

Department of Trade and Industry-Region 12 Indicative Non-CSE Annual Procurement Plan for FY 2025

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	General Administration Support									-			
	General Management and Supervision									934,168.18	934,168.18	-	Office Supplies
	APP-Common Use Supplies and Equipment (Not Available in DBM-PS)	RO and FOs	No	Shopping	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-			
	Traveling Expenses									-			
	Local	RO and FOs	No	N/A	N/A	N/A	N/A	N/A	GoP	794,000.00	794,000.00	-	Local Travels
	Training and Seminar Expenses									-			
	Training Expenses	RO and FOs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	450,000.00	450,000.00	-	Trainings and seminars
	Supplies and Materials Expenses									-			
	Accountable Forms	RO and FOs	No	Agency-to-agency	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	21,000.00	21,000.00	-	Accountable forms for Finance
	Fuel, Oil and Lubricants	RO and FOs	No	Products	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	Support to operations
	Utility Expenses									-			
	Water	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	200,000.00	200,000.00	-	Support to operations
	Electricity	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	200,000.00	200,000.00	-	Support to operations
	Communications Services									-			
	Postage and Courier Services	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	50,000.00	50,000.00	-	Support to operations
	Telephone - Mobile	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	125,000.00	125,000.00	-	Support to operations
	Telephone - Landline	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	155,000.00	155,000.00	-	Support to operations
	Internet Subscription Expenses	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	117,000.00	117,000.00	-	Support to operations
	Extraordinary and Miscellaneous Exp.	RO and FOs	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	136,000.00	136,000.00	-	Support to operations
	Professional Services									-			
	Legal Services	RO and FOs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	15,000.00	15,000.00	-	For Notary Services
	Auditing Services	RO and FOs	No	Direct Contracting	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	60,000.00	60,000.00	-	COA
	Consultancy Services	RO and FOs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	50,000.00	50,000.00	-	For the conduct of trainings and seminars
	Other Professional Services	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	-	
	General Services									-			
	Janitorial Services and Other General Services	RO and POs	Yes	Competitive Bidding	Oct 2024	Oct 2024	Dec 2024	Dec 2024	GoP	6,571,000.00	6,571,000.00	-	For the manpower services to be assigned in RO and Pos
	Security Services	RO and POs	Yes	Competitive Bidding	Oct 2024	Oct 2024	Dec 2024	Dec 2024	GoP	2,464,000.00	2,464,000.00	-	For the security personnel to be assigned in RO and Pos
	Repairs and Maintenance									-			
	Building	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	190,000.00	190,000.00	-	repairs and maintenance of DTI Buildings
	Machinery	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	17,000.00	17,000.00	-	provision of repairs and maintenance
	Office Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	10,000.00	10,000.00	-	provision of repairs and maintenance
	ICT Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	5,000.00	5,000.00	-	provision of repairs and maintenance
	Motor Vehicles	RO	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	250,000.00	250,000.00	-	provision of repairs and maintenance
	Motor Vehicles	POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	500,000.00	500,000.00	-	provision of repairs and maintenance
	Taxes, Insurance Premiums & Other Fees									-			
	Taxes, Duties and Licenses	RO and POs	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	22,000.00	22,000.00	-	Finance related transactions
	Fidelity Bond Premiums	RO and POs	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	150,000.00	150,000.00	-	BTr Bonds
	Insurance Expenses	RO and POs	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	400,000.00	400,000.00	-	Insurances
	Other Maintenance & Operating Expenses									-			
	Advertising Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	15,000.00	15,000.00	-	Printing of collaterals
	Printing and Publication Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	21,000.00	21,000.00	-	Printing of collaterals
	Representation Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	500,000.00	500,000.00	-	Conduct of meetings and seminars
	Transportation and Delivery Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	15,000.00	15,000.00	-	Support to operations
	Rent /Lease Expenses									-			
	Rents - Buildings and Structures	RO and POs	No	NP-Lease of Real Property	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	1,373,831.82	1,373,831.82	-	Rental Fees
	Rents - Motor Vehicles	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	26,000.00	26,000.00	-	Rents of Vehicles
	Other Subscription Expenses	RO and POs	No	N/A	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	68,000.00	68,000.00	-	Video conferencing subscription/layout
	Other Maintenance and Operating Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	200,000.00	200,000.00	-	Support to operations
	SUB-TOTAL- GAS									16,205,000.00	16,205,000.00		

Exports & Investment Program (OO1)													
APP-Common Use Supplies and Equipment	RO and FOs	No	Shopping	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	393,000.00	393,000.00	-	Office Supplies	
Traveling Expenses													
Local	RO and FOs	No	N/A	N/A	N/A	N/A	N/A	GoP	824,000.00	824,000.00	-	Local Travels	
Training and Seminar Expenses													
Training Expenses	RO and FOs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	607,000.00	607,000.00	-	Participation to Trade Fairs; R12 Exporters Week Celebration; IFEX; BIMPEAGA	
Supplies and Materials Expenses													
Fuel, Oil and Lubricants	RO and FOs	No	NP 53.14 Direct Retail Purchase of POL Products	N/A	N/A	N/A	N/A	GoP	79,000.00	79,000.00	-	Support to operations	
Utility Expenses													
Water	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	22,000.00	22,000.00	-	Support to operations	
Electricity	RO and Fos	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	312,000.00	312,000.00	-	Support to operations	
Communications Services													
Postage and Courier Services	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	22,000.00	22,000.00	-	Support to operations	
Telephone - Mobile	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	2,000.00	2,000.00	-	Support to operations	
Telephone - Landline	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	47,000.00	47,000.00	-	Support to operations	
Internet Subscription Expenses	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	20,000.00	20,000.00	-	Subscription to internet providers	
Professional Services													
Legal Services	RO and FOs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	5,000.00	5,000.00	-	Notary Services	
Consultancy Services	RO and FOs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	36,000.00	36,000.00	-	Hiring of technical consultants	
Repairs and Maintenance													
Machinery	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	-		
Office Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	15,000.00	15,000.00	-	provision of repairs and maintenance	
ICT Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	15,000.00	15,000.00	-	provision of repairs and maintenance	
Other Leased Assets	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	-		
Other Maintenance & Operating Expenses													
Advertising Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	22,000.00	22,000.00	-	Radio and TV Ads	
Printing and Publication Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	200,000.00	200,000.00	-	Printing of collaterals	
Representation Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	430,000.00	430,000.00	-	Conduct of meetings and seminars	
Transportation and Delivery Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	57,000.00	57,000.00	-	Delivery, hauling, and postage services	
Rent /Lease Expenses													
Rents - Buildings and Structures	RO and FOs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	-	Booth rentals during trade fairs	
Rents - Motor Vehicles	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	52,000.00	52,000.00	-	Vehicle rentals during trade fairs	
Other Subscription Expenses	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	13,000.00	13,000.00	-	Equipment Rentals during events	
Other Maintenance and Operating Expenses	RO and FOs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	50,000.00	50,000.00	-	Online subscriptions (video and layouting services)	
SUB-TOTAL- OO1									3,223,000.00	3,223,000.00			
Industry Development (OO2)													
APP-Common Use Supplies and Equipment	RO and FOs	No	Shopping	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	1,065,000.00	1,065,000.00	-		
Traveling Expenses													
Local	RO and FOs	No	N/A	N/A	N/A	N/A	N/A	GoP	221,000.00	221,000.00	-	Local Travels	
Training and Seminar Expenses													
Training Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	424,000.00	424,000.00	-	Support to operations	
Supplies and Materials Expenses													
Fuel, Oil and Lubricants	RO and POs	No	Products	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	211,000.00	211,000.00	-	Support to operations	
Utility Expenses													
Water	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	54,000.00	54,000.00	-	Support to operations	
Electricity	RO and Fos	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	319,000.00	319,000.00	-	Support to operations	
Communications Services													
Postage and Courier Services	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	27,000.00	27,000.00	-	Support to operations	
Telephone - Mobile	RO and POs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	66,000.00	66,000.00	-	Support to operations	
Telephone - Landline	RO and POs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	42,000.00	42,000.00	-	Support to operations	
Internet Subscription Expenses	RO and POs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	10,000.00	10,000.00	-	Support to operations	
Professional Services													
Legal Services	RO and FOs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	5,000.00	5,000.00	-	Notary Services	
Consultancy Services	RO and FOs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	10,000.00	10,000.00	-	Hiring of Consultants	
Repairs and Maintenance													
Machinery	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	4,000.00	4,000.00	-	provision of repairs and maintenance	
Office Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	10,000.00	10,000.00	-	provision of repairs and maintenance	
ICT Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	5,000.00	5,000.00	-	provision of repairs and maintenance	
Other Maintenance & Operating Expenses													
Advertising Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	22,000.00	22,000.00	-	Radio and TV Ads	
Printing and Publication Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	182,000.00	182,000.00	-	Printing of collaterals	
Representation Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	312,000.00	312,000.00	-	Conduct of meetings and seminars	
Transportation and Delivery Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	10,000.00	10,000.00	-	Delivery, hauling, and postage services	
Rent /Lease Expenses													
Rents - Buildings and Structures	RO and FOs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	-	Booth rentals during trade fairs	
Rents - Motor Vehicles	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	-	Vehicle rentals during trade fairs	
Other Subscription Expenses	RO and FOs	No	N/A	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	30,000.00	30,000.00	-	Equipment Rentals during events	
Other Maintenance and Operating Expenses	RO and FOs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	238,000.00	238,000.00	-	services)	
SUB-TOTAL- OO2									3,267,000.00	3,267,000.00			

SME Development (003)

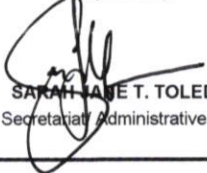
APP-Common Use Supplies and Equipment	RO and FOs	No	Shopping	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025		1,651,000.00	1,651,000.00	-	
Traveling Expenses									-	-	-	
Local	RO and FOs	No	N/A	N/A	N/A	N/A	N/A	GoP	1,020,000.00	1,020,000.00	-	Local Travels
Training and Seminar Expenses									-	-	-	
Training Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	1,000,000.00	1,000,000.00	-	Conduct of trainings and seminars for SME Development
Supplies and Materials Expenses									-	-	-	
Fuel, Oil and Lubricants	RO and FOs	No	Products	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	361,000.00	361,000.00	-	Support to operations
Utility Expenses									-	-	-	
Water	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	54,000.00	54,000.00	-	Support to operations
Electricity	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	258,000.00	258,000.00	-	Support to operations
Communications Services									-	-	-	
Postage and Courier Services	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	211,000.00	211,000.00	-	Radio and TV Ads
Telephone - Mobile	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	212,000.00	212,000.00	-	Printing of collaterals
Telephone - Landline	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	258,000.00	258,000.00	-	Conduct of meetings and seminars
Internet Subscription Expenses	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	375,000.00	375,000.00	-	Delivery, hauling, and postage services
Awards/ Rewards Expenses	RO and FOs	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	155,000.00	155,000.00	-	Support to operations
Professional Services									-	-	-	
Legal Services	RO and POs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	5,000.00	5,000.00	-	Notary Services
Consultancy Services	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	258,000.00	258,000.00	-	Hiring of resource consultants
Other Professional Services	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	Hiring of resource persons
Repairs and Maintenance									-	-	-	
Machinery	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	15,000.00	15,000.00	-	provision of repairs and maintenance
Office Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	152,000.00	152,000.00	-	provision of repairs and maintenance
ICT Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	152,000.00	152,000.00	-	provision of repairs and maintenance
Other Maintenance & Operating Expenses									-	-	-	
Advertising Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	130,000.00	130,000.00	-	Radio and TV Ads
Printing and Publication Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	464,000.00	464,000.00	-	Printing of collaterals
Representation Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	631,000.00	631,000.00	-	Conduct of meetings and seminars
Transportation and Delivery Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	361,000.00	361,000.00	-	Delivery, hauling, and postage services
Rent /Lease Expenses									-	-	-	
Rents - Buildings and Structures	POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	Booth rentals during trade fairs
Rents - Motor Vehicles	RO and POs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	253,000.00	253,000.00	-	Vehicle rentals during trade fairs
Rents - Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	77,000.00	77,000.00	-	Equipment Rentals during events
Other Subscription Expenses	RO and POs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	29,000.00	29,000.00	-	Online subscriptions (video and layouting
Other Maintenance and Operating Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	229,000.00	229,000.00	-	Support to operations
SUB-TOTAL- 003									8,511,000.00	8,511,000.00		

Consumer Protection (OO4)											
APP-Gommon Use Supplies and Equipment	RO and FOs	No	Shopping	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	1,437,663.64	1,437,663.64	
Traveling Expenses											
Local	RO and FOs	No	N/A	N/A	N/A	N/A	N/A	GoP	328,000.00	328,000.00	- Local Travels
Training and Seminar Expenses											
Conduct of Trainings and Seminars	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	490,336.36	490,336.36	- Participation to Treasures of Region 12; For the conduct of various organizational culture activities, consumer protection and advocacy activities, mid-year and year-end assessments, skills training and seminars, and meetings and consultations.
Supplies and Materials Expenses											
Fuel, Oil and Lubricants	RO and FOs	No	NP 53.14 Direct Retail Purchase of POL Products	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	224,000.00	224,000.00	- Support conduct of various activities
Utility Expenses											
Water	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	151,000.00	151,000.00	- Support to operations
Electricity	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	539,000.00	539,000.00	- Support to operations
Communications Services											
Postage and Courier Services	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	25,000.00	25,000.00	- Support to operations
Telephone - Mobile	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	72,000.00	72,000.00	- Support to operations
Telephone - Landline	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	67,000.00	67,000.00	- Support to operations
Internet Subscription Expenses	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	30,000.00	30,000.00	- Support to operations
Professional Services											
Legal Services	RO and POs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	21,000.00	21,000.00	- Notary Services
Consultancy Services	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	95,000.00	95,000.00	- Hiring of Consultants
Other Professional Services	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	300,000.00	300,000.00	- Hiring of Resource Persons/Speakers
Repairs and Maintenance											
Machinery	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	6,000.00	6,000.00	- provision of repairs and maintenance
Office Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	18,000.00	18,000.00	- provision of repairs and maintenance
ICT Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	8,000.00	8,000.00	- provision of repairs and maintenance
Taxes, Insurance Premiums & Other Fees											
Insurance Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	- provision of repairs and maintenance
Other Maintenance & Operating Expenses											
Advertising Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	20,000.00	20,000.00	- Radio and TV Ads
Printing and Publication Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	72,000.00	72,000.00	- Printing of Promo Collaterals
Representation Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	259,000.00	259,000.00	-
Transportation and Delivery Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	- Support to operations
Rent /Lease Expenses											
Rents - Buildings and Structures	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	- For the conduct of CWM celebration
Rents - Motor Vehicles	RO and POs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	110,000.00	110,000.00	- Conduct of CWM; Enforcement activities
Other Subscription Expenses	RO and POs	No	N/A	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	61,000.00	61,000.00	- Video conferencing subscription/DOSE
Other Maintenance and Operating Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	71,000.00	71,000.00	- Support to operations
SUB-TOTAL - OO4									4,405,000.00	4,405,000.00	

Shared Service Facilities												
APP-Common Use Supplies and Equipment	RO and FOs	No	Shopping	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	271,000.00	271,000.00		
Traveling Expenses	RO and FOs	No	N/A	N/A	N/A	N/A	N/A	GoP	300,000.00	300,000.00	-	Local Travels
Local												
Training and Seminar Expenses												
Conduct of Trainings	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	450,000.00	450,000.00	-	Productivity and Efficiency Enhancement Trainings for MSMEs and Potential MSMEs
Supplies and Materials Expenses												
Fuel, Oil and Lubricants	RO and FOs	No	NP 53.14 Direct Retail Purchase of POL Products	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	180,000.00	180,000.00	-	Support conduct of various activities
Communications Services												
Telephone - Mobile	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	30,000.00	30,000.00	-	Support to operations
Internet Subscription Expenses	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	Support to operations
Professional Services												
Legal Services	RO and POs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	-	Support to operations
Consultancy Services	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	300,000.00	300,000.00	-	Hiring of Consultants for SSF Services
Other Professional Services	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	970,000.00	970,000.00	-	Hiring of SSF Staff
Repairs and Maintenance												
Machinery	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	600,000.00	600,000.00	-	provision of repairs and maintenance
Office Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	-	Support to operations
ICT Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	10,000.00	10,000.00	-	provision of repairs and maintenance
Taxes, Insurance Premiums & Other Fees												
Insurance Expenses	RO and POs	No	Agency to Agency	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	400,000.00	400,000.00	-	Insurances
Other Maintenance & Operating Expenses												
Printing and Publication Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	50,000.00	50,000.00	-	Printing of various collaterals
Representation Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	311,000.00	311,000.00	-	Conduct of meetings and seminars
Transportation and Delivery Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	50,000.00	50,000.00	-	Delivery, hauling, and postage services
Rent /Lease Expenses												
Rents - Buildings and Structures	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	50,000.00	50,000.00	-	Booth and building rentals
Rents - Motor Vehicles	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	50,000.00	50,000.00	-	rentals of vehicles for SSF transactions
Other Subscription Expenses	RO and POs	No	N/A	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	Support to operations
Other Maintenance and Operating Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	50,000.00	50,000.00	-	Support to operations
SUB-TOTAL- SSF									4,272,000.00	4,272,000.00		

Negosyo Centers													
APP-Common Use Supplies and Equipment	RO and FOs	No	Shopping	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	2,938,000.00	2,938,000.00	-		
Traveling Expenses	RO and FOs	No	N/A	N/A	N/A	N/A	N/A	GoP	1,320,000.00	1,320,000.00	-	Local Travels	
Local	RO and FOs	No											
Training and Seminar Expenses													
Conduct of Trainings	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	4,000,000.00	4,000,000.00	-	Entrepreneurial and Management Trainings	
Utility Expenses													
Water	RO and FOs	No	Agency to Agency	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	324,000.00	324,000.00	-	Support to operations	
Electricity	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	400,000.00	400,000.00	-	Support to operations	
Communications Services													
Postage and Courier Services	RO and FOs	No	N/A	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	-	-	-	Support to operations	
Telephone - Mobile	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	396,000.00	396,000.00	-	Support to operations	
Telephone - Landline	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	300,000.00	300,000.00	-	Support to operations	
Internet Subscription Expenses	RO and FOs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	330,000.00	330,000.00	-	Support to operations	
Awards/ Rewards Expenses	RO and FOs	No	N/A	N/A	N/A	N/A	N/A	GoP	-	-	-		
Professional Services													
Other Professional Services	RO and POs	No	Direct Contracting	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	12,225,000.00	12,225,000.00	-	Salaries of NCBCs	
Other Maintenance & Operating Expenses													
Advertising Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	-	-	-	Radio and TV Ads	
Printing and Publication Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	-	-	-		
Representation Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	972,000.00	972,000.00	-	Conduct of meetings and seminars	
Other Maintenance and Operating Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	-		
SUB-TOTAL- Negosyo Center									23,205,000.00	23,205,000.00			
OTOP Next Gen													
APP-Common Use Supplies and Equipment (Not Available in DBM-PS)	RO and FOs	No	Shopping	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	419,000.00	419,000.00	-		
Local Travels	RO and POs	No	N/A	N/A	N/A	N/A	N/A	GoP	350,000.00	350,000.00	-	Claims and Plane Fares	
Conduct of Trainings	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	315,000.00	315,000.00	-	Product Development and Marketing Trainings	
Telephone - Mobile	RO and POs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	Communications Services	
Telephone - Landline	RO and POs	No	Direct Contracting	N/A	N/A	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	Communications Services	
Consultancy Services	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	250,000.00	250,000.00	-	Hiring of Consultants OTO Services	
Other Professional Services	RO and POs	No	Direct Contracting	N/A	N/A	N/A	N/A	GoP	1,790,000.00	1,790,000.00	-		
Rent /Lease Expenses													
Repair & Maint. - Office Equipments	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	-	-	-		
Repair & Maint. - ICT Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	Jan-Dec 2024	GoP	-	-	-		
Repairs and Maintenance-Office Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	provision of repairs and maintenance	
Repairs and Maintenance-ICT Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	provision of repairs and maintenance	
Other Maintenance & Operating Expenses													
Advertising Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	150,000.00	150,000.00	-	Radio and TV Ads	
Printing and Publication Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	200,000.00	200,000.00	-	Printing of Promo Collaterals	
Representation Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	350,000.00	350,000.00	-	Conduct of meetings and seminars	
Transportation and Delivery Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	Courier and Hauling services	
Rent /Lease Expenses													
Rents - Buildings and Structures	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	100,000.00	100,000.00	-	Booth rentals during trade fairs	
Rents - Motor Vehicles	RO and POs	No	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	150,000.00	150,000.00	-	Vehicle rentals during trade fairs	
Rents - Equipment	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	177,000.00	177,000.00	-	Support to operations	
Other Subscription Expenses	RO and POs	No	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	200,000.00	200,000.00	-	Support to operations	
Other Maintenance and Operating Expenses	RO and POs	No	NP-53.9 - Small Value Procurement	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	Jan-Dec 2025	GoP	-	-	-		
SUB-TOTAL-OTOP									4,951,000.00	4,951,000.00			
TOTAL CONSOLIDATED ANNUAL PROCUREMENT FOR CY 2025 (REGULAR MOOE AND PROJECT FUNDS)									68,039,000.00	68,039,000.00			

Prepared by:



SARAH JANE T. TOLEDO
BAC Secretariat / Administrative Officer III

Reviewed by:



CONNIE M. BARNACHEA
Budget Officer/ Head of BAC Secretariat

Recommended for Approval by:



ROBERT A. ORFRECIO
BAC Chairperson

Approved by:

FLORA D. POLITUD-GABUNALES, CESO V
Regional Director