



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF THE UNDERSECRETARY FOR STRATEGIC COMMUNICATION AND  
RESEARCH AND ACTING HEAD OF PROCURING ENTITY

Ma'am:

The Department of Foreign Affairs is pleased to submit its Annual Procurement Plan for CY 2021, in compliance with Procurement Rules and Regulations and GPPB Circular 02-2020.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Ernesto C. Abella'.

**ERNESTO C. ABELLA**  
Undersecretary and Acting  
Head of Procuring Entity

**ATTY. ROWENA CANDICE M. RUIZ**

Executive Director V  
Government Procurement Policy Board  
Technical Support Office  
Unit 2506 Raffles Corporate Center  
F. Ortigas Center, Pasig Center  
Email: [monitoring@gppb.gov.ph](mailto:monitoring@gppb.gov.ph)

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	<b>Local Travel</b>	ASEAN								-			
	ASEAN-related Travels / ASEAN Awareness Activities	ASEAN	No							100,000.00	100,000.00		
	Plane Ticket	ASEAN		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-			
	DSA (Hotel Allowance, Meal Allowance and Incidental Expenses)	ASEAN		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Foreign Travel	ASEAN			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Division I - Summits and ASEAN Coordinating Council (ACC) Related Meetings/Workshops	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000,000.00	2,000,000.00		
	Plane Ticket	ASEAN		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	DSA (Hotel Allowance, Meal Allowance and Incidental Expenses), Pre-departure, Representation Allowance	ASEAN		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Division I - ASEAN Intergovernmental Commission on Human Rights (AICHR) Related Meetings/Workshops	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,200,000.00	1,200,000.00		
	Plane Ticket	ASEAN		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	DSA (Hotel Allowance, Meal Allowance and Incidental Expenses), Pre-departure, Representation Allowance	ASEAN		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Division II - ASEAN Political Security Community (APSC) Related Meetings/Workshops	ASEAN	No							2,800,000.00	2,800,000.00		
	Plane Ticket	ASEAN		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	DSA (Hotel Allowance, Meal Allowance and Incidental Expenses), Pre-departure, Representation Allowance	ASEAN		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Division III - ASEAN Economic Community (AEC) Related Meetings/Workshops	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	900,000.00	900,000.00		
	Plane Ticket	ASEAN		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	DSA (Hotel Allowance, Meal Allowance and Incidental Expenses), Pre-departure, Representation Allowance	ASEAN		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Division IV - ASEAN Socio-Cultural Community (ASCC) Related Meetings/Workshops	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,100,000.00	1,100,000.00		
	Plane Ticket	ASEAN		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	DSA: Hotel Allowance, Meal Allowance and Incidental Expenses Pre-Departure Allowance	ASEAN		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Division V - External Relations Related Meetings/Workshops	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,800,000.00	2,800,000.00		
	Plane Ticket	ASEAN	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	DSA (Hotel Allowance, Meal Allowance and Incidental Expenses), Pre-departure, Representation Allowance	ASEAN		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Training & Scholarship Expenses	ASEAN			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	ASEAN Health and Wellness and GAD Activities	ASEAN			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Lease of Venue / Accommodation/ Catering Services	ASEAN	No	Lease of Value	N/A	N/A	Jan-Dec	Jan-Dec	GAA	400,000.00	400,000.00		
	Lease of Motor Vehicle	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity	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	
	Teambuilding and GAD Activities	ASEAN			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Lease of Venue / Accommodation/ Catering Services	ASEAN	No	Lease of Venue	N/A	N/A	Jan-Dec	Jan-Dec	GAA	400,000.00	400,000.00		
	Lease of Motor Vehicle	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Personnel Development Training	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	Language Training	ASEAN			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Computer Training	ASEAN			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Other Trainings	ASEAN			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Supplies & Materials	ASEAN			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Office Supplies - Part A	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	471,000.00	471,000.00		
	Information and Communications Technology Supplies	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	19,000.00	19,000.00		
	Other Supplies and Materials Expenses	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	185,000.00	185,000.00		
	Drugs and Medicines Expenses	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	350,000.00	350,000.00		
	COVID-19 essentials	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	275,000.00	275,000.00		
	Communications Services	ASEAN			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Postage and Courier Services	ASEAN	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	244,000.00	244,000.00		
	Telephone - Mobile (Assec & ExDir)	ASEAN	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	695,000.00	695,000.00		
	Telephone - Landline	ASEAN	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	604,000.00	604,000.00		
	Cable, Satellite, Telegraph and Radio Expenses	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	23,000.00	23,000.00		
	Extraordinary & Miscellaneous Expenses	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	Other Professional Services	ASEAN			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Renewal of Two (2) Contracts-of-Service (COS) Personnel and Hiring of Additional Two (2)	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,220,000.00	1,220,000.00		
	Representation Expenses	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,037,000.00	3,037,000.00		
	ASEAN Day Flag Raising Ceremony	ASEAN			N/A	N/A	Jun-Jul	Jun-Jul	GAA	-	-		
	Catering	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	Souvenirs	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	ASEAN Day Reception / Public Event	ASEAN			N/A	N/A			GAA	-	-		
	Lease of Venue / Catering Services	ASEAN	No	Lease of Venue	N/A	N/A			GAA	800,000.00	800,000.00		
	Conceptualization and Styling of Program	ASEAN	No	Small Value Procurement	N/A	N/A			GAA	400,000.00	400,000.00		
	Lease of Motor Vehicles	ASEAN	No	Small Value Procurement	N/A	N/A			GAA	35,000.00	35,000.00		
	ASEAN Matters Technical Board (AMTB) Meetings	ASEAN			N/A	N/A			GAA	-	-		
	AMTB Meeting (1), 1 day	ASEAN			N/A	N/A			GAA	-	-		
	Lease of Venue / Catering Services	ASEAN	No	Lease of Venue	N/A	N/A	Jan-Mar	Jan-Mar	GAA	225,000.00	225,000.00		
	AMTB Meeting (2), 1 day	ASEAN			N/A	N/A			GAA	-	-		
	Lease of Venue / Catering Services	ASEAN	No	Lease of Venue	N/A	N/A	Apr-Jun	Apr-Jun	GAA	225,000.00	225,000.00		
	AMTB Meeting (3), 1 day	ASEAN			N/A	N/A			GAA	-	-		
	Lease of Venue / Catering Services	ASEAN	No	Lease of Venue	N/A	N/A	Jul-Sep	Jul-Sep	GAA	225,000.00	225,000.00		
	AMTB Meeting (4), 1 day	ASEAN			N/A	N/A			GAA	-	-		
	Lease of Venue / Catering Services	ASEAN	No	Lease of Venue	N/A	N/A	Oct-Dec	Oct-Dec	GAA	225,000.00	225,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Meetings and other Representation Expenses	ASEAN		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	ASEAN-related meetings	ASEAN			N/A	N/A			GAA	-	-		
	Video Conference Meetings (Food Expenses during Virtual Meetings), Face-to-Face Meetings (Inter-Agency Meetings, Monthly Intra-Office (Officers and Staff) Meeting, Administrative Meetings), Hybrid Meetings, and Other Representation Expenses (i.e. tokens, gifts, etc.)	ASEAN	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	502,000.00	502,000.00		
	Rent Expenses	ASEAN							GAA	-	-		
	Rents - Building and Structures	ASEAN	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,312,000.00	1,312,000.00		
	Rents - Motor Vehicles	ASEAN			N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle for Official Use	ASEAN	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	907,000.00	907,000.00		
	Rents - Equipment	ASEAN			N/A	N/A			GAA	-	-		
	Lease of Equipment - Photocopying Machine	ASEAN	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	600,000.00	600,000.00		
	Other Equipment	ASEAN	No	Competitive Bidding	N/A	N/A			GAA	1,355,000.00	1,355,000.00		
	Subscription Expense	ASEAN							GAA	-	-		
	Other Subscription Expense - Local Newspapers and Magazines	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Other Subscription Expenses - Foreign Newspapers and Magazines	ASEAN	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	ICT Software Subscription	ASEAN		N/A					GAA	-	-		
	Zoom Subscription and Other Necessary System Applications	ASEAN	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Renewal of license of VCF (license subscription)	ASEAN	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	905,000.00	905,000.00		
	ICT Software Subscription - ERPS	ASEAN	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	903,000.00	903,000.00		
	2021 Proctor Qualifying Test - Plane Ticket	BFSE	No	N/A	N/A	N/A	Feb	Feb	GAA	19,000.00	19,000.00		
	2021 Career Minister Examinations/Foreign Travel/Plane Ticket	BFSE	No	N/A	N/A	N/A	Sep-Oct	Sep-Oct	GAA	408,560.00	408,560.00		
	2021 Career Minister Examinations	BFSE		N/A						-	-		
	Leadership and Management Training	BFSE	No	NP- 53.5 Agency-to-Agency	N/A	N/A	Sep-Oct	Sep-Oct	GAA	3,300,000.00	3,300,000.00		
	Integration Dialogue Seminar	BFSE	No	NP- 53.5 Agency-to-Agency	N/A	N/A	Sep-Oct	Sep-Oct	GAA	100,000.00	100,000.00		
	Supplies and Materials	BFSE								-	-		
	Office Supplies- Part A (inclusive of 10% inflation rate)	BFSE	No	NP- 53.5 Agency-to-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	21,000.00	21,000.00		
	Utilities Expenses	BFSE		N/A					GAA	-	-		
	Communication Services	BFSE		N/A	N/A	N/A			GAA	-	-		
	Postage and Courier Services	BFSE	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	7,000.00	7,000.00		
	Mobile	BFSE	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	23,000.00	23,000.00		
	Landline	BFSE	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	22,000.00	22,000.00		
	Professional Services	BFSE		N/A	N/A	N/A			GAA	-	-		
	2021 FSO Preliminary Interview, Written and 2020 & 2021 Oral Test	BFSE		N/A	N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Honorarium/Professional Fees for Resource Speaker/s	BFSE	No	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services	N/A	N/A	Apr-May-Nov	Apr-May-Nov	GAA	2,012,556.00	2,012,556.00		
	2021 - FSO Examination - Qualifying Test	BFSE			N/A	N/A			GAA	-	-		
	Fees for Civil Service Commission (CSC-FSOE)	BFSE	No	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services	N/A	N/A	Feb	Feb	GAA	1,033,004.00	1,033,004.00		
	2020 & 2021 FSO Psychological Test and Suitability Assessment	BFSE			N/A	N/A			GAA	-	-		
	Professional Fee	BFSE	No	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services	N/A	N/A	Jul	Jul	GAA	350,000.00	350,000.00		
	2021 Career Minister Examination- Panel Interview, TKWS & Economic Diplomacy and Political Analysis	BFSE	No	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services	N/A	N/A	Sep-Oct	Sep-Oct	GAA	1,109,880.00	1,109,880.00		
	2020 & 2021 FSO Psychological Test and Suitability Assessment	BFSE			N/A	N/A			GAA	-	-		
	Professional Fee	BFSE	No	NP-53.6 Scientific and Scholarly or Artistic Work Exclusive Technology and Media Services	N/A	N/A	Sep	Sep	GAA	300,000.00	300,000.00		
	Advertising Expenses	BFSE			N/A	N/A			GAA	-	-		
	FSO Advertising	BFSE			N/A	N/A			GAA	-	-		
	Advertising Campaign/Materials	BFSE	No		N/A	N/A			GAA	50,000.00	50,000.00		
	Representation Expenses	BFSE			N/A	N/A			GAA	-	-		
	BFSE Meetings and Board Meetings	BFSE			N/A	N/A			GAA	-	-		
	Ordered Meal	BFSE	No		N/A	N/A			GAA	40,000.00	40,000.00		
	2021 FSO Preliminary Interview	BFSE	No	Catering Services/ Lease of Venue	N/A	N/A	May	May	GAA	250,000.00	250,000.00		
	2021 FSO Written Test ( 3 days)	BFSE	No	Catering Services/ Lease of Venue	N/A	N/A	May	May	GAA	116,000.00	116,000.00		
	2020 FSO Oral Test	BFSE	No	Catering Services/ Lease of Venue	N/A	N/A	Nov	Nov	GAA	322,000.00	322,000.00		
	2021 Career Minister Examinations- Technical Knowledge and Writing Skills (TKWS) Test	BFSE	No	Catering Services/ Lease of Venue	N/A	N/A	Oct	Oct	GAA	150,000.00	150,000.00		
	2021 Career Minister Examinations- Panel Interview	BFSE	No	Catering Services/ Lease of Venue	N/A	N/A	Oct	Oct	GAA	120,000.00	120,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	2021 Career Minister Examinations- Economic Diplomacy and Political Analysis	BFSE	No	Catering Services/ Lease of Venue	N/A	N/A	Oct	Oct	GAA	140,000.00	140,000.00		
	2021 Career Minister Examinations- Integrations Dialogue seminar	BFSE	No	Catering Services/ Lease of Venue	N/A	N/A	Oct	Oct	GAA	450,000.00	450,000.00		
	Rents- Motor Vehicles	BFSE			N/A	N/A			GAA	-	-		
	FSO Examination- QT, Preliminary Interview, Oral Test	BFSE			N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle	BFSE	No	NP-53.9 Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	120,000.00	120,000.00		
	Lease of Photocopying machine	BFSE	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	52,000.00	52,000.00		
	Rents- ICT Machinery and Equipment	BFSE			N/A	N/A			GAA	-	-		
	2021 Career Minister Examinations- Technical Knowledge and Writing Skills (TKWS) Test	BFSE			N/A	N/A			GAA	-	-		
	Computer/Laptop Rental for TKWS	BFSE	No		N/A	N/A	Sep-Oct	Sep-Oct	GAA	231,000.00	231,000.00		
	Other Subscription	BFSE			N/A	N/A			GAA	-	-		
	Newspaper- Inquirer	BFSE	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,000.00	3,000.00		
	Magazine - Economist	BFSE	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	13,000.00	13,000.00		
	LOCAL TRAVEL	ASPAC			N/A	N/A			GAA	-	-		
	FOREIGN TRAVEL	ASPAC	No	Competitive Bidding	N/A	N/A			GAA	4,901,000.00	4,901,000.00		
	Foreign Travels 1,2 3,4,5,6	ASPAC		Competitive Bidding	N/A	N/A			GAA	-	-		
	Plane Ticket	ASPAC		Competitive Bidding	N/A	N/A			GAA	-	-		
	DSA: Hotel, Meals and Incidental Allowance	ASPAC		Competitive Bidding	N/A	N/A			GAA	-	-		
	Pre-departure Allowance	ASPAC			N/A	N/A			GAA	-	-		
	TRAINING EXPENSES	ASPAC			N/A	N/A			GAA	-	-		
	Team Building Activity/	ASPAC	No	Small Value Procurement	N/A	N/A			GAA	126,000.00	126,000.00		
	GAD Activities/Wellness	ASPAC			N/A	N/A			GAA	-	-		
	Lease of Venue, Lease of Motor Vehicle, Ordered	ASPAC			N/A	N/A			GAA	-	-		
	Food and Drinks, Souvenir Items, Gifts/Tokens,	ASPAC			N/A	N/A			GAA	-	-		
	Training materials	ASPAC			N/A	N/A			GAA	-	-		
	SUPPLIES AND MATERIALS	ASPAC	No		N/A	N/A			GAA	523,000.00	523,000.00		
	OFFICE SUPPLIES	ASPAC			N/A	N/A			GAA	-	-		
	PART A (inclusive of 10% inflation rate)	ASPAC		NP-53..5 Agency-to-Agency	N/A	N/A			GAA	-	-		
	PART B (inclusive of 10% inflation rate)	ASPAC		PART B (inclusive of 10% inflation rate)	N/A	N/A			GAA	-	-		
	COMMUNICATIONS EXPENSES	ASPAC	No		N/A	N/A			GAA	291,000.00	291,000.00		
	Telephone-Mobile	ASPAC	No	Direct Contracting	N/A	N/A			GAA	148,000.00	148,000.00		
	Telephone- landline	ASPAC	No	Direct Contracting	N/A	N/A			GAA	108,000.00	108,000.00		
	Internet Subscription	ASPAC	No	Direct Contracting	N/A	N/A			GAA	14,000.00	14,000.00		
	TV Cable Subscription	ASPAC	No	Direct Contracting	N/A	N/A			GAA	21,000.00	21,000.00		
	EXTRAORDINARY & MISCELLANEOUS EXPENSES	ASPAC	No		N/A	N/A			GAA	132,000.00	132,000.00		
	PROFESSIONAL SERVICES	ASPAC	No	A-to-A/DC	N/A	N/A			GAA	962,000.00	962,000.00		
	Other Professional Services	ASPAC		A-to-A/DC	N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Technical Assistance Programs	ASPAC		A-to-A/DC	N/A	N/A			GAA	-	-		
	(Asia-Pacific Countries/Islands)	ASPAC		A-to-A/DC	N/A	N/A			GAA	-	-		
	REPAIRS AND MAINTENANCE - BUILDINGS AND OTHER STRUCTURES	ASPAC	No		N/A	N/A			GAA	91,000.00	91,000.00		
	R & M - Buildings	ASPAC			N/A	N/A			GAA	-	-		
	REPAIRS AND MAINTENANCE - MACHINERY AND EQUIPMENT	ASPAC	No		N/A	N/A			GAA	95,000.00	95,000.00		
	R & M - Information and Communication Technology Equipment	ASPAC			N/A	N/A			GAA	-	-		
	REPAIRS AND MAINTENANCE - FURNITURE AND FIXTURES	ASPAC	No		N/A	N/A			GAA	36,000.00	36,000.00		
	OTHER MAINTENANCE AND OPERATING EXPENSES	ASPAC			N/A	N/A			GAA	-	-		
	REPRESENTATION EXPENSES	ASPAC			N/A	N/A			GAA	-	-		
	Hosting of Events	ASPAC	No		N/A	N/A			GAA	2,492,000.00	2,492,000.00		
	Intra-Office, Inter-Office and Inter-Agency Meetings	ASPAC			N/A	N/A			GAA	-	-		
	Lease of Venue, Catering services, Lease of Motor Vehicle, Incidental Expenses	ASPAC		Competitive Bidding	N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages, Wines	ASPAC		Small Value Procurement	N/A	N/A			GAA	-	-		
	Handicrafts, Tokens/Gifts, Souvenirs, Plaques,	ASPAC		Small Value Procurement	N/A	N/A			GAA	-	-		
	Briefing Materials, Drinking Water Supply	ASPAC		Small Value Procurement	N/A	N/A			GAA	-	-		
	HOSTING OF EVENTS	ASPAC			N/A	N/A			GAA	-	-		
	Lease of Venue	ASPAC		Competitive Bidding	N/A	N/A			GAA	-	-		
	Catering Services	ASPAC		Competitive Bidding	N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle	ASPAC		Competitive Bidding	N/A	N/A			GAA	-	-		
	Incidental Expenses	ASPAC		Competitive Bidding	N/A	N/A			GAA	-	-		
	RENT/LEASE EXPENSES	ASPAC	No		N/A	N/A			GAA	-	-		
	Rents - Motor Vehicles	ASPAC	No	Competitive Bidding	N/A	N/A			GAA	732,000.00	732,000.00		
	For the use of the Assistant Secretary /Shuttle	ASPAC			N/A	N/A			GAA	-	-		
	Rents - Equipment	ASPAC	No	Competitive Bidding	N/A	N/A			GAA	851,000.00	851,000.00		
	Lease of Information Technology Equipment (Photocopiers)	ASPAC			N/A	N/A			GAA	-	-		
	Operating Lease	ASPAC	No	Small Value Procurement	N/A	N/A			GAA	100,000.00	100,000.00		
	SUBSCRIPTION EXPENSES	ASPAC	No							-	-		
	ICT Software Subscription	ASPAC	No							464,000.00	464,000.00		
	Other Subscription Expenses	ASPAC	No							32,000.00	32,000.00		
	Philippine Daily Inquirer/Philippine Star/Business World	ASPAC		Small Value Procurement	N/A	N/A			GAA	-	-		
	International New York Times/	ASPAC		Small Value Procurement	N/A	N/A			GAA	-	-		
	International Herald Tribune/The Economist	ASPAC		Small Value Procurement	N/A	N/A			GAA	-	-		
	Local Travel	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Consultation Meetings of ASec. with Home Office; Meetings to Davao Region, other regions in Mindanao	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Fare (Transpo)	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	30,000.00	30,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity	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	
	DSA	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	30,000.00	30,000.00		
	Foreign Travel	DFA Mindanao			N/A	N/A			GAA	-	-		
	PHILINDO) /				N/A	N/A			GAA	-	-		
	RP-RI Border Committee Chairmen's Conference	DFA Mindanao			N/A	N/A			GAA	-	-		
	Fare (Transpo)	DFA Mindanao			N/A	N/A			GAA	-	-		
	DSA	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Attendance to BIMP-EAGA Meetings and Conferences	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Fare (Transpo)	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	DSA	DFA Mindanao			N/A	N/A			GAA	-	-		
	TRAINING AND SCHOLARSHIP EXPENSES	DFA Mindanao			N/A	N/A			GAA	-	-		
	Personnel Training Development (Seminars/Conference etc.)	DFA Mindanao			N/A	N/A			GAA	-	-		
	GAD PAPs, Wellness Activities, including Team Building Activity	DFA Mindanao			N/A	N/A			GAA	-			
	Training fees, Registration	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	5,000.00	5,000.00		
	Fees, Catering/Venue, Tarp, Uniform, Misc.Supplies	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	29,000.00	29,000.00		
	SUPPLIES AND MATERIALS	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Office Supplies Expense	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	29,074.61	29,074.61		
	Other Suplies and Materials Expense	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	27,583.02	27,583.02		
	ICT Office Supplies	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	48,300.31	48,300.31		
	Semi-Expendable-Information and Comm.Technology Equipment		No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	26,342.86	26,342.86		
	Semi-Expendable-Office Equipment	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	5,699.20	5,699.20		
	Fuel, Oil and Lubricants Expenses	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	68,000.00	68,000.00		
	COMMUNICATIONS EXPENSES	DFA Mindanao			N/A	N/A			GAA	-	-		
	Postage and Courier Services	DFA Mindanao	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	5,000.00	5,000.00		
	Telephone Expenses - Mobile of the Assistant Secretary	DFA Mindanao	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	60,000.00	60,000.00		
	Telephone Expenses - Landline	DFA Mindanao	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	51,000.00	51,000.00		
	Internet Subscription Expenses	DFA Mindanao	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	43,000.00	43,000.00		
	Cable, Satellite, and Telegraph	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	UTILITY EXPENSES	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Water	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Professional Services - Other Professional Services	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	RENT/LEASE EXPENSE	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Motor Vehicle	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	54,000.00	54,000.00		
	Buidling	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	264,000.00	264,000.00		
	REPAIR AND MAINTENANCE	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Motor Vehicle	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	TAXES, DUTIES & LICENSES	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-			
	Insurance - official vehicle	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	Office Property Insurance	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-			



**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity	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	
	Annual Registration - official vehicle (GSIS)	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000.00	2,000.00		
	OTHER MAINTENANCE AND OPERATING EXPENSES				N/A	N/A	Jan-Dec	Jan-Dec	GAA	-			
	Transportation and Delivery Expenses	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	6,000.00	6,000.00		
	Printing and Binding Expense	DFA Mindanao	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	SUBSCRIPTION EXPENSES	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-			
	Newspaper and other Reading Materials Subscription		No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	30,000.00	30,000.00		
	REPRESENTATION EXPENSES:	DFA Mindanao			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-			
	Anniversary of the Proclamation of Philippine Independence, ASEAN/BIMP-EAGA Activities		No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	60,000.00	60,000.00		
	Annual Commemorative events/activities (tarpaulin, shirts, snacks, miscl.expenses, et.al.)		No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	18,000.00	18,000.00		
	TOTAL MOOE				N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Maintenance and Other Operating Expenses (MOOE)	DLLU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Travelling Expenses	DLLU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Local travel- Cost of transportation expense during meetings at the Senate and the House of Representatives	DLLU	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	Training Expenses	DLLU			N/A	N/A			GAA	-	-		
	Team Building, GAD and Cultural Activity	DLLU			N/A	N/A			GAA	-	-		
	Lease of Venue, facilitator	DLLU	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Mar-Sep	Mar-Sep	GAA	102,000.00	102,000.00		
	Lease of Motor Vehicle	DLLU	No	NP-53.9 Small Value Procurement	N/A	N/A	Mar-Sep	Mar-Sep	GAA	20,000.00	20,000.00		
	Supplies & Materials	DLLU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Office Supplies- Part A (inclusive of 10% inflation rate	DLLU	No	Agency-To-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	96,526.00	96,526.00		
	Office Supplies- Part B (inclusive of 10% inflation rate	DLLU	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,574.00	2,574.00		
	Drugs and Medicines Expenses	DLLU	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	35,000.00	35,000.00		
	Utilities Expenses	DLLU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Communications Services	DLLU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Telephone - Mobile	DLLU	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	230,000.00	230,000.00		
	Telephone - Landline (2 lines)	DLLU	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	129,000.00	129,000.00		
	Cable	DLLU	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	16,000.00	16,000.00		
	Extraordinary & Miscellaneous Expenses	DLLU	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	Representation Expenses	DLLU	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	525,000.00	525,000.00		
	January - December: Meetings/Reception/Hosting Purchase of gifts/tokens/flowers etc	DLLU		Lease of Venue / Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Rents/Lease Expenses	DLLU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Rent-Motor Vehicles-Lease of Motor Vehicle for Official Use (1 unit)	DLLU	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	744,000.00	744,000.00		
	Rent- Lease of Equipment-photo copying machine (1 unit)	DLLU	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	209,000.00	209,000.00		
	Subscription Expenses	DLLU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Library and Other Reading Materials	DLLU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Philippine Daily Inquirer	DLLU	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,700.00	4,700.00		
	Philippine Star	DLLU	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,700.00	4,700.00		
	Time Magazine	DLLU	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,500.00	4,500.00		
	Other Maintenance and Operating Expenses	DLLU	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	Maintenance and Other Operating Expenses (MOOE)								GAA	-	-		
	Training Expenses/Various GAD Trainings/Planning Sessions/Workshops/Meetings for DFA Personnel	HRMO-GAD	No	Registration/Participation Course Fees	N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,000,000.00	3,000,000.00		
	Professional fee for resource person/speaker/facilitator/ highly technical consultant	HRMO-GAD	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Creation of online GAD course/s in the Department's Learning Management System (LMS)	HRMO-GAD			N/A	N/A			GAA	-	-		
	Professional fee for resource person/speaker/facilitator/ highly technical consultant	HRMO-GAD	No		N/A	N/A	Apr-Dec	Apr-Dec	GAA	2,000,000.00	2,000,000.00		
	Procurement of online courseware in the Department's Learning Management System	HRMO-GAD	No		N/A	N/A	Apr-Dec	Apr-Dec	GAA	1,500,000.00	1,500,000.00		
	Provide funding for GAD and CODI meetings/hearings	HRMO-GAD	No		N/A	N/A			GAA	-	-		
	Incidental expenses	HRMO-GAD	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Training of Internal Coaches on Transition Coaching and Certification of Internal Coaches	HRMO-GAD			N/A	N/A			GAA	-			
	Professional fee for resource person/speaker/facilitator/ highly technical consultant	HRMO-GAD	No		N/A	N/A	Apr-Dec	Apr-Dec	GAA	1,500,000.00	1,500,000.00		
	Registration/Participation/ Course fees	HRMO-GAD	No		N/A	N/A	Apr-Dec	Apr-Dec	GAA	500,000.00	500,000.00		
	Collection of Sex-and-Age Disaggregated Data of DFA employees and Generation of Gender Statistics of DFA	HRMO-GAD			N/A	N/A			GAA	-	-		
	Professional fee for resource person/speaker/facilitator/ highly technical consultant	HRMO-GAD	No		N/A	N/A			GAA	200,000.00	200,000.00		
	Purchase of Daycare Materials/Equipment	HRMO-GAD	No	Small value procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	Support for GAD Activities implemented by Foreign Service Posts, Consular Offices, and Offices in the Home Office	HRMO-GAD	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,344,000.00	2,344,000.00		
	Legal Services	HRMO-GAD	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	5,000.00	5,000.00		
	Maintenance and Other Operating Expenses (MOOE)	HRMO			N/A	N/A			GAA	-			
	Assignment of personnel from Home Office to Regional Consular Office/ Regional Consular Office to Home Office	HRMO			N/A	N/A			GAA	-			
	Plane Ticket / Bus/ Ferry and Other Local Transportation	HRMO	No	Competitive Bidding for Airfare only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000,000.00	2,000,000.00		
	Unaccompanied Baggage Allowance	HRMO	No		N/A	N/A			GAA	-	-		
	Deployment of additional personnel to Consular Office (In view of the proposed opening of new COs)	HRMO	No		N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Plane Ticket / Bus/ Ferry and Other Local Transportation	HRMO	No	Competitive Bidding for Airfare only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,940,281.60	1,940,281.60		
	Unaccompanied Baggage Allowance	HRMO			N/A	N/A			GAA	-	-		
	Administrative Inspection of RCOs	HRMO			N/A	N/A			GAA	-	-		
	Travel fare (RCOs - 3 pax per travels)	HRMO	No	Competitive Bidding for Airfare only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	750,000.00	750,000.00		
	DSA:Hotel, Meals and Incidental Allowance	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	PRMD Administrative Compliance	HRMO			N/A	N/A			GAA	-	-		
	Attendance to/meetings with Courts, Ombudsman, etc. by personnel from Home Office and COs	HRMO			N/A	N/A			GAA	-	-		
	Travel/Transportation	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	250,000.00	250,000.00		
	Compliance with Subpoena Duces Tecum/service of summons or orders	HRMO			N/A	N/A			GAA	-	-		
	Travel/Transportation	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Support OTLA in ensuring compliance with subpoenas involving personnel	HRMO			N/A	N/A			GAA	-	-		
	Travel/Transportation	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Conduct of entry-level employment examinations and interviews in COs	HRMO	No		N/A	N/A			GAA	-	-		
	Travel fare including DSA for 2pax	HRMO	No	Competitive Bidding for Airfare only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	400,000.00	400,000.00		
	Deployment of personnel from Home Office to Foreign Service Post (Foreign Assignment)	HRMO			N/A	N/A			GAA	-	-		
	Plane Ticket /Pre-Departure Allowance/Relocation/Shipment/Unaccompanied/DSA	HRMO	No	Competitive Bidding for Airfare only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	77,686,000.00	77,686,000.00		
	Deployment of additional personnel from Home Office to Foreign Service Post	HRMO			N/A	N/A			GAA	-	-		
	Plane Ticket /Pre-Departure Allowance/Relocation/Shipment/Unaccompanied/DSA	HRMO	No	Competitive Bidding for Airfare only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000,000.00	10,000,000.00		
	Recall of personnel from Foreign Service Post (Recall)	HRMO			N/A	N/A			GAA	-	-		
	Plane Ticket /Pre-Departure Allowance/Relocation/Shipment/Unaccompanied	HRMO	No	Competitive Bidding for Airfare only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	77,817,000.00	77,817,000.00		
	Unforeseen / Early recall of personnel from Foreign Service Post (Early Recall)	HRMO			N/A	N/A			GAA	-	-		
	Plane Ticket /Pre-Departure Allowance/Relocation/Shipment/Unaccompanied	HRMO	No	Competitive Bidding for Airfare only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	6,183,000.00	6,183,000.00		
	Crossposting of personnel from one Foreign Service Post to another Foreign Service Post	HRMO			N/A	N/A			GAA	-	-		
	Plane Ticket /Pre-Departure Allowance/Relocation/Shipment/Unaccompanied	HRMO	No	Competitive Bidding for Airfare only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	6,000,000.00	6,000,000.00		
	Administrative Inspection of FSPs	HRMO			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Plane Ticket for 3 FSPs, 3 pax, 3 days	HRMO	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	900,000.00	900,000.00		
	DSA:Hotel, Meals and Incidenta l and Pre-Departure Allowance	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	600,000.00	600,000.00		
	Attendance to and meetings with Courts, Ombudsman, etc. by personnel from FSPs	HRMO			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-			
	Airfare	HRMO	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	DSA: Hotel, Meals and Incidenta l and Pre-Departure Allowance	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	250,000.00	250,000.00		
	Assec/ExDir's Office	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Scoping Mission/Retrofitting/Command Conference	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Airfare	HRMO	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	DSA:Hotel, Meals and Incidenta l and Pre-Departure Allowance	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	Training Expenses	HRMO			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	BWD-Wellness Unit	HRMO			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Conduct of Wellness Seminar for CO personnel (5 sessions)	HRMO			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Lease of Venue	HRMO	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May-Sep	May-Sep	GAA	200,000.00	200,000.00		
	Airfare/Lease of Motor Vehicle	HRMO	No	Competitive Bidding	N/A	N/A	May-Sep	May-Sep	GAA	60,000.00	60,000.00		
	Professional Fee/ Consultancy Service	HRMO	No	Other Professional Fee	N/A	N/A	May-Sep	May-Sep	GAA	400,000.00	400,000.00		
	DSA/Hotel Allowance/Meals	HRMO	No	N/A	N/A	N/A	May-Sep	May-Sep	GAA	50,000.00	50,000.00		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A	May-Sep	May-Sep	GAA	5,000.00	5,000.00		
	Conduct of Wellness Initiative for DFA Personnel	HRMO			N/A	N/A	Jan-Sep	Jan-Sep	GAA	-	-		
	Registration and Membership Fee/Consultancy Services/Honoraria	HRMO	No	HTC/Sec 53.6 for consultancy only	N/A	N/A	Jan-Sep	Jan-Sep	GAA	300,000.00	300,000.00		
	Lease of Venue	HRMO	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-Sep	Jan-Sep	GAA	100,000.00	100,000.00		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A	Jan-Sep	Jan-Sep	GAA	20,000.00	20,000.00		
	Wellness Fair	HRMO			N/A	N/A	Mar-May	Mar-May	GAA	-	-		
	Catering Services/Ordered Meals	HRMO	No	Small Value Procurement	N/A	N/A	Mar-May	Mar-May	GAA	50,000.00	50,000.00		
	Flower Arrangement	HRMO	No	Small Value Procurement	N/A	N/A	Mar-May	Mar-May	GAA	20,000.00	20,000.00		
	Professional Fee	HRMO	No	HTC	N/A	N/A	Mar-May	Mar-May	GAA	50,000.00	50,000.00		
	Conduct of Wellness and Reintegration Seminars for Recalled Personnel and their Families (4 batches)	HRMO			N/A	N/A	Mar-Jun-Aug-Sep	Mar-Jun-Aug-Sep	GAA	-	-		
	Lease of Venue	HRMO	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Mar-Jun-Aug-Sep	Mar-Jun-Aug-Sep	GAA	300,000.00	300,000.00		
	Resource Speakers' Services	HRMO	No	Small Value Procurement	N/A	N/A	Mar-Jun-Aug-Sep	Mar-Jun-Aug-Sep	GAA	400,000.00	400,000.00		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A			GAA	5,000.00	5,000.00		
	Team Building for HRMO Personnel	HRMO			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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 : 2 days, 1 night	HRMO	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-Jun	Apr-Jun	GAA	200,000.00	200,000.00		
	Lease of Motor Vehicle: @P60,000.00	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Jun	Apr-Jun	GAA	120,000.00	120,000.00		
	Facilitator's Fee	HRMO	No	HTC	N/A	N/A	Apr-Jun	Apr-Jun	GAA	200,000.00	200,000.00		
	Ordered Meals	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Jun	Apr-Jun	GAA	10,000.00	10,000.00		
	Health Awareness Seminar	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	BWD Capacity Building	HRMO			N/A	N/A			GAA	-	-		
	Provision of Training - English Course for PWD	HRMO			N/A	N/A			GAA	-	-		
	Professional Fee for the Instructor	HRMO	No	HTC	N/A	N/A	Apr-Jun-Oct-Dec	Apr-Jun-Oct-Dec	GAA	100,000.00	100,000.00		
	Ordered Meals and Beverages @200.00/pax	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Jun-Oct-Dec	Apr-Jun-Oct-Dec	GAA	10,000.00	10,000.00		
	Training for BWD Personnel	HRMO			N/A	N/A			GAA	-	-		
	Registration Fees	HRMO	No	N/A	N/A	N/A			GAA	100,000.00	100,000.00		
	BWD-Health Insurance Unit	HRMO			N/A	N/A			GAA	-	-		
	Conduct of Seminar on PhilHealth	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Sep	Apr-Sep	GAA	40,000.00	40,000.00		
	Token of Appreciation for Guest Speakers	HRMO	No	N/A	N/A	N/A	Apr-Sep	Apr-Sep	GAA	2,000.00	2,000.00		
	Training Seminar - Incidental Expenses	HRMO	No	N/A	N/A	N/A	Apr-Sep	Apr-Sep	GAA	10,000.00	10,000.00		
	BWD-Family Affairs Unit	HRMO			N/A	N/A			GAA	-	-		
	Seminar on Relationship Series	HRMO			N/A	N/A			GAA	-	-		
	Catering Services (p.m snack) (max of 50 pax including participants/resource speakers/secretariat @ P400/pax)	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Dec	Apr-Dec	GAA	60,000.00	60,000.00		
	Professional Fee (for the whole series )	HRMO	No	HTC	N/A	N/A	Apr-Dec	Apr-Dec	GAA	60,000.00	60,000.00		
	Conduct of Financial Literacy Seminars	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals (p.m snack)☐	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Dec	Apr-Dec	GAA	120,000.00	120,000.00		
	Professional fee for the resource speaker	HRMO	No	HTC	N/A	N/A	Apr-Dec	Apr-Dec	GAA	60,000.00	60,000.00		
	One Stop Seminar on the Kasambahay Law	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals (p.m snack)☐	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Jun-Oct-Dec	Apr-Jun-Oct-Dec	GAA	20,000.00	20,000.00		
	BWD- Shipment Unit	HRMO							GAA	-	-		
	LTO Outreach Program	HRMO							GAA	-	-		
	Ordered Meals and Beverages	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	PRMD- Learning and Development Unit	HRMO							GAA	-	-		
	Provide funding support for personnel attending skills training/seminars conducted by government agencies and private institutions	HRMO							GAA	-	-		
	Registration Fee/Consultancy Services/Honoraria	HRMO	No	HTC/Sec 53.6 for consultancy only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	650,000.00	650,000.00		
	Transportation Allowance (Local Travel)/DTE/Incidental Expenses	HRMO	No	Competitive Bidding for airfare	N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Transform courses to online courses for uploading to the Department's LMS	HRMO							GAA	-	-		
	Administrative Officers' Course	HRMO							GAA	-	-		
	Property Officers' Course	HRMO							GAA	-	-		
	HTC/Consultancy Services	HRMO	No	HTC / Sec 53.6	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,500,000.00	2,500,000.00		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Leadership and Management Training for FSO IV Cadets	HRMO							GAA	-	-		
	HTC/Consultancy Services	HRMO	No	HTC/Sec 53.6	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Customer Service, Leadership and Effective Communication Workshop	HRMO							GAA	-	-		
	HTC/Consultancy Services	HRMO	No	HTC/Sec 53.6	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,700,000.00	1,700,000.00		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	350,000.00	350,000.00		
	Conduct regular meetings with OCA, FSI and other training providers	HRMO							GAA	-	-		
	Incidental Expenses	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Ad Hoc Online Workshops (e.g. G Suite, CBHR Workshop, etc)	HRMO			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Zoom Subscription/Incidental Expenses	HRMO	No		N/A	N/A			GAA	20,000.00	20,000.00		
	PRMD - Administrative Compliance	HRMO			N/A	N/A			GAA	-	-		
	Conduct of Training on on Disciplinary Processes and Government Regulations	HRMO			N/A	N/A			GAA	-	-		
	Honorarium, Miscellaneous (Token, Certificates, ID, etc.)	HRMO	No	Negotiated Procurement, Highly Technical Consultant/Agency to Agency Procurement	N/A	N/A	Apr-Sep	Apr-Sep	GAA	300,000.00	300,000.00		
	PRMD - Records Management Section	HRMO			N/A	N/A			GAA	-	-		
	HRIS Training on IPCRF Modules	HRMO			N/A	N/A			GAA	-	-		
	Incidental Expenses	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	RSPD	HRMO			N/A	N/A			GAA	-	-		
	QMS for HRMO Personnel	HRMO			N/A	N/A			GAA	-	-		
	Lease of Venue / Catering Services / Ordered Meals	HRMO	No	Lease of Real Property and Venue / Small Value Procurement	N/A	N/A	Dec	Dec	GAA	350,000.00	350,000.00		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A	Dec	Dec	GAA	20,000.00	20,000.00		
	PRMD- Scholarship Unit	HRMO			N/A	N/A			GAA	-	-		
	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							GAA	-	-		
	Tuition and Other School Fees/ Cost of Living Allowances/ Airfare(Foreign or Local Transport)	HRMO	No	Competitive Bidding for Airfare only	N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,677,000.00	10,677,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Supplies and Materials	HRMO							GAA	-	-		
	Daily Operations of the Entire HRMO	HRMO							GAA	-	-		
	Office Supplies (Part A of APP-CSE)	HRMO	No	Agency to Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Daily Operations of the Entire HRMO	HRMO							GAA	-	-		
	Office Supplies (Part B of APP-CSE)	HRMO	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	362,863.05	362,863.05		
	Recruitment (Online and Pen and Paper Examination Materials)	HRMO	No	Small Value Procurement	N/A	N/A	Feb-Jul	Feb-Jul	GAA	350,000.00	350,000.00		
	Drugs and Medicine	HRMO			N/A	N/A			GAA	-	-		
	Medicines	HRMO			N/A	N/A			GAA	-	-		
	Various Medicine	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Sep	Jan-Sep	GAA	210,398.37	210,398.37		
	Various Medical Supplies	HRMO		Small Value Procurement	N/A	N/A			GAA	-	-		
	Cost of Covid Testing for personnel of HRMO @ Php 3,500.00 per pax	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Other Supplies and Materials	HRMO							GAA	-	-		
	PPEs and other protective supplies and materials	HRMO							GAA	-	-		
	Perishable goods such as alcohol, sanitizer, surgical face masks, face shield, etc.	HRMO	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Replenishment of perishable items in the Emergency Go/Grab bag	HRMO							GAA	-	-		
	Perishable Items such as medicine, food and water	HRMO	No	Small Value Procurement	N/A	N/A	Mar-Aug	Mar-Aug	GAA	150,000.00	150,000.00		
	Hard Hat	HRMO	No	Small Value Procurement	N/A	N/A	Mar-Aug	Mar-Aug	GAA	45,000.00	45,000.00		
	Semi-Expendable (Information & Communications Technology Equipment)	HRMO			N/A	N/A			GAA	-	-		
	Corporate Give Aways	HRMO	No	Small Value Procurement	N/A	N/A	Mar-Aug	Mar-Aug	GAA	200,000.00	200,000.00		
	Communications Services	HRMO			N/A	N/A			GAA	-	-		
	Telephone - Landline	HRMO	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	84,000.00	84,000.00		
	Telephone - Mobile	HRMO	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	67,500.00	67,500.00		
	Telephone - Mobile	HRMO	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	67,500.00	67,500.00		
	Telephone - Mobile (Load Cards)	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	90,000.00	90,000.00		
	Extraordinary & Miscellaneous Expenses	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	PRMD - Records Management Section	HRMO			N/A	N/A			GAA	-	-		
	Procurement of HRIS Phase 3 (indicative scope: one-year maintenance, leave integration into payroll, expanded API)	HRMO			N/A	N/A			GAA	-	-		
	Highly Technical Consultancy	HRMO	No	53.6 Scientific, Scholarly, or Artistic Work, Exclusive Technology and Media Services	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,000,000.00	4,000,000.00		
	BWD	HRMO			N/A	N/A			GAA	-	-		
	Hiring of Highly Technical Consultant for the Improvement of Administrative Services	HRMO			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Consultancy Services	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	750,000.00	750,000.00		
	RSPD	HRMO			N/A	N/A			GAA	-	-		
	Procurement of online tests for recruitment	HRMO			N/A	N/A			GAA	-	-		
	Highly Technical Consultancy	HRMO	No	53.6 Scientific, Scholarly, or Artistic Work, Exclusive Technology and Media Services	N/A	N/A			GAA	1,000,000.00	1,000,000.00		
	Procurement of personnel management software	HRMO			N/A	N/A			GAA	-	-		
	Highly Technical Consultancy	HRMO	No	53.6 Scientific, Scholarly, or Artistic Work, Exclusive Technology and Media Services	N/A	N/A			GAA	5,000,000.00	5,000,000.00		
	BWD-Wellness Unit	HRMO			N/A	N/A			GAA	-	-		
	Contract of Service (COS) for Psychologist (for individual counseling)	HRMO			N/A	N/A			GAA	-	-		
	Consultancy Service	HRMO	No	HTC	N/A	N/A	Jan-Dec	Jan-Dec	GAA	750,000.00	750,000.00		
	PRMD, RSPD, BWD & HCSAD	HRMO			N/A	N/A			GAA	-	-		
	Renewal of Contract of Service (COS) for one (1) year	HRMO			N/A	N/A			GAA	-	-		
	(SG6 = Ph14,847.00 x 16 pax x 12 months = P2,850,624.00) + provision of up to 20% premium = Ph2,969.40 x 16 pax x 12 months = Ph3,420,748.80 or Ph17,816.40 per month x 16 pax x 12 months = Ph3,420,748.80	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,420,748.80	3,420,748.80		
	Renewal of Contract of Service (COS) for one year for DFA Day Care Center	HRMO			N/A	N/A			GAA	-	-		
	Php 15,856.80 x 12 months = Php 190,281.60	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	190,281.60	190,281.60		
	Hiring of COS QMS	HRMO			N/A	N/A			GAA	-	-		
	Php 83,300 salary per month x 12 months = Php 999,600.00	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Repair and Maintenance - Other Machine and Equipment	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	114,000.00	114,000.00		
	Repair and Maintenance - Furniture and Fixtures	HRMO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Advertising Expenses	HRMO			N/A	N/A			GAA	-	-		
	Newspaper Advertisement	HRMO	No	53.6 Scientific, Scholarly, or Artistic Work, Exclusive Technology and Media Services	N/A	N/A	Jan-Dec	Jan-Dec	GAA	150,000.00	150,000.00		
	Printing and Binding	HRMO			N/A	N/A			GAA	-	-		
	IEC materials for Personnel	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	350,000.00	350,000.00		
	HRMO-Hosted Various Official Meetings/Seminars	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	294,849.12	294,849.12		
	BWD-Wellness Unit	HRMO			N/A	N/A			GAA	-	-		
	DFA's Participation to the CSC Fun Run and Other Similar Activities	HRMO			N/A	N/A			GAA	-	-		



**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Printed T-shirts	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Sep	Apr-Sep	GAA	50,000.00	50,000.00		
	Registration Fees	HRMO	No	N/A	N/A	N/A	Apr-Sep	Apr-Sep	GAA	30,000.00	30,000.00		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A	Apr-Sep	Apr-Sep	GAA	5,000.00	5,000.00		
	Ordered Meals and Beverages	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Sep	Apr-Sep	GAA	15,000.00	15,000.00		
	Provision of Nutrition Counselling in Partnership with National Nutrition Council (2 runs for OCA and Main)	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Sep	Apr-Sep	GAA	5,000.00	5,000.00		
	Conduct of PWD-related activities for PWD commemorative events	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals and Registration Fees	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Honoraria for resource persons	HRMO	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	BWD-Family Unit (Day Care Center)	HRMO			N/A	N/A			GAA	-	-		
	Day Care Activities 1. Moving Up Ceremony 2. Buwan ng Lahi Celebration 3. UN Day Celebration	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals (a.m. snack) (max of 50 pax including children & parents/visitors @ P150/pax)	HRMO	No	Small Value Procurement	N/A	N/A	Feb-Dec	Feb-Dec	GAA	24,000.00	24,000.00		
	Miscellaneous Expenses for Decorations (P2,000/per activity)	HRMO	No	N/A	N/A	N/A	Feb-Dec	Feb-Dec	GAA	6,000.00	6,000.00		
	Educational Trip	HRMO			N/A	N/A			GAA	-	-		
	Admission Fee	HRMO	No	N/A	N/A	N/A	Apr-Sep	Apr-Sep	GAA	40,000.00	40,000.00		
	Lease of Transportation/Vehicle	HRMO	No	Competitive Bidding	N/A	N/A	Apr-Sep	Apr-Sep	GAA	30,000.00	30,000.00		
	Meal Allowance	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Sep	Apr-Sep	GAA	10,000.00	10,000.00		
	BWD-Health Insurance Unit	HRMO			N/A	N/A			GAA	-	-		
	General Assembly of DFARFA	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Sep	Apr-Sep	GAA	60,000.00	60,000.00		
	Briefing on HIV / Aids	HRMO	No		N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Sep	Apr-Sep	GAA	30,000.00	30,000.00		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A	Apr-Sep	Apr-Sep	GAA	10,000.00	10,000.00		
	BWD-TLB Unit	HRMO			N/A	N/A			GAA	-	-		
	Orientation on Retirement Benefits and What comes after Retirement (2nd Quarter)	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meal - @P800 for 60 pax (a.m. snack, lunch, p.m. snack)	HRMO	No	Small Value Procurement	N/A	N/A	Apr-Jun	Apr-Jun	GAA	48,000.00	48,000.00		
	Honoring of Retirees	HRMO	No		N/A	N/A			GAA	-	-		
	Lease of Venue - (Accommodation/use of facilities and meals) 37 retirees + 2 guest each retiree = 111 pax	HRMO	No	Lease of Property/Venue	N/A	N/A	Sep-Oct	Sep-Oct	GAA	222,000.00	222,000.00		
	Crystal Plaques for the Recognition and as Gifts/Tokens/Cash 37 retirees (Php4,000.00 / retirees)	HRMO	No	Small Value Procurement	N/A	N/A	Sep-Oct	Sep-Oct	GAA	148,000.00	148,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Resource speaker Honoraria/Fee	HRMO	No	53.6 Scientific, Scholarly, or Artistic Work, Exclusive Technology and Media Services/HTC	N/A	N/A	Sep-Oct	Sep-Oct	GAA	30,000.00	30,000.00		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A	Sep-Oct	Sep-Oct	GAA	10,000.00	10,000.00		
	Necrological/Memorial Services	HRMO			N/A	N/A			GAA	-	-		
	Flower Wreath - Php7,500.00/wreath x 30 occasions	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	150,000.00	150,000.00		
	Ordered Meals (driver/honor guards) - 6 persons @Php750/pax , 10 occasions	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	45,000.00	45,000.00		
	Purchase of Philippine flags - @Php3,000.00 each x (10 occasions)	HRMO	No	Small Value Procurement	N/A	N/A	Mar-Jun	Mar-Jun	GAA	30,000.00	30,000.00		
	GSIS and PAG IBIG Unit	HRMO			N/A	N/A			GAA	-	-		
	Joint Activity with GSIS and Pag-Ibig	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	HRMO	No	Small Value Procurement	N/A	N/A	Mar	Mar	GAA	10,000.00	10,000.00		
	HCSAD	HRMO			N/A	N/A			GAA	-	-		
	Consultation Meetings with Partner Agencies with Mandates for Deployment to FSPs	HRMO	No		N/A	N/A			GAA	-	-		
	Lease of Venue (use of facilities, lunch/p.m. snack)/Transportation/ Miscellaneous	HRMO	No	Lease of Real Property/Venue	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Compendium of Regulations and Forms relating to Service Attaches	HRMO			N/A	N/A			GAA	-	-		
	various materials	HRMO	No	Small Value Procurement	N/A	N/A			GAA	150,000.00	150,000.00		
	HCSAD-Administrative Unit	HRMO			N/A	N/A			GAA	-	-		
	DFA Year-End Fellowship	HRMO			N/A	N/A			GAA	-	-		
	Lease of Venue	HRMO	No	Lease of Venue	N/A	N/A	Dec	Dec	GAA	500,000.00	500,000.00		
	Catering Services/Ordered Meals	HRMO	No	Small Value Procurement	N/A	N/A	Dec	Dec	GAA	1,000,000.00	1,000,000.00		
	Lights and Sounds/Flowers	HRMO	No	Small Value Procurement	N/A	N/A	Dec	Dec	GAA	300,000.00	300,000.00		
	Incidental Expenses	HRMO	No	Small Value Procurement	N/A	N/A	Dec	Dec	GAA	50,000.00	50,000.00		
	HRMO-Sponsored Administrative Officers' Meeting	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	PRMD Administrative Compliance	HRMO			N/A	N/A			GAA	-	-		
	Inter-Office Meetings/Conferences	HRMO			N/A	N/A			GAA	-	-		
	Incidental Expenses	HRMO	No	N/A	N/A	N/A			GAA	40,000.00	40,000.00		
	PRMD-PRAISE Unit	HRMO			N/A	N/A			GAA	-	-		
	Conduct of the DFA Anniversary Celebration and the Conferment of the Departmental Level Awards and the Mabini Awards	HRMO			N/A	N/A			GAA	-	-		
	Lease of Venue / Catering Services	HRMO	No	Lease of Venue / Small Value Procurement	N/A	N/A	Jun-Jul	Jun-Jul	GAA	1,000,000.00	1,000,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity	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	
	Production, Lights and Designs (flowers, Ornaments, etc.) - Physical Arrangement (lighting, sound system with stage backdrop, and floral arrangements)	HRMO	No	Small Value Procurement	N/A	N/A	Jun-Jul	Jun-Jul	GAA	700,000.00	700,000.00		
	Catering Services - For DFA Personnel - ASEANA	HRMO	No	Competitive Bidding	N/A	N/A	Jun-Jul	Jun-Jul	GAA	500,000.00	500,000.00		
	Loyalty Pins and Medals	HRMO	No	Public Bidding	N/A	N/A	Jun-Jul	Jun-Jul	GAA	3,900,000.00	3,900,000.00		
	Wooden Plaques	HRMO	No	Small Value Procurement	N/A	N/A	Jun-Jul	Jun-Jul	GAA	127,500.00	127,500.00		
	Catering Services for DFA Day and PRAISE TWG Meetings	HRMO	No	Small Value Procurement	N/A	N/A	Jun-Jul	Jun-Jul	GAA	130,000.00	130,000.00		
	Printing of Invitations and Special Paper & Buttoners	HRMO	No	Small Value Procurement	N/A	N/A	Jun-Jul	Jun-Jul	GAA	110,000.00	110,000.00		
	Purchase of Gawad Mabini Medals	HRMO	No	Small Value Procurement	N/A	N/A	Jun-Jul	Jun-Jul	GAA	465,000.00	465,000.00		
	Contingency Funds / Incidental Expenses	HRMO	No	N/A	N/A	N/A	Jun-Jul	Jun-Jul	GAA	100,000.00	100,000.00		
	Monetary benefits/incentives for all Department's Awardees	HRMO		N/A	N/A	N/A	Jun-Jul	Jun-Jul	GAA	-	-		
	RSPD-Appointments	HRMO			N/A	N/A			GAA	-	-		
	Oath Taking of New FSO IV	HRMO			N/A	N/A			GAA	-	-		
	Catering Services (2 Batches)	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	RSPD-Promotions	HRMO			N/A	N/A			GAA	-	-		
	Meetings of Personnel Selection Board	HRMO			N/A	N/A			GAA	-	-		
	Catering Services / Ordered Meals	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	120,000.00	120,000.00		
	Hosting of CSC Cluster Meeting	HRMO			N/A	N/A			GAA	-	-		
	Ordered Meals	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	Rent Expenses	HRMO			N/A	N/A			GAA	-	-		
	Rent / Lease of Motor Vehicle	HRMO	No	Competitive Bidding	N/A	N/A			GAA	1,065,500.00	1,065,500.00		
	Rent / Lease of Equipment	HRMO			N/A	N/A			GAA	-	-		
	Provision of Photocopying Machine for the entire HRMO	HRMO			N/A	N/A			GAA	-	-		
	Lease of Photocopying Machine - (14 units [4 units for BWD/4 units for PRMD/ 1 unit for HCSAD/1 for Day Care/ 4 colored machines])	HRMO	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,474,577.46	1,474,577.46		
	Provision of Office Equipment	HRMO			N/A	N/A			GAA	-	-		
	Lease of ICTE Equipment - 13 Laptop Computer Units	HRMO	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	990,000.00	990,000.00		
	Subscription Expenses	HRMO			N/A	N/A			GAA	-	-		
	Local News Paper and Online Subscription	HRMO	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	TOTAL (Based on FY 2021 Indicative NEP)	HRMO	No		N/A	N/A			GAA	244,385,000.00	244,385,000.00		
					N/A	N/A			GAA	-	-		
	Maintenance and Other Operating Expenses (MOOE)	IAS			N/A	N/A			GAA	-	-		
	Travelling Expenses	IAS			N/A	N/A			GAA	-	-		
	Local Travel	IAS			N/A	N/A			GAA	-	-		
	Audits of Consular Offices	IAS			N/A	N/A			GAA	-	-		
	Daily Travel Expenses	IAS	No		N/A	N/A	Feb-Sep	Feb-Sep	GAA	225,000.00	225,000.00		
	One (1) Consular Office/Roundtrip Airfare	IAS	No	Small Value Procurement	N/A	N/A	Feb-Sep	Feb-Sep	GAA	70,000.00	70,000.00		
	One (1) Consular Office, Bus, taxi, etc. fares	IAS	No		N/A	N/A	Feb-Sep	Feb-Sep	GAA	10,000.00	10,000.00		
	One (1) Consular Office/Bus, taxi, etc. fares	IAS	No		N/A	N/A	Feb-Sep	Feb-Sep	GAA	10,000.00	10,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Remote Audit: Two (2) Consular Offices	IAS			N/A	N/A	Feb-Nov	Feb-Nov	GAA	-	-		
	Audit Follow-up: Three (3) Consular Offices	IAS			N/A	N/A			GAA	-	-		
	Foreign Travel	IAS			N/A	N/A			GAA	-	-		
	Audits of Foreign Posts	IAS			N/A	N/A			GAA	-	-		
	Daily Subsistence and Pre-Departure Allowances	IAS	No		N/A	N/A	Jul-Nov	Jul-Nov	GAA	806,000.00	806,000.00		
	One (1) Foreign Service Post Roundtrip Airfare	IAS	No	Small Value Procurement	N/A	N/A	Jul-Nov	Jul-Nov	GAA	190,000.00	190,000.00		
	One (1) Foreign Service Post Roundtrip Airfare	IAS	No	Small Value Procurement	N/A	N/A	Jul-Nov	Jul-Nov	GAA	190,000.00	190,000.00		
	Training and Scholarship Expenses	IAS			N/A	N/A			GAA	-	-		
	Attendance to audit-related, QMS and Gender and Development trainings/ seminars	IAS			N/A	N/A			GAA	-	-		
	Registration fees, training fees, etc.	IAS	No	N/A	N/A	N/A	Feb-Dec	Feb-Dec	GAA	176,000.00	176,000.00		
	Team Building Activity	IAS			N/A	N/A			GAA	-	-		
	Team Building Package (includes lease of venue, activities, accommodation, meals, etc.)	IAS	No	Lease of Venue	N/A	N/A	Feb-Dec	Feb-Dec	GAA	100,000.00	100,000.00		
	Supplies and Materials	IAS			N/A	N/A			GAA	-	-		
	Office supplies - Part A/Supplies available at DBM-PS	IAS	No	Agency-To-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	28,545.00	28,545.00		
	ICT Office Supplies/Supplies available at DBM-PS	IAS	No	Agency-To-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,760.00	4,760.00		
	Other Supplies and Materials/Supplies available at DBM-PS	IAS	No	Agency-To-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	24,070.00	24,070.00		
	Office Equipment-Semi-Expendable/Supplies available at DBM-PS	IAS	No	Agency-To-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	6,265.00	6,265.00		
	Office supplies-Part B/Supplies not available at DBM-PS	IAS	No	Shopping	N/A	N/A	Jan-Dec	Jan-Dec	GAA	19,360.00	19,360.00		
	Communication Services	IAS			N/A	N/A			GAA	-	-		
	Mobile-Asec and Exdir	IAS	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	92,000.00	92,000.00		
	Landline-Asec and Exdir	IAS	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	43,000.00	43,000.00		
	Extraordinary and Miscellaneous Expenses	IAS	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	Representation Expenses	IAS		N/A	N/A	N/A			GAA	-	-		
	Hosting of meetings, conferences, etc.	IAS	No	N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	53,000.00	53,000.00		
	Rent Expenses	IAS			N/A	N/A			GAA	-	-		
	Motor vehicle-Lease of Motor Vehicle	IAS	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	750,000.00	750,000.00		
	Equipment- Lease of Photocopier Machine	IAS	Yes	Copetitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	110,000.00	110,000.00		
	Subscription Expenses	IAS			N/A	N/A			GAA	-	-		
	Local newspaper	IAS			N/A	N/A			GAA	-	-		
	Subscription of Philippine Daily Inquirer and Philippine Star	IAS	Yes	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	e-Subscription of PressReader and Magzter	IAS	Yes	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	26,000.00	26,000.00		
									GAA	-	-		
	Travelling Expenses-Local Travel 1	ISU			N/A	N/A			GAA	-	-		
	Physical Security and Survey Inspection (PSSI)/Investigation of Consular Offices	ISU			N/A	N/A			GAA	-	-		
	Travel Fare /Plane Ticket	ISU	No	Competitive Bidding	N/A	N/A	Jan-Sep	Jan-Sep	GAA	48,500.00	48,500.00		
	DSA	ISU	No	N/A	N/A	N/A	Jan-Sep	Jan-Sep	GAA	64,500.00	64,500.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity	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	
	Physical Security and Survey Inspection (PSSI)/Investigation - CO Luzon	ISU	No		N/A	N/A	Jan-Mar	Jan-Mar	GAA	21,500.00	21,500.00		
	Physical Security and Survey Inspection (PSSI)/Investigation - CO Luzon	ISU	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	29,000.00	29,000.00		
	Physical Security and Survey Inspection (PSSI)/Investigation - CO Visayas	ISU	No		N/A	N/A	Apr-Jun	Apr-Jun	GAA	32,500.00	32,500.00		
	Physical Security and Survey Inspection (PSSI)/Investigation - CO Mindanao	ISU	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	30,000.00	30,000.00		
	Asia and Pacific Region	ISU			N/A	N/A			GAA	-	-		
	Plane Ticket	ISU	No	Competitive Bidding	N/A	N/A	Apr-Sep	Apr-Sep	GAA	57,200.00	57,200.00		
	DSA	ISU	No	N/A	N/A	N/A	Apr-Sep	Apr-Sep	GAA	98,500.00	98,500.00		
	Training & Scholarship Expenses	ISU			N/A	N/A			GAA	-	-		
	Cyber Security and Awareness Training	ISU			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	ISU	No	Small Value Procurement	N/A	N/A	Mar	Mar	GAA	15,000.00	15,000.00		
	Honorarium/Professional Fees for Resource Speakers	ISU	No		N/A	N/A	Mar	Mar	GAA	5,000.00	5,000.00		
	Materials needed for the training, Tokens, Plaques, Souvenirs and Give-Aways	ISU	No		N/A	N/A	Mar	Mar	GAA	5,000.00	5,000.00		
	Foreign Intelligence Operations and Infiltration Course	ISU			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	ISU	No	Small Value Procurement	N/A	N/A	May	May	GAA	25,000.00	25,000.00		
	Honorarium/Professional Fees for Resource Speakers	ISU	No		N/A	N/A	May	May	GAA	10,000.00	10,000.00		
	Materials needed for the training, Tokens, Plaques, Souvenirs and Give-Aways	ISU	No		N/A	N/A	May	May	GAA	5,000.00	5,000.00		
	Passport Fraud Detection and Investigation	ISU			N/A	N/A			GAA	-	-		
	Honorarium/Professional Fees for Resource Speakers	ISU	No		N/A	N/A	Jul	Jul	GAA	10,000.00	10,000.00		
	Materials needed for the training, Tokens, Plaques, Souvenirs and Give-Aways	ISU	No		N/A	N/A	Jul	Jul	GAA	25,000.00	25,000.00		
	Ordered Meals and Beverages	ISU	No	Small Value Procurement	N/A	N/A	Jul	Jul	GAA	5,000.00	5,000.00		
	Basic Incident Command System Executive Course	ISU			N/A	N/A			GAA	-	-		
	Honorarium/Professional Fees for Resource Speakers	ISU	No		N/A	N/A	Aug	Aug	GAA	10,000.00	10,000.00		
	Ordered Meals and Beverages	ISU	No	Small Value Procurement	N/A	N/A	Aug	Aug	GAA	25,000.00	25,000.00		
	Materials needed for the training, Tokens, Plaques, Souvenirs and Give-Aways, Miscellaneous and others	ISU	No		N/A	N/A	Aug	Aug	GAA	5,000.00	5,000.00		
	Basic Emergency Operation Center Course	ISU			N/A	N/A			GAA	-	-		
	Honorarium/Professional Fees for Resource Speakers	ISU	No		N/A	N/A	Sep	Sep	GAA	10,000.00	10,000.00		
	Ordered Meals and Beverages	ISU	No	Small Value Procurement	N/A	N/A	Sep	Sep	GAA	25,000.00	25,000.00		
	Materials needed for the training, Tokens, Plaques, Souvenirs and Give-Aways, Miscellaneous and others	ISU	No		N/A	N/A	Sep	Sep	GAA	5,000.00	5,000.00		
	ISU Team Bldg Activity	ISU			N/A	N/A			GAA	-	-		
	Lease of Venue/Meals (with facilitator)	ISU	No	LOV	N/A	N/A	Apr	Apr	GAA	85,000.00	85,000.00		
	Lease of Motor Vehicle	ISU	No	SVP	N/A	N/A	Apr	Apr	GAA	30,000.00	30,000.00		
	Honorarium/Professional Fees for Resource Speakers	ISU	No		N/A	N/A	Apr	Apr	GAA	5,000.00	5,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Gender and Development Seminar	ISU			N/A	N/A			GAA	-	-		
	Lease of Venue/Meals and Beverages	ISU	No	LOV	N/A	N/A	Dec	Dec	GAA	80,000.00	80,000.00		
	Honorarium/Professional Fees / Tokens for Resource Speakers	ISU	No		N/A	N/A	Dec	Dec	GAA	5,000.00	5,000.00		
	Health and Wellness	ISU			N/A	N/A			GAA	-	-		
	Lease of Venue/Meals and Beverages	ISU	No	LOV	N/A	N/A	Jul	Jul	GAA	90,000.00	90,000.00		
	Lease of Motor Vehicle	ISU	No	SVP	N/A	N/A	Jul	Jul	GAA	30,000.00	30,000.00		
	Supplies & Materials	ISU			N/A	N/A			GAA	-	-		
	Office Supplies - Part A (inclusive of 10% inflation rate)	ISU	No	Shopping	N/A	N/A	Jan-Dec	Jan-Dec	GAA	125,111.36	125,111.36		
	Office Supplies - Part B (inclusive of 10% inflation rate)	ISU	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	52,149.68	52,149.68		
	Semi-Expendable Expenses	ISU			N/A	N/A			GAA	-	-		
	Other Supplies and Materials Expenses	ISU	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	Utilities Expenses	ISU			N/A	N/A			GAA	-	-		
	Communications Services	ISU	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	383,000.00	383,000.00		
	Printing and Binding Expenses	ISU	No		N/A	N/A			GAA	5,000.00	5,000.00		
	Representation Expenses	ISU	No		N/A	N/A			GAA	60,792.51	60,792.51		
	Administrative Officer Meeting	ISU			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	ISU	No		N/A	N/A			GAA	35,000.00	35,000.00		
	Nationwide Simultaneous Earthquake Drill (NSED) 1st Quarter - Briefing and Critique	ISU			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	ISU	No		N/A	N/A	Jan-Mar	Jan-Mar	GAA	5,000.00	5,000.00		
	Nationwide Simultaneous Earthquake Drill (NSED) 2nd Quarter - Briefing and Critique	ISU			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	ISU	No		N/A	N/A	Apr-Jun	Apr-Jun	GAA	5,000.00	5,000.00		
	Nationwide Simultaneous Earthquake Drill (NSED) 3rd Quarter - Briefing and Critique	ISU			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	ISU	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	5,000.00	5,000.00		
	Nationwide Simultaneous Earthquake Drill (NSED) 4th Quarter - Briefing and Critique	ISU			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	ISU	No		N/A	N/A	Oct-Dec	Oct-Dec	GAA	5,000.00	5,000.00		
	Rents - Motor Vehicles	ISU			N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle for Official use (1 unit)	ISU	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,004,723.95	1,004,723.95		
	Rents - Equipment	ISU			N/A	N/A			GAA	-	-		
	Lease of Equipment - Photocopying machine	ISU	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	300,000.00	300,000.00		
	Subscription Expense	ISU			N/A	N/A			GAA	-	-		
	Local Newspapers	ISU	No		N/A	N/A			GAA	18,922.50	18,922.50		
	Foreign Newspapers and Magazines	ISU	No		N/A	N/A			GAA	26,600.00	26,600.00		
	Maritime and Ocean Affairs Office	MOAO			N/A	N/A			GAA	-	-		
	TRAVELLING EXPENSES	MOAO			N/A	N/A			GAA	-	-		
	Local Travel 1 - Coast Guard Cooperation Meeting	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Jan	Jan	GAA	18,000.00	18,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Jan	Jan	GAA	60,000.00	60,000.00		
	Local Travel 2 - IOC WestPac Meeting	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Feb	Feb	GAA	21,600.00	21,600.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Feb	Feb	GAA	60,000.00	60,000.00		
	Local Travel 3 - Conference on Marine Science and Aquaculture (ICMSA)	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Feb	Feb	GAA	21,600.00	21,600.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Feb	Feb	GAA	60,000.00	60,000.00		
	Local Travel 4 - Maritime Forum 1	MOAO	No		N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Mar	Mar	GAA	10,800.00	10,800.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Mar	Mar	GAA	60,000.00	60,000.00		
	Local Travel 5 - Maritime Forum 2	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	May	May	GAA	5,400.00	5,400.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	May	May	GAA	30,000.00	30,000.00		
	Local Travel 6 - Maritime Forum 3	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Aug	Aug	GAA	3,600.00	3,600.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Aug	Aug	GAA	30,000.00	30,000.00		
	Local Travel 7 - Coral Triangle Initiative Meeting/Workshop	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Oct	Oct	GAA	3,600.00	3,600.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Oct	Oct	GAA	34,400.00	34,400.00		
	Local Travel 8 - Maritime Forum 4	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Oct	Oct	GAA	3,000.00	3,000.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Oct	Oct	GAA	11,000.00	11,000.00		
	Foreign Travel 1 - ASEAN Regional Forum (ARF) 1	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Feb	Feb	GAA	52,260.00	52,260.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Feb	Feb	GAA	60,000.00	60,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A	Feb	Feb	GAA	3,500.00	3,500.00		
	Foreign Travel 2 - Bilateral Consultative Meeting (Philippines-China)	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Oct	Oct	GAA	101,920.00	101,920.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Oct	Oct	GAA	100,000.00	100,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A	Oct	Oct	GAA	7,000.00	7,000.00		
	Foreign Travel 3 - ASEAN Meeting	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Jun	Jun	GAA	26,988.00	26,988.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Jun	Jun	GAA	50,000.00	50,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A	Jun	Jun	GAA	3,500.00	3,500.00		
	Foreign Travel 4 - Declaration on the Conduct and Code of Conduct Meeting 1	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Feb	Feb	GAA	27,144.00	27,144.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Feb	Feb	GAA	50,000.00	50,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Pre-Departure Allowance	MOAO	No		N/A	N/A	Feb	Feb	GAA	3,500.00	3,500.00		
	Foreign Travel 5 - Declaration on the Conduct and Code of Conduct Meeting 2	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Feb	Feb	GAA	32,916.00	32,916.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Feb	Feb	GAA	50,000.00	50,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A	Feb	Feb	GAA	3,500.00	3,500.00		
	Foreign Travel 6 - Declaration on the Conduct and Code of Conduct Meeting 3	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	38,220.00	38,220.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	50,000.00	50,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	3,500.00	3,500.00		
	Foreign Travel 7 - Development of an Internationally Legally Binding Instruments Under the UNCLOS on BBNJ 1	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Mar-Apr	Mar-Apr	GAA	341,764.00	341,764.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Mar-Apr	Mar-Apr	GAA	200,000.00	200,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A	Mar-Apr	Mar-Apr	GAA	7,000.00	7,000.00		
	Foreign Travel 8 - Meeting on the States parties to UNCLOS - United States	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Jun	Jun	GAA	112,580.00	112,580.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Jun	Jun	GAA	130,000.00	130,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A	Jun	Jun	GAA	3,500.00	3,500.00		
	Foreign Travel 9 - Development of an Internationally Legally Binding Instruments under UNCLOS on BBNJ 2	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	315,224.00	315,224.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	130,000.00	130,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	3,500.00	3,500.00		
	Foreign Travel 10 - Ocean Conference 1	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Jun	Jun	GAA	126,880.00	126,880.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Jun	Jun	GAA	200,000.00	200,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A	Jun	Jun	GAA	7,000.00	7,000.00		
	Foreign Travel 11 - IMO Meeting 1	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A	Jan	Jan	GAA	491,920.00	491,920.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A	Jan	Jan	GAA	230,000.00	230,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A	Jan	Jan	GAA	7,000.00	7,000.00		
	Foreign Travel 12 - ASEAN Meeting	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	35,360.00	35,360.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	49,696.00	49,696.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	3,500.00	3,500.00		
	Foreign Travel 13 - Archipelagic Sea Lanes (ASL) Consultations 1	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	98,592.00	98,592.00		



**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	160,000.00	160,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	7,000.00	7,000.00		
	Foreign Travel 14 - Archipelagic Sea Lanes (ASL) Consultations 2	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	76,440.00	76,440.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	100,000.00	100,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	7,000.00	7,000.00		
	Foreign Travel 15 - Archipelagic Sea Lanes (ASL) Consultations 3	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	104,520.00	104,520.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	7,000.00	7,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	100,000.00	100,000.00		
	Foreign Travel 16 - Archipelagic Sea Lanes (ASL) Consultations 4	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	135,096.00	135,096.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	200,000.00	200,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	7,000.00	7,000.00		
	Foreign Travel 17 - IOC SCUFN	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	69,160.00	69,160.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	130,000.00	130,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	3,500.00	3,500.00		
	Foreign Travel 18 - International Seabed Authority Meeting 1	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	85,800.00	85,800.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	115,000.00	115,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	3,500.00	3,500.00		
	Foreign Travel 19 - Meeting on Illegal, Unregulated, Unreported Fishing (IUUF)	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	26,520.00	26,520.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	50,000.00	50,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	3,500.00	3,500.00		
	Foreign Travel 20 - IMO Meeting 2	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	223,600.00	223,600.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	220,000.00	220,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	7,000.00	7,000.00		
	Foreign Travel 21 - IMO Meeting 3	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	223,600.00	223,600.00		
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	220,000.00	220,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	7,000.00	7,000.00		
	Foreign Travel 22 - IMO Meeting 4	MOAO			N/A	N/A			GAA	-	-		
	DSA	MOAO	No		N/A	N/A			GAA	111,800.00	111,800.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Plane Ticket	MOAO	No	Competitive Bidding	N/A	N/A			GAA	110,000.00	110,000.00		
	Pre-Departure Allowance	MOAO	No		N/A	N/A			GAA	3,500.00	3,500.00		
	Training	MOAO			N/A	N/A			GAA	-	-		
	Supplies and Materials-Office Supplies	MOAO	No		N/A	N/A			GAA	85,000.00	85,000.00		
	Part A	MOAO	No		N/A	N/A			GAA	407,000.00	407,000.00		
	Part B	MOAO			N/A	N/A			GAA	-	-		
	Other Supplies and Materials	MOAO	No		N/A	N/A			GAA	49,000.00	49,000.00		
	Communication Services	MOAO			N/A	N/A			GAA	-	-		
	Postage and Courier Services	MOAO	No		N/A	N/A			GAA	25,000.00	25,000.00		
	Mobile	MOAO	No		N/A	N/A			GAA	126,000.00	126,000.00		
	Landline	MOAO	No		N/A	N/A			GAA	117,000.00	117,000.00		
	Internet Subscription Expenses	MOAO	No		N/A	N/A			GAA	38,000.00	38,000.00		
	Cable, Satellite, Telegraph and Radio Expenses	MOAO	No		N/A	N/A			GAA	22,000.00	22,000.00		
	Extraordinary and Miscellaneous Expenses	MOAO	No		N/A	N/A			GAA	132,000.00	132,000.00		
	Repair and Maintenance	MOAO			N/A	N/A			GAA	-	-		
	Furniture and Fixtures	MOAO	No		N/A	N/A			GAA	109,000.00	109,000.00		
	Representation Expenses	MOAO			N/A	N/A			GAA	-	-		
	Maritime Breakfast Forum	MOAO			N/A	N/A			GAA	-	-		
	Meals and beverages	MOAO	No	Small Value Procurement	N/A	N/A			GAA	49,000.00	49,000.00		
	Maritime and Nation Awareness Month (MANA Mo) 1	MOAO			N/A	N/A			GAA	-	-		
	Meals and beverages	MOAO	No	Small Value Procurement	N/A	N/A			GAA	35,000.00	35,000.00		
	Other representation expenses (meetings, courtesy calls)	MOAO			N/A	N/A			GAA	-	-		
	Meals and beverages	MOAO	No	Small Value Procurement	N/A	N/A			GAA	34,000.00	34,000.00		
	Rent Expenses	MOAO			N/A	N/A			GAA	-	-		
	Motor vehicle	MOAO			N/A	N/A			GAA	-	-		
	Lease of vehicle for official use	MOAO	No	Competitive Bidding	N/A	N/A			GAA	732,000.00	732,000.00		
	Equipment	MOAO	No		N/A	N/A			GAA	-	-		
	Lease of photocopying machines	MOAO	No	Competitive Bidding	N/A	N/A			GAA	616,000.00	616,000.00		
	Operating lease	MOAO	No		N/A	N/A			GAA	54,000.00	54,000.00		
	Subscription	MOAO			N/A	N/A			GAA	-	-		
	ICT Software Subscription	MOAO			N/A	N/A			GAA	-	-		
	ERPS Licenses	MOAO	No	Direct Contracting	N/A	N/A			GAA	348,000.00	348,000.00		
	Other Subscription Expenses	MOAO			N/A	N/A			GAA	-	-		
	Local Newspaper	MOAO	No	Small Value Procurement	N/A	N/A			GAA	23,000.00	23,000.00		
	Maintenance and Other Operating Expenses (MOOE)	OAA			N/A	N/A			GAA	-	-		
	Local Travel 1 - Winter Escapade	OAA			N/A	N/A			GAA	-	-		
	DSA	OAA	No		N/A	N/A	Mar	Mar	GAA	7,000.00	7,000.00		
	Local Travel 2	OAA			N/A	N/A			GAA	-	-		
	Plane Ticket	OAA	No	Competitive Bidding	N/A	N/A	Feb-Nov	Feb-Nov	GAA	50,000.00	50,000.00		
	DSA	OAA	No		N/A	N/A	Feb-Nov	Feb-Nov	GAA	15,000.00	15,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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 Travel 3	OAA			N/A	N/A			GAA	-	-		
	Plane Ticket	OAA	No	Competitive Bidding	N/A	N/A	Jun-Aug	Jun-Aug	GAA	25,000.00	25,000.00		
	DSA	OAA	No		N/A	N/A	Jun-Aug	Jun-Aug	GAA	15,000.00	15,000.00		
	Local Travel 4	OAA			N/A	N/A			GAA	-	-		
	Plane Ticket	OAA	No	Competitive Bidding	N/A	N/A	Apr-Jul	Apr-Jul	GAA	27,000.00	27,000.00		
	DSA	OAA	No		N/A	N/A	Apr-Jul	Apr-Jul	GAA	10,000.00	10,000.00		
	Foreign Travel 1	OAA			N/A	N/A			GAA	-	-		
	Plane Ticket	OAA	No	Competitive Bidding	N/A	N/A	May-Dec	May-Dec	GAA	450,000.00	450,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	No		N/A	N/A	May-Dec	May-Dec	GAA	168,500.00	168,500.00		
	DSA: Pre-departure Allowance	OAA	No		N/A	N/A	May-Dec	May-Dec	GAA	3,000.00	3,000.00		
	Foreign Travel 2	OAA			N/A	N/A			GAA	-	-		
	Plane Ticket	OAA	No	Competitive Bidding	N/A	N/A	Feb-Apr	Feb-Apr	GAA	500,000.00	500,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	No		N/A	N/A	Feb-Apr	Feb-Apr	GAA	100,000.00	100,000.00		
	DSA: Pre-departure Allowance	OAA	No		N/A	N/A	Feb-Apr	Feb-Apr	GAA	3,000.00	3,000.00		
	Foreign Travel 3	OAA			N/A	N/A			GAA	-	-		
	Plane Ticket	OAA	No	Competitive Bidding	N/A	N/A	Mar-Dec	Mar-Dec	GAA	450,000.00	450,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	No		N/A	N/A	Mar-Dec	Mar-Dec	GAA	96,800.00	96,800.00		
	DSA: Pre-departure Allowance	OAA	No		N/A	N/A	Mar-Dec	Mar-Dec	GAA	3,000.00	3,000.00		
	Foreign Travel 4	OAA			N/A	N/A			GAA	-	-		
	Plane Ticket	OAA	No	Competitive Bidding	N/A	N/A	Jun-Dec	Jun-Dec	GAA	385,000.00	385,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	No		N/A	N/A	Jun-Dec	Jun-Dec	GAA	227,236.00	227,236.00		
	DSA: Pre-departure Allowance	OAA	No		N/A	N/A	Jun-Dec	Jun-Dec	GAA	3,000.00	3,000.00		
	Foreign Travel 5	OAA			N/A	N/A			GAA	-	-		
	Plane Ticket	OAA	No	Competitive Bidding	N/A	N/A	Jun-Aug	Jun-Aug	GAA	637,000.00	637,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OAA	No		N/A	N/A	Jun-Aug	Jun-Aug	GAA	249,464.00	249,464.00		
	DSA: Pre-departure Allowance	OAA	No		N/A	N/A	Jun-Aug	Jun-Aug	GAA	3,000.00	3,000.00		
	TRAINING & SCHOLARSHIP EXPENSES	OAA			N/A	N/A			GAA	-	-		
	Gender and Development Activity	OAA			N/A	N/A			GAA	-	-		
	Lease of Venue (with accommodation and meals)	OAA	No	LOV	N/A	N/A	Mar-May	Mar-May	GAA	85,000.00	85,000.00		
	SUPPLIES & MATERIALS	OAA	No		N/A	N/A			GAA	-	-		
	APP-CSE Part A with 10% inflation rate	OAA	No	Agency-to-Agency	N/A	N/A			GAA	253,000.00	253,000.00		
	APP-CSE Part B with 10% inflation rate	OAA		Small Value Procurement	N/A	N/A			GAA	-	-		
	COMMUNICATION SERVICES	OAA			N/A	N/A			GAA	-	-		
	Landline (2 lines)	OAA	No	Direct Contracting	N/A	N/A			GAA	120,000.00	120,000.00		
	Mobile (2 lines)	OAA	No	Direct Contracting	N/A	N/A			GAA	112,000.00	112,000.00		
	Internet Subscription	OAA			N/A	N/A			GAA	-	-		
	Extraordinary & Miscellaneous Expenses	OAA	No		N/A	N/A			GAA	132,000.00	132,000.00		
	PROFESSIONAL SERVICES-GAD Resource Person	OAA	No		N/A	N/A			GAA	15,000.00	15,000.00		
	REPAIR & MAINTENANCE	OAA			N/A	N/A			GAA	-	-		
	R & M Buildings	OAA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	R & M Machinery	OAA			N/A	N/A			GAA	-	-		
	R & M Motor Vehicles	OAA			N/A	N/A			GAA	-	-		
	R & M Furniture and Fixtures	OAA			N/A	N/A			GAA	-	-		
	OTHER MAINTENANCE AND OPERATING EXPENSES	OAA			N/A	N/A			GAA	-	-		
	Advertising Expense	OAA			N/A	N/A			GAA	-	-		
	Printing and Binding Expenses	OAA	No		N/A	N/A			GAA	13,000.00	13,000.00		
	REPRESENTATION EXPENSES	OAA			N/A	N/A			GAA	-	-		
	Tokens / Gifts / Representation / Meetings	OAA	No		N/A	N/A			GAA	771,000.00	771,000.00		
	Conference Hosting 1	OAA			N/A	N/A			GAA	-	-		
	Winter Escapade	OAA			N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle	OAA	No	Small Value Procurement	N/A	N/A	Jan-Mar	Jan-Mar	GAA	21,000.00	21,000.00		
	Wreath	OAA	No		N/A	N/A	Jan-Mar	Jan-Mar	GAA	8,000.00	8,000.00		
	Conference Hosting 2	OAA			N/A	N/A			GAA	-	-		
	PH-Canada Joint Commission for Bilateral Cooperation	OAA			N/A	N/A			GAA	-	-		
	Lease of Venue (with accommodation, meals, & equipment rentals)	OAA	No	SVP	N/A	N/A	Jan-Jun	Jan-Jun	GAA	400,000.00	400,000.00		
	Lease of Motor Vehicles	OAA	No	SVP	N/A	N/A	Jan-Jun	Jan-Jun	GAA	35,000.00	35,000.00		
	Conference Kits	OAA	No	SVP	N/A	N/A	Jan-Jun	Jan-Jun	GAA	100,000.00	100,000.00		
	Conference Hosting 3	OAA			N/A	N/A			GAA	-	-		
	Mid Year Planning Conference of HOPs in the US	OAA			N/A	N/A			GAA	-	-		
	Catering Services	OAA	No	SVP	N/A	N/A	Jun-Aug	Jun-Aug	GAA	46,000.00	46,000.00		
	Conference Hosting 4	OAA			N/A	N/A			GAA	-	-		
	VIP Tour	OAA			N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle	OAA	No	SVP	N/A	N/A	Jun-Aug	Jun-Aug	GAA	22,000.00	22,000.00		
	Conference Hosting 5	OAA			N/A	N/A			GAA	-	-		
	Filipino-American Young Leaders Program	OAA			N/A	N/A			GAA	-	-		
	Lease of Venue	OAA	No	LOV	N/A	N/A	Sep-Nov	Sep-Nov	GAA	80,000.00	80,000.00		
	Lease of Motor Vehicle	OAA	No	SVP	N/A	N/A	Sep-Nov	Sep-Nov	GAA	15,000.00	15,000.00		
	RENT / LEASE EXPENSES	OAA			N/A	N/A			GAA	-	-		
	Rents - Building and Structures	OAA			N/A	N/A			GAA	-	-		
	Rents - Motor Vehicles	OAA	No		N/A	N/A			GAA	815,000.00	815,000.00		
	Rents - Equipment	OAA			N/A	N/A			GAA	-	-		
	Photocopier	OAA	No		N/A	N/A			GAA	300,000.00	300,000.00		
	Operating Lease	OAA	No		N/A	N/A			GAA	100,000.00	100,000.00		
	SUBSCRIPTION EXPENSES	OAA			N/A	N/A			GAA	-	-		
	ICT Software Subscription	OAA	No		N/A	N/A			GAA	645,000.00	645,000.00		
	Other Subscription Expenses	OAA	No		N/A	N/A			GAA	46,000.00	46,000.00		
	Local Newspaper and Magazines	OAA			N/A	N/A			GAA	-	-		
	Philippine Star	OAA			N/A	N/A			GAA	-	-		
	Philippine Daily Inquirer	OAA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Foreign Newspaper and Magazines	OAA			N/A	N/A			GAA	-	-		
	International New York Times Newspapers Print out with Online	OAA			N/A	N/A			GAA	-	-		
	Time Magazine	OAA			N/A	N/A			GAA	-	-		
	Foreign Affairs Magazines	OAA			N/A	N/A			GAA	-	-		
	Foreign Policy Journal Magazines	OAA			N/A	N/A			GAA	-	-		
	END-USER/UNIT: Office of Asset Management and Support Services	OAMSS			N/A	N/A			GAA	-	-		
	LOCAL TRAVEL	OAMSS			N/A	N/A			GAA	-	-		
	Baguio CO	OAMSS			N/A	N/A			GAA	-	-		
	Actual counting for inventory of equipment	OAMSS			N/A	N/A			GAA	-	-		
	and Disposal in RCO's	OAMSS			N/A	N/A			GAA	-	-		
	Land transportation	OAMSS		Negotiated	N/A	N/A	May	May	GAA	10,080.00	10,080.00		
	DSA : Hotel allowance	OAMSS			N/A	N/A	May	May	GAA	3,600.00	3,600.00		
	DSA: Meal allowance	OAMSS			N/A	N/A	May	May	GAA	2,160.00	2,160.00		
	DSA: incidental expenses	OAMSS			N/A	N/A	May	May	GAA	1,440.00	1,440.00		
	Pampanga	OAMSS			N/A	N/A			GAA	-	-		
	Actual counting for inventory of equipment	OAMSS			N/A	N/A			GAA	-	-		
	and Disposal in RCO's	OAMSS			N/A	N/A			GAA	-	-		
	Land transportation	OAMSS		Negotiated	N/A	N/A	Jun	Jun	GAA	7,800.00	7,800.00		
	DSA : Hotel allowance	OAMSS			N/A	N/A	Jun	Jun	GAA	7,000.00	7,000.00		
	DSA: Meal allowance	OAMSS			N/A	N/A	Jun	Jun	GAA	2,160.00	2,160.00		
	DSA: incidental expenses	OAMSS			N/A	N/A	Jun	Jun	GAA	1,440.00	1,440.00		
	Calasiao	OAMSS			N/A	N/A			GAA	-	-		
	Actual counting for inventory of equipment	OAMSS			N/A	N/A			GAA	-	-		
	and Disposal in RCO's	OAMSS			N/A	N/A			GAA	-	-		
	Land transportation	OAMSS		Negotiated	N/A	N/A	Jun	Jun	GAA	10,000.00	10,000.00		
	DSA hotel allowance	OAMSS			N/A	N/A	Jun	Jun	GAA	3,600.00	3,600.00		
	DSA meal allowance	OAMSS			N/A	N/A	Jun	Jun	GAA	2,160.00	2,160.00		
	DSA incidental expenses	OAMSS			N/A	N/A	Jun	Jun	GAA	1,440.00	1,440.00		
	Pre departure allowance	OAMSS			N/A	N/A	Jun	Jun	GAA	1,200.00	1,200.00		
	Dumaguete	OAMSS			N/A	N/A			GAA	-	-		
	Actual counting for inventory of equipment	OAMSS			N/A	N/A			GAA	-	-		
	and Disposal in RCO's	OAMSS			N/A	N/A			GAA	-	-		
	Plane ticket	OAMSS		Negotiated	N/A	N/A	Jul	Jul	GAA	30,000.00	30,000.00		
	DSA hotel allowance	OAMSS			N/A	N/A	Jul	Jul	GAA	3,600.00	3,600.00		
	DSA meal allowance	OAMSS			N/A	N/A	Jul	Jul	GAA	2,160.00	2,160.00		
	DSA incidental expenses	OAMSS			N/A	N/A	Jul	Jul	GAA	1,440.00	1,440.00		
	Pre departure allowance	OAMSS			N/A	N/A	Jul	Jul	GAA	1,200.00	1,200.00		
	Tacloban	OAMSS			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Actual counting for inventory of equipment	OAMSS			N/A	N/A			GAA	-	-		
	and Disposal in RCO's	OAMSS			N/A	N/A			GAA	-	-		
	Plane ticket	OAMSS		Negotiated	N/A	N/A	Aug	Aug	GAA	35,000.00	35,000.00		
	DSA hotel allowance	OAMSS			N/A	N/A	Aug	Aug	GAA	3,600.00	3,600.00		
	DSA meal allowance	OAMSS			N/A	N/A	Aug	Aug	GAA	2,160.00	2,160.00		
	DSA incidental expenses	OAMSS			N/A	N/A	Aug	Aug	GAA	1,440.00	1,440.00		
	Pre departure allowance	OAMSS			N/A	N/A	Aug	Aug	GAA	1,200.00	1,200.00		
	Tuguegarao	OAMSS			N/A	N/A			GAA	-	-		
	Actual counting for inventory of equipment	OAMSS			N/A	N/A			GAA	-	-		
	and Disposal in RCO's	OAMSS			N/A	N/A			GAA	-	-		
	Plane ticket	OAMSS		Negotiated	N/A	N/A	Sep	Sep	GAA	32,000.00	32,000.00		
	DSA hotel allowance	OAMSS			N/A	N/A	Sep	Sep	GAA	3,600.00	3,600.00		
	DSA meal allowance	OAMSS			N/A	N/A	Sep	Sep	GAA	2,160.00	2,160.00		
	DSA incidental expenses	OAMSS			N/A	N/A	Sep	Sep	GAA	1,440.00	1,440.00		
	Pre departure allowance	OAMSS			N/A	N/A	Sep	Sep	GAA	1,200.00	1,200.00		
	Cagayan De Oro/ Davao	OAMSS			N/A	N/A			GAA	-	-		
	To conduct property and project inspection	OAMSS			N/A	N/A			GAA	-	-		
	Plane ticket	OAMSS		Negotiated	N/A	N/A	Oct	Oct	GAA	30,000.00	30,000.00		
	DSA : Hotel allowance	OAMSS			N/A	N/A	Oct	Oct	GAA	2,400.00	2,400.00		
	DSA: Meal allowance	OAMSS			N/A	N/A	Oct	Oct	GAA	1,440.00	1,440.00		
	DSA: incidental expenses	OAMSS			N/A	N/A	Oct	Oct	GAA	960.00	960.00		
	Pre- Departure allowance	OAMSS			N/A	N/A	Oct	Oct	GAA	800.00	800.00		
	Cebu	OAMSS			N/A	N/A			GAA	-	-		
	To conduct property and project inspection	OAMSS			N/A	N/A			GAA	-	-		
	Plane ticket	OAMSS		Negotiated	N/A	N/A	Nov	Nov	GAA	30,000.00	30,000.00		
	DSA : Hotel allowance	OAMSS			N/A	N/A	Nov	Nov	GAA	2,400.00	2,400.00		
	DSA: Meal allowance	OAMSS			N/A	N/A	Nov	Nov	GAA	1,400.00	1,400.00		
	DSA: incidental expenses	OAMSS			N/A	N/A	Nov	Nov	GAA	960.00	960.00		
	Pre- Departure allowance	OAMSS			N/A	N/A	Nov	Nov	GAA	800.00	800.00		
	San Pablo/ Lucena	OAMSS			N/A	N/A			GAA	-	-		
	To conduct property and project inspection	OAMSS			N/A	N/A			GAA	-	-		
	Land transportation	OAMSS		Negotiated	N/A	N/A	Dec	Dec	GAA	10,000.00	10,000.00		
	DSA : Hotel allowance	OAMSS			N/A	N/A	Dec	Dec	GAA	2,400.00	2,400.00		
	DSA: Meal allowance	OAMSS			N/A	N/A	Dec	Dec	GAA	1,400.00	1,400.00		
	DSA: incidental expenses	OAMSS			N/A	N/A	Dec	Dec	GAA	960.00	960.00		
	Pre- Departure allowance	OAMSS			N/A	N/A	Dec	Dec	GAA	800.00	800.00		
	FOREIGN TRAVEL	OAMSS			N/A	N/A			GAA	-	-		
	Abu-Dhabi	OAMSS			N/A	N/A			GAA	-	-		
	ICA congress	OAMSS		negotiated	N/A	N/A	N/A	N/A	GAA	-	-		
	Stockholm PE	OAMSS			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Installation of the next generation. Unified threat management	OAMSS		negotiated	N/A	N/A	N/A	N/A	GAA	-	-		
	Barcelona PE	OAMSS			N/A	N/A			GAA	-	-		
	Installation of the next generation. Unified threat management	OAMSS		negotiated	N/A	N/A	N/A	N/A	GAA	-	-		
	Rabat PE	OAMSS			N/A	N/A			GAA	-	-		
	Installation of the next generation. Unified threat management	OAMSS		negotiated	N/A	N/A	N/A	N/A	GAA	-	-		
	Nagoya PE	OAMSS			N/A	N/A			GAA	-	-		
	Installation of the next generation. Unified threat management	OAMSS		Negotiated	N/A	N/A	N/A	N/A	GAA	-	-		
	Training and scholarship expenses	OAMSS							GAA	-			
	Training Expenses	OAMSS			N/A	N/A			GAA	-	-		
	Training of OAMSS Personnel, Engineering technical, seminar, project management Training, procurement seminar and archival seminar	OAMSS		A-to-A, SVP, Negotiated	N/A	N/A	N/A	N/A	GAA	160,000.00	160,000.00		
	ICT Training Expenses	OAMSS			N/A	N/A			GAA	-	-		
	MITHI - Training of ICT Personnel	OAMSS		A-to-A, SVP, Negotiated	N/A	N/A	N/A	N/A	GAA	3,000,000.00	3,000,000.00		
	Supplies and Materials	OAMSS			N/A	N/A			GAA	-	-		
	Accountable Forms Expenses	OAMSS			N/A	N/A			GAA	-	-		
	FA forms No. 51 (official receipt)	OAMSS		A-to-A	N/A	N/A	Jan-Mar-Jun	Jan-Mar-Jun	GAA	1,000,000.00	1,000,000.00		
	FA forms No. 89 (Official receipt abroad)	OAMSS		A-to-A	N/A	N/A	Jan-Mar-Jun	Jan-Mar-Jun	GAA	1,066,000.00	1,066,000.00		
	Office Supplies Expenses	OAMSS			N/A	N/A			GAA	-	-		
	Office supplies (part A of APP-CSE)	OAMSS		A-to-A	N/A	N/A	Jan-Mar-Jun	Jan-Mar-Jun	GAA	2,182,000.00	2,182,000.00		
	Other Supplies and Materials Expenses	OAMSS			N/A	N/A			GAA	-	-		
	Office supplies (part B of APP-CSE)	OAMSS		SVP	N/A	N/A	Jan-Mar-Jun	Jan-Mar-Jun	GAA	7,054,000.00	7,054,000.00		
	Philippine National Flag, Asstd size, International Flags	OAMSS	Yes	Public Bidding	N/A	N/A	Jan-Mar-Jun	Jan-Mar-Jun	GAA	4,000,000.00	4,000,000.00		
	Christmas Décor	OAMSS		SVP	N/A	N/A	Jan-Mar-Jun	Jan-Mar-Jun	GAA	300,000.00	300,000.00		
	Fuel, oil and Lubricant Expenses	OAMSS			N/A	N/A	Jan-Mar-Jun	Jan-Mar-Jun	GAA	559,000.00	559,000.00		
	Office vehicle and Generator set	OAMSS			N/A	N/A			GAA	-	-		
	Water Expenses	OAMSS			N/A	N/A			GAA	-	-		
	Water Supply	OAMSS	Yes	Negotiated	N/A	N/A	Jan-Dec	Jan-Dec	GAA	9,145,000.00	9,145,000.00		
	Drinking water	OAMSS	Yes	Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000,000.00	2,000,000.00		
	Electricity Expenses	OAMSS			N/A	N/A			GAA	-	-		
	Electric Supply	OAMSS	Yes	Negotiated	N/A	N/A	Jan-Dec	Jan-Dec	GAA	46,440,000.00	46,440,000.00		
	Postage and Courier Services	OAMSS			N/A	N/A			GAA	-	-		
	Diplomatic Pouch	OAMSS	Yes	Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	40,868,000.00	40,868,000.00		
	Postage Stamps	OAMSS	Yes	A-to-A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	Local courier (Metro Manila)	OAMSS		Public bidding	N/A	N/A			GAA	2,000,000.00	2,000,000.00		
	Mobile	OAMSS			N/A	N/A			GAA	-	-		
	Assistant Secretary, landline/mobile	OAMSS	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	117,000.00	117,000.00		
	Ex-Director, landline / Mobile	OAMSS	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	MITHI: DFA CIRP - Pre paid mobile	OAMSS	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	MITHI: Office Prod - Mobile LTE	OAMSS	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,850,000.00	2,850,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Landline Subscription	OAMSS	Yes	Negotiated	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,802,000.00	2,802,000.00		
	MITHI:Office Prod-New/Lease Building Landline	OAMSS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	8,365,000.00	8,365,000.00		
	MITHI:DFA CIRP-Additional Landline	OAMSS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Internet Subscription	OAMSS			N/A	N/A			GAA	-	-		
	Primary Internet Service and other services	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	5,133,000.00	5,133,000.00		
	Secondary Internet Services	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	5,000,000.00	5,000,000.00		
	MITHI: Office Prod - Email Management services	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	13,190,000.00	13,190,000.00		
	MITHI: DFA CIRP - Email Vault Services	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A			GAA	1,000,000.00	1,000,000.00		
	Primary Internet services and othe service-new building	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,000,000.00	4,000,000.00		
	Leased Line: DFA Home Office to DFA New Building	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Leased Line: DFA home Office to DFA New Building	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Leased Line: DFA New Building to DFA-ASEANA	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Cable, Satellite, Telegraph and Radio	OAMSS			N/A	N/A			GAA	-	-		
	Advance Security Solutions	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	6,566,000.00	6,566,000.00		
	Software Development Tool	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	5,000,000.00	5,000,000.00		
	MITHI: Office Prod - Cable Management	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A			GAA	805,000.00	805,000.00		
	MITHI: DFA CIRP - Cable Upgrade	OAMSS		Public Bidding / Negotiated / SVP	N/A	N/A			GAA	500,000.00	500,000.00		
	Confidential, Intelligence and extraordinary expenses	OAMSS			N/A	N/A			GAA	-	-		
	Extraordinary and Miscellaneous Expenses	OAMSS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	Other Professional Services	OAMSS			N/A	N/A			GAA	-	-		
	Engagement of Contract of Service Personnel	OAMSS		Negotiated	N/A	N/A	Jan-Dec	Jan-Dec	GAA	8,500,000.00	8,500,000.00		
	Consultancy Services	OAMSS			N/A	N/A			GAA	-	-		
	Engagement of Speakers	OAMSS		Negotiated	N/A	N/A	Jan-Dec	Jan-Dec	GAA	26,000.00	26,000.00		
	General Services	OAMSS			N/A	N/A			GAA	-	-		
	Environment and Sanitary Services	OAMSS			N/A	N/A			GAA	-	-		
	Pest Control and Plant Maintenance	OAMSS	Yes	Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,700,000.00	1,700,000.00		
	Janitorial Services	OAMSS			N/A	N/A			GAA	-	-		
	Procurement of Janitorial Services	OAMSS		Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	55,250,000.00	55,250,000.00		
	Security Services	OAMSS			N/A	N/A			GAA	-	-		



**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Procurement of Security Services	OAMSS	Yes	Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	83,451,000.00	83,451,000.00		
	Repair and Maintenance-machinery and Equipments	OAMSS			N/A	N/A			GAA	-	-		
	R & M Furniture and Fixtures	OAMSS			N/A	N/A			GAA	-	-		
	Upholstery and repair	OAMSS		SVP	N/A	N/A			GAA	370,000.00	370,000.00		
	Information and communication Tech Equipments	OAMSS			N/A	N/A			GAA	-	-		
	MITHI: Office Prod - Cisco-Meraki warranty	OAMSS		Public Bidding/ Negotiated / Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	12,000,000.00	12,000,000.00		
	MITHI: Office Prod - Hyperflex and Network Switches Warrant	OAMSS		Public Bidding/ Negotiated / Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	14,259,000.00	14,259,000.00		
	MITHI: DFA CIRP - DFA Server UPS Repair	OAMSS		Public Bidding/ Negotiated / Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000,000.00	2,000,000.00		
	Other machinery and Equipment	OAMSS			N/A	N/A			GAA	-	-		
	Rewinding of electric motor (various size)	OAMSS		SVP	N/A	N/A			GAA	790,000.00	790,000.00		
	Preventive Maintenance Services and air-conditioning system,	OAMSS	Yes	Public Bidding	N/A	N/A			GAA	16,150,000.00	16,150,000.00		
	Repair and Maintenance-bldg and other structures	OAMSS			N/A	N/A			GAA	-	-		
	R&M Buildings	OAMSS			N/A	N/A			GAA	-	-		
	Maintenance services including of part of elevator @main bldg	OAMSS		Negotiated procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,300,000.00	1,300,000.00		
	Maintenance services including replacement of part of elevator	OAMSS		Negotiated procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Maintenance services including replacement of elevator and	OAMSS		Negotiated procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,200,000.00	1,200,000.00		
	Repair and rehabilitation of lift station	OAMSS		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	600,000.00	600,000.00		
	Rehabilitation and safety upgrade of one (1) main bldg elevator	OAMSS		Negotiated procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,306,000.00	3,306,000.00		
	Periodic maintenance service of two (2) CAT generator sets	OAMSS		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Repair and Maintenance-Transportation Equipment	OAMSS			N/A	N/A			GAA	-	-		
	Motor Vehicles	OAMSS			N/A	N/A			GAA	-	-		
	Official vehicle of DFA	OAMSS		SVP	N/A	N/A			GAA	173,000.00	173,000.00		
	Leased assets- Transportation Equipments	OAMSS		SVP	N/A	N/A			GAA	448,000.00	448,000.00		
	Taxes, Insurance Premium and Other fees	OAMSS			N/A	N/A			GAA	-	-		
	Taxes, Duties and Licenses	OAMSS		A-to-A	N/A	N/A	Jan	Jan	GAA	4,291,000.00	4,291,000.00		
	Fidelity Bond Premium	OAMSS			N/A	N/A			GAA	-	-		
	DFA Building	OAMSS			N/A	N/A	Jan	Jan	GAA	1,000,000.00	1,000,000.00		
	Registration of Official Vehicles	OAMSS		A-to-A	N/A	N/A	Jan	Jan	GAA	610,000.00	610,000.00		
	Other Maintenance and Operating Expenses	OAMSS			N/A	N/A			GAA	-	-		
	Representation Expenses	OAMSS			N/A	N/A			GAA	297,000.00	297,000.00		
	Rent Expenses	OAMSS			N/A	N/A			GAA	-	-		
	Rents - Building and Structures	OAMSS			N/A	N/A			GAA	-	-		
	DFA Retrofitting Project	OAMSS		Bidding	N/A	N/A			GAA	282,225,000.00	282,225,000.00		
	Rents - Motor Vehicles	OAMSS			N/A	N/A			GAA	-	-		
	DFA personnel	OAMSS	Yes	Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	5,755,000.00	5,755,000.00		
	Rents - Equipment	OAMSS			N/A	N/A			GAA	-	-		
	Photocopier	OAMSS	Yes	Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,500,000.00	2,500,000.00		
	Ventilation exhaust blower	OAMSS		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	677,000.00	677,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Industrial motor	OAMSS		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	600,000.00	600,000.00		
	Sewage suction equipment	OAMSS		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	900,000.00	900,000.00		
	scissor lift equipment	OAMSS		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	900,000.00	900,000.00		
	Archives equipment	OAMSS		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	900,000.00	900,000.00		
	Rents - ICT Machinery and Equipment	OAMSS			N/A	N/A			GAA	-	-		
	Lease of ICT Equipment	OAMSS	Yes	Public Bidding / SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,293,000.00	4,293,000.00		
	ICT Software Subscription	OAMSS			N/A	N/A			GAA	-	-		
	MITHI: DFA CIRP - Secure Socket Layer (SSL) Certificate Wildca	OAMSS		Negotiated	N/A	N/A	Jan-Dec	Jan-Dec	GAA	40,000.00	40,000.00		
	MITHI: DFA CIRP - Adobe Software Subscription	OAMSS		Negotiated	N/A	N/A	Jan-Dec	Jan-Dec	GAA	540,000.00	540,000.00		
	MITHI: DFA CIRP - Deep discovery inspector, Deep Security an	OAMSS		Negotiated	N/A	N/A			GAA	6,600,000.00	6,600,000.00		
	MITHI: DFA CIRP - CISCO-ISE	OAMSS		Negotiated	N/A	N/A			GAA	535,000.00	535,000.00		
	MITHI: Office Prod - APEX-ONE	OAMSS		Negotiated	N/A	N/A			GAA	2,131,000.00	2,131,000.00		
	MITHI: DFA CIRP - Cloud services	OAMSS		Negotiated	N/A	N/A			GAA	1,285,000.00	1,285,000.00		
	Other Subscription Expenses	OAMSS		Early procurement	N/A	N/A			GAA	321,000.00	321,000.00		
	Capital Outlay	OAMSS			N/A	N/A			GAA	-	-		
	Information and Communication technology Equipments	OAMSS			N/A	N/A			GAA	-	-		
	MITHI:DFA CIRP-Procurement of Endpoints	OAMSS		Public Bidding	N/A	N/A			GAA	6,000,000.00	-	6,000,000.00	
	Land	OAMSS			N/A	N/A			GAA	-	-	-	
	Building Fund Project	OAMSS			N/A	N/A			GAA	556,794,000.00	-	556,794,000.00	
	Building	OAMSS			N/A	N/A			GAA	-	-	-	
	Building Fund Project	OAMSS			N/A	N/A			GAA	369,581,000.00	-	369,581,000.00	
	Building	OAMSS			N/A	N/A			GAA	-	-	-	
	DFA Retrofitting Project	OAMSS		Public Bidding	N/A	N/A			GAA	443,871,000.00	-	443,871,000.00	
	OFFICE OF CONSULAR AFFAIRS	OCA			N/A	N/A			GAA	-	-		
	MOOE- ASEANA	OCA			N/A	N/A			GAA	-	-		
	LOCAL TRAVELS	OCA			N/A	N/A			GAA	-	-		
	Local Travels to attend Meetings/ Conferences	OCA	No		N/A	N/A			GAA	-	-		
	Fare	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	390,000.00	390,000.00		
	DSA	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	150,000.00	150,000.00		
	Registration fees	OCA			N/A	N/A			GAA	50,000.00	50,000.00		
	Toll Fees	OCA			N/A	N/A			GAA	10,000.00	10,000.00		
	Local Travels to Consular Offices	OCA			N/A	N/A			GAA	-	-		
	Fare	OCA	No		N/A	N/A			GAA	1,350,000.00	1,350,000.00		
	DSA	OCA			N/A	N/A			GAA	700,000.00	700,000.00		
	Other Local Travels	OCA			N/A	N/A			GAA	-	-		
	Fare	OCA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	30,000.00	30,000.00		
	DSA	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	70,000.00	70,000.00		
	Toll Fees	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	Parking Fees	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	5,000.00	5,000.00		
	FOREIGN TRAVELS	OCA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Foreign Travels to attend Meetings/ Conferences/ Seminars	OCA			N/A	N/A			GAA	-	-		
	Fare	OCA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,500,000.00	1,500,000.00		
	DSA	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,250,000.00	1,250,000.00		
	Clothing Allowance	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Pre-departure Allowance	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	52,500.00	52,500.00		
	Foreign Travels to Foreign Service Posts	OCA			N/A	N/A			GAA	-	-		
	Fare	OCA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000,000.00	2,000,000.00		
	DSA	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	900,000.00	900,000.00		
	Clothing Allowance	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Pre-departure Allowance	OCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	52,500.00	52,500.00		
	TRAINING EXPENSES	OCA			N/A	N/A			GAA	-	-		
	Conduct of Trainings and Seminars/Workshop	OCA	No	Lease of Real Estate/Venue / Small Value Procurement	N/A	N/A			GAA	-	-		
	Lease of Venue (with package meals and other deals)	OCA			N/A	N/A	Mar,Jun,Aug, Oct, Dec	Mar,Jun,Aug, Oct, Dec	GAA	1,100,000.00	1,100,000.00		
	Ordered meals and Beverages	OCA			N/A	N/A	Feb-Nov	Feb-Nov	GAA	500,000.00	500,000.00		
	Honoraria	OCA			N/A	N/A	Feb,May,Jul, Sep,Nov	Feb,May,Jul, Sep,Nov	GAA	250,000.00	250,000.00		
	Other Miscellaneous Expenses	OCA			N/A	N/A	Feb,May,Jul, Sep,Nov	Feb,May,Jul, Sep,Nov	GAA	25,000.00	25,000.00		
	Fare	OCA			N/A	N/A	Feb,May,Aug, Nov	Feb,May,Aug, Nov	GAA	250,000.00	250,000.00		
	DSA	OCA			N/A	N/A	Feb,May,Aug, Nov	Feb,May,Aug, Nov	GAA	300,000.00	300,000.00		
	Registration fees	OCA			N/A	N/A			GAA	75,000.00	75,000.00		
	Conduct of Team Building Activities	OCA	No	Lease of Real Estate/Venue	N/A	N/A			GAA	-	-		
	Lease of Venue (with food, accommodation, transportation and other deals)	OCA			N/A	N/A	Dec	Dec	GAA	2,600,000.00	2,600,000.00		
	Contingency Fund	OCA			N/A	N/A	Dec	Dec	GAA	10,000.00	10,000.00		
	Conduct of GAD Activities	OCA	No	Lease of Real Estate/Venue / Small Value Procurement	N/A	N/A			GAA	-	-		
	Lease of Venue (with food, accommodation and other deals)	OCA			N/A	N/A	Mar,Jun,Sep,Dec	Mar,Jun,Sep,Dec	GAA	125,000.00	125,000.00		
	Ordered meals and beverages	OCA			N/A	N/A			GAA	65,000.00	65,000.00		
	Honoraria	OCA			N/A	N/A			GAA	50,000.00	50,000.00		
	Printing of Materials/Brochures	OCA			N/A	N/A			GAA	10,000.00	10,000.00		
	Registration fees	OCA			N/A	N/A			GAA	10,000.00	10,000.00		
	Other GAD Related Programs and Projects	OCA			N/A	N/A			GAA	300,000.00	300,000.00		
	ICT OFFICE SUPPLIES	OCA			N/A	N/A			GAA	-	-		
	Procure Common Use ICT Office Supplies	OCA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Common Use ICT Office Supplies available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of ICT Supplies (Part A of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Agency-to-Agency	N/A	N/A			GAA	579,368.13	579,368.13		
	Common Use ICT Office Supplies not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of ICT Supplies (Part B of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Agency-to-Agency	N/A	N/A			GAA	785,774.00	785,774.00		
	Common Use ICT Office Supplies not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of ICT Supplies (not included in Parts A & B of APP-CSE) for DFA ASEANA and NCR COs	OCA	No	Agency-to-Agency	N/A	N/A	Feb,Mar,Jul Aug	Feb,Mar,Jul Aug	GAA	200,000.00	200,000.00		
	OFFICE SUPPLIES EXPENSES	OCA			N/A	N/A			GAA	-	-		
	Procure Office Supplies	OCA			N/A	N/A			GAA	-	-		
	Common Use Office Supplies available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Office Supplies (Part A of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Agency-to-Agency	N/A	N/A	Feb,Mar,Jul Aug	Feb,Mar,Jul Aug	GAA	4,710,707.13	4,710,707.13		
	Common Use Office Supplies not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Office Supplies (Part B of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Shopping	N/A	N/A	Feb,Mar,Jul Aug	Feb,Mar,Jul Aug	GAA	4,511,820.50	4,511,820.50		
	Common Use Office Supplies not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Office Supplies (not included in Parts A & B of APP-CSE) for DFA ASEANA and NCR COs	OCA	No	Shopping	N/A	N/A	Feb,Mar,Jul Aug	Feb,Mar,Jul Aug	GAA	500,000.00	500,000.00		
	ACCOUNTABLE FORMS EXPENSES	OCA			N/A	N/A			GAA	-	-		
	Procure Accountable forms	OCA			N/A	N/A			GAA	-	-		
	Supply and delivery of ePassport Booklets per MYOA - 2021	OCA	No	Agency-to-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,446,162,000.00	3,446,162,000.00		
	Supply and delivery of Apostille Certificates / Authentication Certificates	OCA	No	Agency-to-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	40,000,000.00	40,000,000.00		
	Supply and delivery of MRV Stickers	OCA	No	Agency-to-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	70,000,000.00	70,000,000.00		
	NON-ACCOUNTABLE FORMS EXPENSES	OCA			N/A	N/A			GAA	-	-		
	Procure various Non-Accountable Forms	OCA			N/A	N/A			GAA	-	-		
	Note Verbale with Dry Seal	OCA	No	Agency-to-Agency	N/A	N/A			GAA	750,000.00	750,000.00		
	Authentication Slips	OCA	No	Agency-to-Agency	N/A	N/A			GAA	500,000.00	500,000.00		
	Passport Slips	OCA	No	Agency-to-Agency	N/A	N/A			GAA	500,000.00	500,000.00		
	Passport Application Forms	OCA	No	Agency-to-Agency	N/A	N/A			GAA	840,000.00	840,000.00		
	Authentication Application Forms	OCA	No	Agency-to-Agency	N/A	N/A			GAA	1,200,000.00	1,200,000.00		
	DRUGS AND MEDICINES EXPENSES	OCA			N/A	N/A			GAA	-	-		
	Procure Drugs and Medicines	OCA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Supply of Drugs and Medicines	OCA	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	FUEL, OIL AND LUBRICANTS EXPENSES	OCA			N/A	N/A			GAA	-	-		
	Procure gasoline, oil and lubricants for OCA's Motor Vehicles (MV)	OCA			N/A	N/A			GAA	-	-		
	Supply of gasoline, oil and lubricants for OCA's MVs and shredder	OCA	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	422,500.00	422,500.00		
	OFFICE EQUIPMENT (SEMI-EXPENDABLE)	OCA			N/A	N/A			GAA	-	-		
	Procure Office Equipment (Semi-Expendable)	OCA			N/A	N/A			GAA	-	-		
	Common Use Office Equipment (Semi-Expendable) available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Office Equipment -Semi-Expendable (Part A of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Agency-to-Agency	N/A	N/A			GAA	26,344.67	26,344.67		
	Common Use Office Equipment (Semi-Expendable) not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Office Equipment -Semi-Expendable (Part B of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Shopping	N/A	N/A			GAA	12,100.00	12,100.00		
	Common Use Office Equipment (Semi-Expendable) not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Office Equipment - Semi-Expendable (not included in Parts A & B of APP-CSE) for DFA ASEANA and NCR COs	OCA	No	Shopping	N/A	N/A	Feb,Mar,Jul Aug	Feb,Mar,Jul Aug	GAA	250,000.00	250,000.00		
	ICT EQUIPMENT (SEMI-EXPENDABLE)	OCA			N/A	N/A			GAA	-	-		
	Procure ICT Equipment (Semi-Expendable)	OCA			N/A	N/A			GAA	-	-		
	Common Use ICT Equipment (Semi-Expendable) available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of ICT Equipment -Semi-Expendable (Part B of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Shopping	N/A	N/A			GAA	158,400.00	158,400.00		
	Common Use ICT Equipment (Semi-Expendable) not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of ICT Equipment - Semi-Expendable (not included in Parts A & B of APP-CSE) for DFA ASEANA and NCR COs	OCA	No	Shopping	N/A	N/A	Feb,Mar,Jul Aug	Feb,Mar,Jul Aug	GAA	100,000.00	100,000.00		
	COMMUNICATIONS EQUIPMENT (SEMI-EXPENDABLE)	OCA			N/A	N/A			GAA	-	-		
	Procure Communications Equipment (Semi-Expendable)	OCA			N/A	N/A			GAA	-	-		
	Common Use Communications Equipment (Semi-Expendable) available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Communications Equipment -Semi-Expendable (Part B of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Shopping	N/A	N/A			GAA	1,650.00	1,650.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Common Use Communications Equipment (Semi-Expendable) not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Communications Equipment - Semi-Expendable (not included in Parts A & B of APP-CSE) for DFA ASEANA and NCR COs	OCA	No	Shopping	N/A	N/A	Feb,Mar,Jul Aug	Feb,Mar,Jul Aug	GAA	100,000.00	100,000.00		
	FURNITURE & FIXTURE (SEMI-EXPENDABLE)	OCA			N/A	N/A			GAA	-	-		
	Procure Furniture & Fixture (Semi-Expendable)	OCA			N/A	N/A			GAA	-	-		
	Common Use Furniture & Fixture (Semi-Expendable) available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Furniture & Fixture -Semi-Expendable (Part A of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Agency-to-Agency	N/A	N/A			GAA	23,938.20	23,938.20		
	Common Use Furniture & Fixture (Semi-Expendable) available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Furniture & Fixture -Semi-Expendable (Part B of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Shopping	N/A	N/A			GAA	176,000.00	176,000.00		
	Common Use Furniture & Fixture (Semi-Expendable) not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Furniture & Fixture - Semi-Expendable (not included in Parts A & B of APP-CSE) for DFA ASEANA and NCR COs	OCA	No	Shopping	N/A	N/A	Feb,Mar,Jul Aug	Feb,Mar,Jul Aug	GAA	100,000.00	100,000.00		
	OTHER SUPPLIES AND MATERIALS EXPENSES	OCA			N/A	N/A			GAA	-	-		
	Procure Other Supplies and Materials	OCA			N/A	N/A			GAA	-	-		
	Common Use Other Supplies and Materials available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Other Supplies and Materials (Part A of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Agency-to-Agency	N/A	N/A	Feb,Mar,Jul Aug	Feb,Mar,Jul Aug	GAA	389,981.94	389,981.94		
	Common Use Other Supplies and Materials not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Other Supplies and Materials (Part B of APP-CSE) for DFA ASEANA and NCR COs, inclusive of 10% inflation	OCA	No	Shopping	N/A	N/A			GAA	793,595.00	793,595.00		
	Common Use Other Supplies and Materials not available at Procurement Service	OCA			N/A	N/A			GAA	-	-		
	Supply of Other Supplies and Materials (not included in Parts A & B of APP-CSE) of DFA ASEANA and NCR COs	OCA	No	Shopping/ Small Value Procurement/ Public Bidding	N/A	N/A	Feb,Mar,Jul Aug,Oct,Nov	Feb,Mar,Jul Aug,Oct,Nov	GAA	14,000,000.00	14,000,000.00		
	WATER EXPENSES	OCA			N/A	N/A			GAA	-	-		
	Water Usage / Consumption	OCA	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,640,000.00	2,640,000.00		
	Supply of water in DFA ASEANA and NCR COs	OCA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	ELECTRICITY EXPENSES	OCA			N/A	N/A			GAA	-	-		
	Electricity Usage / Consumption	OCA	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	23,262,000.00	23,262,000.00		
	Supply of electricity in DFA ASEANA and NCR COs	OCA			N/A	N/A			GAA	-	-		
	POSTAGE AND COURIER SERVICES	OCA			N/A	N/A			GAA	-	-		
	Provision of Courier Services	OCA			N/A	N/A			GAA	-	-		
	Domestic Pouch Delivery (passport and parcels) including RCOs, inclusive of 10% Contingency Fund for inflation	OCA	Yes	Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	14,000,000.00	14,000,000.00		
	Globe Amber Service - SMS Blast	OCA	Yes	Direct Contracting / Sec 53.6	N/A	N/A	Jan-Dec	Jan-Dec	GAA	35,988.00	35,988.00		
	Outsourcing of Other Professional Services	OCA			N/A	N/A			GAA	47,200,000.00	47,200,000.00		
	Provision for Outsourced Personnel for DFA ASEANA and COs, inclusive of Contingency Fund for inflation	OCA	Yes	Public Bidding	N/A	N/A			GAA	44,000,000.00	44,000,000.00		
	Engagement of Environmental and Sanitary Services	OCA			N/A	N/A			GAA	500,000.00	500,000.00		
	Engagement of Janitorial Services	OCA			N/A	N/A			GAA	-	-		
	Provision for additional funds to OAMSS for janitorial services	OCA	Yes	Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	7,109,960.00	7,109,960.00		
	Engagement of Security Services	OCA			N/A	N/A			GAA	-	-		
	Provision for additional funds to OAMSS for security services	OCA	Yes	Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	61,000,000.00	61,000,000.00		
	Lease of Office Space for DFA Aseana Records	OCA	No	Lease of Real Estate/Venue	N/A	N/A	Jan-Dec	Jan-Dec	GAA	450,000.00	450,000.00		
	Lease of Staff House for Other COs' OIC	OCA	No	Lease of Real Estate/Venue	N/A	N/A	Jan-Dec	Jan-Dec	GAA	652,228.00	652,228.00		
	Rental of Motor Vehicles	OCA			N/A	N/A			GAA	-	-		
	Lease of Motor vehicle for Asec (Sedan) and OCA Personnel (Van)	OCA	Yes	Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,805,000.00	1,805,000.00		
	Lease of Motor vehicle (Shuttle) for OCA	OCA	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Rental of Equipment	OCA			N/A	N/A			GAA	-	-		
	Lease of Photocopying machine for DFA ASEANA and COs	OCA	Yes	Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	7,000,000.00	7,000,000.00		
	Rental of Various ICT Machinery & Equipment	OCA			N/A	N/A			GAA	-	-		
	HappyOrNot Client Feedback Service	OCA			N/A	N/A			GAA	-	-		
	Lease of Smiley Terminals + 1 touch	OCA	Yes	Direct Contracting / Public Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,322,772.00	4,322,772.00		
	Lease of Office Building	OCA	Yes	Lease of Real Estate/Venue	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,881,000.00	1,881,000.00		
	Lease of Staff House	OCA	Yes	Lease of Real Estate/Venue	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,548,000.00	1,548,000.00		
	END USER: OFFICE OF EUROPEAN AFFAIRS	OEA							GAA	-	-		
	Foreign Travel 1	OEA			N/A	N/A			GAA	-	-		
	13th ASEM SUMMIT	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	May-Jun	May-Jun	GAA	199,500.00	199,500.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	May-Jun	May-Jun	GAA	58,000.00	58,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	May-Jun	May-Jun	GAA	3,500.00	3,500.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	May-Jun	May-Jun	GAA	15,500.00	15,500.00		
	Foreign Travel 2	OEA			N/A	N/A			GAA	-	-		
	ASEMFMM15	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Sep-Nov	Sep-Nov	GAA	199,500.00	199,500.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Sep-Nov	Sep-Nov	GAA	58,000.00	58,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Sep-Nov	Sep-Nov	GAA	10,500.00	10,500.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Sep-Nov	Sep-Nov	GAA	15,500.00	15,500.00		
	Foreign Travel 3	OEA			N/A	N/A			GAA	-	-		
	ASEM-SOM 1	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Oct-Dec	Oct-Dec	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	15,500.00	15,500.00		
	Foreign Travel 4	OEA			N/A	N/A			GAA	-	-		
	ASEM-SOM 2	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Oct-Dec	Oct-Dec	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	15,500.00	15,500.00		
	Foreign Travel 5	OEA			N/A	N/A			GAA	-	-		
	ASEM-SOM 3	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Oct-Dec	Oct-Dec	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	15,500.00	15,500.00		
	Foreign Travel 6	OEA			N/A	N/A			GAA	-	-		
	4th Ph-Sweden Bilateral Consultations	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Jan-Mar	Jan-Mar	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Jan-Mar	Jan-Mar	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Jan-Mar	Jan-Mar	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Jan-Mar	Jan-Mar	GAA	15,500.00	15,500.00		
	Foreign Travel 7	OEA			N/A	N/A			GAA	-	-		
	6th PH-Norway Bilateral Consultations	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Jan-Mar	Jan-Mar	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Jan-Mar	Jan-Mar	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Jan-Mar	Jan-Mar	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Jan-Mar	Jan-Mar	GAA	15,500.00	15,500.00		
	Foreign Travel 8	OEA			N/A	N/A			GAA	-	-		
	SFA's Official Visit to Russia	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Apr-Sep	Apr-Sep	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Apr-Sep	Apr-Sep	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Apr-Sep	Apr-Sep	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Apr-Sep	Apr-Sep	GAA	15,500.00	15,500.00		
	Foreign Travel 9	OEA			N/A	N/A			GAA	-	-		
	SFA's Official Visit to Czech Republic	OEA	No		N/A	N/A			GAA	-	-		



**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Sep-Nov	Sep-Nov	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Sep-Nov	Sep-Nov	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Sep-Nov	Sep-Nov	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Sep-Nov	Sep-Nov	GAA	15,500.00	15,500.00		
	Foreign Travel 10	OEA			N/A	N/A			GAA	-	-		
	Munich Security Conference	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Feb-Apr	Feb-Apr	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Feb-Apr	Feb-Apr	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Feb-Apr	Feb-Apr	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Feb-Apr	Feb-Apr	GAA	15,500.00	15,500.00		
	Foreign Travel 11	OEA			N/A	N/A			GAA	-	-		
	2nd PH-Austria Pol Cons	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Oct-Dec	Oct-Dec	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	15,500.00	15,500.00		
	Foreign Travel 12	OEA			N/A	N/A			GAA	-	-		
	5th PH-PL Pol Cons	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	May-Jul	May-Jul	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	May-Jul	May-Jul	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	May-Jul	May-Jul	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	May-Jul	May-Jul	GAA	15,500.00	15,500.00		
	Foreign Travel 13	OEA			N/A	N/A			GAA	-	-		
	PH-hungary Pol Cons	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	May-Jul	May-Jul	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	May-Jul	May-Jul	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	May-Jul	May-Jul	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	May-Jul	May-Jul	GAA	15,500.00	15,500.00		
	Foreign Travel 14	OEA			N/A	N/A			GAA	-	-		
	11th PH-UK High level Meeting	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Nov-Dec	Nov-Dec	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Nov-Dec	Nov-Dec	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Nov-Dec	Nov-Dec	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Nov-Dec	Nov-Dec	GAA	15,500.00	15,500.00		
	Foreign Travel 15	OEA			N/A	N/A			GAA	-	-		
	7th PH-Finland Bilateral Consultation	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Feb-Apr	Feb-Apr	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Feb-Apr	Feb-Apr	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Feb-Apr	Feb-Apr	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Feb-Apr	Feb-Apr	GAA	15,500.00	15,500.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Foreign Travel 16	OEA			N/A	N/A			GAA	-	-		
	ASEM Informal HR Seminar	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	May-Jul	May-Jul	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	May-Jul	May-Jul	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	May-Jul	May-Jul	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	May-Jul	May-Jul	GAA	15,500.00	15,500.00		
	Foreign Travel 17	OEA			N/A	N/A			GAA	-	-		
	2nd PH-France Pol Cons	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Jun-Jul	Jun-Jul	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Jun-Jul	Jun-Jul	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Jun-Jul	Jun-Jul	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Jun-Jul	Jun-Jul	GAA	15,500.00	15,500.00		
	Foreign Travel 18	OEA			N/A	N/A			GAA	-	-		
	SFA's Official visit to Austria	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Oct-Dec	Oct-Dec	GAA	142,000.00	142,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	43,000.00	43,000.00		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	7,000.00	7,000.00		
	DSA: Representation Allowance	OEA		N/A	N/A	N/A	Oct-Dec	Oct-Dec	GAA	15,500.00	15,500.00		
	Local Travel	OEA			N/A	N/A			GAA	-	-		
	Various Meetings Outside Metro Manila (3X)	OEA	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OEA		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	63,900.39	63,900.39		
	DSA: Hotel, Meals and Incidental Allowance	OEA		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	33,099.60	33,099.60		
	DSA: Pre-departure Allowance	OEA		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	21,000.00	21,000.00		
	Training & Scholarship Expenses	OEA			N/A	N/A			GAA	-	-		
	OEA Team-Building Activity	OEA	No		N/A	N/A			GAA	-	-		
	Lease of Venue/Overnight Stay (with facilitator/s)	OEA		Lease of Real Property and Venue (LOV)	N/A	N/A			GAA	63,000.00	63,000.00		
	Lease of Motor Vehicle	OEA		Small Value Procurement	N/A	N/A			GAA	35,000.00	35,000.00		
	Ordered Meals and Beverages	OEA		LOV/ Small Value Procurement	N/A	N/A			GAA	80,000.00	80,000.00		
	Honoraria/Professional Fees for Speakers/Facilitators	OEA			N/A	N/A			GAA	10,000.00	10,000.00		
	Kits, Tokens, Etc.	OEA			N/A	N/A			GAA	5,000.00	5,000.00		
	Supplies & Materials	OEA	No		N/A	N/A			GAA	-	-		
	Office Supplies - Part A (inclusive of 10% inflation rate)	OEA		NP-53.5 Agency-to-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	160,570.18	160,570.18		
	Office Supplies - Part B (inclusive of 10% inflation rate)	OEA		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	204,820.00	204,820.00		
	Utilities Expenses	OEA	No		N/A	N/A			GAA	-	-		
	Communications Services	OEA	No	Direct Contracting	N/A	N/A			GAA	-	-		
	Telephone - Landline (2 lines)	OEA		Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	120,000.00	120,000.00		
	Telephone - Mobile (2 lines)	OEA		Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	224,000.00	224,000.00		
	Satellite/Cable for TV	OEA		Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Confidential Expenses	OEA	No		N/A	N/A			GAA	-	-		
	Extraordinary & Miscellaneous Expenses	OEA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	Professional Services	OEA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	44,000.00	44,000.00		
	Repair & Maintenance	OEA	No		N/A	N/A			GAA	-	-		
	R & M Buildings	OEA	No		N/A	N/A			GAA	-	-		
	R & M Machinery	OEA	No		N/A	N/A			GAA	-	-		
	R & M Motor Vehicles	OEA	No		N/A	N/A			GAA	-	-		
	R & M Furniture and Fixtures	OEA	No		N/A	N/A			GAA	-	-		
	Taxes, Duties & Licences	OEA	No		N/A	N/A			GAA	-	-		
		OEA			N/A	N/A			GAA	-	-		
	Printing and Binding Expenses	OEA	No		N/A	N/A			GAA	55,000.00	55,000.00		
	Representation Expenses	OEA	No		N/A	N/A			GAA	-	-		
	Catering and/or Lease of Venue (including f&b for the staff	OEA			N/A	N/A			GAA	660,000.00	660,000.00		
	Lease of Venue	OEA			N/A	N/A			GAA	210,000.00	210,000.00		
	Tokens, Plaques, Souvenirs & Giveaways	OEA			N/A	N/A			GAA	78,000.00	78,000.00		
	Interagency Meetings (Meals)	OEA			N/A	N/A			GAA	170,000.00	170,000.00		
	Interagency Meetings (Kits)	OEA			N/A	N/A			GAA	40,000.00	40,000.00		
	Interagency Meetings (Tokens, Plaques & Giveaways)	OEA			N/A	N/A			GAA	25,000.00	25,000.00		
	Foreign Travels (Tokens, Plaques & Giveaways)	OEA			N/A	N/A			GAA	80,000.00	80,000.00		
	Rent Expenses	OEA	No		N/A	N/A			GAA	-	-		
	Rents - Building and Structures	OEA	No		N/A	N/A			GAA	-	-		
	Rents - Motor Vehicles	OEA	No		N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle for Head of Office	OEA		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	751,000.00	751,000.00		
	Rents - Equipment	OEA	No		N/A	N/A			GAA	-	-		
	Lease of Equipment - Photocopying machine (3 units)	OEA		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	592,000.00	592,000.00		
	Operating Lease	OEA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	ICT Software Subscription	OEA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	477,000.00	477,000.00		
	Library Expense	OEA			N/A	N/A			GAA	-	-		
	Philippine Daily Inquirer, Philippine Star	OEA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	33,000.00	33,000.00		
	Business World	OEA			N/A	N/A			GAA	-	-		
	Capital Outlay	OEA	No		N/A	N/A			GAA	-	-		
	OFMS MFO PAP CODE	OFMS			N/A	N/A			GAA	-	-		
	Local Travel	OFMS	No		N/A	N/A			GAA	-	-		
	Plane Fare	OFMS		Competitive Bidding	N/A	N/A	Jun/Aug/Oct	Jun/Aug/Oct	GAA	100,000.00	100,000.00		
	DSA	OFMS			N/A	N/A	Jun/Aug/Oct	Jun/Aug/Oct	GAA	150,000.00	150,000.00		
	Foreign Travel	OFMS	No		N/A	N/A			GAA	-	-		
	Plane Fare	OFMS		Competitive Bidding	N/A	N/A	Apr/Nov	Apr/Nov	GAA	500,000.00	500,000.00		
	DSA	OFMS			N/A	N/A	Apr/Nov	Apr/Nov	GAA	1,200,000.00	1,200,000.00		
	Training and Scholarship Expenses:	OFMS	No		N/A	N/A			GAA	-	-		
	1. Finance Officer's Course	OFMS			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	2. Retooling of FOs in the Middle East, Africa and European Posts	OFMS			N/A	N/A			GAA	-	-		
	Plane ticket	OFMS			N/A	N/A	Oct	Oct	GAA	493,500.00	493,500.00		
	DSA	OFMS			N/A	N/A	Oct	Oct	GAA	450,000.00	450,000.00		
	3. Retooling of FOs of Asia Pacific and American Posts	OFMS			N/A	N/A			GAA	-	-		
	Plane ticket	OFMS			N/A	N/A	Aug	Aug	GAA	495,000.00	495,000.00		
	DSA	OFMS			N/A	N/A	Aug	Aug	GAA	450,000.00	450,000.00		
	4. PAGBA Seminar	OFMS			N/A	N/A			GAA	-	-		
	Registration Fees	OFMS			N/A	N/A	May/Sep/Nov	May/Sep/Nov	GAA	54,000.00	54,000.00		
	Plane Ticket	OFMS			N/A	N/A	May/Sep/Nov	May/Sep/Nov	GAA	99,000.00	99,000.00		
	DSA	OFMS			N/A	N/A	May/Sep/Nov	May/Sep/Nov	GAA	72,000.00	72,000.00		
	5. Seminar on Laws & Rules on Government Expenditures (LARGE)	OFMS			N/A	N/A			GAA	-	-		
	Registration Fees	OFMS			N/A	N/A	Jun/Aug	Jun/Aug	GAA	27,000.00	27,000.00		
	Plane ticket	OFMS			N/A	N/A	Jun/Aug	Jun/Aug	GAA	49,500.00	49,500.00		
	DSA	OFMS			N/A	N/A	Jun/Aug	Jun/Aug	GAA	36,000.00	36,000.00		
	6. Seminar on the Association of Government Internal Auditors (AGIA)	OFMS			N/A	N/A			GAA	-	-		
	Registration Fees	OFMS			N/A	N/A	Apr	Apr	GAA	54,000.00	54,000.00		
	9. 2021 OFMS Wellness Seminar & gender and Development/GAD Training on Basic Life Support Activity	OFMS			N/A	N/A			GAA	-	-		
	Lease of Venue	OFMS			N/A	N/A	Sep	Sep	GAA	455,000.00	455,000.00		
	GAD Training- Basic Life Support/ Honorarium	OFMS			N/A	N/A	Sep	Sep	GAA	300,000.00	300,000.00		
	10. 2021 OFMS Team Building Activity	OFMS			N/A	N/A			GAA	-	-		
	Lease of Venue	OFMS			N/A	N/A	Jun	Jun	GAA	546,000.00	546,000.00		
	Lease of motor vehicle	OFMS			N/A	N/A	Jun	Jun	GAA	65,000.00	65,000.00		
	GAD Training- Self Defense/Honorarium	OFMS			N/A	N/A			GAA	200,000.00	200,000.00		
	11. OFMS Year-end Assessment and Target Setting Session	OFMS			N/A	N/A			GAA	-	-		
	Lease of Venue	OFMS			N/A	N/A	Dec	Dec	GAA	585,000.00	585,000.00		
	SUPPLIES AND MATERIALS	OFMS	No		N/A	N/A			GAA	-	-		
	Office Supplies Expenses (see attached APP-CSE Form)	OFMS			N/A	N/A			GAA	-	-		
	ICT Office Supplies	OFMS			N/A	N/A			GAA	970,000.00	970,000.00		
	Office Supplies- Part A (inclusive of 10% inflation rate	OFMS		NP 53.5 Agency to Agency	N/A	N/A			GAA	1,280,000.00	1,280,000.00		
	Office Supplies- Part B (inclusive of 10% inflation rate	OFMS		NP- 53.9- Small Value Procurement	N/A	N/A			GAA	950,000.00	950,000.00		
	Accountable Form Expenses	OFMS			N/A	N/A	Jan,Mar,May,Jul,Sep,Dec		GAA	712,000.00	712,000.00		
	Fuel, Oil and Lubricants Expenses	OFMS			N/A	N/A			GAA	-	-		
	Textbooks and Instructional Materials	OFMS			N/A	N/A	Mar,May,Sep		GAA	43,000.00	43,000.00		
	COMMUNICATION SERVICES	OFMS	No		N/A	N/A			GAA	-	-		
	Mobile	OFMS		Direct Contracting	N/A	N/A	Jan-Dec		GAA	225,000.00	225,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Landline	OFMS		Direct Contracting	N/A	N/A	Jan-Dec		GAA	121,000.00	121,000.00		
	Cable, Satellite, Telegraph and Radio	OFMS		Direct Contracting	N/A	N/A	Jan-Dec		GAA	15,000.00	15,000.00		
	EXTRAORDINARY AND MISCELLANEOUS EXPENSES	OFMS	No		N/A	N/A	Jan-Dec		GAA	132,000.00	132,000.00		
	AUDITING SERVICES	OFMS			N/A	N/A			GAA	-	-		
	Cost of office supplies for the use of the Office of Commission on Audit (COA)	OFMS	No	Competitive Bidding	N/A	N/A	Mar,Jun,Sep,Nov	Mar,Jun,Sep,Nov	GAA	1,050,000.00	1,050,000.00		
	OTHER PROFESSIONAL SERVICES	OFMS			N/A	N/A			GAA	-	-		
	Wages of COS Personnel	OFMS	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,500,000.00	4,500,000.00		
	SUBSCRIPTION EXPENSE	OFMS			N/A	N/A			GAA	-	-		
	subscription for newspapers	OFMS	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	FIDELITY BOND PREMIUMS	OFMS			N/A	N/A			GAA	-	-		
	Bond of Accountable Officers (HOPs, FOs, COs and Pos)	OFMS	No		N/A	N/A	Feb,Apr,Jun, Aug,Oct,Dec	Feb,Apr,Jun, Aug,Oct,Dec	GAA	2,007,000.00	2,007,000.00		
	REPRESENTATION EXPENSES	OFMS	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,190,000.00	1,190,000.00		
	RENT- MOTOR VEHICLES	OFMS	No	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,718,946.00	1,718,946.00		
	RENT - EQUIPMENT	OFMS	No	bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,191,000.00	2,191,000.00		
	RENT- ICT MACHINERY & EQUIPMENT	OFMS	No		N/A	N/A	Mar/Jun/Aug/Oct	Mar/Jun/Aug/Oct	GAA	1,379,054.00	1,379,054.00		
	OFFICE OF MIDDLE EAST AND AFRICAN AFFAIRS	OMEAA			N/A	N/A			GAA	-	-		
	Maintenance and Other Operating Expenses (MOOE)	OMEAA			N/A	N/A			GAA	-	-		
	Local Travel	OMEAA	No		N/A	N/A	Apr	Apr	GAA	76,000.00	76,000.00		
	Attend / Assist in various official functions	OMEAA			N/A	N/A			GAA	-	-		
	Air, Sea, or Land Fare & DSA	OMEAA			N/A	N/A			GAA	-	-		
	Foreign Travel	OMEAA			N/A	N/A			GAA	2,231,000.00	2,231,000.00		
	Foreign Travel 1 To assist in the Official Visit of the President	OMEAA	No		N/A	N/A	Jan	Jan	GAA	-	-		
	Airfare & DSA	OMEAA			N/A	N/A			GAA	-	-		
	Foreign Travel 2 To assist in the Official Visit of the Secretary	OMEAA	No		N/A	N/A	Feb	Feb	GAA	-	-		
	Airfare & DSA	OMEAA			N/A	N/A			GAA	-	-		
	Foreign Travel 3 To attend international conference on African development	OMEAA	No		N/A	N/A	Mar	Mar	GAA	-	-		
	Airfare & DSA	OMEAA			N/A	N/A			GAA	-	-		
	Foreign Travel 4 To participate in the Joint Commission Meeting	OMEAA	No		N/A	N/A	Apr	Apr	GAA	-	-		
	Airfare & DSA	OMEAA			N/A	N/A			GAA	-	-		
	Foreign Travel 5 To participate in the Bilateral Consultation Forum	OMEAA	No		N/A	N/A	May	May	GAA	-	-		
	Airfare & DSA	OMEAA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Foreign Travel 6 To visit Philippine Foreign Service Posts in the Middle East & Gulf States	OMEAA	No		N/A	N/A	Sep	Sep	GAA	-	-		
	Airfare & DSA	OMEAA			N/A	N/A			GAA	-	-		
	Foreign Travel 7 To visit Philippine Foreign Service Posts in the African Region	OMEAA	No		N/A	N/A	Oct	Oct	GAA	-	-		
	Airfare & DSA	OMEAA			N/A	N/A			GAA	-	-		
	Training Expenses	OMEAA	No		N/A	N/A			GAA	188,000.00	188,000.00		
	Gender and Development Activity (Lease of Venue / Transportation / Order of Meals)	OMEAA		Small Value Procurement	N/A	N/A	Nov	Nov	GAA	-	-		
	Team Building Activity (Procurement of Service of a Travel Agency)	OMEAA		Small Value Procurement	N/A	N/A	Apr	Apr	GAA	-	-		
	Supplies & Materials	OMEAA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	609,000.00	609,000.00		
	Office Supplies - Part A (inclusive of 10% inflation rate)	OMEAA		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Office Supplies - Part B (inclusive of 10% inflation rate)	OMEAA		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Communications Services	OMEAA			N/A	N/A			GAA	-	-		
	Telephone - Mobile (2 lines)	OMEAA		Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	175,000.00	175,000.00		
	Telephone - Landline (2 lines)	OMEAA		Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	86,000.00	86,000.00		
	Cable - 2 lines	OMEAA		Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	26,000.00	26,000.00		
	Extraordinary & Miscellaneous Expenses	OMEAA	No		N/A	N/A			GAA	132,000.00	132,000.00		
	Other Professional Services	OMEAA	No		N/A	N/A	Jan,Mar,May,Jul,Sep,Nov	Jan,Mar,May,Jul,Sep,Nov	GAA	122,000.00	122,000.00		
	Professional Speakers/Performers/Local Artists/ Professional Consultants	OMEAA		Direct Contracting	N/A	N/A			GAA	-	-		
	Other Maintenance and Operating Expenses	OMEAA	No		N/A	N/A			GAA	-	-		
	Representation Expenses	OMEAA			N/A	N/A			GAA	683,000.00	683,000.00		
	Islamic Formal Celebration / Eidul Fitr and/or Eidul Adha (Lease of Venue/Transportation/Meals/Catering Services/Lights and Sounds)	OMEAA		Small Value Procurement	N/A	N/A	Jul	Jul	GAA	-	-		
	Joint Commission Meetings with Various Regions (Middle East, Gulf States and African Countries) - Lease of Venue/Order of Meals/Transportation/Conference Kits	OMEAA		Small Value Procurement	N/A	N/A	Feb,Apr,Jun, Aug,Oct,Dec	Feb,Apr,Jun, Aug,Oct,Dec	GAA	-	-		
	Purchase of gifts, flowers, calling cards, Christmas cards	OMEAA		Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Various Consultation meetings, Inter-agency mtgs - JCM, BCF, etc. (within Metro Manila)	OMEAA		Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Hosting of various meetings (Huddle and AO meetings)	OMEAA		Small Value Procurement	N/A	N/A	Jan-Oct	Jan-Oct	GAA	-	-		
	Various Consultation meetings, Inter-agency mtgs - SECFORAF and Presidential Visit preparations	OMEAA		Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Year End Recognition Night (Lease of Venue/Transportation/Meals)	OMEAA		Small Value Procurement	N/A	N/A	Dec	Dec	GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Rent Expenses	OMEAA	No		N/A	N/A			GAA	-	-		
	Rents- Motor Vehicles	OMEAA	No		N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle for Official use (1 unit)	OMEAA		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	732,000.00	732,000.00		
	Lease of Equipment - Photocopying machine (3 units)	OMEAA		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	627,000.00	627,000.00		
	Library Expense	OMEAA	No		N/A	N/A			GAA	-	-		
	ICT Software Subscription	OMEAA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	529,000.00	529,000.00		
	Library and other Reading Material Subscription Expenses	OMEAA		Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	60,000.00	60,000.00		
	OFFICE OF POLICY PLANNING AND COORDINATION	OPPC			N/A	N/A			GAA	-	-		
	Maintenance and Other Operating Expenses (MOOE)	OPPC			N/A	N/A			GAA	-	-		
	Traveling Expenses	OPPC			N/A	N/A			GAA	-	-		
	Local Travel	OPPC			N/A	N/A			GAA	-	-		
	Briefings/Consultations with LGUs/Local authorities	OPPC			N/A	N/A			GAA	-	-		
	Fare	OPPC			N/A	N/A	Apr-Dec	Apr-Dec	GAA	35,000.00	35,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OPPC			N/A	N/A	Apr-Dec	Apr-Dec	GAA	40,000.00	40,000.00		
	Foreign Travel	OPPC			N/A	N/A			GAA	-	-		
	Retooling Seminar on OPCR and DPCR for the Americas Suggested Venue: Washington DC	OPPC			N/A	N/A			GAA	-	-		
	Plane Ticket	OPPC		Competitive Bidding	N/A	N/A	Jul-Dec	Jul-Dec	GAA	180,000.00	180,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OPPC			N/A	N/A	Jul-Dec	Jul-Dec	GAA	161,000.00	161,000.00		
	DSA: Pre-departure Allowance	OPPC			N/A	N/A	Jul-Dec	Jul-Dec	GAA	3,000.00	3,000.00		
	DSA: Representation Allowance	OPPC			N/A	N/A	Jul-Dec	Jul-Dec	GAA	20,000.00	20,000.00		
	Training & Scholarship Expenses	OPPC			N/A	N/A			GAA	-	-		
	OPPC Annual Planning Workshop	OPPC			N/A	N/A			GAA	-	-		
	Lease of Venue	OPPC		LOV	N/A	N/A	Jan-Mar	Jan-Mar	GAA	110,000.00	110,000.00		
	Strategic Planning Workshop	OPPC			N/A	N/A			GAA	-	-		
	Lease of Venue	OPPC		LOV	N/A	N/A	Jan-Mar	Jan-Mar	GAA	200,000.00	200,000.00		
	Learning and Lecture Series (Foreign Policy Analysis)	OPPC			N/A	N/A			GAA	-	-		
	Honoraria	OPPC		HTC	N/A	N/A	Jan-Mar	Jan-Mar	GAA	130,000.00	130,000.00		
	Knowledge Management Workshop	OPPC			N/A	N/A			GAA	-	-		
	Lease of Venue	OPPC		LOV	N/A	N/A	Jan-Mar	Jan-Mar	GAA	140,000.00	140,000.00		
	Honoraria	OPPC		HTC	N/A	N/A	Jan-Mar	Jan-Mar	GAA	50,000.00	50,000.00		
	OPPC Team Building Activity	OPPC			N/A	N/A			GAA	-	-		
	Lease of Venue (With Facilitator)	OPPC		LOV	N/A	N/A	Jan-Mar	Jan-Mar	GAA	110,000.00	110,000.00		
	Lease of Motor Vehicle	OPPC		SVP	N/A	N/A	Jan-Mar	Jan-Mar	GAA	20,000.00	20,000.00		
	Cultural Immersion Training Program	OPPC			N/A	N/A			GAA	-	-		
	Lease of Venue (With Facilitator)	OPPC		LOV	N/A	N/A	Jan-Mar	Jan-Mar	GAA	107,000.00	107,000.00		
	Lease of Motor Vehicle	OPPC		SVP	N/A	N/A	Jan-Mar	Jan-Mar	GAA	50,000.00	50,000.00		
	Supplies & Materials	OPPC			N/A	N/A			GAA	-	-		
	Office Supplies - Part A (inclusive of 10% inflation rate)	OPPC		A-to-A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	188,548.71	188,548.71		
	Office Supplies - Part B (inclusive of 10% inflation rate)	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	123,150.71	123,150.71		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Furniture and Fixtures (Semi-Expendable)	OPPC			N/A	N/A			GAA	-	-		
	ICT Office Supplies	OPPC		SVP	N/A	N/A			GAA	-	-		
	Semi-Expendable (Office Equipment)	OPPC		SVP	N/A	N/A			GAA	-	-		
	Other Supplies & Materials	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	300.58	300.58		
	Utilities Expenses	OPPC			N/A	N/A			GAA	-	-		
	Communications Services	OPPC			N/A	N/A			GAA	-	-		
	Telephone - Mobile (2 lines)	OPPC		Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	130,000.00	130,000.00		
	Telephone - Landline	OPPC		Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	76,000.00	76,000.00		
	Cable (Wire), Satellite, Telegraph and Radio	OPPC		Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	29,000.00	29,000.00		
	Extraordinary & Miscellaneous Expenses	OPPC			N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	Professional Services	OPPC			N/A	N/A			GAA	-	-		
	Other Professional Services	OPPC		HTC	N/A	N/A	Jan-Dec	Jan-Dec	GAA	45,000.00	45,000.00		
	Printing and Binding Expenses	OPPC			N/A	N/A			GAA	-	-		
	Publication of the DFA Accomplishment Report	OPPC		Competitive Bidding	N/A	N/A	Jul-Sep	Jul-Sep	GAA	93,000.00	93,000.00		
	Representation Expenses	OPPC			N/A	N/A			GAA	-	-		
	Senior Special Assistants (SSA) Coordination Meetings (D1)	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Budget Presentation Briefings/Meetings (D1)	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	DFA-Strategic Plan-related meetings/briefings (D1)	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Public Investment Program (PIP) Meetings (D1)	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Performance Based Bonus (PBB) & PBB-related meetings (D2)	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	SJPCC/SONA Meeting (D2)	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Performance Management Team (PMT) Meetings (D2)	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Change Management Team (CMT) Meetings (D3a)	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Knowledge Management Program (KMP) Meetings (D3b)	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Meetings organized/chaired/conducted by OPPC	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Administrative Officers Meeting and other related meetings	OPPC			N/A	N/A			GAA	-	-		
	Ordered Meals and Beverages	OPPC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	14,000.00	14,000.00		
	Tokens or Gifts for other Government Agencies/Stakeholders,	OPPC		SVP	N/A	N/A	Sep-Nov	Sep-Nov	GAA	75,000.00	75,000.00		
	Rent Expenses	OPPC			N/A	N/A			GAA	-	-		
	Rents - Building and Structures	OPPC			N/A	N/A			GAA	-	-		



**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Rents - Motor Vehicles	OPPC			N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle for Official use (1 unit)	OPPC		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	748,000.00	748,000.00		
	Rents - Equipment	OPPC			N/A	N/A			GAA	-	-		
	Lease of Equipment - Photocopying machine (2 units)	OPPC		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	258,000.00	258,000.00		
	Subscription Expenses	OPPC			N/A	N/A	Jan-Dec	Jan-Dec	GAA	84,000.00	84,000.00		
	Local Newspapers and Magazines	OPPC			N/A	N/A			GAA	-	-		
	(Star, Inquirer, Manila Bulletin, Business Mirror)	OPPC		SVP	N/A	N/A			GAA	-	-		
	Foreign Newspapers and Magazines	OPPC			N/A	N/A			GAA	-	-		
	(Financial Times, The Economist, Time Magazine, The NY Time)	OPPC		Direct	N/A	N/A			GAA	-	-		
	OFFICE OF THE PUBLIC AND CULTURAL DIPLOMACY	OPCD			N/A	N/A			GAA	-	-		
	Maintenance and Other Operating Expenses (MOOE)	OPCD			N/A	N/A			GAA	-	-		
	Local travel 1	OPCD	No		N/A	N/A			GAA	-	-		
	Media Relations support to SFA/DFA Offices	OPCD			N/A	N/A			GAA	-	-		
	Plane Ticket	OPCD		Competitive Bidding	N/A	N/A	Mar	Mar	GAA	32,000.00	32,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OPCD			N/A	N/A	Mar	Mar	GAA	26,500.00	26,500.00		
	Local Travel 2	OPCD	No		N/A	N/A			GAA	-	-		
	Training for RCOs on Public Diplomacy	OPCD			N/A	N/A			GAA	-	-		
	Plane Ticket	OPCD		Competitive Bidding	N/A	N/A	Jun	Jun	GAA	32,000.00	32,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OPCD			N/A	N/A	Jun	Jun	GAA	26,500.00	26,500.00		
	Foreign Travel 1	OPCD	No		N/A	N/A			GAA	-	-		
	Media Relations support to SFA/DFA Offices	OPCD			N/A	N/A			GAA	-	-		
	Plane Ticket	OPCD		Competitive Bidding	N/A	N/A	Sep	Sep	GAA	40,000.00	40,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OPCD			N/A	N/A	Sep	Sep	GAA	23,000.00	23,000.00		
	GAD Activity	OPCD	No		N/A	N/A			GAA	-	-		
	Lease of Venue (with accommodation)	OPCD		LOV	N/A	N/A	Jun	Jun	GAA	129,900.00	129,900.00		
	Resource Speaker	OPCD		SVP	N/A	N/A	Jun	Jun	GAA	20,000.00	20,000.00		
	Lease of Motor Vehicle	OPCD		SVP	N/A	N/A	Jun	Jun	GAA	30,000.00	30,000.00		
	OSCR Team Building/ Training	OPCD	No		N/A	N/A			GAA	-	-		
	Lease of Venue (with accommodation)	OPCD		LOV	N/A	N/A	Jun	Jun	GAA	67,000.00	67,000.00		
	Resource Speaker	OPCD		SVP	N/A	N/A	Jun	Jun	GAA	20,000.00	20,000.00		
	Lease of Motor Vehicle	OPCD		SVP	N/A	N/A	Jun	Jun	GAA	35,000.00	35,000.00		
	Office Supplies & Materials	OPCD			N/A	N/A			GAA	-	-		
	Office Supplies - Part A (inclusive of 10% inflation rate)	OPCD	No	Agency-to-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	186,000.00	186,000.00		
	Covid-19 Preventive Measure Supplies (facemasks, etc)	OPCD	Yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	47,550.00	47,550.00		
	Communications Services	OPCD			N/A	N/A			GAA	-	-		
	Telephone - Landline	OPCD	Yes	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	112,000.00	112,000.00		
	Telephone - Mobile	OPCD	Yes	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	112,000.00	112,000.00		
	Mobile - Pre-paid Card	OPCD	Yes	SVP	N/A	N/A			GAA	60,000.00	60,000.00		
	Cable, Satellite, Telegraph and Radio Expenses	OPCD	Yes	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	36,000.00	36,000.00		
	Internet Subscription	OPCD	Yes	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	37,000.00	37,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Extraordinary & Miscellaneous Expenses	OPCD	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	Hiring of COS Staff	OPCD			N/A	N/A			GAA	-	-		
	Honorarium and Premium	OPCD	Yes		N/A	N/A	Jan-Jun	Jan-Jun	GAA	252,000.00	252,000.00		
	Repair & Maintenance of Machinery and Equipment	OPCD			N/A	N/A			GAA	-	-		
	Camera	OPCD	No	Direct Contracting	N/A	N/A	Apr,Aug	Apr,Aug	GAA	18,500.00	18,500.00		
	Video Recorder	OPCD	No	Direct Contracting	N/A	N/A	Apr,Aug	Apr,Aug	GAA	18,500.00	18,500.00		
	Printing and Binding	OPCD			N/A	N/A			GAA	-	-		
	Public Diplomacy publication	OPCD	No	SVP	N/A	N/A	Jun	Jun	GAA	107,000.00	107,000.00		
	Bi-monthly Meetings hosted by OSCR	OPCD			N/A	N/A			GAA	-	-		
	Ordered Meals/Catering Services	OPCD	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	Representation	OPCD			N/A	N/A			GAA	-	-		
	Tokens/Gifts/Cards/Other Representation Expenses	OPCD	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	150,000.00	150,000.00		
	RENTS	OPCD			N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle for Official use	OPCD	Yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	606,000.00	606,000.00		
	Lease of Equipment - Photocopying machine	OPCD	Yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	294,000.00	294,000.00		
	Lease of ICT Equipment	OPCD	Yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	428,000.00	428,000.00		
	Subscription to Publications	OPCD			N/A	N/A			GAA	-	-		
	Newspapers, Magazines	OPCD	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	213,000.00	213,000.00		
	Advertisements	OPCD			N/A	N/A			GAA	-	-		
	TV, online, print (on as needed basis)	OPCD	No		N/A	N/A	Mar,Jun,Sep	Mar,Jun,Sep	GAA	206,550.00	206,550.00		
	OFFICE OF THE SECRETARY	OSEC							GAA	-	-		
	TRAVELING EXPENSES	OSEC			N/A	N/A			GAA	-	-		
	Local Travel	OSEC			N/A	N/A			GAA	-	-		
	Travel to Luzon	OSEC			N/A	N/A			GAA	-	-		
	Plane ticket	OSEC		SVP	N/A	N/A	Mar,May,Aug	Mar,May,Aug	GAA	140,000.00	140,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OSEC		N/A	N/A	N/A	Mar,May,Aug	Mar,May,Aug	GAA	87,120.00	87,120.00		
	Travel to Visayas	OSEC			N/A	N/A			GAA	-	-		
	Plane ticket	OSEC		SVP	N/A	N/A	Feb,Apr,Oct	Feb,Apr,Oct	GAA	135,000.00	135,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OSEC		N/A	N/A	N/A	Feb,Apr,Oct	Feb,Apr,Oct	GAA	35,640.00	35,640.00		
	Travel to Mindanao	OSEC			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Plane ticket	OSEC		SVP	N/A	N/A	Feb,May,Nov	Feb,May,Nov	GAA	160,000.00	160,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OSEC		N/A	N/A	N/A	Feb,May,Nov	Feb,May,Nov	GAA	59,400.00	59,400.00		
	Foreign Travel	OSEC			N/A	N/A			GAA	-	-		
	Foreign travel 1-The Americas and Canada	OSEC			N/A	N/A			GAA	-	-		
	Plane Ticket	OSEC		SVP	N/A	N/A	Jan,Feb,Oct Nov	Jan,Feb,Oct Nov	GAA	1,300,000.00	1,300,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OSEC		N/A	N/A	N/A	Jan,Feb,Oct, Nov	Jan,Feb,Oct, Nov	GAA	1,160,920.00	1,160,920.00		
	DSA: Pre-departure Allowance	OSEC		N/A	N/A	N/A	Jan,Feb,Oct Nov	Jan,Feb,Oct Nov	GAA	18,000.00	18,000.00		
	DSA: Representation Allowance	OSEC		N/A	N/A	N/A	Jan,Feb,Oct, Nov	Jan,Feb,Oct Nov	GAA	159,000.00	159,000.00		
	Foreign Travel 2- ASIA Pacific Region	OSEC			N/A	N/A			GAA	-	-		
	Plane Ticket	OSEC		SVP	N/A	N/A	Mar,Oct	Mar,Oct	GAA	914,000.00	914,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OSEC		N/A	N/A	N/A	Mar,Oct	Mar,Oct	GAA	885,060.00	885,060.00		
	DSA: Pre-departure Allowance	OSEC		N/A	N/A	N/A	Mar,Oct	Mar,Oct	GAA	22,500.00	22,500.00		
	DSA: Representation Allowance	OSEC		N/A	N/A	N/A	Mar,Oct	Mar,Oct	GAA	265,000.00	265,000.00		
	Foreign Travel 3 - Southeast Asia	OSEC			N/A	N/A			GAA	-	-		
	Plane Ticket	OSEC		SVP	N/A	N/A	Feb,Apr,May Jul,Nov	Feb,Apr,May Jul,Nov	GAA	957,238.00	957,238.00		
	DSA: Hotel, Meals and Incidental Allowance	OSEC		N/A	N/A	N/A	Feb,Apr,May Jul,Nov	Feb,Apr,May Jul,Nov	GAA	608,936.00	608,936.00		
	DSA: Pre-departure Allowance	OSEC		N/A	N/A	N/A	Feb,Apr,May Jul,Nov	Feb,Apr,May Jul,Nov	GAA	13,500.00	13,500.00		
	DSA: Representation Allowance	OSEC		N/A	N/A	N/A	Feb,Apr,May Jul,Nov	Feb,Apr,May Jul,Nov	GAA	159,000.00	159,000.00		
	Foreign Travel 4 - Europe	OSEC			N/A	N/A			GAA	-	-		
	Plane Ticket	OSEC		SVP	N/A	N/A	Jan-Mar	Jan-Mar	GAA	1,019,000.00	1,019,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OSEC		N/A	N/A	N/A	Jan-Mar	Jan-Mar	GAA	956,000.00	956,000.00		
	DSA: Pre-departure Allowance	OSEC		N/A	N/A	N/A	Jan-Mar	Jan-Mar	GAA	6,000.00	6,000.00		
	DSA: Representation Allowance	OSEC		N/A	N/A	N/A	Jan-Mar	Jan-Mar	GAA	53,000.00	53,000.00		
	Foreign Travel 5 - Middle East and Africa	OSEC			N/A	N/A			GAA	-	-		
	Plane Ticket	OSEC		SVP	N/A	N/A	Mar,Oct,Nov	Mar,Oct,Nov	GAA	930,055.00	930,055.00		
	DSA: Hotel, Meals and Incidental Allowance	OSEC		N/A	N/A	N/A	Mar,Oct,Nov	Mar,Oct,Nov	GAA	724,600.00	724,600.00		
	DSA: Pre-departure Allowance	OSEC		N/A	N/A	N/A	Mar,Oct,Nov	Mar,Oct,Nov	GAA	6,000.00	6,000.00		
	DSA: Representation Allowance	OSEC		N/A	N/A	N/A	Mar,Oct,Nov	Mar,Oct,Nov	GAA	53,000.00	53,000.00		
	Foreign Travel 6 -Americas (UNGA)	OSEC			N/A	N/A			GAA	-	-		
	Plane Ticket	OSEC		SVP	N/A	N/A	Jun,Sep	Jun,Sep	GAA	742,000.00	742,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OSEC		N/A	N/A	N/A	Jun,Sep	Jun,Sep	GAA	751,250.00	751,250.00		
	DSA: Pre-departure Allowance	OSEC		N/A	N/A	N/A	Jun,Sep	Jun,Sep	GAA	7,500.00	7,500.00		
	DSA: Representation Allowance	OSEC		N/A	N/A	N/A	Jun,Sep	Jun,Sep	GAA	53,000.00	53,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	TRAINING EXPENSES	OSEC			N/A	N/A			GAA	-	-		
	Team Building	OSEC	No		N/A	N/A			GAA	-	-		
	Venue	OSEC		Lease of Venue	N/A	N/A	Apr	Apr	GAA	80,000.00	80,000.00		
	Lease motor Vehicle	OSEC		SVP	N/A	N/A	May	May	GAA	36,000.00	36,000.00		
	SUPPLIES AND MATERIALS	OSEC			N/A	N/A			GAA	-	-		
	ICT Office Supplies	OSEC	No		N/A	N/A			GAA	5,000.00	5,000.00		
	USB Port Adapter (10 units)	OSEC	No		N/A	N/A			GAA	2,000.00	2,000.00		
	Mini Display Port Adapter	OSEC	No		N/A	N/A			GAA	2,000.00	2,000.00		
	USB-C Digital AV Multiport Adapter (2 units)	OSEC	No		N/A	N/A			GAA	11,000.00	11,000.00		
	Other ICT Supplies	OSEC	No		N/A	N/A			GAA	-	-		
	Office Supplies Expenses	OSEC			N/A	N/A			GAA	-	-		
	Part A (inclusive of 10% inflation rate)	OSEC	No	NP-53.5 Agency to Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	345,476.20	345,476.20		
	Part B (inclusive of 10% inflation rate)	OSEC	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	289,553.00	289,553.00		
	Drugs and Medicines Expenses	OSEC			N/A	N/A			GAA	-	-		
	COVID-19 Tests	OSEC	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	150,000.00	150,000.00		
	Fuel, Oil and Lubricants	OSEC			N/A	N/A	Jan-Dec	Jan-Dec	GAA	928,000.00	928,000.00		
	SEMI EXPENDABLE EXPENSES	OSEC			N/A	N/A			GAA	-	-		
	Office Equipment	OSEC			N/A	N/A			GAA	-	-		
	Air Purifier (10 units)	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	140,000.00	140,000.00		
	Information and Communications Technology Equipment	OSEC			N/A	N/A			GAA	-	-		
	All-in One Printer laser, color (2units)	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	29,800.00	29,800.00		
	Portable Printer (1 Unit)	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	14,900.00	14,900.00		
	Desktop External Hard Drive 8TB (2 Units)	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	29,800.00	29,800.00		
	Portable Scanner (1 Unit)	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	8,000.00	8,000.00		
	Computer Speaker (10 units)	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Portable PA Audio System with Mic (1 Unit)	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Digital Voice Recorder	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	6,500.00	6,500.00		
	Furniture and Fixture (Semi-Expendable)	OSEC			N/A	N/A			GAA	-	-		
	Executive Chair, All Mesh (10 units)	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	130,000.00	130,000.00		
	Other Semi- Expendables Furniture & Fixtures	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	30,000.00	30,000.00		
	Other Supplies and Materials Expenses	OSEC			N/A	N/A			GAA	-	-		
	Safety Helmet (15 pcs)	OSEC			N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,500.00	4,500.00		
	Other Supplies and Materials Expenses	OSEC			N/A	N/A	Jan-Dec	Jan-Dec	GAA	295,500.00	295,500.00		
	COMMUNICATIONS SERVICES	OSEC			N/A	N/A			GAA	-	-		
	Mobile -10 mobile lines and mobile prepaid cards	OSEC	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,013,000.00	2,013,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Landline	OSEC	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	398,000.00	398,000.00		
	Internet Subscription- wifi connection	OSEC	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	193,000.00	193,000.00		
	Cable, Satellite, Telegraph and Radio - Cable Television	OSEC	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	75,000.00	75,000.00		
	CONFIDENTIAL EXPENSES	OSEC			N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000,000.00	50,000,000.00		
	EXTRAORDINARY AND MISCELLANEOUS EXPENSES	OSEC			N/A	N/A	Jan-Dec	Jan-Dec	GAA	468,000.00	468,000.00		
	PROFESSIONAL SERVICES - Contract of Service	OSEC	No	HTC	N/A	N/A	Jan-Dec	Jan-Dec	GAA	224,487.80	224,487.80		
	GENERAL SERVICES	OSEC			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Environment Sanitary Services	OSEC		SVP	N/A	N/A	as the need arises	as the need arises	GAA	54,000.00	54,000.00		
	Other General Services	OSEC		SVP	N/A	N/A	as the need arises	as the need arises	GAA	50,000.00	50,000.00		
	REPAIR AND MAINTENANCE	OSEC			N/A	N/A			GAA	-	-		
	R & M Buildings	OSEC	Yes	SVP	N/A	N/A	Jan-Jun	Jan-Jun	GAA	398,000.00	398,000.00		
	R & M Machinery	OSEC	Yes	SVP	N/A	N/A	Jan-Jun	Jan-Jun	GAA	226,000.00	226,000.00		
	R& M Office Equipment	OSEC	No	SVP	N/A	N/A	Jan-Jun	Jan-Jun	GAA	20,000.00	20,000.00		
	R & M Motor Vehicles	OSEC	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	R & M Furniture and Fixtures	OSEC	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	155,000.00	155,000.00		
	OTHER MAINTENANCE AND OPERATING EXPENSES	OSEC			N/A	N/A			GAA	-	-		
	Printing and Binding Expenses	OSEC		SVP	N/A	N/A	as the need arises	as the need arises	GAA	50,000.00	50,000.00		
	Representation Expenses	OSEC			N/A	N/A			GAA	-	-		
	Weekly Usec/Asec meetings; Events and meetings with DFA Officials and other government agencies.	OSEC	No	SMV	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,912,000.00	1,912,000.00		
	Purchase of Flowers and Plants Arrangements	OSEC			N/A	N/A			GAA	-	-		
	Flowers arrangements for wakes and other occasions; flowers and plants to decorate the office	OSEC	No	SMV	N/A	N/A			GAA	250,000.00	250,000.00		
	Traditional Yearly Christmas Gifts/Decorations	OSEC			N/A	N/A			GAA	-	-		
	Grocery Items and Gift Baskets	OSEC	No	SVP	N/A	N/A	Sep-Nov	Sep-Nov	GAA	500,000.00	500,000.00		
	Wines and Liquors	OSEC	No	SVP	N/A	N/A	Sep-Nov	Sep-Nov	GAA	550,000.00	550,000.00		
	Pointsettia Plants, flowers, Christmas Decorations	OSEC	No	SVP	N/A	N/A	Sep-Nov	Sep-Nov	GAA	150,000.00	150,000.00		
	SFA's Christmas Cards	OSEC	No	SMV	N/A	N/A	Sep-Nov	Sep-Nov	GAA	120,000.00	120,000.00		
	Other Representation Supplies	OSEC			N/A	N/A			GAA	-	-		
	Tokens, gifts and gratuities given by SFA during his travel to foreign countries	OSEC	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	417,264.00	417,264.00		
	RENT/LEASE EXPENSES	OSEC			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity	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	
	Rents- Motor Vehicle	OSEC			N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle for Official Use	OSEC	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,380,000.00	4,380,000.00		
	Rents - Equipment	OSEC			N/A	N/A			GAA	-	-		
	Lease of photocopying machine (6 units)	OSEC	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	800,000.00	800,000.00		
	Lease of Two-Way Radio (7 units)	OSEC	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	170,000.00	170,000.00		
	Rents - ICT Machinery and Equipment	OSEC			N/A	N/A			GAA	-	-		
	Lease of Desktop Computers and Peripherals (10 units)	OSEC	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	781,500.00	781,500.00		
	SUBSCRIPTION EXPENSES	OSEC			N/A	N/A			GAA	-	-		
	ICT Software Subscription	OSEC			N/A	N/A			GAA	-	-		
	Library and Other Reading Materials Subscription Expenses	OSEC	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	Local Newspaper and Magazines	OSEC	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	150,000.00	150,000.00		
	Foreign Newspapers and Magazines	OSEC	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	130,000.00	130,000.00		
	Other Subscription Expenses	OSEC		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	131,000.00	131,000.00		
	OFFICE OF TREATIES AND LEGAL AFFAIRS	OTLA			N/A	N/A			GAA	-	-		
	Maintenance and Other Operating Expenses (MOOE)	OTLA			N/A	N/A			GAA	-	-		
	Travelling Expenses	OTLA			N/A	N/A			GAA	-	-		
	Local Travel	OTLA			N/A	N/A			GAA	-	-		
	Court Hearings and Meetings Outside Metro Manila	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	56,000.00	56,000.00		
	Foreign Travel	OTLA			N/A	N/A			GAA	-	-		
	Foreign Travel 1 - ASEAN China	OTLA			N/A	N/A			GAA	-	-		
	Plane Ticket	OTLA			N/A	N/A	Feb/Apr/Jun/Aug/Oct	Feb/Apr/Jun/Aug/Oct	GAA	300,000.00	300,000.00		
	DSA, Pre-departure, Representation Allowances	OTLA			N/A	N/A	Feb/Apr/Jun/Aug/Oct	Feb/Apr/Jun/Aug/Oct	GAA	500,000.00	500,000.00		
	Foreign Travel 2 - UN Conferences	OTLA			N/A	N/A			GAA	-	-		
	Airfare	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	DSA, Pre-departure and representation allowance	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	160,000.00	160,000.00		
	Foreign Travel 3 - Other IO Meetings/Conferences (HCCH,AALCO,IMO)	OTLA			N/A	N/A			GAA	-	-		
	Plane Ticket	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	183,250.00	183,250.00		
	DSA, Pre-departure, Representation Allowance	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	203,250.00	203,250.00		
	Foreign Travel 4 - Airtalks	OTLA			N/A	N/A			GAA	-	-		
	Plane Ticket	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	183,250.00	183,250.00		
	DSA, Pre-departure, Representation Allowance	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	203,250.00	203,250.00		
	Foreign Travel 5 - Bilateral Negotiations	OTLA			N/A	N/A			GAA	-	-		
	Plane Ticket	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	80,000.00	80,000.00		
	DSA, Pre-departure, Representation Allowance	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Training Expenses	OTLA			N/A	N/A			GAA	-	-		
	Mandatory Continuing Legal Education (MCLE)	OTLA			N/A	N/A			GAA	-	-		
	Honorarium for Speakers, Facilitators	OTLA			N/A	N/A	Aug	Aug	GAA	90,000.00	90,000.00		
	Catering Services, for refreshments	OTLA			N/A	N/A	Aug	Aug	GAA	100,000.00	100,000.00		
	Team Building	OTLA			N/A	N/A			GAA	-	-		
	Lease of Venue, Facilitator, Transportation	OTLA			N/A	N/A	Jun/Dec	Jun/Dec	GAA	200,000.00	200,000.00		
	Supplies & Materials	OTLA			N/A	N/A			GAA	-	-		
	Office Supplies - Part A (inclusive of 10% inflation rate)	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	250,000.00	250,000.00		
	Office Supplies - Part B (inclusive of 10% inflation rate)	OTLA			N/A	N/A			GAA	-	-		
	Semi-Expendable Furnitures and Fixtures	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	Other Supplies and Materials	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	160,000.00	160,000.00		
	Communications Expenses	OTLA			N/A	N/A			GAA	-	-		
	Telephone - Landline	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	73,000.00	73,000.00		
	Telephone - Mobile	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	121,000.00	121,000.00		
	Cable	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	14,000.00	14,000.00		
	Postage and Courier Services	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	34,000.00	34,000.00		
	Internet Subscription	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	38,000.00	38,000.00		
	Extraordinary & Miscellaneous Expenses	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	Taxes, Insurance Premiums and Other Fees	OTLA			N/A	N/A			GAA	-	-		
	Taxes, Duties and Licenses	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Representation Expenses	OTLA			N/A	N/A			GAA	-	-		
	Catering requirements, refreshments during meetings, tokens/gifts, flowers	OTLA			N/A	N/A			GAA	67,000.00	67,000.00		
	Rent Expenses	OTLA			N/A	N/A			GAA	-	-		
	Motor Vehicle	OTLA			N/A	N/A			GAA	-	-		
	Lease of Motor Vehicle for Official use (1 unit)	OTLA		Competitive Bidding	N/A	N/A			GAA	-	-		
	Equipment	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	621,000.00	621,000.00		
	Lease of Equipment - Photocopying machine (3 units)	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	360,000.00	360,000.00		
	Subscription Expense	OTLA			N/A	N/A			GAA	-	-		
	Other Subscription Expenses	OTLA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	OUIER-APEC	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Travelling Expenses	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Asia Pacific Economic Cooperation Meetings	OUMAIAER-APEC							GAA	-	-		
	Plane Ticket	OUMAIAER-APEC	No	Competitive Bidding	N/A	N/A			GAA	2,000,000.00	2,000,000.00		
	DSA and other allowances	OUMAIAER-APEC			N/A	N/A			GAA	1,500,000.00	1,500,000.00		
	Asia Cooperation Dialogue Meetings	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIAER-APEC	No	Competitive Bidding	N/A	N/A			GAA	250,000.00	250,000.00		
	DSA and other allowances	OUMAIAER-APEC			N/A	N/A			GAA	138,408.40	138,408.40		
	Training & Scholarship Expenses	OUMAIAER-APEC			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity	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	
	APEC Business Travel Card (ABTC) Roadshow and Concept Note and Project Proposal Writing	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Lease of venue, meals and training materials, gifts and other miscellaneous	OUMAIAER-APEC		NP-53.9 - Small Value Procurement / NP-53.10 Lease of Real Property and Venue	N/A	N/A			GAA	150,000.00	150,000.00		
	APEC Online Project Writeshop	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	APEC Writeshop and Concept Note preparations Workshops to access APEC Funding Assistance for studies, seminars	OUMAIAER-APEC			N/A	N/A			GAA	40,000.00	40,000.00		
	Honoraria	OUMAIAER-APEC			N/A	N/A			GAA	20,000.00	20,000.00		
	Gifts/Token and other miscellaneous	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	APEC Youth Leaders Forum	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Holding of Webinar for the APEC Youth Sector	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Meals, Miscellaneous, Speaker/Professional Services Fee/Honoraria and other logistics	OUMAIAER-APEC		NP-53.9 - Small Value Procurement / Shopping	N/A	N/A			GAA	500,000.00	500,000.00		
	Gifts/Token and other miscellaneous	OUMAIAER-APEC			N/A	N/A			GAA	100,000.00	100,000.00		
	GAD Related Activities/Trainings/Seminars	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Training Supplies, Tokens/Gifts and Miscellaneous	OUMAIAER-APEC		NP-53.9 - Small Value Procurement / Shopping	N/A	N/A			GAA	650,000.00	650,000.00		
	Registration/Seminar Fee	OUMAIAER-APEC			N/A	N/A			GAA	200,000.00	200,000.00		
	Speaker/Moderator Service Fees	OUMAIAER-APEC			N/A	N/A			GAA	200,000.00	200,000.00		
	Meals and Beverages, Venue	OUMAIAER-APEC			N/A	N/A			GAA	243,074.13	243,074.13		
	Supplies and Materials Expenses	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	ICT Office Supplies for the enhancement of APEC online conference center	OUMAIAER-APEC			N/A	N/A			GAA	850,000.00	850,000.00		
	Office Supplies Expenses/Common use office supplies and the enhancement of APEC online conference center	OUMAIAER-APEC			N/A	N/A			GAA	350,000.00	350,000.00		
	Semi-Expendable-Office Equipment/Office equipment for the enhancement of APEC online conferencing center	OUMAIAER-APEC			N/A	N/A			GAA	400,000.00	400,000.00		
	Semi-Expendable-Furniture and fixtures for the enhancement of APEC online conferencing center	OUMAIAER-APEC			N/A	N/A			GAA	200,000.00	200,000.00		
	Semi-Expendable-ICT Equipment for the enhancement of APEC online conferencing center	OUMAIAER-APEC			N/A	N/A			GAA	710,000.00	710,000.00		
	Communications Services	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Mobile load cards-Prepaid load cards for official use, communication expenses for international meetings	OUMAIAER-APEC	No		N/A	N/A			GAA	130,000.00	130,000.00		
	Landline communication expenses for International meetings	OUMAIAER-APEC			N/A	N/A			GAA	100,000.00	100,000.00		
	Professional Services	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Technical Consultants and COS/Consultants and additional personnel on COS basis	OUMAIAER-APEC	No		N/A	N/A			GAA	840,000.00	840,000.00		



**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity	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	
	Economic Diplomacy Handbook Consultants/Consultants, researchers, writers and other professional fees	OUMAIAER-APEC			N/A	N/A			GAA	3,900,000.00	3,900,000.00		
	Other Maintenance & Operating Expenses	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Representation Expenses	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Technical Board on APEC Matters (TBAM) Meetings	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Meals, Lease of Venue and other miscellaneous	OUMAIAER-APEC	No	NP-53.10 Lease of Real Property and Venue NP-53.9 Small Value Procurement	N/A	N/A			GAA	300,000.00	300,000.00		
	APEC International Meetings and Conferences	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Rental of vehicle, hosting of meetings, secretariat room and other incidental expenses	OUMAIAER-APEC	No		N/A	N/A			GAA	1,240,000.00	1,240,000.00		
	Commemorative APEC Stamps	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Printing of APEC Vision Commemorative Stamps	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Design development and printing of commemorative stamps	OUMAIAER-APEC			N/A	N/A			GAA	250,000.00	250,000.00		
	APEC Coffee Table Book	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Publish commemorative APEC Coffee Table Book on PH experience in the	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Production of printing cost of coffee table book, logistics and other miscellaneous expenses, writers and service providers' fee	OUMAIAER-APEC			N/A	N/A			GAA	3,500,000.00	3,500,000.00		
	APEC PH Microsite	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Deploy APEC Philippines Online Microsite and Portal containing general information Philippine engagement in the Asia-Pacific Economic Cooperation Forum	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Service provider fee, registration, maintenance, logistics and other miscellaneous	OUMAIAER-APEC	No		N/A	N/A			GAA	2,500,000.00	2,500,000.00		
	APEC EDD MSME Microsite	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Portal for FSPs, Business Chamber and MSMES	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Design development, logistics and miscellaneous expenses	OUMAIAER-APEC			N/A	N/A			GAA	1,500,000.00	1,500,000.00		
	APEC Street Food Festival	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Mount online APEC street food showcase	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Video editing service, chef/professional services fees, incidental and miscellaneous expenses	OUMAIAER-APEC			N/A	N/A			GAA	800,000.00	800,000.00		
	Economic Diplomacy Event	OUMAIAER-APEC							GAA	-	-		
	Meals, tokens/gifts, other logistics and miscellaneous expenses	OUMAIAER-APEC							GAA	100,000.00	100,000.00		
	Membership Dues and Contributions to Organizations	OUMAIAER-APEC			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	APEC Policy Support Unit (PSU)	OUMAIAER-APEC	No		N/A	N/A			GAA	1,530,000.00	1,530,000.00		
	Pacific Economic Cooperation Council (PECC)	OUMAIAER-APEC	No		N/A	N/A			GAA	600,000.00	600,000.00		
	Subscription Expenses/Online Video Conferencing Subscription	OUMAIAER-APEC			N/A	N/A			GAA	-	-		
	Video conferencing, software and storage subscription	OUMAIAER-APEC			N/A	N/A			GAA	70,000.00	70,000.00		
	OUIER-ERU	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Training and Scholarship Expenses	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Training Expenses	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Online and physical seminars and trainings (economic diplomacy, economic research, specialized topics on economic participation of women and data management)	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Registration and participation	OUMAIAER-ERU	No		N/A	N/A			GAA	115,000.00	115,000.00		
	Food, beverages, transportation and other miscellaneous expenses	OUMAIAER-ERU		NP-53.10- Lease of Real Property and Venue NP-53-9 - Small Value Procurement	N/A	N/A			GAA	250,000.00	250,000.00		
	Speaker/Moderator Service Fees	OUMAIAER-ERU			N/A	N/A			GAA	150,000.00	150,000.00		
	Other Maintenance and Operating Expenses	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Printing and Publications Expenses	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Economic Diplomacy Handbook	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Printing and publication of Economic Diplomacy Handbook	OUMAIAER-ERU	No	NP-53-9 - Small Value Procurement	N/A	N/A			GAA	4,500,479.96	4,500,479.96		
	Representation Expenses	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Meetings with other offices, organizations and institutions	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Food, beverages, transportation and other miscellaneous expenses	OUMAIAER-ERU	No	NP-53.10- Lease of Real Property and Venue NP-53-9 - Small Value Procurement	N/A	N/A			GAA	150,000.00	150,000.00		
	Purchase of items as tokens of appreciations	OUMAIAER-ERU	No	NP-53-9 - Small Value Procurement	N/A	N/A			GAA	50,000.00	50,000.00		
	Other Professional Services	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Hiring of consultants and personnel on COS basis to meet ERU's specialized research undertaking	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Two (2) COS for ERU's capacity building, database management, and survey design for economic diplomacy methodologies and initiatives	OUMAIAER-ERU	No		N/A	N/A			GAA	1,100,000.00	1,100,000.00		
	GAD Project/Research and compile data on women and gender related to economic diplomacy goals and activities	OUMAIAER-ERU	No		N/A	N/A			GAA	300,000.00	300,000.00		
	ICT Software Upgrade and Subscription	OUMAIAER-ERU			N/A	N/A			GAA	-	-		
	Economic Research Unit Database software and management	OUMAIAER-ERU	No		N/A	N/A			GAA	100,000.00	100,000.00		
	OFFICE OF THE UNDERSECRETARY FOR MULTILATERAL AFFAIRS AND INTERNATIONAL ECONOMIC RELATIONS	OUMAIAER			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Foreign Travel	OUMAIER			N/A	N/A			GAA	-	-		
	Ministerial/Multilateral Conferences and Meetings	OUMAIER	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER		Competitive Bidding	N/A	N/A			GAA	300,000.00	300,000.00		
	DSA and other allowances	OUMAIER		N/A	N/A	N/A			GAA	515,000.00	515,000.00		
	Training and Scholarship Expenses	OUMAIER			N/A	N/A			GAA	-	-		
	Training Expenses	OUMAIER			N/A	N/A			GAA	-	-		
	Digital Economy Training/Economic diplomacy training program	OUMAIER			N/A	N/A			GAA	-	-		
	Registration Fee, Incidental Expenses	OUMAIER			N/A	N/A			GAA	400,000.00	400,000.00		
	GAD Related Trainings/Seminars	OUMAIER							GAA	-	-		
	Logistics, training supplies and miscellaneous expenses	OUMAIER	No	NP-53.9 - Small Value Procurement / Shopping	N/A	N/A			GAA	500,951.00	500,951.00		
	Registration/ Seminar Fee	OUMAIER			N/A	N/A			GAA	290,000.00	290,000.00		
	Speaker/Moderator Service Fees	OUMAIER			N/A	N/A			GAA	250,000.00	250,000.00		
	Meals and Beverages	OUMAIER			N/A	N/A			GAA	200,000.00	200,000.00		
	Seminars/Workshops/Trainings/Study Tour	OUMAIER	No		N/A	N/A			GAA	-	-		
	Lease of Venue/Catering	OUMAIER		NP-53.10 Lease of Real Property and Venue	N/A	N/A			GAA	250,000.00	250,000.00		
	Transportation	OUMAIER		NP-53.9- Small Value Procurement	N/A	N/A			GAA	160,000.00	160,000.00		
	Registration/Seminar Fee	OUMAIER			N/A	N/A			GAA	50,000.00	50,000.00		
	Speaker/Moderator Service Fees	OUMAIER			N/A	N/A			GAA	40,000.00	40,000.00		
	OUIER Team Building Activity	OUMAIER	No		N/A	N/A			GAA	-	-		
	Lease of Venue (with facilitator)/Meals	OUMAIER		NP-53.10 Lease of Real Property and Venue	N/A	N/A			GAA	150,000.00	150,000.00		
	Transportation	OUMAIER		NP-53.9- Small Value Procurement	N/A	N/A			GAA	100,000.00	100,000.00		
	Supplies & Materials Expenses	OUMAIER							GAA	-	-		
	Office Supplies Expenses	OUMAIER							GAA	-	-		
	Office Supplies-Part A (inclusive of 10% inflation rate)	OUMAIER	No	NP-53.5 Agency-toAgency					GAA	237,756.46	237,756.46		
	Office Supplies-Part B (inclusive of 10% inflation rate)	OUMAIER	No	Competitive Bidding	N/A	N/A			GAA	194,890.00	194,890.00		
	ICT Office Supplies	OUMAIER			N/A	N/A			GAA	-	-		
	Common Use ICT Office Supplies	OUMAIER	No		N/A	N/A			GAA	100,000.00	100,000.00		
	Drugs and Medicines Expenses	OUMAIER			N/A	N/A			GAA	-	-		
	Medical Services/Covid-19 testing and other related medical expenses	OUMAIER			N/A	N/A			GAA	223,776.54	223,776.54		
	Semi-Expendable - Information and Communications Technology Equipment	OUMAIER			N/A	N/A			GAA	-	-		
	Common Use ICT Equipment/Supply of common use ICT Equipment	OUMAIER	No	NP-53.9 - Small Value Procurement / Shopping	N/A	N/A			GAA	150,000.00	150,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Other Supplies and Materials Expenses/Personal Protective Equipment and other Common Use /Supplies of PPEs and other common use supplies and materials	OUMAIER		NP-53.9 - Small Value Procurement / Shopping	N/A	N/A			GAA	142,798.00	142,798.00		
	Semi-Expendable-Furniture and Fixtures	OUMAIER			N/A	N/A			GAA	-			
	Supply of common use furniture and fixtures, steel/filing cabinets	OUMAIER		NP-53.9 - Small Value Procurement / Shopping	N/A	N/A			GAA	200,000.00	200,000.00		
	Utility Expenses/Electricity Expenses	OUMAIER	No		N/A	N/A			GAA	484,000.00	484,000.00		
	Communications Services	OUMAIER			N/A	N/A			GAA	-	-		
	Postage and Courier Services	OUMAIER	No		N/A	N/A			GAA	121,049.00	121,049.00		
	Mobile	OUMAIER	No		N/A	N/A			GAA	351,000.00	351,000.00		
	Mobile prepaid loads/cards for official use	OUMAIER							GAA	50,000.00	50,000.00		
	Landline	OUMAIER	No		N/A	N/A			GAA	66,000.00	66,000.00		
	Internet Subscription	OUMAIER	No		N/A	N/A			GAA	45,000.00	45,000.00		
	Cable, Satellite, Telegraph and Radio	OUMAIER	No		N/A	N/A			GAA	38,000.00	38,000.00		
	Confidential, Intelligence and Extraordinary Expenses	OUMAIER			N/A	N/A			GAA	-	-		
	Extraordinary & Miscellaneous Expenses	OUMAIER			N/A	N/A			GAA	312,000.00	312,000.00		
	Other Professional Services	OUMAIER			N/A	N/A			GAA	-	-		
	Technical Consultants and COS	OUMAIER	No		N/A	N/A			GAA	-	-		
	Hiring of Consultants and additional personnel on COS basis to meet OUIER's personnel requirements	OUMAIER			N/A	N/A			GAA	1,260,000.00	1,260,000.00		
	Economic Diplomacy Handbook Consultants	OUMAIER			N/A	N/A			GAA	-	-		
	Consultants, researchers, writers and other professional fees	OUMAIER		NP 53.6 / NP 57.7 (HTC)	N/A	N/A			GAA	3,350,000.00	3,350,000.00		
	Environment/Sanitary Services	OUMAIER			N/A	N/A			GAA	-	-		
	Disinfection Services/Misting and Disinfection of Office Premises	OUMAIER			N/A	N/A			GAA	100,000.00	100,000.00		
	Financial Assistance/Subsidies-Others	OUMAIER			N/A	N/A			GAA	-	-		
	Economic Digital Diplomacy	OUMAIER			N/A	N/A			GAA	-	-		
	Funding for PHL MSMEs, manufacturers and exporters for their economic programs	OUMAIER			N/A	N/A			GAA	2,000,000.00	2,000,000.00		
	Online Digital Marketplace Initiative	OUMAIER			N/A	N/A			GAA	-	-		
	Expenses for design and development of portal for FSPs, Business Chambers and MSMEs	OUMAIER			N/A	N/A			GAA	2,000,000.00	2,000,000.00		
	Other Maintenance & Operating Expenses	OUMAIER			N/A	N/A			GAA	-	-		
	Printing and Publication Expenses/Printing and Publication Expenses/Printing and Binding Expenses/Fact Book, Photographs, Booklets	OUMAIER		NP-53.9 Small Value Procurement	N/A	N/A			GAA	32,000.00	32,000.00		
	Representation Expenses	OUMAIER			N/A	N/A			GAA	-	-		
	Multilateral Meetings and conferences	OUMAIER			N/A	N/A			GAA	-	-		
	Secretariat Room, Interpreter, rental of vehicle and equipment	OUMAIER			N/A	N/A			GAA	2,680,000.00	2,680,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Stakeholders' Meetings and Hostings	OUMAIAER	No		N/A	N/A			GAA	-	-		
	Catering Services/Ordered meals and beverages/Lease of Venue/Incidental Expenses	OUMAIAER		NP-53.9 Small Value Procurement	N/A	N/A			GAA	-	600,00.00		
	OUIER Weekly Huddle	OUMAIAER	No	NP-53.9 - Small Value Procurement	N/A	N/A			GAA	200,000.00	200,000.00		
	Meetings with other Organizations and Institutions	OUMAIAER	No	NP-53.10 Lease of Real Property and Venue / NP-53.9 - Small Value Procurement	N/A	N/A			GAA	500,000.00	500,000.00		
	Inter-Office Coordination Meetings	OUMAIAER	No	NP-53.10 Lease of Real Property and Venue / NP-53.9 - Small Value Procurement	N/A	N/A			GAA	550,000.00	550,000.00		
	Purchase of Christmas cards and calling cards	OUMAIAER	No		N/A	N/A			GAA	100,000.00	100,000.00		
	Purchase of gifts, cards, souvenirs and other items as tokens of appreciation/sympathy	OUMAIAER	No		N/A	N/A			GAA	220,000.00	220,000.00		
	Purchase of grocery items for the official use of OUIER	OUMAIAER	No		N/A	N/A			GAA	127,816.50	127,816.50		
	Enhancement of office representation	OUMAIAER	No		N/A	N/A			GAA	100,000.00	100,000.00		
	Rents - Motor Vehicles	OUMAIAER		Competitive Bidding	N/A	N/A			GAA	2,500,000.00	2,500,000.00		
	Motor Vehicle	OUMAIAER			N/A	N/A			GAA	-	-		
	Rents - Equipment	OUMAIAER		Competitive Bidding	N/A	N/A			GAA	980,000.00	980,000.00		
	Photocopying machines	OUMAIAER			N/A	N/A			GAA	-	-		
	ICT Machinery and Equipment	OUMAIAER			N/A	N/A			GAA	275,000.00	275,000.00		
	ICT Software Subscription	OUMAIAER			N/A	N/A			GAA	-	-		
	Enterprise Resource Planning System (ERPS)	OUMAIAER			N/A	N/A			GAA	-	-		
	Software Subscription and license renewal for ERPS	OUMAIAER			N/A	N/A			GAA	1,052,000.00	1,052,000.00		
	PDF Professional Software Subscriptions and Web Services	OUMAIAER			N/A	N/A			GAA	-	-		
	PDF Online software subscription and web services	OUMAIAER	No		N/A	N/A			GAA	30,000.00	30,000.00		
	Online Video Conferencing Subscriptions	OUMAIAER			N/A	N/A			GAA	-	-		
	Video conferencing materials, software and storage subscriptions	OUMAIAER	Yes		N/A	N/A			GAA	80,000.00	80,000.00		
	Library and other reading materials subscription expenss	OUMAIAER			N/A	N/A			GAA	-	-		
	Subscription in Printed Reading Materials	OUMAIAER			N/A	N/A			GAA	-	-		
	Local and Foreign newspapers and magazines	OUMAIAER			N/A	N/A			GAA	100,000.00	100,000.00		
	Digital and Online Subscriptions to local and intrnational portals	OUMAIAER			N/A	N/A			GAA	-	-		
	Online subscriptions to other local and international news and economic websites/portals	OUMAIAER			N/A	N/A			GAA	60,000.00	60,000.00		
	<b>OSCR-CDU utilizing OUMAIAER-CDU Funds</b>	OUMAIAER-CDU			N/A	N/A			GAA	-	-		
	Maintenance and Other Operating Expenses (MOOE)	OUMAIAER-CDU			N/A	N/A			GAA	-	-		
	Travelling Expenses	OUMAIAER-CDU			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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 Travel 1 - Cultural Immersion	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	85,000.00	85,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	90,000.00	90,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000.00	2,000.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	Local Travel 2 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	90,000.00	90,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000.00	2,000.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,200.00	15,200.00		
	Local Travel 3 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	87,000.00	87,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000.00	1,000.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Local Travel 4 - Cultural Immersion	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	79,600.00	79,600.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	90,000.00	90,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000.00	2,000.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	Local Travel 5 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	60,000.00	60,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000.00	2,000.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,200.00	15,200.00		
	Local Travel 6 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	77,000.00	77,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000.00	1,000.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Local Travel 7 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	77,000.00	77,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000.00	1,000.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	Foreign Travel	OUMAIER-CDU			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity	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	
	Foreign Travel 1 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	250,000.00	250,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,500.00	4,500.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	25,000.00	25,000.00		
	Foreign Travel 2 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	400,000.00	400,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,500.00	4,500.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Foreign Travel 3 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	315,000.00	315,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	700,000.00	700,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,500.00	4,500.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Foreign Travel 4 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	170,000.00	170,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	45,000.00	45,000.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	25,000.00	25,000.00		
	Foreign Travel 5 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	130,000.00	130,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	120,000.00	120,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,000.00	3,000.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Foreign Travel 6 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	130,000.00	130,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	300,000.00	300,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,500.00	4,500.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Foreign Travel 7 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	250,000.00	250,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,500.00	4,500.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	25,000.00	25,000.00		
	Foreign Travel 8 - Attendance in Cultural Activities and Program	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Plane Ticket	OUMAIER-CDU		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	DSA: Hotel, Meals and Incidental Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	400,000.00	400,000.00		
	DSA: Pre-departure Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	4,500.00	4,500.00		
	DSA: Representation Allowance	OUMAIER-CDU		N/A	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Professional Services	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Additional Personnel for OSCR Jan-Jun 2021	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Hiring of Highly Technical Consultants/Project Coordinators/Contract Of Service Jan-Jun 2021	OUMAIER-CDU	Yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	Additional Personnel for OSCR Jul-Dec 2021	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Hiring of Highly Technical Consultants/Project Coordinators/Contract of Service Jul-Dec 2021	OUMAIER-CDU	No		N/A	N/A	Jul-Dec	Jul-Dec	GAA	500,000.00	500,000.00		
	Philippine Studies in collaboration with Ruhr Universitat Bochum Germany	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Transfer of Funds to Post	OUMAIER-CDU			N/A	N/A	Feb-Dec	Feb-Dec	GAA	1,000,000.00	1,000,000.00		
	Philippine Studies in collaboration with Humboldt University of Berlin, Germany	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Transfer of Funds to Post	OUMAIER-CDU			N/A	N/A	Feb-Dec	Feb-Dec	GAA	1,000,000.00	1,000,000.00		
	Philippine Studies in collaboration with SOAS University of London UK	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Transfer of Funds to Post	OUMAIER-CDU			N/A	N/A	Feb-Dec	Feb-Dec	GAA	1,000,000.00	1,000,000.00		
	Philippine Studies in collaboration with the Institute of Southeast Asian Studies (ISEAS), Singapore	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Transfer of Funds to Post	OUMAIER-CDU			N/A	N/A	Feb-Dec	Feb-Dec	GAA	1,000,000.00	1,000,000.00		
	Philippine Studies in collaboration with Complutense University of Madrid, Spain	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Transfer of Funds to Post	OUMAIER-CDU			N/A	N/A	Feb-Dec	Feb-Dec	GAA	1,000,000.00	1,000,000.00		
	Philippine Studies in collaboration with University of Hamburg, Germany	OUMAIER-CDU	No		N/A	N/A			GAA	-	-		
	Transfer of Funds to Post	OUMAIER-CDU			N/A	N/A	Feb-Dec	Feb-Dec	GAA	1,000,000.00	1,000,000.00		
	ASEF Philippine Hosting	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Professional Services-Hiring of Highly Technical Consultant/ Project Coordinator/ Resource Person/ Artist	OUMAIER-CDU	No	Direct Contracting	N/A	N/A	Feb-Dec	Feb-Dec	GAA	1,000,000.00	1,000,000.00		
	75th PH-US Bilateral Relations	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Professional Services-Hiring of Highly Technical Consultant/ Project Coordinator/ Resource Person/ Artist	OUMAIER-CDU	No	Direct Contracting	N/A	N/A	Feb-Dec	Feb-Dec	GAA	6,000,000.00	6,000,000.00		
	Cultural Heritage Sites Exhibit	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Professional Services-Hiring of Highly Technical Consultant/ Project Coordinator/ Resource Person/ Artist	OUMAIER-CDU	No	Direct Contracting	N/A	N/A	Feb-Dec	Feb-Dec	GAA	10,000,000.00	10,000,000.00		



**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity	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	
	Cultural Immersion Tour for 2nd Generations	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Lease of Venue, Purchase of Tickets, Meals and Beverages	OUMAIER-CDU	No		N/A	N/A	Feb-Dec	Feb-Dec	GAA	2,000,000.00	2,000,000.00		
	Living Traditions Showcase	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Professional Services-Hiring of Highly Technical Consultant/ Project Coordinator/ Resource Person/ Artist	OUMAIER-CDU	No	Direct Contracting	N/A	N/A	Feb-Dec	Feb-Dec	GAA	4,000,000.00	4,000,000.00		
	Creative Industries Boost	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Professional Services-Hiring of Highly Technical Consultant/ Project Coordinator/ Resource Person/ Artist	OUMAIER-CDU	No	Direct Contracting	N/A	N/A	Feb-Dec	Feb-Dec	GAA	3,000,000.00	3,000,000.00		
	Historical Milestones	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Professional Services-Hiring of Highly Technical Consultant/ Project Coordinator/ Resource Person/ Artist	OUMAIER-CDU	No	Direct Contracting	N/A	N/A	Feb-Dec	Feb-Dec	GAA	1,000,000.00	1,000,000.00		
	Cultural Officers Online Training Program	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Professional Services-Hiring of Highly Technical Consultant/ Project Coordinator/ Resource Person/ Artist	OUMAIER-CDU	No	Direct Contracting	N/A	N/A	Feb-Dec	Feb-Dec	GAA	2,000,000.00	2,000,000.00		
	Quincentennial Celebrations	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Professional Services-Hiring of Highly Technical Consultant/ Project Coordinator/ Resource Person/ Artist	OUMAIER-CDU	Yes	Direct Contracting	N/A	N/A	Jan-Nov	Jan-Nov	GAA	2,000,000.00	2,000,000.00		
	Diplomatic Cultural Immersion Tours	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Lease of Venue, Purchase of Tickets, Meals and Beverages	OUMAIER-CDU	No		N/A	N/A	Feb-Dec	Feb-Dec	GAA	1,000,000.00	1,000,000.00		
	Hosting of Conferences, Inter Agency Meetings	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Meals and Beverages, Lease of Venue, Tokens	OUMAIER-CDU	No	SVP	N/A	N/A	Feb-Dec	Feb-Dec	GAA	1,000,000.00	1,000,000.00		
	Little Box Project	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Shipment of Balikbayan Boxes to FSPs	OUMAIER-CDU	No		N/A	N/A	Feb-Dec	Feb-Dec	GAA	800,000.00	800,000.00		
	Supplies & Materials	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Office Supplies - Part A (inclusive of 10% inflation rate)	OUMAIER-CDU	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,151,900.09	1,151,900.09		
	Office Supplies - Part B (inclusive of 10% inflation rate)	OUMAIER-CDU	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	176,908.00	176,908.00		
	ICT Equipment	OUMAIER-CDU	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	Other Supplies and Materials Expenses	OUMAIER-CDU	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,971,191.91	2,971,191.91		
	Covid 19 Preventive Measures	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Notarial Services	OUMAIER-CDU	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	23,000.00	23,000.00		
	Communications Services	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Postage and Courier Services	OUMAIER-CDU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	111,000.00	111,000.00		
	Telephone and Mobile	OUMAIER-CDU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	37,000.00	37,000.00		
	Rents/ Lease Expenses	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Lease/Rent of Motor Vehicle for OUSCR/OSCR Personnel	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Motor Vehicle	OUMAIER-CDU	Yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000.00	1,000,000.00		
	Lease of Photocopier for OUSCR/OSCR Personnel	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Photocopier (colored)	OUMAIER-CDU			N/A	N/A	Jan-Dec	Jan-Dec	GAA	150,000.00	150,000.00		
	Lease of ICT Equipment for CDD Personnel	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Laptop/ Desktop/ All in One	OUMAIER-CDU	Yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Subscription Expenses	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	ICT Subscription	OUMAIER-CDU	Yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	Local Newspapers and Magazines	OUMAIER-CDU	Yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	21,800.00	21,800.00		
	Foreign Newspapers and Magazines	OUMAIER-CDU	Yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	27,200.00	27,200.00		
	Printing and Binding Expenses	OUMAIER-CDU			N/A	N/A			GAA	-	-		
	Printing of promotional materials	OUMAIER-CDU	No		N/A	N/A	Feb-Dec	Feb-Dec	GAA	230,000.00	230,000.00		
	Printing of souvenirs	OUMAIER-CDU	No		N/A	N/A	Feb-Dec	Feb-Dec	GAA	230,000.00	230,000.00		
	Printing of business cards and gift cards	OUMAIER-CDU	No		N/A	N/A	Feb-Dec	Feb-Dec	GAA	230,000.00	230,000.00		
	Office of the Undersecretary for Migrant Workers' Affairs	OUMWA			N/A	N/A			GAA	-	-		
	Local Travels	OUMWA			N/A	N/A			GAA	-	-		
	Meeting 1	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	Apr	Apr	GAA	25,000.00	25,000.00		
	Meeting 2	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	May	May	GAA	30,000.00	30,000.00		
	Meeting 3	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	Jun	Jun	GAA	30,000.00	30,000.00		
	Meeting 4	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	Jul	Jul	GAA	23,000.00	23,000.00		
	Meeting 5	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	Aug	Aug	GAA	30,000.00	30,000.00		
	Meeting 6	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	Sep	Sep	GAA	25,000.00	25,000.00		
	Meeting 7 -	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A			GAA	-	-		
	Foreign Travels	OUMWA			N/A	N/A			GAA	-	-		
	Meeting 1	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	Mar	Mar	GAA	800,000.00	800,000.00		
	Meeting 2	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	Apr	Apr	GAA	800,000.00	800,000.00		
	Meeting 3	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	Jun	Jun	GAA	900,000.00	900,000.00		
	Meeting 4	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	Sep	Sep	GAA	1,000,000.00	1,000,000.00		
	Meeting 5	OUMWA			N/A	N/A			GAA	-	-		
	Plane tickets / DSA	OUMWA	No	SVP	N/A	N/A	Nov	Nov	GAA	567,000.00	567,000.00		
	Training Expenses	OUMWA			N/A	N/A			GAA	-	-		
	Team Building Activity	OUMWA			N/A	N/A			GAA	-	-		
	Lease of Venue	OUMWA	No	SVP	N/A	N/A	Apr	Apr	GAA	331,000.00	331,000.00		
	Lease of Motor Vehicle	OUMWA	No	SVP	N/A	N/A	Apr	Apr	GAA	60,000.00	60,000.00		
	Supplies and Materials	OUMWA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Part A	OUMWA	No	PS	N/A	N/A			GAA	1,994,000.00	1,994,000.00		
	Part B	OUMWA	No	PS	N/A	N/A			GAA	81,000.00	81,000.00		
	Communication Services	OUMWA			N/A	N/A			GAA	-	-		
	Postage and Courier Services	OUMWA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	490,000.00	490,000.00		
	Telephone - Mobile	OUMWA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	397,000.00	397,000.00		
	Telephone - Landline	OUMWA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,169,000.00	1,169,000.00		
	Internet Subscription	OUMWA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	27,000.00	27,000.00		
	Cable	OUMWA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	45,000.00	45,000.00		
	Extraordinary and Miscellaneous Expenses	OUMWA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	312,000.00	312,000.00		
	Consultancy Services	OUMWA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	576,000.00	576,000.00		
	Highly Technical Consultant 1	OUMWA			N/A	N/A			GAA	-	-		
	Highly Technical Consultant 2	OUMWA			N/A	N/A			GAA	-	-		
	General Services - Environmental/Sanitary Services	OUMWA			N/A	N/A			GAA	-	-		
	Office Disinfection Service	OUMWA		Emergency Procurement	N/A	N/A			GAA	120,000.00	120,000.00		
	Repairs & Maintenance	OUMWA			N/A	N/A			GAA	-	-		
	Buildings	OUMWA			N/A	N/A			GAA	33,000.00	33,000.00		
	ICT Equipment	OUMWA			N/A	N/A			GAA	33,000.00	33,000.00		
	Furniture and Fixtures	OUMWA			N/A	N/A			GAA	33,000.00	33,000.00		
	Other Maintenance and Operating Expenses	OUMWA			N/A	N/A			GAA	-	-		
	Printing and Binding Services	OUMWA			N/A	N/A			GAA	56,000.00	56,000.00		
	Representation Expenses	OUMWA			N/A	N/A			GAA	428,000.00	428,000.00		
	Rent/Lease Expenses	OUMWA			N/A	N/A			GAA	-	-		
	Motor Vehicles	OUMWA		BAC c/o OAMSS	N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,454,000.00	3,454,000.00		
	Equipment	OUMWA		BAC c/o OAMSS	N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	Operating Lease	OUMWA		BAC c/o OAMSS	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	Subscription Expenses	OUMWA			N/A	N/A			GAA	-	-		
	Other Subscription Expenses	OUMWA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	193,000.00	193,000.00		
	Assistance-to-Nationals (ATN) Fund	OUMWA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,000,000,000.00	1,000,000,000.00		
	Legal Assistance Fund (LAF)	OUMWA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000,000.00	200,000,000.00		
	Overseas Voting Secretariat	OVS			N/A	N/A			GAA	-	-		
	Official Travels in relation to the Continuing OV Registrations for Qualified Overseas Filipinos	OVS			N/A	N/A			GAA	-	-		
	Local Travel	OVS			N/A	N/A			GAA	-	-		
	Opening of OV Registration Centers in the Regional Consular Offices (RCCOs) in relation to the Continuing OV Registration	OVS	No		N/A	N/A			GAA	-	-		
	DSA, Transportation and Miscellaneous Expenses	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	89,750.00	89,750.00		
	Foreign Travel	OVS			N/A	N/A			GAA	-	-		
	Official Travel of Foreign Service Post (FSPs) in relation to the Continuing OV Registration (Mobile OV Registration	OVS			N/A	N/A			GAA	-	-		
	Americas Region	OVS			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	DSA, Fare, and other Miscellaneous Expenses	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,198,698.40	1,198,698.40		
	Asia Pacific Region	OVS			N/A	N/A			GAA	-	-		
	DSA, Fare, and other Miscellaneous Expenses	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	703,952.76	703,952.76		
	European Region	OVS			N/A	N/A			GAA	-	-		
	DSA, Fare, and other Miscellaneous Expenses	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	693,805.71	693,805.71		
	Middle East and African Region	OVS			N/A	N/A			GAA	-	-		
	DSA, Fare, and other Miscellaneous Expenses	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,319,469.13	1,319,469.13		
	Official Travel of OVS Personnel in relation to the OV Training for Election	OVS			N/A	N/A			GAA	-	-		
	Americas Region	OVS			N/A	N/A			GAA	-	-		
	DSA, Fare, and other Miscellaneous Expenses	OVS			N/A	N/A			GAA	748,602.00	748,602.00		
	Asia Pacific Region	OVS			N/A	N/A			GAA	-	-		
	DSA, Fare, and other Miscellaneous Expenses	OVS			N/A	N/A			GAA	432,540.00	432,540.00		
	European Region	OVS			N/A	N/A			GAA	-	-		
	DSA, Fare, and other Miscellaneous Expenses	OVS			N/A	N/A			GAA	526,824.00	526,824.00		
	Middle East and African Region	OVS			N/A	N/A			GAA	-	-		
	DSA, Fare, and other Miscellaneous Expenses	OVS			N/A	N/A			GAA	621,108.00	621,108.00		
	OVS Training	OVS			N/A	N/A			GAA	-	-		
	OVS Team Building Workshop	OVS			N/A	N/A			GAA	-	-		
	Lease of Venue, Bus Rental and Other Miscellaneous (Supplies and Materials, Toll Fees, etc.)	OVS	No	Lease of Venue, Lease of Motor Vehicle	N/A	N/A	Apr-Dec	Apr-Dec	GAA	130,000.00	130,000.00		
	OVS Planning Session	OVS			N/A	N/A			GAA	-	-		
	Lease of Venue, Bus Rental and Other Miscellaneous (Supplies and Materials, Toll Fees, etc.)	OVS	No	Lease of Venue, Lease of Motor Vehicle	N/A	N/A	Jan-Jun	Jan-Jun	GAA	235,000.00	235,000.00		
	Year End Assessment /Consultation	OVS			N/A	N/A			GAA	-	-		
	Meals, lease of Venue, Bus Rental and Other Miscellaneous (Supplies and Materials, Toll Fees, etc.)	OVS	No	Lease of Venue, Lease of Motor Vehicle	N/A	N/A	Oct-Dec	Oct-Dec	GAA	100,000.00	100,000.00		
	OVS and OUCSCC Joint Planning Session	OVS			N/A	N/A			GAA	-	-		
	Meals, lease of Venue, Bus Rental and Other Miscellaneous (Supplies and Materials, Toll Fees, etc.)	OVS	No	Lease of Venue, Lease of Motor Vehicle	N/A	N/A	Oct-Dec	Oct-Dec	GAA	50,000.00	50,000.00		
	Gender and Development (GAD) Activities	OVS			N/A	N/A			GAA	-	-		
	Training on GAD Concepts and SOGIESC	OVS			N/A	N/A			GAA	-	-		
	lease of Venue, lease of Vehicle, Office Supplies and Other Miscellaneous	OVS	No		N/A	N/A	Jan-Jun	Jan-Jun	GAA	350,000.00	350,000.00		
	Training on Gender Fair Language	OVS			N/A	N/A			GAA	-	-		
	lease of Venue, lease of Vehicle, Office Supplies, Professional Trainor/Resource Speaker and Other Miscellaneous (Toll Fees, etc)	OVS	No		N/A	N/A	Jul-Dec	Jul-Dec	GAA	350,000.00	350,000.00		
	Supplies and Materials	OVS			N/A	N/A			GAA	-	-		
	Office Supplies-Overseas Voting Secretariat Local	OVS			N/A	N/A			GAA	-	-		
	Office Supplies -Part A (inclusive of 10% inflation rate)	OVS		NP-53.5 Agency-to-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,106,239.02	1,106,239.02		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Office Supplies -Part B (inclusive of 10% inflation rate)	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	711,172.00	711,172.00		
	Foreign Service Posts Supplies	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	Communication Services	OVS		Direct Contracting	N/A	N/A			GAA	-			
	Postage and Courier	OVS	No	Special Diplomatic Pouch	N/A	N/A	Jan-Dec	Jan-Dec	GAA	913,000.00	913,000.00		
	Mobile Prepaid Card worth P500	OVS	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	33,000.00	33,000.00		
	OVS Official Cellphone (Postpaid plan)	OVS	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	30,000.00	30,000.00		
	Landline	OVS	Yes	Telephone-Landline	N/A	N/A	Jan-Dec	Jan-Dec	GAA	209,000.00	209,000.00		
	Internet Data Plan	OVS	Yes	Internet Subscription Expenses (39,200/month)	N/A	N/A	Jan-Dec	Jan-Dec	GAA	500,000.00	500,000.00		
	Pocket Wifi 6x500.00 = 3,000 x 12 months	OVS	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	36,000.00	36,000.00		
	Cable, Satellite, Telegraph and Radio Expenses	OVS	Yes	Cable- 2 lines (OVS and Usecc's Office)	N/A	N/A	Jan-Dec	Jan-Dec	GAA	54,000.00	54,000.00		
	Project Term Personnel/ Contract of Service for the Resumption of Overseas Registration for Qualified Filipinos and Preparation for Election	OVS			N/A	N/A			GAA	-	-		
	Hiring of OVS Contract of Service (COS) for Registration from January to December 2021 at 20,000/month	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,880,000.00	2,880,000.00		
	Hiring of Foreign Service Posts Project Term Personnel(PTP)/Contract of Service (COS) for Registration from January to December 2021	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	23,779,117.11	23,779,117.11		
	Repair and Maintenance	OVS	No		N/A	N/A			GAA	-	-		
	R & M Buildings	OVS			N/A	N/A			GAA	-	-		
	R & M Machinery	OVS			N/A	N/A			GAA	-	-		
	R & M ICT Equipment	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	30,000.00	30,000.00		
	Repair of Computer spare parts, etc., Hiring of Repairman	OVS			N/A	N/A			GAA	-	-		
	R & M Motor Vehicle	OVS			N/A	N/A			GAA	-	-		
	R & M Furniture and Fixtures	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Furniture Upholstery	OVS			N/A	N/A			GAA	-	-		
	Repair and Maintenance of Furniture and Fixtures	OVS			N/A	N/A			GAA	-	-		
	Printing and Binding Expenses	OVS	No	Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	Tarpaulin Printing	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	32,000.00	32,000.00		
	Printing of Posters and Flyers	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	OV Training Kits for Election	OVS			N/A	N/A			GAA	-	-		
	Representation Expenses	OVS	No		N/A	N/A			GAA	-	-		
	Meals and Beverages	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	34,240.00	34,240.00		
	Purified Drinking Water, 8x5 bottle/gallons	OVS	Yes	Drinking Water Supply	N/A	N/A	Jan-Dec	Jan-Dec	GAA	5,760.00	5,760.00		
	Catering Services for Huddle Meetings	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	10,000.00	10,000.00		
	Rent Expenses	OVS			N/A	N/A			GAA	-	-		
	Rents- Building and Structures	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	Venue of Mobile OV Registration	OVS			N/A	N/A			GAA	-	-		
	Storage Rental Fees of Foreign Service Posts	OVS			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Rents- Motor Vehicle	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,020,000.00	1,020,000.00		
	Lease of Motor Vehicle for Official Use	OVS	Yes	Competitive Bidding	N/A	N/A			GAA	-	-		
	Rents-Equipment	OVS			N/A	N/A			GAA	450,000.00	450,000.00		
	Rental of Photocopying machine for OVS colored and black & white	OVS	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Rental of Photocopying machine for Foreign Service Posts in relation to the OV Registration	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Rents- ICT Machinery and Equipment	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	806,721.87	806,721.87		
	Lease of Computers	OVS			N/A	N/A			GAA	-	-		
	Subscription Expenses	OVS			N/A	N/A			GAA	-	-		
	ICT Software Subscription	OVS			N/A	N/A			GAA	-	-		
	Purchase of antivirus, Microsoft Office and Adobe	OVS			N/A	N/A	Jan-Dec	Jan-Dec	GAA	300,000.00	300,000.00		
	Local Newspaper and Magazines	OVS		NP-53.9- Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Newspaper Subscription, Manila Bulletin, 1 year subscription, 1 copy/day	OVS			N/A	N/A			GAA	-	-		
	Newspaper Subscription, Philippine Daily Inquirer, 1 year subscription, 1 copy/day	OVS			N/A	N/A			GAA	-	-		
	Newspaper Subscription, Malaya, 1 year subscription, 1 copy/day	OVS			N/A	N/A			GAA	-	-		
	Newspaper Subscription, Star, 1 year subscription, 1 copy/day	OVS			N/A	N/A			GAA	-	-		
	Foreign Newspaper and Magazines	OVS			N/A	N/A			GAA	18,000.00	18,000.00		
	Newspaper Subscription, Time, 1 year subscription, 1 copy/day	OVS			N/A	N/A			GAA	-	-		
	OFFICE OF PROTOCOL	OP			N/A	N/A			GAA	-	-		
	Local Travel	OP			N/A	N/A	Jan-Dec	Jan-Dec	GAA	196,472.94	196,472.94		
	Conduct of ocular inspection, attendance to coordination meetings in preparation for official visits and events, and provision of assistance during official visits and events.	OP			N/A	N/A			GAA	-	-		
	Airfare, Land, and/or Sea Travel	OP	No	PB	N/A	N/A			GAA	-	-		
	Conduct of training on protocol and social graces	OP			N/A	N/A			GAA	-	-		
	Daily Travel Expenses	OP			N/A	N/A			GAA	-	-		
	Lease of Vehicle	OP	No	SVP	N/A	N/A			GAA	-	-		
	Foreign Travel	OP			N/A	N/A	Jan-Dec	Jan-Dec	GAA	196,852.94	196,852.94		
	Unprogrammed participation of DFA Protocol officials and employees in official events abroad	OP	No		N/A	N/A			GAA	-	-		
	Airfare, Daily Subsistence Allowance	OP	No		N/A	N/A			GAA	-	-		
	Participate in annual planning or conference of major FSPs, such as US, Canada, Europe, Middle East, and ASPAC, through the conduct of training on protocol.	OP	No		N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Airfare, Daily Subsistence Allowance	OP	No		N/A	N/A			GAA	-	-		
	Pre-departure Allowance	OP	No		N/A	N/A			GAA	-	-		
	Representation Expenses	OP	No		N/A	N/A			GAA	-	-		
	Training & Scholarship Expenses	OP			N/A	N/A			GAA	524,600.00	524,600.00		
	DFA Protocol Team Building Activity	OP	No		N/A	N/A	Sep	Sep	GAA	-	-		
	Lease of Venue (with accommodation, meals, and facilitator)	OP	No	Lease of Venue or SVP	N/A	N/A			GAA	-	-		
	Lease of Transportation	OP	No	SVP	N/A	N/A			GAA	-	-		
	GAD Activity	OP	No		N/A	N/A	Jul	Jul	GAA	-	-		
	Training (with professional fee of speaker)	OP	No	SVP	N/A	N/A			GAA	-	-		
	Supplies & Materials	OP			N/A	N/A			GAA	-	-		
	Office Supplies Expenses	OP			N/A	N/A			GAA	-	-		
	Office Supplies - Part I	OP	No	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	188,724.57	188,724.57		
	Office Supplies - Part II	OP	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	783,849.55	783,849.55		
	Name Rubber Stamps	OP	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,300.00	3,300.00		
	ICT Office supplies	OP			N/A	N/A			GAA	-	-		
	HDP5000 YMCK, 500s	OP	No	SVP	N/A	N/A			GAA	261,741.15	261,741.15		
	ICT Office supplies	OP			N/A	N/A			GAA	-	-		
	HDP5000, Film 750s	OP	No	SVP	N/A	N/A	Mar	Mar	GAA	99,353.10	99,353.10		
	Office Supplies	OP			N/A	N/A			GAA	-	-		
	Ultracard NC, 30mil, CR-80, 500s	OP	No	SVP	N/A	N/A	Mar	Mar	GAA	28,350.30	28,350.30		
	Other Office Supplies and Materials	OP			N/A	N/A			GAA	-	-		
	Presentation of Credentials Kits	OP	No	SVP	N/A	N/A	Mar	Mar	GAA	111,100.00	111,100.00		
	Small Place Card with Logo	OP	No	SVP	N/A	N/A	Mar	Mar	GAA	23,650.00	23,650.00		
	Big Place Card with Logo	OP	No	SVP	N/A	N/A	Mar	Mar	GAA	22,275.00	22,275.00		
	Acrylic Big Place Card Holder	OP	No	SVP	N/A	N/A	Jun	Jun	GAA	82,500.00	82,500.00		
	Board (seating for lunch & dinner)	OP	No	SVP	N/A	N/A	Jun	Jun	GAA	3,300.00	3,300.00		
	Portfolio Carrying Case	OP	No	SVP	N/A	N/A	Jun	Jun	GAA	13,200.00	13,200.00		
	Charger Plates	OP	No	SVP	N/A	N/A	Jun	Jun	GAA	13,200.00	13,200.00		
	Table Centerpiece/Tablescape/Handicrafts	OP	No	SVP	N/A	N/A	Jun	Jun	GAA	13,200.00	13,200.00		
	Table Flag	OP	No	SVP	N/A	N/A	Mar	Mar	GAA	2,200.00	2,200.00		
	Flag Pole & Base Bag	OP	No	SVP	N/A	N/A	Jun	Jun	GAA	13,200.00	13,200.00		
	Customized Carpet with DFA Seal (for signing ceremony)	OP	No	SVP	N/A	N/A	Jun	Jun	GAA	57,200.00	57,200.00		
	Colored Round Dot Stickers (assorted colors)	OP	No	SVP	N/A	N/A	Mar	Mar	GAA	5,280.00	5,280.00		
	Calligraphy Pens w/ Nibs & Inks	OP	No	SVP	N/A	N/A	Jun	Jun	GAA	6,600.00	6,600.00		
	Refill for Signing Pens	OP	No	SVP	N/A	N/A	Mar	Mar	GAA	13,200.00	13,200.00		
	Decanter	OP	No	SVP	N/A	N/A	Jun	Jun	GAA	11,000.00	11,000.00		
	Communications Services	OP			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Mobile Phone	OP	Yes	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	225,000.00	225,000.00		
	Mobile Pre Paid Cards	OP		Purchase	N/A	N/A	Jan-Dec	Jan-Dec	GAA	216,000.00	216,000.00		
	Landline	OP	Yes	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	190,000.00	190,000.00		
	Cable, Satellite, Telegraph and Radio	OP	Yes	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	43,000.00	43,000.00		
	Extraordinary & Miscellaneous Expenses	OP			N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	Repair & Maintenance - Buildings & Other Structures	OP			N/A	N/A			GAA	-	-		
	R & M - Buildings	OP		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	373,000.00	373,000.00		
	R & M - Furniture & Fixtures	OP			N/A	N/A	Jan-Dec	Jan-Dec	GAA	98,000.00	98,000.00		
	Representation Expenses	OP			N/A	N/A			GAA	702,200.00	702,200.00		
	Coordination meetings for presentation of credentials for resident and non-resident Ambassadors	OP			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Venue and Meals	OP	No	SVP	N/A	N/A			GAA	-	-		
	Inter-Office and Inter-Agency Meetings	OP			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Meals	OP	No	SVP	N/A	N/A			GAA	-	-		
	Office Meetings	OP			N/A	N/A	Jan,Mar,May Jul,Sep,Nov	Jan,Mar,May Jul,Sep,Nov	GAA	-	-		
	Meals	OP	No	SVP	N/A	N/A			GAA	-	-		
	Diplomatic briefings	OP			N/A	N/A	Apr,Aug,Dec	Apr,Aug,Dec	GAA	-	-		
	Venue and Meals	OP	No	Lease of Venue or SVP	N/A	N/A			GAA	-	-		
	DFA Protocol-hosted Usec-Assec Huddle	OP			N/A	N/A			GAA	-	-		
	Meals	OP	No	SVP	N/A	N/A			GAA	-	-		
	DFA Protocol-hosted AO Meeting	OP			N/A	N/A			GAA	-	-		
	Meals	OP	No	SVP	N/A	N/A			GAA	-	-		
	Appreciation Reception for partner agencies and Office year-end meeting	OP			N/A	N/A			GAA	-	-		
	Venue and Meals	OP	No	Lease of Venue or SVP	N/A	N/A			GAA	-	-		
	Official token	OP			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Gift items	OP	Yes	SVP	N/A	N/A			GAA	-	-		
	Token of appreciation and gifts	OP			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Gift Items, Flowers	OP	Yes	SVP	N/A	N/A			GAA	-	-		
	Wreath-laying ceremonies of new foreign Ambassadors	OP			N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	Wreath	OP	No	SVP	N/A	N/A			GAA	-	-		
	Rent/Lease Expenses	OP			N/A	N/A			GAA	-	-		
	Rents - Motor vehicles	OP			N/A	N/A			GAA	-	-		
	Motor Vehicles	OP	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,162,748.00	3,162,748.00		
	Rents - Equipment	OP			N/A	N/A			GAA	-	-		
	Two-way Radios and Base	OP	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	428,340.00	428,340.00		
	Rents - ICT Machinery and Equipment	OP			N/A	N/A			GAA	-	-		
	Desktop Computers	OP	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	360,000.00	360,000.00		
	Lease of ICT equipment	OP			N/A	N/A			GAA	-	-		
	Photocopying Machine	OP	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	537,912.00	537,912.00		



**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Subscription Expenses	OP			N/A	N/A	Jan-Dec	Jan-Dec	GAA	117,300.00	117,300.00		
	Library and other reading materials for subscription expenses	OP			N/A	N/A			GAA	-	-		
	Philippine Star	OP	Yes	SVP	N/A	N/A			GAA	-	-		
	Philippine Daily Inquirer	OP	Yes	SVP	N/A	N/A			GAA	-	-		
	The Manila Times	OP	Yes	SVP	N/A	N/A			GAA	-	-		
	Time Magazine	OP	Yes	SVP	N/A	N/A			GAA	-	-		
	The Economist	OP	Yes	SVP	N/A	N/A			GAA	-	-		
	ICT Subscription	OP			N/A	N/A			GAA	-	-		
	Adobe Photoshop	OP	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	12,552.00	12,552.00		
	ICT Subscription	OP			N/A	N/A			GAA	-	-		
	PDF Escape	OP	Yes	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	62,748.00	62,748.00		
	UNDERSECRETARY FOR ADMINISTRATION	UA			N/A	N/A			GAA	-	-		
	Maintenance and Other Operating Expenses (MOOE)	UA			N/A	N/A			GAA	-	-		
	Local Travel 1	UA			N/A	N/A			GAA	-	-		
	Plane Ticket / Representation	UA		Competitive Bidding	N/A	N/A			GAA	32,000.00	32,000.00		
	DTE (Hotel, Meals, Incidental allowance)	UA			N/A	N/A			GAA	22,100.00	22,100.00		
	Local Travel 2	UA			N/A	N/A			GAA	-	-		
	Plane Ticket / Representation	UA		Competitive Bidding	N/A	N/A			GAA	32,000.00	32,000.00		
	DTE (Hotel, Meals, Incidental allowance)	UA			N/A	N/A			GAA	22,100.00	22,100.00		
	Foreign Travel 1	UA			N/A	N/A			GAA	-	-		
	Plane Ticket	UA		Competitive Bidding	N/A	N/A			GAA	350,000.00	350,000.00		
	DSA (Hotel, Meals, Incidental allowance)	UA			N/A	N/A			GAA	218,000.00	218,000.00		
	DSA: Pre-departure Allowance	UA			N/A	N/A			GAA	3,000.00	3,000.00		
	DSA: Representation Allowance	UA			N/A	N/A			GAA	26,000.00	26,000.00		
	Foreign Travel 2	UA			N/A	N/A			GAA	-	-		
	Plane Ticket	UA		Competitive Bidding	N/A	N/A			GAA	350,000.00	350,000.00		
	DSA (Hotel, Meals, Incidental allowance)	UA			N/A	N/A			GAA	218,000.00	218,000.00		
	DSA: Pre-departure Allowance	UA			N/A	N/A			GAA	3,000.00	3,000.00		
	DSA: Representation Allowance	UA			N/A	N/A			GAA	26,000.00	26,000.00		
	Foreign Travel 3	UA			N/A	N/A			GAA	-	-		
	Plane Ticket	UA		Competitive Bidding	N/A	N/A			GAA	350,000.00	350,000.00		
	DSA (Hotel, Meals, Incidental allowance)	UA			N/A	N/A			GAA	218,000.00	218,000.00		
	DSA: Pre-departure Allowance	UA			N/A	N/A			GAA	3,000.00	3,000.00		
	DSA: Representation Allowance	UA			N/A	N/A			GAA	26,000.00	26,000.00		
	Foreign Travel 4 (BAC)	UA			N/A	N/A			GAA	-	-		
	Plane Ticket	UA		Competitive Bidding	N/A	N/A			GAA	350,000.00	350,000.00		
	DSA (Hotel, Meals, Incidental allowance)	UA			N/A	N/A			GAA	218,000.00	218,000.00		
	DSA: Pre-departure Allowance	UA			N/A	N/A			GAA	3,000.00	3,000.00		
	DSA: Representation Allowance	UA			N/A	N/A			GAA	26,000.00	26,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	TRAINING EXPENSES	UA			N/A	N/A			GAA	-	-		
	BAC Training Workshop in the Home Office	UA			N/A	N/A			GAA	-	-		
	Meals and Snacks / Catering	UA			N/A	N/A			GAA	40,000.00	40,000.00		
	Honoraria	UA			N/A	N/A			GAA	20,000.00	20,000.00		
	Training Kits and Materials	UA			N/A	N/A			GAA	10,000.00	10,000.00		
	QMS Activities	UA			N/A	N/A			GAA	-	-		
	Catering/ Lease of Venue	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	40,000.00	40,000.00		
	Creation of QMS Online Module	UA			N/A	N/A	Apr-Sep	Apr-Sep	GAA	200,000.00	200,000.00		
	Production of Standardized QMS collaterals and other materials	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	43,000.00	43,000.00		
	Seminar/Workshop on Administrative Justice	UA			N/A	N/A			GAA	-	-		
	Lease of Venue/Miscellaneous Exp.	UA			N/A	N/A	Oct	Oct	GAA	80,000.00	80,000.00		
	Honorarium for 2 Speakers	UA			N/A	N/A	Oct	Oct	GAA	40,000.00	40,000.00		
	UA Team Bldg Activity	UA			N/A	N/A			GAA	-	-		
	Lease of Venue	UA			N/A	N/A	Nov	Nov	GAA	110,000.00	110,000.00		
	Lease of Motor Vehicle	UA			N/A	N/A	Nov	Nov	GAA	50,000.00	50,000.00		
	Honoraria/Professional fee	UA			N/A	N/A	Nov	Nov	GAA	20,000.00	20,000.00		
	GAD Programs and Projects (Stress Management and Wellness)	UA			N/A	N/A			GAA	-	-		
	Lease of Venue	UA			N/A	N/A			GAA	120,000.00	120,000.00		
	Lease of Motor Vehicle	UA			N/A	N/A			GAA	50,000.00	50,000.00		
	Honoraria/Professional fee	UA			N/A	N/A			GAA	20,000.00	20,000.00		
	SUPPLIES AND MATERIALS	UA			N/A	N/A			GAA	-	-		
	Office Supplies	UA			N/A	N/A			GAA	-	-		
	PART A (inclusive of 10% inflation rate)	UA		NP-53..5 Agency-to-Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	130,000.00	130,000.00		
	PART B (inclusive of 10% inflation rate)	UA		Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	40,000.00	40,000.00		
	Drugs and Medicines Expenses	UA			N/A	N/A			GAA	-	-		
	Swab Tests for Covid-19	UA		SVP	N/A	N/A			GAA	130,000.00	130,000.00		
	Other Supplies and Materials Expenses	UA			N/A	N/A			GAA	-	-		
	Purchase of Medical, Health & Safety Supplies and Other Materials	UA		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	COMMUNICATIONS SERVICES	UA			N/A	N/A			GAA	-	-		
	Mobile	UA			N/A	N/A			GAA	-	-		
	Mobile - post paid lines (4)	UA		Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	165,000.00	165,000.00		
	Mobile - pre-paid mobile cards	UA		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	120,000.00	120,000.00		
	Landline	UA			N/A	N/A			GAA	-	-		
	Telephone- landline (3 lines)	UA		SVP/PB	N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	Cable, Satellite, Telegraph and Radio Expenses	UA			N/A	N/A			GAA	-	-		
	TV Cable Subscription (2 lines - UA & BAC)	UA		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	15,000.00	15,000.00		
	EXTRAORDINARY & MISCELLANEOUS EXPENSES	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	180,000.00	180,000.00		
	Other Professional Services	UA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	ISO Certification Payment (Third-Party Audit Services)	UA			N/A	N/A	Jul	Jul	GAA	380,000.00	380,000.00		
	Contract of Service (1 personnel)	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	230,000.00	230,000.00		
	REPAIR AND MAINTENANCE	UA			N/A	N/A			GAA	-	-		
	R & M Machinery	UA			N/A	N/A			GAA	10,000.00	10,000.00		
	R & M Furniture and Fixtures	UA			N/A	N/A			GAA	10,000.00	10,000.00		
	OTHER MAINTENANCE AND OPERATING EXPENSES	UA			N/A	N/A			GAA	-	-		
	Printing and Binding Expenses	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	60,000.00	60,000.00		
	Representation Expenses	UA			N/A	N/A			GAA	-	-		
	Hosted meetings of the Undersecretary	UA			N/A	N/A			GAA	-	-		
	Ordered Food and Beverages	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	60,000.00	60,000.00		
	Weekly UA-Asecs Meetings	UA			N/A	N/A			GAA	-	-		
	Ordered Food and Beverages	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	30,000.00	30,000.00		
	BFSM Meetings throughout the year	UA			N/A	N/A			GAA	-	-		
	Ordered Food and Beverages	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	25,000.00	25,000.00		
	BAC Meetings throughout the year	UA			N/A	N/A			GAA	-	-		
	Ordered Food and Beverages	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	25,000.00	25,000.00		
	QMS Unit Meetings throughout the year	UA			N/A	N/A			GAA	-	-		
	Ordered Food and Beverages	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	25,000.00	25,000.00		
	Purchase of gifts, flowers, calling cards, Christmas cards	UA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	25,000.00	25,000.00		
	Rents - Motor Vehicles	UA			N/A	N/A			GAA	-	-		
	Lease of motor vehicles for official use (3 units)	UA		PB	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,350,000.00	2,350,000.00		
	Rent- Equipment	UA			N/A	N/A			GAA	-	-		
	Lease of equipment - copier machines (5 units)	UA		PB	N/A	N/A	Jan-Dec	Jan-Dec	GAA	330,000.00	330,000.00		
	Library and Other Reading Materials Subscription Expenses	UA			N/A	N/A			GAA	-	-		
	Newspapers and Magazine - Star	UA		PB	N/A	N/A	Jan-Dec	Jan-Dec	GAA	26,387.50	26,387.50		
	Newspapers and Magazine - Inquirer	UA		PB	N/A	N/A			GAA	-	-		
	Newspapers and Magazine - Business Mirror	UA		PB	N/A	N/A			GAA	-	-		
	Newspapers and Magazine - The Economist	UA		PB	N/A	N/A	Jan-Dec	Jan-Dec	GAA	47,850.00	47,850.00		
	Newspapers and Magazine - New York Times	UA		PB	N/A	N/A			GAA	-	-		
	Other Subscription Expenses	UA			N/A	N/A			GAA	-	-		
	Google Suite - Additional Storage Subscription for QMS Unit at	UA			N/A	N/A	Jan	Jan	GAA	4,799.00	4,799.00		
	Subscription to Zoom Video Conferencing	UA			N/A	N/A	Jan	Jan	GAA	10,000.00	10,000.00		
	Undersecretary for Civilian Security and Consular Affairs (UCSCA)	UCSCA			N/A	N/A			GAA	-	-		
	Maintenance and Other Operating Expenses (MOOE)	UCSCA			N/A	N/A			GAA	-	-		
	TRAVELING EXPENSES	UCSCA			N/A	N/A			GAA	-	-		
	Local Travel 1	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Mar	Mar	GAA	30,000.00	30,000.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Mar	Mar	GAA	21,000.00	21,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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 Travel 2	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Apr	Apr	GAA	30,000.00	30,000.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Apr	Apr	GAA	21,000.00	21,000.00		
	Local Travel 3	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Mar	Mar	GAA	31,500.00	31,500.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Mar	Mar	GAA	13,500.00	13,500.00		
	Local Travel 4	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Apr	Apr	GAA	13,500.00	13,500.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Apr	Apr	GAA	31,500.00	31,500.00		
	Local Travel 5	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	May	May	GAA	31,500.00	31,500.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	May	May	GAA	13,500.00	13,500.00		
	Local Travel 6	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Apr	Apr	GAA	23,250.00	23,250.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Apr	Apr	GAA	13,500.00	13,500.00		
	Local Travel 7	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	May	May	GAA	30,000.00	30,000.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	May	May	GAA	21,000.00	21,000.00		
	Local Travel 8	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Jun	Jun	GAA	30,000.00	30,000.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Jun	Jun	GAA	21,000.00	21,000.00		
	Local Travel 9	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Jul	Jul	GAA	31,500.00	31,500.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Jul	Jul	GAA	13,500.00	13,500.00		
	Local Travel 10	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Aug	Aug	GAA	31,500.00	31,500.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Aug	Aug	GAA	13,500.00	13,500.00		
	Local Travel 11	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Sep	Sep	GAA	31,500.00	31,500.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Sep	Sep	GAA	13,500.00	13,500.00		
	Local Travel 12	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Oct	Oct	GAA	31,500.00	31,500.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Oct	Oct	GAA	13,500.00	13,500.00		
	Local Travel 13	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Nov	Nov	GAA	30,000.00	30,000.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Nov	Nov	GAA	21,000.00	21,000.00		
	Local Travel 14	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Dec	Dec	GAA	30,000.00	30,000.00		
	DSA (hotel, meals and incidental allowance)	UCSCA			N/A	N/A	Dec	Dec	GAA	21,000.00	21,000.00		
	Local Travel 15	UCSCA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	By Land	UCSCA	No	SVP	N/A	N/A	Feb, Apr, Jun, Sep, Nov	Feb, Apr, Jun, Sep, Nov	GAA	5,250.00	5,250.00		
	Foreign	UCSCA			N/A	N/A			GAA	-	-		
	Foreign Travel 1	UCSCA			N/A	N/A			GAA	-	-		
	Plane Ticket	UCSCA	No	SVP	N/A	N/A	Mar	Mar	GAA	110,000.00	110,000.00		
	DSA, Pre-departure Allowance	UCSCA			N/A	N/A	Mar	Mar	GAA	63,000.00	63,000.00		
	Foreign Travel 2	UCSCA			N/A	N/A			GAA	-	-		
	Plane Tickets	UCSCA	No	SVP	N/A	N/A	May	May	GAA	60,000.00	60,000.00		
	DSA, Pre-departure allowance	UCSCA			N/A	N/A	May	May	GAA	28,000.00	28,000.00		
	Foreign Travel 3	UCSCA			N/A	N/A			GAA	-	-		
	Plane Tickets	UCSCA	No	SVP	N/A	N/A	Jun	Jun	GAA	60,000.00	60,000.00		
	DSA, Pre-departure allowance	UCSCA			N/A	N/A	Jun	Jun	GAA	28,000.00	28,000.00		
	Foreign Travel 4	UCSCA			N/A	N/A			GAA	-	-		
	Plane Tickets	UCSCA	No	SVP	N/A	N/A	Aug	Aug	GAA	22,000.00	22,000.00		
	DSA, Pre-departure allowance	UCSCA			N/A	N/A	Aug	Aug	GAA	62,400.00	62,400.00		
	Foreign Travel 5	UCSCA			N/A	N/A			GAA	-	-		
	Plane Tickets	UCSCA	No	SVP	N/A	N/A	Sep	Sep	GAA	434,600.00	434,600.00		
	DSA, Representation and pre-departure allowances	UCSCA			N/A	N/A	Sep	Sep	GAA	475,000.00	475,000.00		
	TRAINING EXPENSES	UCSCA			N/A	N/A			GAA	-	-		
	Training 1	UCSCA			N/A	N/A			GAA	-	-		
	Venue	UCSCA	No	Lease of Venue	N/A	N/A	Jun	Jun	GAA	100,000.00	100,000.00		
	Lease of vehicle	UCSCA		SVP	N/A	N/A			GAA	-	-		
	Training 2	UCSCA			N/A	N/A			GAA	-	-		
	Venue	UCSCA	No	Lease of Venue	N/A	N/A	Jun	Jun	GAA	37,000.00	37,000.00		
	Lease of vehicle	UCSCA		SVP	N/A	N/A			GAA	-	-		
	SUPPLIES & MATERIALS	UCSCA			N/A	N/A			GAA	-	-		
	Office Supplies Expenses	UCSCA			N/A	N/A			GAA	-	-		
	APP-CSE Part A	UCSCA	No	Agency to Agency	N/A	N/A	Jan-Dec	Jan-Dec	GAA	184,068.95	184,068.95		
	APP-CSE Part B	UCSCA		SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	21,931.03	21,931.03		
	COMMUNICATION SERVICES	UCSCA			N/A	N/A			GAA	-	-		
	Mobile	UCSCA	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	108,000.00	108,000.00		
	Landline	UCSCA	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	106,000.00	106,000.00		
	Internet Subscription	UCSCA	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	33,000.00	33,000.00		
	Cable, Satellite, Telegraph and Radio	UCSCA	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	23,000.00	23,000.00		
	EXTRAORDINARY & MISCELLANEOUS EXPENSES	UCSCA			N/A	N/A			GAA	180,000.00	180,000.00		
	PROFESSIONAL SERVICES	UCSCA			N/A	N/A			GAA	264,000.00	264,000.00		
	Consultancy Services	UCSCA			N/A	N/A			GAA	-	-		
	For officials events requiring professional services	UCSCA	No	Competitive Bidding	N/A	N/A	Mar	Mar	GAA	-	-		
	OTHER MAINTENANCE AND OPERATING EXPENSES	UCSCA			N/A	N/A			GAA	-	-		
	Advertising Expenses	UCSCA	No	SVP	N/A	N/A			GAA	26,000.00	26,000.00		
	Printing and Publication Expenses	UCSCA	No	SVP	N/A	N/A			GAA	10,000.00	10,000.00		
	Representation Expenses	UCSCA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Inter-Office Meetings (food & drinks)	UCSCA	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	42,000.00	42,000.00		
	Inter-Agency Meetings (food & drinks)	UCSCA	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	42,000.00	42,000.00		
	Diplomatic Briefing	UCSCA	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	60,000.00	60,000.00		
	Dinner/Luncheon Meetings with Valued Partners	UCSCA	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Flowers and Plants Arrangements	UCSCA			N/A	N/A			GAA	-	-		
	Flower arrangements for wakes and other occasions; flower and plants to decorate the Office	UCSCA	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	20,000.00	20,000.00		
	Traditional Yearly Christmas Gifts/Decorations	UCSCA			N/A	N/A			GAA	-	-		
	Grocery items and Gifts Baskets	UCSCA	No	SVP	N/A	N/A	Oct-Dec	Oct-Dec	GAA	100,000.00	100,000.00		
	Plants and Flowers Arrangements for Christmas	UCSCA	No	SVP	N/A	N/A	Oct-Dec	Oct-Dec	GAA	20,000.00	20,000.00		
	RENT/LEASE EXPENSES	UCSCA			N/A	N/A			GAA	-	-		
	Rents - Motor Vehicle	UCSCA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	831,000.00	831,000.00		
	Lease of Motor Vehicle for Official Use	UCSCA	Yes	Competitive Bidding	N/A	N/A	Jan-Dec	Jan-Dec	GAA	46,000.00	46,000.00		
	SUBSCRIPTION EXPENSES	UCSCA			N/A	N/A			GAA	-	-		
	ICT Software Subscription	UCSCA	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GAA	993,000.00	993,000.00		
	Other Subscription Expenses	UCSCA	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	70,000.00	70,000.00		
	OFFICE OF UNITED NATIONS AND INTERNATIONAL ORGANIZATIONS	UNIO			N/A	N/A			GAA	-	-		
	Local Travels	UNIO			N/A	N/A			GAA	-	-		
	Plane Ticket	UNIO	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	DSA, Hotel, Meals, Incidental	UNIO			N/A	N/A	Jan-Dec	Jan-Dec	GAA	40,000.00	40,000.00		
	Outside Office Meeting	UNIO			N/A	N/A			GAA	-	-		
	Local Transportation	UNIO	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Foreign Travels	UNIO			N/A	N/A			GAA	-	-		
	Plane Ticket	UNIO	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,519,000.00	2,519,000.00		
	DSA, Hotel, Meals, Incidental	UNIO			N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,000,000.00	3,000,000.00		
	Pre-Departure Allowance	UNIO			N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Training Expenses	UNIO			N/A	N/A			GAA	-	-		
	Gender and Development Training	UNIO			N/A	N/A			GAA	-	-		
	Lease of Venue/Catering Services	UNIO	No	LOV	N/A	N/A	Jul	Jul	GAA	50,000.00	50,000.00		
	Team Building	UNIO			N/A	N/A			GAA	-	-		
	Lease of Venue/Catering Services	UNIO	No	LOV	N/A	N/A			GAA	50,000.00	50,000.00		
	Lease of Motor Vehicles	UNIO			N/A	N/A			GAA	13,000.00	13,000.00		
	Maintenance and Other Operating Expenses (MOOE)	UNIO			N/A	N/A			GAA	-	-		
	Printing and Binding Expenses-Brochures/Flyers	UNIO	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Representation Expenses	UNIO			N/A	N/A			GAA	-	-		
	Inter-Agency Meetings, Hosting of Events and Receptions, Tokens and other Meeting Expenses	UNIO			N/A	N/A			GAA	-	-		
	Meals, Tokens and other Meeting Expenses	UNIO	No	SVP	N/A	N/A	Jan-Dec	Jan-Dec	GAA	389,000.00	389,000.00		
	Multilateral Post Consultation	UNIO			N/A	N/A			GAA	-	-		
	Lease of Venue/Catering Services	UNIO	No	LOV	N/A	N/A	Oct	Oct	GAA	200,000.00	200,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Lease of Motor Vehicles	UNIO			N/A	N/A			GAA	30,000.00	30,000.00		
	UN Day Celebration	UNIO			N/A	N/A			GAA	-	-		
	Lease of Venue/Catering Services	UNIO	No	LOV	N/A	N/A	Oct	Oct	GAA	400,000.00	400,000.00		
	Lease of Motor Vehicles	UNIO			N/A	N/A			GAA	30,000.00	30,000.00		
	Tokens/Souvenirs	UNIO			N/A	N/A			GAA	30,000.00	30,000.00		
	Women and Maritime Roundtable Discussion	UNIO			N/A	N/A			GAA	-	-		
	Catering Services	UNIO	No	SVP	N/A	N/A			GAA	50,000.00	50,000.00		
	Launch of PH's candidature to the International Maritime Organization Council and Campaign Reception (Manila)	UNIO			N/A	N/A			GAA	-	-		
	Lease of Venue/Catering Services	UNIO	No	LOV	N/A	N/A	Jun	Jun	GAA	150,000.00	150,000.00		
	Lease of Motor Vehicles	UNIO			N/A	N/A			GAA	30,000.00	30,000.00		
	Cocktail Reception to campaign for PH's candidature to the International Maritime Organization Council (London)	UNIO			N/A	N/A			GAA	-	-		
	Lease of Venue/Catering Services	UNIO	No	LOV	N/A	N/A	Nov	Nov	GAA	200,000.00	200,000.00		
	Campaign Reception for PH's candidature to the UNESCO Executive Board (Pari)	UNIO			N/A	N/A			GAA	-	-		
	Lease of Venue/Catering Services	UNIO	No	LOV	N/A	N/A	Jun	Jun	GAA	200,000.00	200,000.00		
	UNIO Health Briefing Series (Mental Health/ COVID-19)	UNIO			N/A	N/A			GAA	-	-		
	Catering Services	UNIO	No	SVP	N/A	N/A	Apr,Aug,Dec	Apr,Aug,Dec	GAA	60,000.00	60,000.00		
	International Humanitarian Law (IHL) Day	UNIO			N/A	N/A			GAA	-	-		
	Lease of Venue/Catering Services	UNIO	No	LOV	N/A	N/A	Aug	Aug	GAA	120,000.00	120,000.00		
	Lease of Motor Vehicles	UNIO			N/A	N/A			GAA	30,000.00	30,000.00		
	National Human Rights Consciousness Week	UNIO			N/A	N/A			GAA	-	-		
	Lease of Venue/Catering Services	UNIO	No	LOV	N/A	N/A	Dec	Dec	GAA	100,000.00	100,000.00		
	Lease of Motor Vehicles	UNIO			N/A	N/A			GAA	30,000.00	30,000.00		
	Diplomatic Briefing	UNIO			N/A	N/A			GAA	-	-		
	Catering Services	UNIO	No	SVP	N/A	N/A	Jun	Jun	GAA	100,000.00	100,000.00		
	Supplies and Materials	UNIO			N/A	N/A			GAA	-	-		
	Office Supplies - Part A of APP-CSE	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	Office Supplies - Part B	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	100,000.00	100,000.00		
	Semi-Expendable Office Equipment	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	35,000.00	35,000.00		
	Other Semi-Expendable Expenses	UNIO	No		N/A	N/A			GAA	20,000.00	20,000.00		
	Communication Expenses	UNIO			N/A	N/A			GAA	-	-		
	Mobile	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	444,000.00	444,000.00		
	Internet Allowance	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	200,000.00	200,000.00		
	Landline	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	120,000.00	120,000.00		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Postage and Courier Services	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Cable/Satellite/Telegraph/Radio Expenses	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	23,000.00	23,000.00		
	Confidential, Intelligence and Extraordinary Services	UNIO			N/A	N/A			GAA	-	-		
	Extraordinary and Miscellaneous Services	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	132,000.00	132,000.00		
	Rent/Lease Expenses	UNIO			N/A	N/A			GAA	-	-		
	Rent: Motor Vehicles	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	838,000.00	838,000.00		
	Rent: Equipments	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	802,000.00	802,000.00		
	Rent: Shuttle Service	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	400,000.00	400,000.00		
	Subscription Expenses	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	-	-		
	ICT Software Subscriptions	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	207,000.00	207,000.00		
	Local Newspapers/Magazines	UNIO	No		N/A	N/A			GAA	-	-		
	Philippine Daily Inquirer	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000.00	2,000.00		
	Philippine Star	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000.00	2,000.00		
	Manila Bulletin	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000.00	2,000.00		
	Business Mirror	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	2,000.00	2,000.00		
	Foreign Newspaper/Magazine	UNIO	No		N/A	N/A			GAA	-	-		
	Time Magazine	UNIO	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	3,000.00	3,000.00		
	UNDERSECRETARY FOR BILATERAL RELATIONS AND ASEAN AFFAIRS	UBRAA	No		N/A	N/A			GAA	-	-		
	Foreign Travel Expenses	UBRAA			N/A	N/A			GAA	-	-		
	Foreign Travel 01	UBRAA			N/A	N/A			GAA	-	-		
	ASEAN Meeting and other Related Meetings, Asia , 1st Quarter	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Jan-Mar	Jan-Mar	GAA	100,000.00	100,000.00		
	DSA	UBRAA	No		N/A	N/A	Jan-Mar	Jan-Mar	GAA	110,000.00	110,000.00		
	Foreign Travel 02	UBRAA			N/A	N/A			GAA	-	-		
	ASEAN Meeting and other Related Meetings, Asia , 1st Quarter	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Jan-Mar	Jan-Mar	GAA	100,000.00	100,000.00		
	DSA	UBRAA	No		N/A	N/A	Jan-Mar	Jan-Mar	GAA	110,000.00	110,000.00		
	Foreign Travel 03	UBRAA			N/A	N/A			GAA	-	-		
	Bilateral Meeting: PH with European Countries, Europe , 1st Quarter	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Jan-Mar	Jan-Mar	GAA	600,000.00	600,000.00		
	DSA	UBRAA	No		N/A	N/A	Jan-Mar	Jan-Mar	GAA	275,000.00	275,000.00		
	Foreign Travel 04	UBRAA			N/A	N/A			GAA	-	-		
	ASEAN Meeting and other Related Meetings, Asia , 2nd Quarter	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Apr-Jun	Apr-Jun	GAA	100,000.00	100,000.00		
	DSA	UBRAA	No		N/A	N/A	Apr-Jun	Apr-Jun	GAA	110,000.00	110,000.00		
	Foreign Travel 05	UBRAA			N/A	N/A			GAA	-	-		



**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**


Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	Bilateral Meeting : PH with middle Eastern/African countries, 2nd Quarter	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Apr-Jun	Apr-Jun	GAA	400,000.00	400,000.00		
	DSA	UBRAA	No		N/A	N/A	Apr-Jun	Apr-Jun	GAA	250,000.00	250,000.00		
	Foreign Travel 06	UBRAA			N/A	N/A			GAA	-	-		
	ASEAN Meeting and other Related Meetings, Asia , 2nd Quarter	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Apr-Jun	Apr-Jun	GAA	100,000.00	100,000.00		
	DSA	UBRAA	No		N/A	N/A	Apr-Jun	Apr-Jun	GAA	110,000.00	110,000.00		
	Foreign Travel 7	UBRAA			N/A	N/A			GAA	-	-		
	Bilateral Meeting: PH with American Countries, 2nd quarter	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Apr-Jun	Apr-Jun	GAA	500,000.00	500,000.00		
	DSA	UBRAA	No		N/A	N/A	Apr-Jun	Apr-Jun	GAA	250,000.00	250,000.00		
	Foreign Travel 8	UBRAA			N/A	N/A			GAA	-	-		
	Bilateral Meeting: PH with ASPAC countries 3rd Quarter	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	120,000.00	120,000.00		
	DSA	UBRAA	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	130,000.00	130,000.00		
	Foreign Travel 9	UBRAA			N/A	N/A			GAA	-	-		
	ASEAN meeting and Other related Meetings, 3rd Quarter, Asia	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	100,000.00	100,000.00		
	DSA	UBRAA	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	110,000.00	110,000.00		
	Foreign Travel 10	UBRAA			N/A	N/A			GAA	-	-		
	ASEAN meeting and Other related Meetings, 3rd Quarter, Asia	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	100,000.00	100,000.00		
	DSA	UBRAA	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	110,000.00	110,000.00		
	Foreign Travel 11	UBRAA			N/A	N/A			GAA	-	-		
	United Nation General Assembly and other Related Meetings, New York, 3rd Quarter	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	600,000.00	600,000.00		
	DSA	UBRAA	No		N/A	N/A	Jul-Sep	Jul-Sep	GAA	300,000.00	300,000.00		
	Foreign Travel 12	UBRAA			N/A	N/A			GAA	-	-		

**DEPARTMENT OF FOREIGN AFFAIRS Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity	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	
	International Meeting, Europe. 4th Quarter	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Oct-Dec	Oct-Dec	GAA	600,000.00	600,000.00		
	DSA	UBRAA	No		N/A	N/A	Oct-Dec	Oct-Dec	GAA	275,000.00	275,000.00		
	Foreign Travel 13	UBRAA			N/A	N/A			GAA	-	-		
	ASEAN Meeting and Other Related Meetings, 4th quarter, Asia	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Oct-Dec	Oct-Dec	GAA	100,000.00	100,000.00		
	DSA	UBRAA	No		N/A	N/A	Oct-Dec	Oct-Dec	GAA	110,000.00	110,000.00		
	Foreign Travel 14	UBRAA			N/A	N/A			GAA	-	-		
	ASEAN Meeting and Other Related Meetings, 4th quarter, Asia	UBRAA			N/A	N/A			GAA	-	-		
	Plane Ticket	UBRAA	No		N/A	N/A	Oct-Dec	Oct-Dec	GAA	100,000.00	100,000.00		
	DSA	UBRAA	No		N/A	N/A	Oct-Dec	Oct-Dec	GAA	110,000.00	110,000.00		
	Training Expenses	UBRAA			N/A	N/A			GAA	-	-		
	Team Building	UBRAA	No		N/A	N/A	Jul-Dec	Jul-Dec	GAA	68,000.00	68,000.00		
	Supplies and Materials	UBRAA			N/A	N/A			GAA	-	-		
	Office Supplies Expenses	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	346,000.00	346,000.00		
	Drugs and Medicines Expense	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	85,000.00	85,000.00		
	Semi-Expendible Expenses	UBRAA			N/A	N/A			GAA	-	-		
	Other Supplies and Materials Expenses	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	124,000.00	124,000.00		
	Utility Expense	UBRAA			N/A	N/A			GAA	-	-		
	Water Expenses	UBRAA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	29,000.00	29,000.00		
	Communications Services	UBRAA			N/A	N/A			GAA	-	-		
	Mobile	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	240,000.00	240,000.00		
	Landline	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	150,000.00	150,000.00		
	Cable, Satellite, Telegraph and Radio	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	29,000.00	29,000.00		
	Extraordinary and Miscellaneous Expenses	UBRAA			N/A	N/A	Jan-Dec	Jan-Dec	GAA	180,000.00	180,000.00		
	Professional Services	UBRAA			N/A	N/A			GAA	-	-		
	Consultancy Services	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	50,000.00	50,000.00		
	Other General Services	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	8,000.00	8,000.00		
	Other Maintenance and Operating Expenses	UBRAA			N/A	N/A			GAA	-	-		
	Representation Expenses	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	329,000.00	329,000.00		
	Rent / Lease Expenses	UBRAA			N/A	N/A			GAA	-	-		
	Rents - Motor Vehicles	UBRAA	yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	1,662,000.00	1,662,000.00		
	Rents- Equipment	UBRAA	yes		N/A	N/A	Jan-Dec	Jan-Dec	GAA	101,000.00	101,000.00		
	Subscription Expenses	UBRAA			N/A	N/A			GAA	-	-		
	ICT Software Subscription	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	980,000.00	980,000.00		
	Library and Other Reading Materials Subscription Expense	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	55,000.00	55,000.00		
	Other Subscription Expense	UBRAA	No		N/A	N/A	Jan-Dec	Jan-Dec	GAA	18,000.00	18,000.00		
	<b>TOTAL</b>									8,018,968,903.76	6,642,722,903.76	1,376,246,000.00	

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


Prepared by:

  
ATTY. ALVIN C. MALASIG  
BAC Secretariat, Head

Recommended for Approval by:

  
NARCISO T. CASTANEDA  
BAC Chairperson

Approved:

  
ERNESTO C. ABELLA  
Undersecretary and Acting  
Head of the Procuring Entity