

**DEPARTMENT OF TRADE AND INDUSTRY**  
Regional Office V, Legazpi City

**SUPPLEMENTAL ANNUAL PROCUREMENT PLAN (APP NON-CSE) FOR FIRST SEMESTER OF FY 2024  
OF DTI REGIONAL OFFICE 5**

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)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	IAS Audit	AFMD	NO	NP-Small Value	May 2024	NA	May 2024	May 2024	GAA	235,200.00	235,200.00	-	meals, accommodation, travel expenses, supplies and materials
	Microsoft Office Account (lifetime account/application, 1 user only)	COA	NO	NP-Small Value	Jun 2024	NA	Jun 2024	Jun 2024	GAA	7,000.00	7,000.00	-	
	Annual Subscription License of Google Workspace	ORD	NO	NP-Small Value	Jan-Dec 2024	NA	Jan-Dec 2024	Jan-Dec 2024	GAA	71,280.00	71,280.00	-	
	PQA Roadshow for Excellence and Resilience in Bicol's Quality Journey	ORD	NO	NP-Small Value	May 2024	NA	May 2024	May 2024	GAA	50,000.00	50,000.00	-	
	YEP! You Can Be Your Own Boss	BDD	NO	NP-Small Value	May-Jun 2024	NA	May-Jun 2024	May-Jun 2024	GAA	280,000.00	280,000.00	-	meals, accommodation, travel expenses, supplies and materials
	KMME-ME Online	BDD	NO	NP-Small Value	Apr-Jun 2024	NA	Apr-Jun 2024	Apr-Jun 2024	GAA	231,579.00	231,579.00	-	Professional Fee, Token, PF for coaching, Office Supplies & Materials
	RCEP Roadshow	BDD	NO	NP-Small Value	May 2024	NA	May 2024	May 2024	GAA	40,000.00	40,000.00	-	Representation Expenses
004	Gasoline, Oil & Lubricants	CPD	NO	NP-Small Value	Jun 2024	NA	Jun 2024	Jun 2024	GAA	10,000.00	10,000.00	-	Mediation Training in Marikina
004	Labor Charges for Fence Improvement (Mural Painting)	CPD	NO	NP-Small Value	May 2024	NA	May 2024	May 2024	GAA	20,000.00	20,000.00	-	
	IAS Audit	CNPO	NO	NP-Small Value	May 2024	NA	May 2024	May 2024	GAA	13,500.00	13,500.00	-	Meals, tokens
OTOP	Inbound Selling Mission	BDD-CNPO	NO	NP-Small Value	Jun 2024	NA	Jun 2024	Jun 2024	GAA	50,000.00	50,000.00	-	Food for Selling Mission Team, Transportation Expenses, Gasoline Expenses
OTOP	Pinya Kulinarya	BDD-CNPO	NO	NP-Small Value	Jun 2025	NA	Jun 2024	Jun 2024	GAA	2,460.00	2,460.00	-	
003	Capability Building on Pineapple by-products processing	BDD-CNPO	NO	NP-Small Value	Jun 2026	NA	Jun 2024	Jun 2024	GAA	15,000.00	15,000.00	-	Transpo of Trainers, Training Materials, Food
003	Skills Training Bamboo	BDD-CNPO	NO	NP-Small Value	May 2024	NA	May 2024	May 2024	GAA	19,345.00	19,345.00	-	Honorarium, Food of participants, Training Materials
003	2024 Pinyasan Souvenir Items Making	BDD-CNPO	NO	NP-Small Value	Jun 2026	NA	Jun 2024	Jun 2024	GAA	2,460.00	2,460.00	-	Tarpaulin, token
NC	OTOP Nook Launching	BDD-CNPO	NO	NP-Small Value	Apr 2024	NA	Apr 2024	Apr 2024	GAA	6,500.00	6,500.00	-	Supplies & Materials, Tarpaulin Printing, Token
NC	Investment Forum	BDD-CNPO	NO	NP-Small Value	May 2024	NA	May 2024	May 2024	GAA	10,000.00	10,000.00	-	Food for participants, token

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					Ads/Post of (B/RE)	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
NC	Inbound Selling Mission	BDD-CNPO	NO	NP-Small Value	Jun 2024	NA	Jun 2024	Jun 2024	GAA	26,500.00	26,500.00	-	Accommodation of Buyers
NC	Managerial Training	BDD-CNPO	NO	NP-Small Value	July 2024	NA	July 2024	July 2024	GAA	6,000.00	6,000.00	-	Food for participants, token
NC	Feria De Camarines featuring Delicioso	BDD-CNPO	NO	NP-Small Value	Apr 2024	NA	Apr 2024	Apr 2024	GAA	500.00	500.00	-	Driving Services
NC	Repair Maintenance	BDD-CNPO	NO	NP-Small Value	Jun 2024	NA	Jun 2024	Jun 2024	GAA	2,500.00	2,500.00	-	Repair of Airconditioning Unit
SSF	Managerial Training	BDD-CNPO	NO	NP-Small Value	July 2025	NA	July 2024	July 2024	GAA	6,500.00	6,500.00	-	Food for participants, token
SSF	Skills Training Bamboo	BDD-CNPO	NO	NP-Small Value	May 2024	NA	May 2024	May 2024	GAA	6,155.00	6,155.00	-	Transportation Expenses, Maintenance Fee, Fuel, TEV
004	Capacity Building Programs for Business Establishments	CPD-CNPO	NO	NP-Small Value	Mar 2024	NA	Mar 2024	Mar 2024	GAA	5,850.00	5,850.00	-	Food for participants
004	Strengthening Consumer Advocacy thru Production of Information Collaterals	CPD-CNPO	NO	NP-Small Value	Mar 2025	NA	Mar 2024	Mar 2024	GAA	42,100.00	42,100.00	-	Food, Prizes, Advocacy Campaign Bags
003	Product Development	BDD-CSPO	NO	NP-Small Value	Jun 2024	NA	Jun 2024	Jun 2024	GAA	100,000.00	100,000.00	-	Training Expenses
003	2024 Presidential Awards	BDD-CSPO	NO	NP-Small Value	May 2024	NA	May 2024	May 2024	GAA	23,000.00	23,000.00	-	Training Expenses, Supplies and Materials
004	Monitoring and Enforcement of Fair Trade Laws	CPD-CSPO	NO	NP-Small Value	Jan-Dec 2024	NA	Jan-Dec 2024	Jan-Dec 2024	GAA	136,040.00	136,040.00	-	FTL Monitoring & Enforcement; Price and Supply Monitoring; Hardware Assembly of at least 100 person; retailers business opportunity matching of 100 retailers w/ 8 suppliers; Meeting of 70 Bes being Monitored for E-Presyo; Prepair Load for Price Monitor; IEC Materials & Tarpaulins
004	Projects/Activities Related to the Accreditation and Issuance of Business License, Permits, Registration and Authorities	CPD-CSPO	NO	NP-Small Value	Jan-Dec 2024	NA	Jan-Dec 2024	Jan-Dec 2024	GAA	38,640.00	38,640.00	-	QR Code Launching during LPCC Congress; Supplies and Tokens, Tarpaulins, CARSS Quarterly Meeting
004	Monitoring and Enforcement of Fair Trade Laws	CPD-CSPO	NO	NP-Small Value	Jan-Dec 2024	NA	Jan-Dec 2024	Jan-Dec 2024	GAA	426,430.00	426,430.00	-	Diskwento Caravan; Consumer Welfare Month; Sectoral Meetings; Other Advocacy Initiatives; Radio Program; Job Order for Price Monitor
004	COA Visit and SSF on-site monitoring and evaluation	AFMD-CPO	NO	NP-Small Value	Jun 2024	NA	Jun 2024	Jun 2024	GAA	21,010.00	21,010.00	-	Representation Expenses, Other General Services
NC	Basic Skills Training on Twining and Weaving of Baskets using Lampakanay	BDD-MPO	NO	NP-Small Value	Mar 2024	NA	Mar 2024	Mar 2024	GAA	18,000.00	18,000.00	-	Training Expense, Honorarium, Transportation, Accommodation
NC	Basic Skills Training on Twining and Weaving of Baskets using Lampakanay	BDD-MPO	NO	NP-Small Value	Mar 2024	NA	Mar 2024	Mar 2024	GAA	16,705.00	16,705.00	-	Training Expense, Honorarium, Transportation, Supplies & Materials
NC	Seminar on Trade Fair Guidelines	BDD-MPO	NO	NP-Small Value	Mar 2024	NA	Mar 2024	Mar 2024	GAA	3,000.00	3,000.00	-	Food for participants
NC	Orientation on Trade Fair Participation	BDD-MPO	NO	NP-Small Value	May 2024	NA	May 2024	May 2024	GAA	3,000.00	3,000.00	-	Food for participants

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NC	Skills Training on Coco-based Products Processing	BDD-MPO	NO	NP-Small Value	Jul 2024	NA	Jul 2024	Jul 2024	GAA	12,000.00	12,000.00	-	Honorarium and training materials
NC	Skills Training in Squid Processing	BDD-MPO	NO	NP-Small Value	Jul 2024	NA	Jul 2024	Jul 2024	GAA	12,000.00	12,000.00	-	Food, Honorarium and Training Materials
003	Seminar on Improving Food Products thru Sensory Evaluation	BDD-SPO	NO	NP-Small Value	Mar 2024	NA	Mar 2024	Mar 2024	GAA	14,840.00	14,840.00	-	Token, Meals, Tarpaulin
<b>TOTAL</b>										<b>1,985,094.00</b>	<b>1,985,094.00</b>	<b>-</b>	

Prepared by:

Recommending Approval:

Approved:

  
ANGELA CENDAS MILLANO  
BAC Secretariat Chairperson

  
JOSEPH D. BAÑOLA  
BAC Chairman

  
DINDO G. NABOL  
Regional Director

**DEFINITION**

1. **PROGRAM (BESF)**– A homogeneous group of activities necessary for the performance of a major purpose for
2. **PROJECT (BESF)**– Special agency undertakings which are to be carried out within a definite time frame and
3. **PMO/End User** - Unit as proponent of program or project
4. **Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct
5. **Schedule for Each Procurement Activity** - Major procurement activities (advertising/posting; submission and
6. **Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund
7. **Estimated Budget** - Agency approved estimate of project/program costs
8. **Remarks** - brief description of program or project

**Remarks**

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.

Breakdown into mooe and co for tracking purposes; aligned with budget documents

Any remark that will help GPPB track programs and projects