June, Oct-Dec	GOP	68,000.00	68,000.00		
	Conduct of Seminar on PhilHealth	HRMO	NO				Apr-June	Apr-June	GOP	-	-		
	Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Apr-June	Apr-June	GOP	35,000.00	35,000.00		
	Token of Appreciation for Guest Speakers	HRMO	NO	N/A			Apr-June	Apr-June	GOP	1,500.00	1,500.00		
	Training Seminar - Incidental Expenses	HRMO	NO	N/A			Apr-June	Apr-June	GOP	10,000.00	10,000.00		
	Provision of Training - English Course for PWD	HRMO	NO				Jan-Mar, Jul-Sep	Jan-Mar, Jul-Sep	GOP	-	-		
	Professional Fee of the Instructor	HRMO	NO	Highly Technical Consultant			Jan-Mar, Jul-Sep	Jan-Mar, Jul-Sep	GOP	100,000.00	100,000.00		
	Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Jan-Mar, Jul-Sep	Jan-Mar, Jul-Sep	GOP	10,000.00	10,000.00		
	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	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	20,000.00		
	PRMD- 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	400,000.00		
	Transportation Allowance (Local Travel)/DTE	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	GOP	200,000.00	200,000.00		
	Incidental Expenses	HRMO	NO	N/A			Jan-Dec	Jan-Dec	GOP	50,000.00	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	1,300,000.00		

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					Advertise ment/Post ing of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Total	MOOE	CO	
	Incidental Expenses/Ordered Meals	HRMO	NO	N/A			Jan-Dec	Jan-Dec	50,000.00	50,000.00		
	Conduct of Leadership and Management Training for FSO IV Cadets	HRMO	NO				Jun-Dec	Jun-Dec				
	HTC/Consultancy Services	HRMO	NO	Highly Technical Consultant			Jun-Dec	Jun-Dec	800,000.00	800,000.00		
	Lease of Venue/Ordered Meals/Catering Services	HRMO	NO	Lease of Venue			Jun-Dec	Jun-Dec	300,000.00	300,000.00		
	Incidental Expenses	HRMO	NO	N/A			Jun-Dec	Jun-Dec	50,000.00	50,000.00		
	Conduct of Change Management Project	HRMO	NO				Jan-Jun	Jan-Jun	-	-		
	HTC/Consultancy Services	HRMO	NO	Highly Technical Consultant			Jan-Jun	Jan-Jun	1,300,000.00	1,300,000.00		
	Lease of Venue/Ordered Meals/Catering Services	HRMO	NO	Lease of Venue			Jan-Jun	Jan-Jun	250,000.00	250,000.00		
	Incidental Expenses	HRMO	NO	N/A			Jan-Jun	Jan-Jun	50,000.00	50,000.00		
	Conduct of Competency Development Project Phase 4	HRMO	NO				Jan-Dec	Jan-Dec	-	-		
	HTC/Consultancy Services	HRMO	NO	Highly Technical Consultant			Jan-Dec	Jan-Dec	1,500,000.00	1,500,000.00		
	Lease of Venue/Ordered Meals/Catering Services	HRMO	NO	Lease of Venue			Jan-Dec	Jan-Dec	350,000.00	350,000.00		
	Incidental Expenses	HRMO	NO	N/A			Jan-Dec	Jan-Dec	50,000.00	50,000.00		
	Conduct of Customer Service Workshop and Effective Communication Program	HRMO	NO				Mar-Nov	Mar-Nov				
	HTC/Consultancy Services	HRMO	NO	Highly Technical Consultant			Mar-Nov	Mar-Nov	2,150,000.00	2,150,000.00		
	Lease of Venue/catering Services/Ordered Meals	HRMO	NO	Lease of Venue			Mar-Nov	Mar-Nov	900,000.00	900,000.00		
	Transportation Allowance/Daily Travel Expenses	HRMO	NO	Competitive Bidding			Mar-Nov	Mar-Nov	300,000.00	300,000.00		
	Incidental Expenses	HRMO	NO	N/A			Mar-Nov	Mar-Nov	50,000.00	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	300,000.00	300,000.00		
	HRMO Seminar- Lease of Venue / Catering Services / Ordered Meals	HRMO	NO	Lease of Real Property and Venue			Dec	Dec	350,000.00	350,000.00		
	Incidental Expenses	HRMO	NO	N/A			Dec	Dec	20,000.00	20,000.00		
	Funding for Scholarships of DFA Personnel (local and Foreign) which includes: a. Short Term (E.O 298); and b. Long Term (E.O. 129)	HRMO	NO				Jan-Dec	Jan-Dec	-	-		
	Tuition and Other School Fees/ Cost of Living Allowances/ Airfare(Foreign or Local Transport)	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	10,367,000.00	10,367,000.00		
	Supplies and Materials	HRMO	NO				Jan-Dec	Jan-Dec	-	-		
	Office Supplies (Part A of APP-CSE)	HRMO	NO	Agency to Agency			Jan-Dec	Jan-Dec	1,073,033.20	1,073,033.20		
	Office Supplies (Part B of APP-CSE)	HRMO	NO	Competitive Bidding			Jan-Dec	Jan-Dec	362,863.05	362,863.05		
	Recruitment (Examination Materials)	HRMO	NO	Small Value Procurement			Feb-Jul	Feb-Jul	100,000.00	100,000.00		
	Drugs and Medicine	HRMO	NO				Jan-Sep	Jan-Sep	-	-		
	Various Medicine and Medical Supplies	HRMO	NO	Small Value Procurement			Jan-Sep	Jan-Sep	84,000.00	84,000.00		
	Other Supplies	HRMO	NO				Mar-Aug	Mar-Aug	-	-		
	Replenishment of perishable Items in the Emergency Go/Grab bag	HRMO	NO	Small Value Procurement			Mar-Aug	Mar-Aug	100,000.00	100,000.00		
	Hard Hat	HRMO	NO	Small Value Procurement			Mar-Aug	Mar-Aug	45,000.00	45,000.00		

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 IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	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	Highly Technical Consultant			Jan-Dec	Jan-Dec	GOP	-	-		
	PRMD - Records Management Section-Procurement of HNS 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 Artwork, Exclusive Technology 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		
	Conduct of PWD-Related Activities-	HRMO	NO				Jan-Dec	Jan-Dec	GOP	-	-		
	Ordered Meals and Registration Fees	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	GOP	40,000.00	40,000.00		
	Honoraria for Resource Speakers	HRMO	NO	N/A			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	GOP	-	-		
	Ordered Meals (am. snack) (max of 50 pax including children & parents/visitors @ P150/pax)	HRMO	NO	Small Value Procurement			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	GOP	6,000.00	6,000.00		
	Educational Trip - Day Care	HRMO	NO				Apr - Sept	Apr - Sept	GOP				
	Admission Fee	HRMO	NO	Small Value Procurement			Apr - Sept	Apr - Sept	GOP	40,000.00	40,000.00		
	Lease of Transportation/Vehicle	HRMO	NO	Small Value Procurement			Apr - Sept	Apr - Sept	GOP	30,000.00	30,000.00		
	Meal Allowance	HRMO	NO	N/A			Apr - Sept	Apr - Sept	GOP	10,000.00	10,000.00		

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MODE	CO	
	General Assembly of DFARRA	HRMO	NO				Apr - Sept	Apr - Sept	GOP	-	-		
	Ordered Meals and Beverages	HRMO	NO	Small Value Procurement			Apr - Sept	Apr - Sept	GOP	50,000.00	50,000.00		
	Briefing on HIV / Aids	HRMO	NO	Small Value Procurement			Apr - Sept	Apr - Sept	GOP	20,000.00	20,000.00		
	Orientation on Retirement Benefits and What comes after Retirement	HRMO	NO				Mar	Mar	GOP	-	-		
	Ordered Meal - @P800 for 60 pax (am. snack, lunch, p.m. snack)	HRMO	NO	Small Value Procurement			Mar	Mar	GOP	48,000.00	48,000.00		
	Honoring of Retirees	HRMO	NO				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	GOP	400,000.00	400,000.00		
	Crystal Plaques for the Recognition and as Gifts/Tokens - 39 retirees (Php5,000.00 / retirees)	HRMO	NO	Small Value Procurement			Oct	Oct	GOP	235,000.00	235,000.00		
	Resource speaker Honoraria/Fee	HRMO	NO	Highly Technical Consultant			Oct	Oct	GOP	30,000.00	30,000.00		
	Incidental Expenses	HRMO	NO				Oct	Oct	GOP	10,000.00	10,000.00		
	Necrological/Memorial Services	HRMO	NO							-	-		
	Flower Wreath - Php7,500.00/wreath x 30 occasions	HRMO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	187,500.00	187,500.00		
	Ordered Meals (driver/honor guards) - 6 persons @Php750/pax, 10 occasions	HRMO	NO	Small Value Procurement			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	GOP	30,000.00	30,000.00		
	Joint Activity with GSIS and Pag-Ibig	HRMO	NO				Mar	Mar	GOP	-	-		
	Ordered Meals and Beverages	HRMO	NO				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	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	GOP	29,283.09	29,283.09		
	DFA Year-End Fellowship	HRMO	NO				Dec	Dec	GOP	-	-		
	Lease of Venue						Dec	Dec	GOP	500,000.00	500,000.00		
	Catering Services/Ordered Meals						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				Apr-June	Apr-June	GOP	-	-		



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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	Rental of Venues	HRMO	NO	Lease of Venue			Apr-June	Apr-June	Apr-June	150,000.00	150,000.00		
	Sports/Game Equipments	HRMO	NO	Small Value Procurement			Apr-June	Apr-June	Apr-June	40,000.00	40,000.00		
	Trophies and Medals	HRMO	NO	Small Value Procurement			Apr-June	Apr-June	Apr-June	10,000.00	10,000.00		
	Honorary-Referees and Table Committees	HRMO	NO	Highly Technical Consultant			Apr-June	Apr-June	Apr-June	100,000.00	100,000.00		
	Snacks and Refreshment for Opening Day	HRMO	NO	Small Value Procurement			Apr-June	Apr-June	Apr-June	30,000.00	30,000.00		
	Bottled water during the games	HRMO	NO	Small Value Procurement			Apr-June	Apr-June	Apr-June	10,000.00	10,000.00		
	HRMO-Sponsored Administrative Officers' Meeting	HRMO	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	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				Jan - Dec	Jan - Dec	GOP	-	-		
	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				Jun -Jul	Jun -Jul	GOP	-	-		
	Lease of Venue / Catering Services	HRMO	NO	Lease of Venue			Jun -Jul	Jun -Jul	GOP	1,000,000.00	1,000,000.00		
	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	700,000.00	700,000.00		
	Catering Services - For DFA Personnel (Home Office and ASEANA)	HRMO	NO	Competitive Bidding			Jun -Jul	Jun -Jul	GOP	500,000.00	500,000.00		
	Loyalty Pins and Medals	HRMO	NO	Competitive Bidding / Small Value Procurement			Jun -Jul	Jun -Jul	GOP	2,500,000.00	2,500,000.00		
	Wooden Plaques	HRMO	NO				Jun -Jul	Jun -Jul	GOP	50,000.00	50,000.00		
	Catering Services for DFA Day and PRAISE TWG Meetings	HRMO	NO	Competitive Bidding			Jun -Jul	Jun -Jul	GOP	130,000.00	130,000.00		
	Printing of Invitations and Special Paper & Buttons	HRMO	NO	Competitive Bidding			Jun -Jul	Jun -Jul	GOP	110,000.00	110,000.00		
	Contingency Funds / Incidental Expenses	HRMO	NO	Competitive Bidding			Jun -Jul	Jun -Jul	GOP	100,000.00	100,000.00		
	Oath Taking of new FSO IV	HRMO	NO				Jan-Dec	Jan-Dec	GOP	-	-		
	Catering Services (2 batches)	HRMO	NO	Small Value Procurement			Jan-Dec	Jan-Dec	GOP	200,000.00	200,000.00		
	Meetings of Personnel Selection Board	HRMO	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Catering Services / Ordered Meals	HRMO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	120,000.00	120,000.00		
	Hosting of CSC Cluster Meeting	HRMO	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Ordered Meals	HRMO	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00		
	Rent / Lease of Motor Vehicle	HRMO	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	1,043,000.00	1,043,000.00		
	Rent / Lease of Equipment	HRMO	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Provision of Photocopying Machine for the entire HRMO	HRMO	NO	Competitive Bidding			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	GOP	1,242,000.00	1,242,000.00		

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					Advertise ment/Post ing of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MODE	CO	
	Local News Paper and Online Subscription	HRMO	NO	Small Value Procurement			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	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	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	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	GOP	30,000.00	30,000.00		
	Tacloban - Actual counting for inventory of equipment and Disposal in RCO's - Plane Ticket	OAMSS	NO	Competitive Bidding			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	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	GOP	30,000.00	30,000.00		
	Cebu - To conduct property and project inspection - Plane Ticket	OAMSS	NO	Competitive Bidding			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	GOP	10,000.00	10,000.00		
	ICT Training Expenses	OAMSS	NO	Agency-to-Agency, Competitive Bidding Small Value Procurement			Jan-Dec	Jan-Dec	GOP	425,000.00	425,000.00		
	Accountable Forms Expenses	OAMSS	NO				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	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	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	GOP	-	-		
	Office supplies ( part A of APP-CSE )	OAMSS	NO	Agency-to-Agency			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	GOP	-	-		
	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					Jan - Dec	Jan - Dec	GOP	-	-		
	Water	OAMSS	NO	Public Bidding			Jan - Dec	Jan - Dec	GOP	8,821,000.00	8,821,000.00		

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Drinking Water Supply	OAMSS	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	1,700,000.00	1,700,000.00		
	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		Public Bidding			Jan - Dec	Jan - Dec	GOP	2,500,000.00	2,500,000.00		
	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	20,000,000.00	20,000,000.00		
	landline	OAMSS		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	2,640,000.00	2,640,000.00		
	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	1,600,000.00	1,600,000.00		
	Janitorial services	OAMSS	YES	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	55,000,000.00	55,000,000.00		
	Security services	OAMSS	NO	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	14,150,000.00	14,150,000.00		
	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	3,558,892.00	3,558,892.00		
	Rent expenses	OAMSS	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Rents - Building & Structures	OAMSS	NO							282,225.00	282,225.00		
	Land	OAMSS	NO						GOP	459,489,000.00		556,794,000.00	
	Building	OAMSS	NO						GOP	466,886,000.00		369,581,000.00	
	Retrofitting Project - Buildings	OAMSS	NO						GOP	1,069,105,000.00		443,871,000.00	
	Retrofitting Project - Rents - Buildings and Structures	OAMSS	NO						GOP	329,250,000.00	329,250,000.00		
	Information and Communication Technology Equipment - Laptops	OAMSS	NO	Public Bidding					GOP	6,000,000.00		6,000,000.00	

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MODE	CO	
	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	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			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.	Jan.-Dec.	GoP	538.37	538.37		
	Communications Services	ASEAN		Direct Contracting		Jan.-Dec.	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.	Jan.-Dec.	GoP	22,000.00	22,000.00		
	Professional Services	ASEAN		53.6 /HTC		Jan.-Dec.	Jan.-Dec.	Jan.-Dec.	GoP	439,000.00	439,000.00		
	ASEAN Day Flag Raising Ceremony	ASEAN	NO	SVP/ lease of Venue		August	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	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	July	GoP	150,000.00	150,000.00		
	ASEAN Matters Technical Board (AMTB) Meeting (3), 1 day	ASEAN	NO	SVP/ lease of Venue		Oct.	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	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	August	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				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	MCOE		CO
	Lease of Equipment - Photocopying machine	ASEAN	NO	PB			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		SVP/ 53.6			Jan -Dec.	Jan -Dec.	GOP	905,000.00	905,000.00		
	ICT Software Subscription - ERPS	ASEAN		SVP/ 53.6			Jan -Dec.	Jan -Dec.	GOP	903,000.00	903,000.00		
	Proctor Qualifying Test	BFSE	NO			Jan		Jan	GOP	-			
	Plane Ticket	BFSE	NO	Competitive Bidding			Aug - Sept	Aug -Sept	GOP	201,000.00	201,000.00		
	Career Minister Examinations	BFSE	NO				Aug - Sept	Aug - Sept	GOP	-			
	Plane Ticket	BFSE	NO	Competitive Bidding			Aug - Sept	Aug - Sept	GOP	508,560.00	508,560.00		
	Career Minister Examinations	BFSE	NO				Sept - Oct	Sept - Oct	GOP	-			
	Leadership and Management Training	BFSE	NO	Agency-To-Agency			Sept - Oct	Sept - Oct	GOP	2,752,000.00	2,752,000.00		
	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				Jan - Dec	Jan - Dec	GOP	-			
	Postage and Courier Services	BFSE	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	7,000.00	7,000.00		
	Mobile	BFSE	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	22,000.00	22,000.00		
	Landline	BFSE	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	21,000.00	21,000.00		
	FSO Preliminary Interview, Written and Oral Test	BFSE	NO				Apr. Nov	Apr. Nov	GOP	-			
	Honorarium/Professional Fees for Resource Speaker/s	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		
	FSO Examination - Qualifying Test	BFSE	NO				Jan	Jan	GOP	-			
	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	983,004.00	983,004.00		
	FSO Psychological Test	BFSE	NO				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		
	Career Minister Examination- Panel Interview, TKWS & Economic Diplomacy and Political Analysis	BFSE	NO				Sept - Oct	Sept - Oct	GOP	-			
	Honorarium/Professional Fees for Resource Speaker/s	BFSE	NO	Highly Technical Consultant / 53.6			Sept - Oct	Sept - Oct	GOP	1,109,880.00	1,109,880.00		
	Career Minister Psychological Test	BFSE	NO						GOP	-			

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MDOE	CO	
	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	BFSE	NO				Aug	Aug	GOP	-			
	Career Minister Examinations- Economic Diplomacy 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	CDU	NO	Competitive Bidding			Mar	Mar	GOP	-			
	Plane Ticket	CDU	NO				Mar	Mar	GOP	55,000.00	55,000.00		
	DSA	CDU	NO	N/A			Mar	Mar	GOP	108,000.00	108,000.00		
	Local Travel 2 - Attendance in Cultural Activities and Program	CDU	NO				Jun	Jun	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Jun	Jun	GOP	60,000.00	60,000.00		
	DSA	CDU	NO	N/A			Jun	Jun	GOP	127,200.00	127,200.00		

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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 (pht)			Remarks (Brief description of Program/Activity/ Project)
					Advertisement/Posting of IB/REI	Submission /Opening of bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Local Travel 3 - Attendance in Cultural Activities and Program	CDU	NO				Aug	Aug	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Aug	Aug	GOP	77,000.00			
	DSA	CDU	NO	N/A			Aug	Aug	GOP	146,000.00	146,000.00		
	Local Travel 4 - Cultural Immersion	CDU	NO				Oct	Oct	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Oct	Oct	GOP	64,000.00	64,000.00		
	DSA	CDU	NO	N/A			Oct	Oct	GOP	108,000.00	108,000.00		
	Local Travel 5 - Attendance in Cultural Activities and Program	CDU	NO				Nov	Nov	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Nov	Nov	GOP	120,000.00			
	DSA	CDU	NO	N/A			Nov	Nov	GOP	164,000.00	164,000.00		
	Local Travel 6 - Attendance in Cultural Activities and Program	CDU	NO				Dec	Dec	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Dec	Dec	GOP	120,000.00	120,000.00		
	DSA	CDU	NO	N/A			Dec	Dec	GOP	154,800.00	154,800.00		
	Foreign Travel 1 - Attendance in Cultural Activities and Program	CDU	NO				Mar	Mar	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Mar	Mar	GOP	250,000.00	250,000.00		
	DSA	CDU	NO	N/A			Mar	Mar	GOP	539,500.00	539,500.00		
	Foreign Travel 2 - Attendance in Cultural Activities and Program	CDU	NO				Apr	Apr	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Apr	Apr	GOP	200,000.00	200,000.00		
	DSA	CDU	NO	N/A			Apr	Apr	GOP	474,500.00	474,500.00		
	Foreign Travel 3 - Attendance in Performance Tour 1	CDU	NO				May	May	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			May	May	GOP	350,000.00	350,000.00		
	DSA	CDU	NO	N/A			May	May	GOP	829,500.00	829,500.00		
	Foreign Travel 4 - Attendance in Performance Tour 2	CDU	NO				Nov	Nov	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Nov	Nov	GOP	150,000.00	150,000.00		
	DSA	CDU	NO	N/A			Nov	Nov	GOP	379,500.00	379,500.00		
	Foreign Travel 5 - Attendance in Cultural Activities and Program	CDU	NO				Jul	Jul	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Jul	Jul	GOP	350,000.00	350,000.00		
	DSA	CDU	NO	N/A			Jul	Jul	GOP	824,500.00	824,500.00		
	Foreign Travel 6 - Attendance in Cultural Activities and Program	CDU	NO				Jun	Jun	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Jun	Jun	GOP	270,000.00	270,000.00		
	DSA	CDU	NO	N/A			Jun	Jun	GOP	574,500.00	574,500.00		
	Foreign Travel 7 - Attendance in Cultural Activities and Program	CDU	NO				May	May	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			May	May	GOP	130,000.00	130,000.00		
	DSA	CDU	NO	N/A			May	May	GOP	143,000.00	143,000.00		
	Foreign Travel 8 - Attendance in Cultural Activities and Program	CDU	NO				Oct - Dec	Oct - Dec	GOP	-			
	Plane Ticket	CDU	NO	Competitive Bidding			Oct - Dec	Oct - Dec	GOP	130,000.00	130,000.00		
	DSA	CDU	NO	N/A			Oct - Dec	Oct - Dec	GOP	324,500.00	324,500.00		
	Europe Tour (Cultural Heritage Month and Independence Day)	CDU	NO				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				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	
	Hiring of artists	CDU	NO				May - Jul	May - Jul	GOP	6,500,000.00	6,500,000.00		
	Operational Expenses of FSPs related to Cultural Heritage Month and Independence Day	CDU	NO				May - Jul	May - Jul	GOP	-			
	Lease of venue/local transportation/other incidental expenses	CDU	NO				May - Jul	May - Jul	GOP	1,000,000.00	1,000,000.00		
	Film Showing Appreciation Series in DFA	CDU	NO				Mar - Oct	Mar - Oct	GOP	300,000.00	300,000.00		
	Art Workshops	CDU	NO				Jul - Sept	Jul - Sept	GOP	-			
	Honorarium for instructors/participants' kit	CDU	NO				Jul - Sept	Jul - Sept	GOP	500,000.00	500,000.00		
	Tales of the Manuvu Block Screening - Ticket purchase	CDU	NO				Jul - Sept	Jul - Sept	GOP	300,000.00	300,000.00		
	Block Screening - Ticket purchase	CDU	NO				Aug	Aug	GOP	500,000.00	500,000.00		
	Little Box Project	CDU	NO				Apr - Dec	Apr - Dec	GOP	350,000.00	350,000.00		
	Cultural Officers' Year-end Assessment	CDU	NO				Nov - Dec	Nov - Dec	GOP	3,000,000.00	3,000,000.00		
	International Conference/Studies	CDU	NO				Sept - Oct	Sept - Oct	GOP	2,000,000.00	2,000,000.00		
	Inter-agency meetings for Cultural Agreements	CDU	NO				Feb - Sept	Feb - Sept	GOP	300,000.00	300,000.00		
	Strategic Planning			Small Value Procurement									
	Travelling Exhibit	CDU	NO				Aug - Dec	Aug - Dec	GOP	-			
	Shipment to Oslo PE, Frankfurt PCG, and transfer within Europe	CDU	NO				Aug - Dec	Aug - Dec	GOP	300,000.00	300,000.00		
	Oscar Awards Filipino Foreign Film Entry Campaign - World	CDU	NO				Oct - Nov	Oct - Nov	GOP	1,500,000.00	1,500,000.00		
	Quintcentenary Celebration of Circumnavigation of the World	CDU	NO				Oct - Dec	Oct - Dec	GOP	-			
	Hiring of artists	CDU	NO				Oct - Dec	Oct - Dec	GOP	3,000,000.00	3,000,000.00		
	Compilation and Printing of Catalogues of Art works in various posts and DFA Home Office	CDU	NO				Oct - Dec	Oct - Dec	GOP	-			
	Hiring of COS	CDU	NO				Oct - Dec	Oct - Dec	GOP	1,000,000.00	1,000,000.00		
	PANGARAP	CDU	NO				Apr - Dec	Apr - Dec	GOP	8,000,000.00	8,000,000.00		
	Hiring of Highly Technical Consultant/Project Coordinator	CDU	NO				Jan - Dec	Jan - Dec	GOP	2,000,000.00	2,000,000.00		
	Philippine Ballet Theater SF	CDU	NO				Jan - Dec	Jan - Dec	GOP	-			
	Transfer of Funds to Post	CDU	NO				Jan - Dec	Jan - Dec	GOP	104,498.00	104,498.00		
	Cultural Heritage Sites Roving Exhibit	CDU	NO				Jan - Dec	Jan - Dec	GOP	4,000,000.00	4,000,000.00		
	Disburse Tour (2nd Generation Immersion)	CDU	NO				Jan - Dec	Jan - Dec	GOP	1,000,000.00	1,000,000.00		
	Philippine Studies	CDU	NO				Jan - Dec	Jan - Dec	GOP	-			
	Hiring of Highly Technical Consultant	CDU	NO				Jan - Dec	Jan - Dec	GOP	2,000,000.00	2,000,000.00		
	Development of Cultural Diplomacy Strategy Towards China	CDU	NO				Jan - Dec	Jan - Dec	GOP	500,000.00	500,000.00		
	Cultural Heritage Month Celebration	CDU	NO				Jan - Dec	Jan - Dec	GOP	-			
	Hiring of Artists	CDU	NO				Jan - Dec	Jan - Dec	GOP	123,200.00	123,200.00		
	Furniture, rearrangement of office layout	CDU	NO				Jan - Dec	Jan - Dec	GOP	50,000.00	50,000.00		
	Various meetings/hostings/events	CDU	NO				Jan - Dec	Jan - Dec	GOP	-			
	Meals/beverages/gifts/tokens	CDU	NO				Jan - Dec	Jan - Dec	GOP	180,000.00	180,000.00		
	Printing of promotional materials	CDU	NO				Jan - Dec	Jan - Dec	GOP	348,302.00	348,302.00		
	Printing of souvenirs	CDU	NO				Jan - Dec	Jan - Dec	GOP	145,000.00	145,000.00		
	Printing of business cards and gift cards	CDU	NO				Jan - Dec	Jan - Dec	GOP	100,000.00	100,000.00		
	Communications Services	CDU	NO				Jan - Dec	Jan - Dec	GOP	-			
	Postage and Courier Services	CDU	NO				Jan - Dec	Jan - Dec	GOP	108,000.00	108,000.00		
	Telephone - Landline	CDU	NO				Jan - Dec	Jan - Dec	GOP	36,000.00	36,000.00		



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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MCOE	CO	
	Office Supplies - Part A (Inclusive of 10% inflation rate)	CDU	NO				Jan - Dec	Jan - Dec	GOP	875,000.00	875,000.00		
	ICT Equipment	CDU	NO				Jan - Dec	Jan - Dec	GOP	2,400,000.00	2,400,000.00		
	Office Supplies - Part B (Inclusive of 10% inflation rate)	CDU	NO				Jan - Dec	Jan - Dec	GOP	582,000.00	582,000.00		
	ICT Equipment	CDU	NO				Jan - Dec	Jan - Dec	GOP	1,800,000.00	1,800,000.00		
	Other Supplies and Materials Expenses	CDU	NO				Jan - Dec	Jan - Dec	GOP	433,000.00	433,000.00		
	Other Supplies and Materials Expenses	CDU	NO				Jan - Dec	Jan - Dec	GOP	719,500.00	719,500.00		
	RENT	CDU					Jan - Dec	Jan - Dec	GOP	-			
	Motor Vehicle	CDU	NO				Jan - Dec	Jan - Dec	GOP	1,200,000.00	1,200,000.00		
	Photocopier (colored)	CDU	NO				Jan - Dec	Jan - Dec	GOP	150,000.00	150,000.00		
	Laptop	CDU	NO				Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00		
	Local Newspapers and Magazines	CDU	NO				Jan - Dec	Jan - Dec	GOP	21,800.00	21,800.00		
	Foreign Newspapers and Magazines	CDU	NO				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	GOP/PRF	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	GOP	55,000.00	55,000.00		
	Budayaw and RP-RI Committee Chairman's Conference	DFA Mindanao	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	52,000.00	52,000.00		
	Training and Scholarship Expenses	DFA Mindanao	NO				Jan - Dec	Jan - Dec	GOP	-			
	Including GAO Activities	DFA Mindanao	NO				Jan - Dec	Jan - Dec	GOP	40,000.00	40,000.00		
	Office Supplies Expense	DFA Mindanao	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	100,000.00	100,000.00		
	Other Supplies and Materials Expenses	DFA Mindanao	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	30,000.74	30,000.74		
	Fuel, Oil and Lubricants Expenses	DFA Mindanao	NO				Jan - Dec	Jan - Dec	GOP	60,000.00	60,000.00		
	Water Expenses	DFA Mindanao	NO				Jan - Dec	Jan - Dec	GOP	12,000.00	12,000.00		
	Communications Services	DFA Mindanao	NO				Jan - Dec	Jan - Dec	GOP	-			
	Postage and Courier Services	DFA Mindanao	NO	Agency-To-Agency/ Small Value Procurement			Jan - Dec	Jan - Dec	GOP	11,000.00	11,000.00		
	Telephone Expenses - Mobile	DFA Mindanao	NO				Jan - Dec	Jan - Dec	GOP	25,000.00	25,000.00		
	Telephone Expenses - Landline	DFA Mindanao	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	50,000.00	50,000.00		
	Internet Subscription Expenses	DFA Mindanao	NO				Jan - Dec	Jan - Dec	GOP	42,000.00	42,000.00		
	Cable, Satellite, Telegraph and Radio	DFA Mindanao	NO				Jan - Dec	Jan - Dec	GOP	13,000.00	13,000.00		
	Professional Fees	DFA Mindanao	NO	Highly Technical Consultant			Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00		
	Transportation and Delivery Expenses	DFA Mindanao	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	6,000.00	6,000.00		
	Printing and Binding Expenses	DFA Mindanao	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00		
	Representation Expenses	DFA Mindanao	NO				Jan - Dec	Jan - Dec	GOP	158,000.00	158,000.00		
	Rents -Building and Structures	DFA Mindanao	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	264,000.00	264,000.00		
	Rents - Motor Vehicles	DFA Mindanao	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	54,000.00	54,000.00		
	Library and other Reading Materials Subscription	DFA Mindanao	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	11,999.26	11,999.26		

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	
	Cost of transportation expenses during meetings (Senate, House of Representatives (HCR) and other government agencies)	DLU	NO				Jan - Dec	Jan - Dec	GOP	33,000.00	33,000.00		
	a) Team Building - Lease of Venue including audio-visual provision	DLU	NO	Lease of Venue			Sept	Sept	GOP	28,000.00	28,000.00		
	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	-			

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	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	-	-		
	July-September; Dinners/Lunch/Meetings/Reception Hosting	DLU	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	DLU	NO	Small Value Procurement			Jul - Sept	Jul - Sept	GOP	-	-		
	October-December; Dinners/Lunch/Meetings/Reception Hosting	DLU	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	DLU	NO	Small Value Procurement			Oct - Dec	Oct - Dec	GOP	-	-		
	Lease of Motor Vehicle for DLU's Assistant Secretary / official use	DLU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	875,000.00	875,000.00		
	Rent for one (1) unit of photocopying machine	DLU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	210,000.00	210,000.00		
		DLU	No	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	19,000.00	19,000.00		
	Subscription Expenses		NO				Jan - Dec	Jan - Dec	GOP	1,408,000.00	1,408,000.00		
	Visit of FD from Americas and Canada	FD	NO				Jan - Dec	Jan - Dec	GOP	2,182,000.00	2,182,000.00		
	Visit of FD from Europe Middle East	FD	NO				Jan - Dec	Jan - Dec	GOP	3,695,000.00	3,695,000.00		
	Visit of FD from Asia-Pacific	FD	NO				Jan - Dec	Jan - Dec	GOP	739,000.00	739,000.00		
	Visit of FD from United Arab Emirates	FD	NO				Jan - Dec	Jan - Dec	GOP	800,000.00	800,000.00		
	Purchase of Champagne, liquor and Wines	FD	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Hosted Lunches/Dinners for Foreign Dignitaries and Departing AEPs	FD	NO				Jan - Dec	Jan - Dec	GOP	1,900,000.00	1,900,000.00		
	Catering services	FD	NO				Jan - Dec	Jan - Dec	GOP	800,000.00	800,000.00		
	Lease of Venue	FD	NO				Jan - Dec	Jan - Dec	GOP	317,000.00	317,000.00		
	DFA participation in the commemoration of Araw ng Kagitingan - Transportation and Meals	FD	NO				Apr	Apr	GOP	-	-		
	Eid'l Fir Celebration	FD	NO				Jun -Aug	Jun -Aug	GOP	449,000.00	449,000.00		
	Lease of Venue	FD	NO				Jun -Aug	Jun -Aug	GOP	333,000.00	333,000.00		
	Compliance and Management Audit of RCOs	IAS	NO				July			1,000,000.00	1,000,000.00		
		IAS	NO				Mar-April			48,000.00	48,000.00		
	IAS Team Bldg Activity - Venue	IAS	NO				April			22,000.00	22,000.00		
	IAS Team Bldg Activity - Motor Vehicle	IAS	NO				April			339,000.00	339,000.00		
	Internal Audit Related Trainings and Seminars	IAS	NO				Jan-Dec			68,941.26	68,941.26		
	Office Supplies - Part A (Inclusive of 10% inflation rate)	IAS	NO	Agency-to-Agency			Jan-Dec			18,058.74	18,058.74		
	Office Supplies - Part B (Inclusive of 10% inflation rate)	IAS	NO	Competitive Bidding / Small Value Procurement			Jan-Dec			140,000.00	140,000.00		
	Communications Services	IAS	NO	Direct Contracting			Jan-Dec			132,000.00	132,000.00		
	Extraordinary & Miscellaneous Expenses	IAS	NO	N/A			Jan-Dec			58,000.00	58,000.00		
	Representation Expenses	IAS	NO				Jan-Dec			815,000.00	815,000.00		
	Lease of Motor Vehicle for Official use	IAS	NO	Competitive Bidding			Jan-Dec			120,000.00	120,000.00		
	Lease of Equipment - Photocopying machine	IAS	NO	Competitive Bidding			Jan-Dec						

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE	CO	
	Local Newspapers and Magazines	IAS	NO	53.6			Jan-Dec			10,000.00	10,000.00		
	Foreign Newspapers and Magazines	IAS	NO	53.6			Jan-Dec			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				Apr	Apr	GOP	-			
	Honorarium/Professional Fees / Tokens for Resource Speakers	ISU	NO	Highly Technical Consultant			Apr	Apr	GOP	10,000.00	10,000.00		
	Ordered Meals/Catering Services/ Materials needed for the training, Tokens, Plaques, Souvenirs and Give-Aways, Miscellaneous and others	ISU	NO	Small Value Procurement			Apr	Apr	GOP	35,000.00	35,000.00		
	Incident Command System Executive Course	ISU	NO				Jun	Jun	GOP	-			
	Honorarium/Professional Fees for Resource Speakers	ISU	NO	Highly Technical Consultant			Jun	Jun	GOP	5,000.00	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				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 for Resource 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				Sept	Sept	GOP	-			
	Lease of Venue/Meals (with facilitator)	ISU	NO	Lease of Venue			Sept	Sept	GOP	90,000.00	90,000.00		
	Lease of Motor Vehicle	ISU	NO	Small Value Procurement			Sept	Sept	GOP	40,000.00	40,000.00		
	Cyber Security and Awareness Training	ISU	NO				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		

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	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				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		
	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	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	-			

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Ordered Meals/Catering Services	ISU	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	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			
	Lease of Motor Vehicle	ISU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	829,000.00			
	Lease of Photocopying Machine	ISU	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	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			
	Foreign Newspapers and Magazines	ISU	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	23,900.00			
	MARITIME FORUM - 1	MOAO	NO				Feb - Mar	Feb - Mar	GOP	-			
	PLANE TICKET	MOAO	NO	Direct Contracting			Feb - Mar	Feb - Mar	GOP	18,000.00			
	DSA	MOAO	NO	N/A			Feb - Mar	Feb - Mar	GOP	3,200.00			
	MARITIME FORUM - 2	MOAO	NO				Mar - Apr	Mar - Apr	GOP	10,000.00			
	PLANE TICKET	MOAO	NO	Direct Contracting			Mar - Apr	Mar - Apr	GOP	3,200.00			
	DSA	MOAO	NO	N/A			Apr - Sept	Apr - Sept	GOP	912,748.00			
	MEETING ON THE STATE PARTIES TO UNCLOS - UNITED STATES	MOAO	NO	N/A			Jun - Jul	Jun - Jul	GOP	-			
	Plane Ticket	MOAO	NO	Direct Contracting			Jun - Jul	Jun - Jul	GOP	193,550.00			
	DSA	MOAO	NO	N/A			Jun - Jul	Jun - Jul	GOP	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	193,550.00			
	Plane Ticket	MOAO	NO	Direct Contracting			Jun, Oct-Dec	Jun, Oct-Dec	GOP	202,400.00			
	DSA	MOAO	NO	N/A			Feb - Mar, Jul - Aug	Feb - Mar, Jul - Aug	GOP	193,550.00			
	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			
	DSA	MOAO	NO	N/A			Oct - Dec	Oct - Dec	GOP	202,400.00			
	OCEAN CONFERENCE -ASIA	MOAO	NO				Oct - Dec	Oct - Dec	GOP	-			
	Plane Ticket	MOAO	NO	Direct Contracting			Oct - Dec	Oct - Dec	GOP	78,400.00			
	DSA	MOAO	NO	N/A			Oct - Dec	Oct - Dec	GOP	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			
	DSA	MOAO	NO	N/A			Sept - Nov	Sept - Nov	GOP	42,900.00			
	INFORMAL CONSULTATIONS ON THE OMNIBUS 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			
	DSA	MOAO	NO	N/A			Oct - Nov	Oct - Nov	GOP	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			
	DSA	MOAO	NO	N/A			Jul - Nov	Jul - Nov	GOP	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			
	DSA	MOAO	NO	N/A			Apr	Apr	GOP	274,920.00			

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					Advertise ment/Post ing of IB/REI	Submission /Opening of bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	MARINE ENVIRONMENTAL PROTECTION COMMITTEE MEETING (MEPC) - UNITED KINGDOM	MOAO	NO				Oct - Nov	Oct - Nov	GOP	-			
	Plane Ticket	MOAQ	NO	Direct Contracting			Oct - Nov	Oct - Nov	GOP	90,650.00	90,650.00		
	DSA	MOAQ	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	32,076.00	32,076.00		
	PHILIPPINE - PALAU CONSULTATIONS ON MARITIME BOUNDARY DELIMITATION - PALAU	MOAO	NO				Feb - Dec	Feb - Dec	GOP	-			
	Plane Ticket	MOAO	NO	Direct Contracting			Feb - Dec	Feb - Dec	GOP	147,000.00	147,000.00		
	DSA	MOAO	NO	N/A			Feb - Dec	Feb - Dec	GOP	58,536.00	58,536.00		
	WORKSHOP ON MANAGING POTENTIAL CONFLICT IN THE SOUTH CHINA SEA	MOAO	NO				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	MOAQ	NO				Apr - Jun	Apr - Jun	GOP	-			
	Plane Ticket	MOAQ	NO	Direct Contracting			Apr - Jun	Apr - Jun	GOP	46,550.00	46,550.00		
	DSA	MOAQ	NO	N/A			Apr - Jun	Apr - Jun	GOP	23,158.00	23,158.00		
	EAST ASIA SUMMIT MEETING 2 - ASIA	MOAO	NO				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				Oct - Dec	Oct - Dec	GOP	40,356.00	40,356.00		
	Plane Ticket	MOAO	NO	Direct Contracting			Oct - Dec	Oct - Dec	GOP	55,300.00	55,300.00		
	DSA	MOAQ	NO	N/A			Oct - Dec	Oct - Dec	GOP	-			
	INTERNATIONAL SEABED AUTHORITY MEETING - JAMAICA	MOAO	NO				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		
	TWG MEETING ON ILLEGAL, UNREGULATED, UNREPORTED FISHING (IUUF) - ASIA	MOAO	NO				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 (IUUF) - ASIA	MOAO	NO				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				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				Feb - Dec	Feb - 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	MOOE	CD	
	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				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				Apr - May	Apr - May	GOP	-			
	Lease of Motor Vehicle (including contingency fund for toll fees, fuel, etc.)	MOAO	NO	Small Value Procurement			Apr - May	Apr - May	GOP	24,000.00	24,000.00		
	Professional fees for Facilitator/Resource Speaker	MOAO	NO	Highly Technical Consultant			Apr - May	Apr - May	GOP	5,000.00	5,000.00		
	Lease of Venue (Overnight Stay)	MOAO	NO	Lease of Venue			Apr - May	Apr - May	GOP	30,000.00	30,000.00		
	Ordered Meals and Beverages	MOAO	NO	Small Value Procurement			Apr - May	Apr - May	GOP	48,000.00	48,000.00		
	COMMUNICATION SERVICES	MOAO	NO				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	MOAO	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				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				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 Escapade	OAA	NO				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				Mar - Dec	Mar - Dec	GOP	-			
	Plane Ticket	OAA	NO	Competitive Bidding			Mar - Dec	Mar - Dec	GOP	66,000.00	66,000.00		



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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 IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	DSA	OAA	NO	N/A			Mar -Dec	Mar -Dec	GOP	24,000.00		24,000.00	
	Ambassadors Tour	OAA	NO				Jul - Sept	Jul - Sept	GOP	-			
	Plane Ticket	OAA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	25,000.00		25,000.00	
	DSA	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	15,000.00		15,000.00	
	Technical Working Group Meeting on Canada Waste, Canada	OAA	NO				Mar - May	Mar - May	GOP	-			
	Plane Ticket	OAA	NO	Competitive Bidding			Mar - May	Mar - May	GOP	240,000.00		240,000.00	
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Mar - May	Mar - May	GOP	110,000.00		110,000.00	
	OSA: Pre-departure Allowance	OAA	NO	N/A			Mar - May	Mar - May	GOP	3,000.00		3,000.00	
	ASEAN-US Dialogue, U.S.A.	OAA	NO				Jul - Sept	Jul - Sept	GOP	-			
	Plane Ticket	OAA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	450,000.00		450,000.00	
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	96,800.00		96,800.00	
	OSA: Pre-departure Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	1,500.00		1,500.00	
	ASEAN-Ministerial Meeting	OAA	NO				Jul - Sept	Jul - Sept	GOP	-			
	Plane Ticket	OAA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	32,130.00		32,130.00	
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	70,000.00		70,000.00	
	OSA: Pre-departure Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	1,500.00		1,500.00	
	PH-US MDB-SRB, 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	
	USA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Jul - Sept	Jul - Sept	GOP	84,048.00		84,048.00	
	OSA: 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				Jul - Sept	Jul - Sept	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	262,200.00		262,200.00	
	OSA: 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	
	OSA: 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	
	OSA: 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	292,800.00		292,800.00	
	Plane Ticket	OAA	NO	Competitive Bidding			Aug - Oct	Aug - Oct	GOP	80,700.00		80,700.00	
	DSA: Hotel, Meals and Incidental Allowance	OAA	NO	N/A			Aug - Oct	Aug - Oct	GOP	1,500.00		1,500.00	
	OSA: Pre-departure Allowance	OAA	NO	N/A			Oct - Dec	Oct - Dec	GOP	-			
	Gender and Development Activity	OAA	NO				Oct - Dec	Oct - Dec	GOP	107,000.00		107,000.00	
	[Lease of Venue (with accommodation and meals)]	OAA	NO	Agency-to-Agency			Jan - Dec	Jan - Dec	GOP	244,000.00		244,000.00	
	APP-CSE Part A with 10% Inflation rate	OAA	NO				Jan - Dec	Jan - Dec	GOP	-			
	COMMUNICATION SERVICES	OAA	NO				Jan - Dec	Jan - Dec	GOP	117,000.00		117,000.00	
	Landline (2 lines)	OAA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	109,000.00		109,000.00	
	Mobile (2 lines)	OAA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	132,000.00		132,000.00	
	EXTRAORDINARY & MISCELLANEOUS EXPENSES	OAA	NO				Jan - Dec	Jan - Dec	GOP	-			
	GAD Resource Person	OAA	NO	Highly Technical Consultant			Jan - Dec	Jan - Dec	GOP	15,000.00		15,000.00	

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					Advertisement/Posting of Bids/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MCOE	CO	
	Advertising Expense	OAA	NO	53.6 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		
	Winter Escapee	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	-			
	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				Oct - Dec	Oct - Dec	GOP	-			
	Lease of Venue	OAA	NO	Lease of Venue			Oct - Dec	Oct - Dec	GOP	80,000.00	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				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				Jan - Mar	Jan - Mar	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	GOP	246,530.57	246,530.57		
	DSA	OEA	NO	N/A			Jan - Mar	Jan - Mar	GOP	109,263.09	109,263.09		
	Official Foreign Travel to Represent OEA - 4	OEA	NO				Jan - Mar	Jan - Mar	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	GOP	300,530.58	300,530.58		
	DSA	OEA	NO	N/A			Jan - Mar	Jan - Mar	GOP	81,712.62	81,712.62		
	Official Foreign Travel to Represent OEA - 5	OEA	NO				Jan - Mar	Jan - Mar	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	GOP	246,530.56	246,530.56		
	DSA	OEA	NO	N/A			Jan - Mar	Jan - Mar	GOP	89,113.40	89,113.40		
	Official Foreign Travel to Represent OEA - 6	OEA	NO				Apr - Jun	Apr - Jun	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	246,530.57	246,530.57		
	DSA	OEA	NO	N/A			Apr - Jun	Apr - Jun	GOP	80,481.04	80,481.04		
	Official Foreign Travel to Represent OEA - 7	OEA	NO				Apr - Jun	Apr - Jun	GOP	-			

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					Advertisement/Posting of IR/REI	Submission / Opening of bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	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	44,926.08	44,926.08		
	Official Foreign Travel to Represent OEA - 8	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	246,530.57	246,530.57		
	DSA	OEA	NO	N/A			Apr - Jun	Apr - Jun	GOP	129,703.08	129,703.08		
	Official Foreign Travel to Represent OEA - 9	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	-			
	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 - 10	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	154,046.57	154,046.57		
	DSA	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP	55,510.36	55,510.36		
	Official Foreign Travel to Represent OEA - 11	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			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 - 12	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	192,547.20	192,547.20		
	DSA	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP	73,164.53	73,164.53		
	Official Foreign Travel to Represent OEA - 13	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	261,944.57	261,944.57		
	DSA	OEA	NO	N/A			Apr - Jun	Apr - Jun	GOP	66,315.06	66,315.06		
	14th ASEM FMM, ASEM-SOM3 & ARGC	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	246,530.57	246,530.57		
	DSA	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP	113,364.24	113,364.24		
	ASEM-SOM 1	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	102,666.57	102,666.57		
	DSA	OEA	NO	N/A			Apr - Jun	Apr - Jun	GOP	59,415.24	59,415.24		
	ASEM-SOM 2	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	93,506.03	93,506.03		
	DSA	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP	59,415.24	59,415.24		
	Bilateral Meetings on the Sidelines of UNGA	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	298,681.27	298,681.27		
	DSA	OEA	NO	N/A			Jul - Sept	Jul - Sept	GOP	170,241.90	170,241.90		
	Official Foreign Travel to Represent OEA - 14	OEA	NO	Competitive Bidding			Oct - Dec	Oct - Dec	GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding			Oct - Dec	Oct - Dec	GOP	93,506.02	93,506.02		
	DSA	OEA	NO	N/A			Oct - Dec	Oct - Dec	GOP	50,064.08	50,064.08		
	Various Meetings Outside Metro Manila (3X)	OEA	NO	Competitive Bidding					GOP	-			
	Plane Ticket	OEA	NO	Competitive Bidding					GOP	72,200.00	72,200.00		
	DSA	OEA	NO	N/A					GOP	40,800.00	40,800.00		
	OEA Team-Building Activity	OEA	NO	Lease of Venue					GOP	85,000.00	85,000.00		
	Lease of Venue/Overnight Stay (with facilitator/s)	OEA	NO	Small Value Procurement					GOP	50,000.00	50,000.00		
	Lease of Motor Vehicle	OEA	NO	Small Value Procurement					GOP	90,000.00	90,000.00		
	Ordered Meals and Beverages	OEA	NO	Highly Technical Consultant					GOP	20,000.00	20,000.00		
	Honoraria/Professional Fees for Speakers/Facilitators	OEA	NO	Small Value Procurement					GOP	5,000.00	5,000.00		
	Kits, Tokens, Etc.	OEA	NO	Small Value Procurement					GOP				

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Office Supplies - Part A (Inclusive of 10% inflation rate)	OEA	NO	Agency-To-Agency					GOP	90,403.51	90,403.51		
	Office Supplies - Part B (Inclusive of 10% inflation rate)	OEA	NO	Small Value Procurement					GOP	263,560.00	263,560.00		
	Communications Services	OEA	NO						GOP	-			
	Telephone - Landline (2 lines)	OEA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	117,000.00	117,000.00		
	Telephone - Mobile (2 lines)	OEA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	218,000.00	218,000.00		
	Satellite/Cable for TV	OEA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	15,000.00	15,000.00		
	Extraordinary & Miscellaneous Expenses	OEA	NO				Jan - Dec	Jan - Dec	GOP	132,000.00	132,000.00		
	Professional Services	OEA	NO	Highly Technical Consultant / 53.6			Jan - Dec	Jan - Dec	GOP	44,000.00	44,000.00		
	Printing and Binding Expenses	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	53,000.00	53,000.00		
	Representation Expenses	OEA	NO				Jan - Dec	Jan - Dec	GOP	-			
	Tokens, Plaques, Souvenirs & Giveaways	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	55,999.99	55,999.99		
	Interagency Meetings (Meals)	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	168,000.00	168,000.00		
	Interagency Meetings (Kits)	OEA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	30,000.00	30,000.00		
	Interagency 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				Aug - Oct.	Aug - Oct.	GOP	-			
	Plane Fare	OFMS		Competitive Bidding						60,000.00	60,000.00		
	DSA	OFMS		N/A						80,000.00	80,000.00		
	Visit to Pilot Sites for Alternative Payment Method of Consular Fees	OFMS	NO				May - Jun	May - Jun	GOP	-			
	Plane Ticket	OFMS		Competitive Bidding						200,000.00	200,000.00		
	DSA Hotel, Meal and Incidental expenses	OFMS		N/A						200,000.00	200,000.00		
	Training on Budget and Financial Accountability Reports (BfARS)	OFMS	NO						GOP	-			
	Catering Services	OFMS								112,000.00	112,000.00		
	OFMS Team Building Activity	OFMS	NO	Small Value Procurement			May	May	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 Venue (with facilitator)	OFMS		Lease of Venue						400,000.00		400,000.00	
	Lease of Motor Vehicle	OFMS		Small Value Procurement						90,000.00		90,000.00	
	OFMS Wellness and Stress Management Workshop	OFMS	NO				Sept.	Sept.	GOP	-			
	Lease of Venue	OFMS		Lease of Venue						400,000.00		400,000.00	
	Seminar on Laws and Rules on Government Expenditures (LARGE)	OFMS	NO				Jun - Oct	Jun - Oct	GOP	-			
	Registration Fees	OFMS		N/A						90,000.00		90,000.00	
	PAGBA Seminars	OFMS	NO				May - Sept	May - Sept	GOP	-			
	Registration Fees	OFMS		N/A						60,000.00		60,000.00	
	Plane Ticket	OFMS		Competitive Bidding						100,000.00		100,000.00	
	DSA Hotel, Meal and incidental expenses	OFMS		N/A						170,000.00		170,000.00	
	AGAP Annual Convention	OFMS	NO				Apr - Oct.	Apr - Oct.	GOP	-			
	Registration Fees	OFMS		N/A						48,000.00		48,000.00	
	Plane Ticket	OFMS		Competitive Bidding						100,000.00		100,000.00	
	DSA Hotel, Meal and incidental expenses	OFMS		N/A						170,000.00		170,000.00	
	Seminars of the Association of Government Internal Auditors	OFMS	NO				May - Aug	May - Aug	GOP				
	Registration Fees	OFMS		N/A						80,000.00		80,000.00	
	Training for IT Personnel	OFMS	NO				Mar - May	Mar - May	GOP				
	Registration Fees	OFMS		N/A						33,000.00		33,000.00	
	GAD Seminar for OFMS personnel	OFMS	NO				May	May	GOP	-		480,000.00	
	Lease of Venue	OFMS		Lease of Venue						480,000.00			
	Workshop on Financial Management for Finance Officers of Middle East, Africa and European Posts	OFMS	NO				May		GOP	-		300,000.00	
	Plane Ticket	OFMS		Competitive Bidding						300,000.00		300,000.00	
	DSA Hotel, Meal and incidental expenses	OFMS		N/A						312,000.00		312,000.00	
	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		N/A						312,000.00		312,000.00	
	Assessment & Target Setting Session (Lease of Venue)	OFMS	NO	Lease of Venue			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	
	Desktop Computer Rental	OFMS								325,000.00		325,000.00	

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MODE	CO	
	Office Supplies for COA	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 & Licences Fidelity Bond Premiums - Bond of Accountable Officers	OFMS					Jan - Dec	Jan - Dec	GOP	-			
	Representation Expenses Meetings/hosting/events/briefings - Meals, Beverages, purchase of gifts, flowers, calling cards, Christmas cards	OFMS	NO				Jan - Dec	Jan - Dec	GOP	1,190,000.00	1,190,000.00		
	Lease of Motor Vehicle for Official use (2 units)	OFMS	NO				Jan - Dec	Jan - Dec	GOP	1,659,426.00	1,659,426.00		
	Lease of Equipment - Photocopying machine	OFMS	NO				Jan - Dec	Jan - Dec	GOP	2,640,000.00	2,640,000.00		
	Lease of Desktop Computers	OFMS	NO				Jan - Dec	Jan - Dec	GOP	1,365,000.00	1,365,000.00		
	Subscription - Local Newspapers and Magazines	OFMS	No				Apr - Dec	Apr - Dec	GOP	49,000.00	49,000.00		
	IT Equipment	OFMS	NO				Mar	Mar	Passport Revolving Fund	600,000.00	600,000.00		
	Attend/ Assist in various official functions	OMEAA	NO				Apr - Jun	Apr - Jun	GOP	-			
	Air, Sea, or Land Fare	OMEAA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	10,000.00	10,000.00		
	DSA	OMEAA	NO	N/A			Apr - Jun	Apr - Jun	GOP	46,940.00	46,940.00		
	Foreign travel 1	OMEAA	NO				Apr - Jun	Apr - Jun	GOP	-			
	To assist in the Official Visit of SFA	OMEAA	NO	Competitive Bidding			Apr - Jun	Apr - Jun	GOP	80,000.00	80,000.00		
	Airfare	OMEAA	NO	N/A			Apr - Jun	Apr - Jun	GOP	194,137.92	194,137.92		
	DSA	OMEAA	NO				Jul - Sept	Jul - Sept	GOP	-			
	Foreign Travel 2	OMEAA	NO				Jul - Sept	Jul - Sept	GOP	113,000.00	113,000.00		
	To participate in the Bilateral Consultations Forum	OMEAA	NO	Competitive Bidding			Jul - Sept	Jul - Sept	GOP	110,100.10	110,100.10		
	Airfare	OMEAA	NO	N/A			Jan - Mar	Jan - Mar	GOP	-			
	DSA	OMEAA	NO	Competitive Bidding			Jan - Mar	Jan - Mar	GOP	100,000.00	100,000.00		
	To participate in the Joint Commission Meeting	OMEAA	NO				Jan - Mar	Jan - Mar	GOP	90,052.06	90,052.06		
	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	123,000.00		
	Airfare	OMEAA	NO	N/A			Jan - Mar	Jan - Mar	GOP	357,825.32	357,825.32		
	DSA	OMEAA	NO				Jan - Mar	Jan - Mar	GOP	-			
	OMEAA Team Bldg Activity	OMEAA	NO							230,000.00	230,000.00		
	Lease of Venue/Order of Meals/accomodation	OMEAA	NO	Lease of Venue						-			
	Lease of Transportation	OMEAA	NO	Small Value Procurement						45,000.00	45,000.00		
	GAD Seminar / Cultural Immersion	OMEAA	NO							-			
	Lease of Venue/Order of Meals/accomodation	OMEAA	NO	Lease of Venue						155,000.00	155,000.00		
	Lease of Transportation	OMEAA	NO	Small Value Procurement						45,000.00	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	417,474.60		
	Office Supplies - Part B (Inclusive of 10% inflation rate)	OMEAA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	162,470.00	162,470.00		

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					Advertising of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Communications Services	OMEAA	NO				Jan - Dec	Jan - Dec	GOP	-			
	Telephone - Mobile (2 lines)	OMEAA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	170,000.00		170,000.00	
	Telephone - Landline (2 lines)	OMEAA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	84,000.00		84,000.00	
	Cable - 2 lines	OMEAA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	25,000.00		25,000.00	
	Extraordinary & Miscellaneous Expenses	OMEAA	NO				Jan - Dec	Jan - Dec	GOP	132,000.00		132,000.00	
	R & M Buildings	OMEAA	NO				Jan - Dec	Jan - Dec	GOP	98,000.00		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		275,000.00	
	Lease of Transportation	OMEAA	NO	Small Value Procurement			Dec	Dec	GOP	25,000.00		25,000.00	
	Eid'l Fitr Celebration	OMEAA	NO				Jun	Jun	GOP	-			
	Lease of Venue	OMEAA	NO	Lease of Venue			Jun	Jun	GOP	100,000.00		100,000.00	
	Lease of Transportation	OMEAA	NO	Small Value Procurement			Jun	Jun	GOP	25,000.00		25,000.00	
	Order of Meals	OMEAA	NO	Small Value Procurement			Jun	Jun	GOP	275,000.00		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		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	-			
	Order of meals	OMEAA	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)	OMEAA	NO				Jan - Dec	Jan - Dec	GOP	-			
	Order of meals	OMEAA	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	OMEAA	NO				Jan - Dec	Jan - Dec	GOP	-			
	Order of meals	OMEAA	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	OMEAA	NO				Jan - Dec	Jan - Dec	GOP	10,000.00		10,000.00	
	Lease of Motor Vehicle for Official use (1 unit)	OMEAA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	732,000.00		732,000.00	
	Lease of Equipment - Photocopying machine (3 units)	OMEAA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	627,000.00		627,000.00	
	Local Newspapers and Magazines	OMEAA	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	4,000.00		4,000.00	
	Foreign Newspapers and Magazines	OMEAA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	33,000.00		33,000.00	

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MIOOE	CO	
	ICT Software Subscription	OMEAA	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 FSPs	OP	NO				May, Oct	May, Oct	GOP	-			
	Plane Ticket	OP	NO	Competitive Bidding			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				Mar	Mar	GOP	-			
	11DP 5000 YMC/C, 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		
	Ultramard 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 lace 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		
	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		
	Easle 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	-			
	Telephone - Mobile	OP	NO				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		



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					Advertisement/Posting of Bids	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	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				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/Nov, Jun, Sept, 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		Direct Contracting / Small Value Procurement/ 53.5			Jan - Dec	Jan - Dec	GOP	421,200.00	421,200.00		
	Desktop computers	OP		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, Meets and Incidental Allowance	OPD		Competitive Bidding					GOP	26,500.00	26,500.00		
	Plane Ticket	OPD	NO	Competitive Bidding					GOP	30,000.00	30,000.00		
	DSA, Hotel, Meets and Incidental Allowance	OPD		Competitive Bidding					GOP	26,500.00	26,500.00		
	Plane Ticket	OPD	NO	Competitive Bidding					GOP	40,000.00	40,000.00		
	DSA, Hotel, Meets and Incidental Allowance	OPD	NO	LOV					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		SVP					GOP	20,000.00	20,000.00		
	Lease of Motor Vehicle	OPD		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		SVP					GOP	20,000.00	20,000.00		
	Lease of Motor Vehicle	OPD		SVP					GOP	30,000.00	30,000.00		
	Office 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		
	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				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	LOV			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 Meals/Catering	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	605,000.00	605,000.00		
	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		

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 I&B/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Retooling Seminar on Planning (Procurement & Budget Planning Ticket	OPPC	NO				Jan - Jun	Jan - Jun	GOP	-			
	Plane Ticket	OPPC	NO	Competitive Bidding			Jan - Jun	Jan - Jun	GOP	170,000.00	170,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OPPC	NO	N/A			Jan - Jun	Jan - Jun	GOP	202,000.00	202,000.00		
	OPPC Annual Planning Workshop	OPPC	NO				Jan - Mar	Jan - Mar	GOP	-			
	Lease of Venue	OPPC	NO	Lease of Venue			Jan - Mar	Jan - Mar	GOP	70,000.00	70,000.00		
	Mid Term Review of DFA Strategic Plan	OPPC	NO						GOP	-			
	Lease of Venue	OPPC	NO	Lease of Venue					GOP	200,000.00	200,000.00		
	Seminar Workshop on Annual Business Plan (ABP) or Office of the Secretary	OPPC	NO						GOP	-			
	Lease of Venue	OPPC	NO	Lease of Venue					GOP	168,000.00	168,000.00		
	Learning and Lecture Series (Foreign Policy Analysis)	OPPC	NO						GOP	-			
	Honoraria	OPPC	NO	Highly Technical Consultant					GOP	20,000.00	20,000.00		
	Knowledge Management Workshops	OPPC	NO				Jan - Dec	Jan - Dec	GOP	-			
	Lease of Venue	OPPC	NO	Lease of Venue			Jan - Dec	Jan - Dec	GOP	50,000.00	50,000.00		
	Honoraria	OPPC	NO	Highly Technical Consultant			Jan - Dec	Jan - Dec	GOP	24,000.00	24,000.00		
	Attendance of OPPC personnel to various training course	OPPC	NO				Jan - Dec	Jan - Dec	GOP	-			
	Office Supplies - Part A (inclusive of 10% inflation rate)	OPPC	NO	Agency-To-Agency			Jan - Dec	Jan - Dec	GOP	211,899.60	211,899.60		
	Office Supplies - Part B (inclusive of 10% inflation rate)	OPPC	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	75,459.42	75,459.42		
	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				Jan - Dec	Jan - Dec	GOP	-			
	Telephone - Mobile (2 lines)	OPPC	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	142,000.00	142,000.00		
	Telephone - Landline	OPPC	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	83,000.00	83,000.00		
			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 / 53.6			Jan - Dec	Jan - Dec	GOP	50,000.00	50,000.00		
	Other Professional Services	OPPC	NO				Jan - Dec	Jan - Dec	GOP				
	Publication of the DFA Accomplishment Report	OPPC	NO	Small Value Procurement			May - Jul	May - Jul	GOP	301,000.00	301,000.00		
	Senior Special Assistants (SSA) Coordination Meetings (D)	OPPC	NO				Jan - Dec	Jan - Dec	GOP	-			
	Administrative Officers Meeting and other related meeting	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/Stakeholders	OPPC	NO				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		
			NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	94,000.00	94,000.00		
	Local Newspapers and Magazines, Foreign Newspapers and Travel to Luzon	OPPC	NO				Mar, Apr, May, Oct, Nov, Dec	Mar, Apr, May, Oct, Nov, Dec	GOP	-			
	Plane ticket	OPPC	NO	Competitive Bidding			Mar, Apr, May, Oct, Nov, Dec	Mar, Apr, May, Oct, Nov, Dec	GOP	212,500.00	212,500.00		
	DSA: Hotel, Meals and Incidental Allowance	OPPC	NO	N/A			Mar, Apr, May, Oct, Nov, Dec	Mar, Apr, May, Oct, Nov, Dec	GOP	142,500.00	142,500.00		
	Travel to Visayas	OPCC	NO				Jun, Jul	Jun, 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)	
					Advertisement/Posting of IR/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	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	-			
	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	Small Value Procurement			Apr - Jun	Apr - Jun	GOP	50,000.00	50,000.00		
	Office Supplies - Part A (Inclusive of 10% inflation rate)	OSEC	NO	Agency-To-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	530,000.00	530,000.00		
	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		
	Professional Services	OSEC	NO				Jan - Dec	Jan - Dec	GOP	1,013,800.00	1,013,800.00		
	R & M Motor Vehicles	OSEC	NO				Jan - Dec	Jan - Dec	GOP	481,094.70	481,094.70		
	R & M Furniture and Fixtures	OSEC	NO				Jan - Dec	Jan - Dec	GOP	212,000.00	212,000.00		
	Foolken Times, Philippine Yearbook and Other Title	OSEC	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	385,000.00	385,000.00		
	Representation Expenses	OSEC	NO				Jan - Dec	Jan - Dec	GOP	-			
	Weekly USEC/Assec meetings/events, meetings with DFA o	OSEC	NO				Jan - Dec	Jan - Dec	GOP	2,500,000.00	2,500,000.00		
	Flower arrangements for wake and other occasions	OSEC	NO				Jan - Dec	Jan - Dec	GOP	240,000.00	240,000.00		
	Grocery Items and Gifts Baskets for Christmas	OSEC	NO				Jan - Dec	Jan - Dec	GOP	995,000.00	995,000.00		
	Purchase of wines, liquor, and other gift items	OSEC	NO				Jan - Dec	Jan - Dec	GOP	998,000.00	998,000.00		
	Purchase of poinsettia plants, christmas decors, and flow	OSEC	NO				Jan - Dec	Jan - Dec	GOP	230,000.00	230,000.00		

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 IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MODE		CO
	Other representation supplies (Gifts of SFA)	OSCC	NO				Jan - Dec	Jan - Dec	GOP	307,809.15	307,809.15		
	Lease of Motor Vehicle for Official Use (4 units)	OSCC	NO				Jan - Dec	Jan - Dec	GOP	6,000,000.00	6,000,000.00		
	Lease of Equipment - Photocopying machine (6 units)	OSCC	NO				Jan - Dec	Jan - Dec	GOP	1,380,000.00	1,380,000.00		
	Lease of Shredding Machine (2 units)	OSCC	NO				Jan - Dec	Jan - Dec	GOP	120,000.00	120,000.00		
	Library and Other Reading Materials Subscription Expenses	OSCC	NO				Jan - Dec	Jan - Dec	GOP	178,000.00	178,000.00		
	Local Newspapers and Magazines	OSCC	NO				Jan - Dec	Jan - Dec	GOP	150,000.00	150,000.00		
	Foreign Newspapers and Magazines	OSCC	NO				Jan - Dec	Jan - Dec	GOP	75,000.00	75,000.00		
	Fares for Court Hearings Outside Manila	OTLA	NO				Jan - Dec	Jan - Dec	GOP	102,000.00	102,000.00		
	East Asia Summit Seminar	OTLA	NO				Feb	Feb	GOP	-	-		
	Plane Ticket	OTLA	NO	Competitive Bidding			Feb	Feb	GOP	93,505.80	93,505.80		
	DSA, Pre-departure, Representation Allowances	OTLA	NO	N/A			Feb	Feb	GOP	98,450.00	98,450.00		
	IGC on UNCLOS	OTLA	NO				Apr	Apr	GOP	-	-		
	Plane Ticket	OTLA	NO	Competitive Bidding			Apr	Apr	GOP	150,000.00	150,000.00		
	DSA, Pre-departure, Representation Allowance	OTLA	NO	N/A			Apr	Apr	GOP	272,000.00	272,000.00		
	International Conference (HCCH 1)	OTLA	NO				Aug	Aug	GOP	-	-		
	Plane Ticket	OTLA	NO	Competitive Bidding			Aug	Aug	GOP	115,000.00	115,000.00		
	DSA, Pre-departure, Representation Allowance	OTLA	NO	N/A			Aug	Aug	GOP	165,500.00	165,500.00		
	International Conference (UNGA)	OTLA	NO				Oct	Oct	GOP	-	-		
	Plane Ticket	OTLA	NO	Competitive Bidding			Oct	Oct	GOP	98,000.00	98,000.00		
	DSA, Pre-departure, Representation Allowance	OTLA	NO	N/A			Oct	Oct	GOP	165,000.00	165,000.00		
	Airtickets B	OTLA	NO				Jun	Jun	GOP	-	-		
	Plane Ticket	OTLA	NO	Competitive Bidding			Jun	Jun	GOP	75,000.00	75,000.00		
	DSA, Pre-departure, Representation Allowance	OTLA	NO	N/A			Jun	Jun	GOP	96,500.00	96,500.00		
	Air Talks C	OTLA	NO				Sept	Sept	GOP	-	-		
	Airfare	OTLA	NO	Competitive Bidding			Sept	Sept	GOP	65,000.00	65,000.00		
	DSA, Pre-departure, Representation Allowance	OTLA	NO	N/A			Sept	Sept	GOP	93,500.00	93,500.00		
	South China Sea Conference	OTLA	NO				Jun	Jun	GOP	-	-		
	Airfare	OTLA	NO	Competitive Bidding			Jun	Jun	GOP	80,000.00	80,000.00		
	DSA, Pre-departure, Representation Allowances	OTLA	NO	N/A			Jun	Jun	GOP	56,500.00	56,500.00		
	Mandatory Continuing Legal Education (MCLE)	OTLA	NO				Aug	Aug	GOP	-	-		
	Honorarium for Speakers, Facilitators	OTLA	NO	Highly Technical Consultant			Aug	Aug	GOP	250,000.00	250,000.00		
	Catering Services, for refreshments	OTLA	NO	Small Value Procurement			Aug	Aug	GOP	100,000.00	100,000.00		
	Team Building	OTLA	NO				Jul	Jul	GOP	-	-		
	Lease of Venue, Facilitator	OTLA	NO	Lease of Venue			Jul	Jul	GOP	100,000.00	100,000.00		
	Rental for Vehicle	OTLA	NO	Small Value Procurement			Jul	Jul	GOP	50,000.00	50,000.00		
	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							-	-		
	Telephone - Landline	OTLA	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	69,000.00	69,000.00		
	Telephone - Mobile	OTLA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	114,000.00	114,000.00		
	Cable	OTLA	NO	Direct Contracting/ Small Value Procurement			Jan - Dec	Jan - Dec	GOP	14,000.00	14,000.00		
	Postage and Courier Services	OTLA	NO	Agency-To-Agency/ Small Value Procurement			Jan - Dec	Jan - Dec	GOP	32,000.00	32,000.00		

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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	MCOE	CO	
	Internet Subscription	OTLA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GoP	36,000.00	36,000.00		
	Extraordinary & Miscellaneous Expenses	OTLA	NO	N/A			Jan - Dec	Jan - Dec	GoP	132,000.00	132,000.00		
	Repairs and Maintenance - Furniture and Fixture	OTLA	NO	Small Value Procurement					GoP	300,000.00	300,000.00		
	Taxes, Duties and Licenses	OTLA	NO	N/A						20,000.00	20,000.00		
	Representation Expenses Catering requirements, refreshment	OTLA	NO	N/A			Jan - Dec	Jan - Dec	GoP	202,862.40	202,862.40		
	Lease of Motor Vehicle for Official use (1 unit)	OTLA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GoP	621,000.00	621,000.00		
	Lease of Equipment - Photocopying machine (3 units)	OTLA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GoP	450,000.00	450,000.00		
	Local and Foreign Newspapers and Magazines Subscription	OTLA	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GoP	50,000.00	50,000.00		
	Inspection/Monitoring Visits to Consular Offices	OUCSCC	NO	Competitive Bidding			Jan - Nov	Jan - Nov	GoP	302,600.00	302,600.00		
	DFA Participation in Bangsamoro Activity	OUCSCC	NO	Competitive Bidding			Jan - Nov	Jan - Nov	GoP	33,420.00	33,420.00		
	DFA Participation in OPAPP Peace Month Celebrations	OUCSCC	NO	Competitive Bidding			Jan - Nov	Jan - Nov	GoP	64,424.00	64,424.00		
	APEC Counter-Terrorism Working Group Meetings	OUCSCC	NO	Competitive Bidding			Feb, Aug	Feb, Aug	GoP	331,368.00	331,368.00		
	ASEAN Regional Forum Inter-Sessional Meeting on Counter-Terrorism	OUCSCC	NO	Competitive Bidding			Feb	Feb	GoP	67,964.00	67,964.00		
	Philippines Bilateral Consultations Re: MOU on Counter-Terrorism	OUCSCC	NO	Competitive Bidding					GoP	99,524.00	99,524.00		
	United Nations General Assembly, New York	OUCSCC	NO	Competitive Bidding			Oct	Oct	GoP	341,000.00	341,000.00		
	ASEAN Ministerial Meeting on Transnational Crimes and Terrorism	OUCSCC	NO	Competitive Bidding			Nov	Nov	GoP	86,378.00	86,378.00		
	ASEAN SOM on Drug Matters, Brunei	OUCSCC	NO	Competitive Bidding			Aug	Aug	GoP	96,175.00	96,175.00		
	UK/Japan/ASEAN Cyber Conference	OUCSCC	NO	Competitive Bidding			Sept	Sept	GoP	99,240.00	99,240.00		
	Training Programs for the Peace Process	OUCSCC	NO	Competitive Bidding						120,000.00	120,000.00		
	NAP-WPS Echo Training	OUCSCC	NO	Competitive Bidding						50,000.00	50,000.00		
	Team Building - Lease of Venue (with accommodation, food and beverage)	OUCSCC	NO	Small Value Procurement / Lease of Venue						150,000.00	150,000.00		
	APP-CSE Part A with 10% inflation rate	OUCSCC	NO	Agency-To-Agency						159,941.80	159,941.80		
	APP-CSE Part B with 10% inflation rate	OUCSCC	NO	Small Value Procurement						37,494.00	37,494.00		
	Tiles	OUCSCC	NO	Small Value Procurement						223,090.00	223,090.00		
	Contact Cement	OUCSCC	NO	Small Value Procurement						16,910.00	16,910.00		
	COMMUNICATION SERVICES	OUCSCC	NO							-			
	Mobile	OUCSCC	NO	Competitive Bidding						105,000.00	105,000.00		
	Landline	OUCSCC	NO	Direct Contracting						100,000.00	100,000.00		
	Internet Subscription	OUCSCC	NO							32,000.00	32,000.00		
	Cable, Satellite, Telegraph and Radio	OUCSCC	NO							22,000.00	22,000.00		
	EXTRAORDINARY & MISCELLANEOUS EXPENSES	OUCSCC	NO							150,000.00	150,000.00		
	Inter-Office Meetings (Meals)	OUCSCC	NO							100,000.00	100,000.00		
	Hostings of Inter-Agency Meetings (Meals)	OUCSCC	NO	Small Value Procurement / Lease of Venue						100,000.00	100,000.00		
	Hostings of Diplomatic Corps Meetings	OUCSCC	NO	Small Value Procurement / Lease of Venue						67,000.00	67,000.00		

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					Advertisement/Posting of IB/REI	Submission of Bids	Notice of Award	Contract Signing		Total	MCOE	CO	
	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		831,000.00	831,000.00		
	Rents - Lease of Photocopiers	OUCSCC	NO	Competitive Bidding			Jan-Dec	Jan-Dec		275,671.20	275,671.20		
	Rental of Desktop/Computers	OUCSCC	NO	Small Value Procurement			Jan-Dec	Jan-Dec		180,000.00	180,000.00		
	ICT Software Subscription	OUCSCC	NO	Small Value Procurement			Jan-Dec	Jan-Dec		993,000.00	993,000.00		
	Newspaper & Magazine Subscription	OUCSCC	NO	Small Value Procurement			Jan-Dec	Jan-Dec		70,000.00	70,000.00		
	Asia Pacific Economic Cooperation (APEC) Meetings	OUIER	NO	Competitive Bidding			May - Oct	May - Oct	GOP	521,886.35	521,886.35		
	Plane Ticket	OUIER	NO	Competitive Bidding			May - Oct	May - Oct	GOP	72,423.96	72,423.96		
	DSA: Hotel, Meals and incidental Allowance	OUIER	NO	N/A			May - Oct	May - Oct	GOP	3,000.00	3,000.00		
	DSA: Pre-departure Allowance	OUIER	NO	N/A			May - Oct	May - Oct	GOP	15,000.00	15,000.00		
	DSA: Representation Allowance	OUIER	NO	N/A			May - Oct	May - Oct	GOP	63,580.00	63,580.00		
	DSA and Other Allowances	OUIER	NO	N/A			May - Oct	May - Oct	GOP	-	-		
	World Trade Organizations/Trade Policy Negotiations Meeting	OUIER	NO	Competitive Bidding			Mar, Jun, Sept, Nov	Mar, Jun, Sept, Nov	GOP	640,000.00	640,000.00		
	Plane Ticket	OUIER	NO	Competitive Bidding			Mar, Jun, Sept, Nov	Mar, Jun, Sept, Nov	GOP	-154,000.00	-154,000.00		
	DSA and Other Allowances	OUIER	NO	N/A			Mar, Jun, Sept, Nov	Mar, Jun, Sept, Nov	GOP	-	-		
	Habit Export Development Board Meetings	OUIER	NO	Competitive Bidding			Indicate Date	Indicate Date	GOP	491,500.00	491,500.00		
	Plane Ticket	OUIER	NO	Competitive Bidding			Indicate Date	Indicate Date	GOP	66,000.00	66,000.00		
	DSA and Other Allowances	OUIER	NO	N/A			Jan - Dec	Jan - Dec	GOP	-	-		
	Asia Pacific Economic Cooperation Meetings	OUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	542,800.00	542,800.00		
	Plane Ticket	OUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	25,052.25	25,052.25		
	DSA and Other Allowances	OUIER	NO	N/A			Jan - Dec	Jan - Dec	GOP	-	-		
	Economic Diplomacy Meetings	OUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	2,002,209.70	2,002,209.70		
	Plane Ticket	OUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	902,110.00	902,110.00		
	DSA and Other Allowances	OUIER	NO	N/A			Jan - Dec	Jan - Dec	GOP	-	-		
	World Trade Organization/Trade Policy Negotiations Meeting	OUIER	NO	Competitive Bidding			Feb - Nov	Feb - Nov	GOP	943,118.57	943,118.57		
	Plane Ticket	OUIER	NO	Competitive Bidding			Feb - Nov	Feb - Nov	GOP	181,055.00	181,055.00		
	DSA: Hotel, Meals and incidental Allowance	OUIER	NO	N/A			Feb - Nov	Feb - Nov	GOP	46,500.00	46,500.00		
	DSA: Pre-departure Allowance	OUIER	NO	N/A			Feb - Nov	Feb - Nov	GOP	-	-		
	OUIER Team Building Activity	OUIER	NO						GOP				
	Lease of Motor Vehicle	OUIER	NO	Small Value Procurement					GOP	25,000.00	25,000.00		
	Lease of Venue, Accommodation, Meals	OUIER	NO	Lease of Venue					GOP	125,000.00	125,000.00		
	Various Seminars	OUIER	NO	Lease of Venue					GOP	-	-		
	Lease of Venue (Package includes meals and training materials)	OUIER	NO	Lease of Venue					GOP	360,000.00	360,000.00		
	Catering/Meals and Drinks	OUIER	NO	Small Value Procurement					GOP	120,000.00	120,000.00		
	Transportation	OUIER	NO	Small Value Procurement					GOP	107,000.00	107,000.00		
	Registration/Seminar Fee	OUIER	NO	N/A					GOP	80,000.00	80,000.00		
	Honoraria	OUIER	NO	Highly Technical Consultant					GOP	80,000.00	80,000.00		
	Familiarization/Study Tour	OUIER	NO						GOP	-	-		
	Lease of Motor Vehicle	OUIER	NO	Small Value Procurement					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	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	CO	
	Meals, Facilitator/Tour Guide, Entrance Tickets, etc.	OUIER	NO						GOP	360,000.00	360,000.00		
	Gifts, Gratuity and other Miscellaneous Expenses	OUIER	NO						GOP	40,000.00	40,000.00		
	GAD Trainings and Seminars	OUIER	NO						GOP	-			
	Meals of Participants	OUIER	NO	Small Value Procurement					GOP	60,000.00	60,000.00		
	Honoraria	OUIER	NO	Highly Technical Consultant					GOP	40,000.00	40,000.00		
	Office Supplies - Part A & B (Inclusive of 10% inflation rate)	OUIER	NO	Agency-To-Agency/Small Value Procurement			Jan - Dec	Jan - Dec	GOP	507,621.08	507,621.08		
	2tb hard drive	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	17,450.00	17,450.00		
	1tb hard drive	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	10,000.00	10,000.00		
	Reel universal extension cord, 15 meters, 3 gang	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	4,200.00	4,200.00		
	Wireless keyboard and mouse, white	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	19,350.00	19,350.00		
	Portable mobile colored printer	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	21,000.00	21,000.00		
	Portable mobile colored printer, wifi	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	25,000.00	25,000.00		
	TV Plus	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	3,000.00	3,000.00		
	Mouse Pad	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	1,495.00	1,495.00		
	HDMI cable, 10 meters	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	845.00	845.00		
	VGA cable, 10 meters	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	600.00	600.00		
	Converter USB to HDMI	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	520.00	520.00		
	USB 32gb	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	2,700.00	2,700.00		
	Universal extension cord 5 gang, 2 meters	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	1,740.00	1,740.00		
	USB Hub four port	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	2,100.00	2,100.00		
	Other Supplies and Materials Expenses	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	555,000.00	555,000.00		
	Electricity Expenses	OUIER	NO				Jan - Dec	Jan - Dec	GOP	783,000.00	783,000.00		
	Communications Services	OUIER	NO				Jan - Dec	Jan - Dec	GOP	-			
	Telephone - Landline (3 lines)	OUIER	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	97,000.00	97,000.00		
	Telephone - Mobile (3 lines)	OUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	146,000.00	146,000.00		
	Cable - 2 lines (UA/BAC)	OUIER	NO	Direct Contracting / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	18,000.00	18,000.00		
	Postage and Courier Services	OUIER	NO	Agency-To-Agency / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	3,000.00	3,000.00		
	Mobile	OUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	569,000.00	569,000.00		

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					Advertisement/Posting of Bids/RET	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Landline	OUIER	NO	Direct Contracting			Jan - Dec	Jan - Dec	GOP	107,000.00	107,000.00		
	Internet Subscription	OUIER	NO				Jan - Dec	Jan - Dec	GOP	74,000.00	74,000.00		
	Cable, Satellite, Telegraph and Radio Expenses	OUIER	NO	Agency-To-Agency / Small Value Procurement			Jan - Dec	Jan - Dec	GOP	62,000.00	62,000.00		
	Extraordinary & Miscellaneous Expenses	OUIER	NO	N/A			Jan - Dec	Jan - Dec	GOP	312,000.00	312,000.00		
	Two (2) Economic Research Unit (ERU) COS	OUIER	NO	N/A			Jan - Dec	Jan - Dec	GOP	320,000.00	320,000.00		
	One (1) APEC COS	OUIER	NO	N/A			Jan - Dec	Jan - Dec	GOP	360,000.00	360,000.00		
	Two (2) additional COS with PHP25,000.00 salary	OUIER	NO	N/A			Jan - Dec	Jan - Dec	GOP	600,000.00	600,000.00		
	Layout and Printing Expenses (Package)	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	300,000.00	300,000.00		
	Consultancy (HTC)	OUIER	NO	Highly Technical Consultant			Jan - Dec	Jan - Dec	GOP	700,000.00	700,000.00		
	Publication of PH Statistical Abstract	OUIER	NO						GOP	400,000.00	400,000.00		
	Factbooks, Photographs, Notarials, Toll Fees, Parking Fees	OUIER	NO						GOP	100,000.00	100,000.00		
	Procurement of Christmas cards, calling cards and complimentary items	OUIER	NO	Small Value Procurement					GOP	100,000.00	100,000.00		
	Procurement of flowers, gifts, souvenirs, plaques, gratuity	OUIER	NO						GOP	1,500,000.00	1,500,000.00		
	Procurement of representation supplies/ grocery items (if applicable)	OUIER	NO						GOP	150,000.00	150,000.00		
	Enhancement of Office Representation - Acquisition of different types of furniture	OUIER	NO	Small Value Procurement					GOP	200,000.00	200,000.00		
	Economic Diplomacy Promotion/Hostings Featuring Halal	OUIER	NO	Small Value Procurement					GOP	-			
	Catering/Meals and Beverages	OUIER	NO	Small Value Procurement					GOP	600,000.00	600,000.00		
	Other activities/hostings	OUIER	NO						GOP	-			
	Catering/Meals and Beverages	OUIER	NO	Small Value Procurement					GOP	765,816.72	765,816.72		
	Lease of Motor Vehicle for Official use (3 units)	OUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	3,000,000.00	3,000,000.00		
	Lease of Equipment - Photocopying machine (5 units)	OUIER	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	2,000,000.00	2,000,000.00		
	Rents-ICT Machinery and Equipment	OUIER	NO	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	459,000.00	459,000.00		
	Subscription Expenses	OUIER	NO				Jan - Dec	Jan - Dec	GOP	1,754,000.00	1,754,000.00		
	Other supplies and Materials Expenses	OUIER-APEC	NO				Jan - Dec	Jan - Dec	GOP	12,870,000.00	12,870,000.00		
	Representation Expenses	OUIER-APEC	NO				Jan - Dec	Jan - Dec	GOP	12,991,483.00	12,991,483.00		
	Other supplies and Materials Expenses	OUIER-ERU	NO				Jan - Dec	Jan - Dec	GOP	2,570,000.00	2,570,000.00		
	Representation Expenses	OUIER-ERU	NO				Jan - Dec	Jan - Dec	GOP	2,589,480.00	2,589,480.00		
	Library and Other Reading Materials Subscription Expenses	OUIER-ERU	NO				Jan - Dec	Jan - Dec	GOP	1,556,000.00	1,556,000.00		
	Migrants in Countries in Crisis Management Training for 6 Months	OUIER-WA	NO				Mar	Mar	GOP	-			
	Plane ticket	OUIER-WA	NO	Competitive Bidding			Mar	Mar	GOP	9,000.00	9,000.00		
	Meeting 2	OUIER-WA	NO				Mar	Mar	GOP	-			
	Plane ticket	OUIER-WA	NO	Competitive Bidding			Mar	Mar	GOP	15,000.00	15,000.00		
	DSA: Hotel Allowance	OUIER-WA	NO	N/A			Mar	Mar	GOP	3,000.00	3,000.00		
	DSA	OUIER-WA	NO	N/A			Mar	Mar	GOP	1,000.00	1,000.00		
	Meeting 3	OUIER-WA	NO							-			
	Plane ticket	OUIER-WA	NO	Competitive Bidding			Mar	Mar	GOP	30,000.00	30,000.00		
	DSA: Hotel Allowance	OUIER-WA	NO	N/A			Mar	Mar	GOP	6,000.00	6,000.00		
	DSA	OUIER-WA	NO	N/A			Mar	Mar	GOP	2,000.00	2,000.00		
	Meeting 4	OUIER-WA	NO							-			



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					Advertising of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Plane ticket	OUMWA	NO	Competitive Bidding			Apr	Apr	GOP	30,000.00	30,000.00		
	DSA: Hotel Allowance	OUMWA	NO	N/A			Apr	Apr	GOP	15,000.00	15,000.00		
	DSA: Meal Allowance	OUMWA	NO	N/A			Apr	Apr	GOP	9,000.00	9,000.00		
	DSA: incidental Expenses	OUMWA	NO	N/A			Apr	Apr	GOP	6,000.00	6,000.00		
	Meeting 5	OUMWA	NO				May	May	GOP	-	-		
	Plane ticket	OUMWA	NO	Competitive Bidding			May	May	GOP	18,000.00	18,000.00		
	DSA: Hotel Allowance	OUMWA	NO	N/A			May	May	GOP	5,000.00	5,000.00		
	DSA: Meal Allowance	OUMWA	NO	N/A			May	May	GOP	3,000.00	3,000.00		
	DSA: incidental Expenses	OUMWA	NO	N/A			May	May	GOP	2,000.00	2,000.00		
	GfMD 1	OUMWA	NO				Mar	Mar	GOP	-	-		
	Plane ticket	OUMWA	NO	Competitive Bidding			Mar	Mar	GOP	600,000.00	600,000.00		
	DSA: Hotel Allowance	OUMWA	NO	N/A			Mar	Mar	GOP	160,000.00	160,000.00		
	DSA: Meal Allowance	OUMWA	NO	N/A			Mar	Mar	GOP	48,000.00	48,000.00		
	DSA: Pre-departure Allowance	OUMWA	NO	N/A			Mar	Mar	GOP	3,000.00	3,000.00		
	DSA: incidental Expenses	OUMWA	NO	N/A			Mar	Mar	GOP	28,000.00	28,000.00		
	DSA: Representation Allowance	OUMWA	NO	N/A			Mar	Mar	GOP	27,000.00	27,000.00		
	GfMD 2	OUMWA	NO				Jun	Jun	GOP	-	-		
	Plane ticket	OUMWA	NO	Competitive Bidding			Jun	Jun	GOP	600,000.00	600,000.00		
	DSA: Hotel Allowance	OUMWA	NO	N/A			Jun	Jun	GOP	160,000.00	160,000.00		
	DSA: Meal Allowance	OUMWA	NO	N/A			Jun	Jun	GOP	48,000.00	48,000.00		
	DSA: Pre-departure Allowance	OUMWA	NO	N/A			Jun	Jun	GOP	3,000.00	3,000.00		
	DSA: incidental Expenses	OUMWA	NO	N/A			Jun	Jun	GOP	28,000.00	28,000.00		
	DSA: Representation Allowance	OUMWA	NO	N/A			Jun	Jun	GOP	27,000.00	27,000.00		
	UNGA	OUMWA	NO				Sept	Sept	GOP	-	-		
	Plane ticket	OUMWA	NO	Competitive Bidding			Sept	Sept	GOP	1,000,000.00	1,000,000.00		
	DSA: Hotel Allowance	OUMWA	NO	N/A			Sept	Sept	GOP	160,000.00	160,000.00		
	DSA: Meal Allowance	OUMWA	NO	N/A			Sept	Sept	GOP	48,000.00	48,000.00		
	DSA: Pre-departure Allowance	OUMWA	NO	N/A			Sept	Sept	GOP	3,000.00	3,000.00		
	DSA: incidental Expenses	OUMWA	NO	N/A			Sept	Sept	GOP	28,000.00	28,000.00		
	DSA: Representation Allowance	OUMWA	NO	N/A			Sept	Sept	GOP	27,000.00	27,000.00		
	IDM	OUMWA	NO				Oct	Oct	GOP	-	-		
	Plane ticket	OUMWA	NO	Competitive Bidding			Oct	Oct	GOP	600,000.00	600,000.00		
	DSA: Hotel Allowance	OUMWA	NO	N/A			Oct	Oct	GOP	160,000.00	160,000.00		
	DSA: Meal Allowance	OUMWA	NO	N/A			Oct	Oct	GOP	48,000.00	48,000.00		
	DSA: Pre-departure Allowance	OUMWA	NO	N/A			Oct	Oct	GOP	3,000.00	3,000.00		
	DSA: incidental Expenses	OUMWA	NO	N/A			Oct	Oct	GOP	28,000.00	28,000.00		
	DSA: Representation Allowance	OUMWA	NO	N/A			Oct	Oct	GOP	27,000.00	27,000.00		
	GfMD 3	OUMWA	NO				Dec	Dec	GOP	-	-		
	Plane ticket	OUMWA	NO	Competitive Bidding			Dec	Dec	GOP	549,000.00	549,000.00		
	DSA: Hotel Allowance	OUMWA	NO	N/A			Dec	Dec	GOP	160,000.00	160,000.00		
	DSA: Meal Allowance	OUMWA	NO	N/A			Dec	Dec	GOP	48,000.00	48,000.00		
	DSA: Pre-departure Allowance	OUMWA	NO	N/A			Dec	Dec	GOP	3,000.00	3,000.00		
	DSA: incidental Expenses	OUMWA	NO	N/A			Dec	Dec	GOP	28,000.00	28,000.00		
	DSA: Representation Allowance	OUMWA	NO	N/A			Dec	Dec	GOP	27,000.00	27,000.00		
	Seminar on "Stress to Strength: Capacity Building for OMT	OUMWA	NO				Mar	Mar	GOP	-	-		
	Lease of Venue	OUMWA	NO	Lease of Venue			Mar	Mar	GOP	250,000.00	250,000.00		
	Lease of Motor Vehicle	OUMWA	NO	Small Value Procurement			Mar	Mar	GOP	50,000.00	50,000.00		

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					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	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						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						GOP	49,000.00	49,000.00		
	Communication Services	OUMWA	NO						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						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				Jan - Dec	Jan - Dec	GOP	-			
	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	53.6			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				Jan - Dec	Jan - Dec	GOP	428,000.00	428,000.00		
	Rent/Lease Expenses	OUMWA	NO				Jan - Dec	Jan - Dec	GOP	-			
	Lease of Motor Vehicle	OUMWA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	2,636,000.00	2,636,000.00		
	Lease of Photocopier	OUMWA	NO	Competitive Bidding			Jan - Dec	Jan - Dec	GOP	100,000.00	100,000.00		
	Subscription Expense	OUMWA	NO	Direct Contracting / 53.6			Jan - Dec	Jan - Dec	GOP	193,000.00	193,000.00		
	Assistance-to-Nationals (ATN) Fund	OUMWA	NO				Jan - Dec	Jan - Dec	GOP	1,000,000,000.00	1,000,000,000.00		
	Legal Assistance Fund (LAF)	OUMWA	NO				Jan - Dec	Jan - Dec	GOP	200,000,000.00	200,000,000.00		
	Training for Registration	OVS	NO							-			
	Americas	OVS	NO				Sept - Dec	Sept - Dec	GOP	-			

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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 IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	Fare	OVS	NO	Competitive Bidding			Sept - Dec	Sept - Dec	GOP	452,328.67	452,328.67		
	DSA	OVS	NO	N/A			Sept - Dec	Sept - Dec	GOP	105,472.50	105,472.50		
	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 FSPs	OVS	NO							-			
	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						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		

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 IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	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	
	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	
	Tarpaulin 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				Jan - Dec	Jan - Dec		317,000.00		317,000.00	
	Lease of Motor Vehicle for Official use	OVS	NO	Competitive Bidding			Jan - Dec	Jan - Dec		650,000.00		650,000.00	
	Rental of photocopying machine for OVS (2 units) colored	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							38,000.00		38,000.00	
	Foreign Travel 1	UA	NO				Jul	Jul	GOP	-			
	Plane Ticket	UA	NO	Competitive Bidding			Jul	Jul	GOP	350,000.00		350,000.00	
	DSA	UA	NO	N/A			Jul	Jul	GOP	247,000.00		247,000.00	
	Foreign Travel 2	UA	NO				Apr	Apr	GOP	-			
	Plane Ticket	UA	NO	Competitive Bidding			Apr	Apr	GOP	232,000.00		232,000.00	
	DSA	UA	NO	N/A			Apr	Apr	GOP	247,000.00		247,000.00	
	Foreign travel 3, plane ticket	UA	NO				Feb	Feb	GOP	-			
	Plane Ticket	UA	NO	Competitive Bidding			Feb	Feb	GOP	250,000.00		250,000.00	
	DSA	UA	NO	N/A			Feb	Feb	GOP	284,000.00		284,000.00	

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 (PIRP)			Remarks (Brief description of Program/Activity/ Project)
					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	BAC Foreign Travel 1	UA	NO				Apr	Apr	GOP	-			
	Plane Ticket	UA	NO	Competitive Bidding			Apr	Apr	GOP	155,000.00	155,000.00		
	DSA	UA	NO	N/A			Apr	Apr	GOP	264,000.00	264,000.00		
	BAC Foreign Travel 2	UA	NO				Feb	Feb	GOP	-			
	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				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				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				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						GOP	-			
	QMS Consultancy and ISO Certification Payment for ISO C	UA	NO	Direct Contracting / Highly Technical Consultant					GOP	150,000.00	150,000.00		
	Contract of Service (C) 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						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				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			May	May	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						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	Small Value Procurement			Jan - Dec	Jan - Dec	GOP	180,000.00	180,000.00		

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 IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total	MOOE		CO
	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-Asses 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	-			
	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		LOV/ Small Value Procurement			Aug-Sept.			70,000.00	70,000.00		
	Disability Awareness Campaign	UNIO	NO				Nov-Dec.			-			
	Lease of Motor Vehicle	UNIO		Lease of Venue			Nov-Dec.			10,000.00	10,000.00		
	Reception & Other Expenses	UNIO		Small Value Procurement			Nov-Dec.			65,000.00	65,000.00		
	International Day of Peace of UN Peacekeeping	UNIO	NO				May			-			
	Lease of Motor Vehicle	UNIO		Small Value Procurement			May			35,000.00	35,000.00		
	Reception & Other Expenses	UNIO		LOV/ Small Value Procurement			May			115,000.00	115,000.00		
	UN Day Celebration	UNIO	NO				October			-			
	Lease of Motor Vehicle	UNIO		Small Value Procurement			October			30,000.00	30,000.00		

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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	CO	
	Reception & Other Expenses	UNIO		LOV/ Small Value Procurement			October			453,000.00	453,000.00		
	International Humanitarian Law (IHL) Day	UNIO	NO	LOV/ Small Value Procurement			August			200,000.00	200,000.00		
	National HR Conciousness Week	UNIO	NO				December			-			
	Reception and Other Expenses	UNIO		LOV/ Small Value Procurement			December			100,000.00	100,000.00		
	Office Supplies - Part A of APP-CSE	UNIO					Jan.-Dec.			190,427.30	190,427.30		
	Office Supplies - Part B	UNIO					Jan.-Dec.			55,572.70	55,572.70		
	Communications Services	UNIO	NO	Direct Contracting			Jan.-Dec.			769,000.00	769,000.00		
	Furniture and Fixture (semi expendable)	UNIO	NO	Small Value Procurement			Jan.-Dec.			150,000.00	150,000.00		
	Candidate Campaign Brochures, Flyers, Tokens, Souven	UNIO	NO	Small Value Procurement			Jan.-Dec.			300,000.00	300,000.00		
	Lease of Motor Vehicle for Official Use	UNIO	NO	Competitive Bidding			Jan.-Dec.			838,000.00	838,000.00		
	Lease of Office Equipment, photocopier	UNIO	NO	Competitive Bidding			Jan.-Dec.			802,000.00	802,000.00		
	Subscription Expense ICT - Software	UNIO		PB/ SVP/ 53.6			Jan.-Dec.			207,000.00	207,000.00		
	Subscription Expense - Sky Cable	UNIO		PB/ SVP/ 53.6			Jan.-Dec.			22,000.00	22,000.00		
	Local Newspapers and Magazines	UNIO		53.6			Jan.-Dec.			8,000.00	8,000.00		
	Foreign Newspapers and Magazines	UNIO		53.6			Jan.-Dec.			8,000.00	8,000.00		
	Membership Dues and Contributions to Organizations	UNIO-ICF	NO				Jan.-Dec.			2,317,294,000.00	2,317,294,000.00		
	ASEAN Senior Officials' Meeting (SOM)	UP	NO				Jan	Jan	GOP	-			
	Plane Ticket	UP	NO	Competitive Bidding			Jan	Jan	GOP	290,000.00	290,000.00		
	ASEAN-EU SOM and ASEAN-EU Ministerial Meeting	UP	NO				Jan	Jan	GOP				
	Plane Ticket	UP	NO	Competitive Bidding			Jan	Jan	GOP	610,000.00	610,000.00		
	ASEAN-China JWG on COC	UP	NO				Feb	Feb	GOP				
	Plane Ticket	UP	NO	Competitive Bidding			Feb	Feb	GOP	390,000.00	390,000.00		
	ASEAN SOM	UP	NO				Mar	Mar	GOP				
	Plane Ticket	UP	NO	Competitive Bidding			Mar	Mar	GOP	350,000.00	350,000.00		
	ASEAN- USA Dialogue	UP	NO				Mar	Mar	GOP				
	Plane Ticket	UP	NO	Competitive Bidding			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				

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					Advertisement/Post of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	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	-			
	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				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		
	Asean 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	-			
	Plane Ticket	UP	NO	Competitive Bidding			Oct - Dec	Oct - Dec	GOP	90,000.00	90,000.00		
	Bilateral Meeting: PH with Asian Countries, 4th Quarter	UP	NO				Oct - Dec	Oct - Dec	GOP	-			
	Plane Ticket	UP	NO	Competitive Bidding			Oct - Dec	Oct - Dec	GOP	90,000.00	90,000.00		
	Office Supplies - Part A (Inclusive of 10% inflation rate)	UP	NO	Agency-To-Agency			Jan - Dec	Jan - Dec	GOP	125,803.56	125,803.00		
	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	106,000.00	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 tel Fax (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		



DEPARTMENT OF FOREIGN AFFAIRS Indicative Annual Procurement Plan for FY 2021

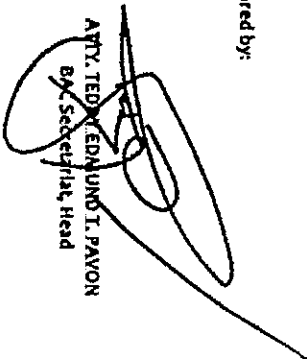
Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PHP)			Remarks (Brief description of Program/Activity/ Project)
					Advertisement/Posting of IB/REI	Submission / Opening of bids	Notice of Award	Contract Signing		Total	MODE	CO	
	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	N/A			Jan - Dec	Jan - Dec	GOP	-			
	Meals ordered during various meetings and official hosti	UP	NO	Competitive Bidding			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						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	Lease of Venue / Small 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 ASEANA 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 ASEANA 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 ASEANA and NCR COs	OCA	NO	Agency-to-Agency					GOP	200,000.00	200,000.00		
	Lease of Photocopying machine for DFA ASEANA and COs	OCA	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	7,000,000.00	7,000,000.00		
	HappyO/Not Client Feedback Service	OCA	YES	Direct Contracting / Public Bidding					GOP	4,322,772.00	4,322,772.00		
	OFFICE SUPPLIES EXPENSES	OCA	NO										
	Supply of Office Supplies (Part A of APP-CSE) for DFA ASEANA 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 ASEANA 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		

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 IB/REI	Submission /Opening of bids	Notice of Award	Contract Signing	Source of Funds	Total	MCOE	CO	
	Supply of Office Supplies (not included in Parts A & B of APP-CSE) for DFA ASEANA and NCR Cos	OCA	NO	Shopping			Jan - Dec	Jan - Dec	GOP	500,000.00	-		
	ACCOUNTABLE FORMS EXPENSES	OCA	NO				Jan - Dec	Jan - Dec	GOP	-			
	Supply and delivery of ePassport 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 MIV Stickers	OCA	NO	Agency-to-Agency			Jan - Dec	Jan - Dec	GOP	70,000,000.00	70,000,000.00		
	OTHER SUPPLIES AND MATERIALS EXPENSES	OCA	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Procure Other Supplies and Materials	OCA	NO				Jan - Dec	Jan - Dec	GOP	8,622,371.54	8,622,371.54		
	FUEL, OIL AND LUBRICANTS EXPENSES	OCA	NO				Jan - Dec	Jan - Dec	GOP	-	-		
	Procure gasoline, oil and lubricants for OCA's Motor Vehicles (MV)	OCA	NO				Jan - Dec	Jan - Dec	GOP	350,000.00	350,000.00		
	Water 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		
	Electricity Expenses - Supply of water in DFA ASEANA and NCR Cos	OCA	NO				Jan - Dec	Jan - Dec	GOP	20,000,000.00	20,000,000.00		
	Domestic Pouch Delivery (passport and parcels) including RCOs, inclusive of 10% Contingency Fund for inflation	OCA	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	14,000,000.00	14,000,000.00		
	Telephone (landline) Telephone usage of DFA ASEANA and NCR Cos	OCA	NO				Jan - Dec	Jan - Dec	GOP	2,500,000.00	2,500,000.00		
	Telephone (mobile) Provision of Data Plan with mobile for OCA's Senior Officials	OCA	NO				Jan - Dec	Jan - Dec	GOP	450,000.00	450,000.00		
	Globe Amber Service - SMS Blast	OCA	YES	Direct Contracting / Sec 53.6						35,988.00	35,988.00		
	Internet Subscription Internet subscription of DFA ASEANA and NCR Cos	OCA	NO				Jan - Dec	Jan - Dec	GOP	2,172,160.00	2,172,160.00		
	Cable, Satellite, Telegraph and Radio Cable and Satellite subscription of DFA ASEANA and NCR Cos	OCA	NO				Jan - Dec	Jan - Dec	GOP	150,000.00	150,000.00		
	Provision for Outsourced Personnel for DFA ASEANA and COs, inclusive of 10% Contingency Fund for inflation	OCA	YES	Public Bidding					GOP	7,109,960.00	7,109,960.00		
	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 OAMSS for janitorial services of DFA ASEANA and COs	OCA	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	1,297,638.73	1,297,638.73		
	RENTS - MOTOR VEHICLES	OCA					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		
	ENVIRONMENT/SANITARY SERVICES - Garbage Collection, Bio-augmentation/Pest Control	OCA	NO				Jan - Dec	Jan - Dec	GOP	500,000.00	500,000.00		
	Provision for additional funds to OAMSS for security services of DFA ASEANA and COs	OCA	YES	Public Bidding			Jan - Dec	Jan - Dec	GOP	70,130,295.66	70,130,295.66		
	Rental of Office Building and Staff House - for Cos	OCA					Jan - Dec	Jan - Dec	GOP	-	-		
	Lease of Office Building	OCA	YES	Lease of Real Estate/Venue			Jan - Dec	Jan - Dec	GOP	2,508,000.00	2,508,000.00		
	Lease of Staff House	OCA	YES	Lease of Real Estate/Venue			Jan - Dec	Jan - Dec	GOP	1,728,000.00	1,728,000.00		

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

Prepared by:



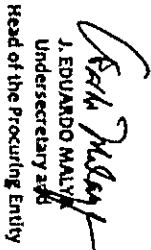
ATTY. TED C. EDMUNDO T. PAVON  
BAC Secretariat, Head

Recommended for Approval by:



KRISTINE MARGRET M. MALANG  
BAC Vice Chairperson

Approved:



J. EDUARDO MALAYA  
Undersecretary and  
Head of the Procuring Entity