

DEPARTMENT OF TRADE AND INDUSTRY
Regional Office V, Legazpi City

INDICATIVE ANNUAL PROCUREMENT PLAN (APP NON-CSE) FOR FY 2025
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 IBREI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Security Services for 2025	RO/PO	NO	Bidding	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	2,540,400.00	2,540,400.00	-	
	Manangement/Operations Reviews (Virtual & F2F)	RO	NO	NP-Small Value	Mar./May/Sept./Nov. 2025	N/A	Mar./May/Sept./Nov. 2025	Mar./May/Sept./Nov. 2025	GAA	399,000.00	399,000.00	-	
	Representation Expenses	AFMD-RO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	272,800.00	272,800.00	-	AO's Meeting (Virtual-3); Joint AOs/Accountants Meeting (F2F); AFMD Staff Meeting; Conduct of NIQA; NIQA Initial and Closing Meeting; Systems/Project Meetings; Conduct of Bidding/Procurement related; Others
	HR Trainings and Activities	RO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	591,000.00	591,000.00	-	PRAISE Rewards (Serbisuyong Tapat); HR Programs/Activities (Wellness Program; PSB Delivery/Panel Interview; DTI Anniversary; Organizational Culture; General Assembly)
	Telephone Subscription (Landline, Internet, Cellphone)	RO	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	799,581.12	799,581.12	-	Cellcards; Google subscription for R5 subscription; Office 365 subscription; Internet; zoom
	Repairs & Maintenance (Office Equipment, IT Equipment, F&F, Building)	RO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	305,000.00	305,000.00	-	
	Diesel, Oil & Lubricants Expenses	RO	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	360,000.00	360,000.00	-	
	Repairs & Maintenance of Motor Vehicles	RO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	160,000.00	160,000.00	-	
	Transportation & Delivery/Courier Services	RO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	96,000.00	96,000.00	-	
	Fidelity, Bonds & Insurance, MV Registration Expenses	RO	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	789,510.00	789,510.00	-	
	Rental of Office Space/Building	POs	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	3,232,623.86	3,232,623.86	-	
	Utility Expenses (Electricity & Water)	RO	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	1,503,600.00	1,503,600.00	-	
	Office Space Improvement/Refurbishments	RO	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	100,000.00	100,000.00	-	
	Travelling Expenses	RO	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	1,307,000.00	1,307,000.00	-	
	Contract of Service for General Services	RO	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	2,174,515.20	2,174,515.20	-	
	Training Expenses	RO	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	258,500.00	258,500.00	-	

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					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Gratuity Pay (33 Jos)	RO	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	165,000.00	165,000.00		
	Other MOOE	RO	NO	Direct Contracting	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	484,469.82	484,469.82	-	Accountable Forms; Extraordinary & Misc. Expenses; Legaz Services; Other Professional Services (Phycho Exam Fee); Printing & Publication Expenses; Membership Dues & Contribution; Subscription Expenses;
001	Export and Investment Programs	SDD-RO	NO	NP-Small Value	Feb - Nov. 2025	N/A	Feb - Nov. 2025	Feb - Nov. 2025	GAA	1,500,000.00	1,500,000.00	-	Investment Meetings, FGDs, Consultations & Workshops; Investment: Onboarding on GeariskPH Workshop; Investment Mission; Export Meetings, FGDs, Consultations & Workshops; Trade & Business Mission (TBM) & Participation to Osaka Gift Show (Travelling Expenses, Participation Fee/Booth payment, Meetings & Briefings, Product Development); CMCI Awarding; TBMs Participation for Pilinut Industry
002	Industry Cluster Enhancement	SDD-RO	NO	NP-Small Value	Apr-Nov. 2024	N/A	Apr-Nov. 2024	Apr-Nov. 2024	GAA	1,570,000.00	1,570,000.00	-	Participation to International Food Expo (IFEX) 2025; Food Business Development Program / Licensing Innovation, Networking & Collaboration (LINC) (Product Analysis, Nutrifacts Analysis, Trademark Registration.); Halal FGDs, Meetings, Consultations, & Writeshop; National Industry Cluster Coordinator (NICC) FGDs, Meetings, Consultations, Workshops & Seminars; Bamboo Cluster FGD's, Council Meetings, Kawayan Showcase, Tree Planting activities; ICT & Creative ICE FGD's, Meetings, Workshops, Assembly; Wearables & Homestyle Product Development (FGDs, Seminars & Workshops, Assembly, and other W&H Linkaging activities; Cacao Industry Participation to National Congress, FGDs, Workshops, Council meetings); Pineapple & Coffee; Travelling Expenses
003	MSME Development Program	SDD-RO	NO	NP-Small Value	Mar.-Oct 2024	N/A	Mar.-Oct 2024	Mar.-Oct 2024	GAA	2,000,000.00	2,000,000.00	-	Conduct of Orgullo Kan Bikol RTF 2025 (Meetings & Briefings, Supplies & Materials, Tokens, Gasoline, Promo Collaterals); MSME Congress; KMME

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					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
001/002/003	Other MOOE (BDD)	SDD-RO	NO	NP-Small Value	Feb - Dec. 2025	N/A	Feb - Dec. 2025	Feb - Dec. 2025	GAA	1,569,300.00	1,569,300.00	-	Tokens/Sample Products for TBMs, International TFs participation; Representation (Sectoral, BDD Division -RO Meeting, PQA, Inter-agency); Traveling Expenses; BDD Supplies; BDD Heads Meeting; BDD Mid Year Assessment; Communication; Repair & Maintenance; Repair & Maintenance; Purchase of License MS Office; Radio Program; BDD System Maintenance & Upgrading; Local Travelling Expenses; RCC Meeting
	SSF Program	SDD-RO	NO	NP-Small Value	Feb-Dec 2025	N/A	Feb-Dec 2025	Feb-Dec 2025	GAA	2,371,560.00	2,371,560.00	-	OKB Trade Fair 2025 (lease of venue, representation' supplies and materials, promo collaterals); Connect to Create 2.0 (PF, printing of labels, food & accom., supplies & materials, travelling expenses, contingency); Travelling Expenses; SSF Exhibit (venue rental, BDS Provider, Sup& Mat, Representation, contingency); ICT/Creative Summit; Repairs & Maint-ICT; Consultancy Service
	Insurance of SSF Machineris and Equipment for 2025	SDD-RO	NO	NP-Small Value	Jan. 2025	N/A	Jan. 2025	Jan. 2025	GAA	1,000,000.00	1,000,000.00	-	
	Negosyo Center Administraive Expenses	IDD-RO	NO	NP-Small Value	Jan-Dec 2025	N/A	Jan-Dec 2025	Jan-Dec 2025	GAA	882,100.00	882,100.00	-	Supplies; NCBC Wifi Load (2 months only); SBCC Training (Meals, Venue, Accommodation, Supplies, Materials, Token, and other general goods and services; CapDev Training (ZOOM, Meals, Professional Fee, Token, Supplies and other goods and generals services); Representation Expense (Meals, Meetings,Token, Trainings/Workshops) ; Travelling Expense
	Contract of Service for Business Councilors	IDD-RO	NO	NP-Small Value	Jan-Dec 2025	N/A	Jan-Dec 2025	Jan-Dec 2025	GAA	24,000,000.00	24,000,000.00	-	
004.1a	CPD Regionwide Activity	CPD-RO	NO	NP-Small Value	Apr-Jun 2025	N/A	Apr-Jun 2025	Apr-Jun 2025	GAA	150,000.00	150,000.00	-	TEV for RMT; Mobile Learning
004.2a	CPD Regionwide Activity	CPD-RO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	500,000.00	500,000.00	-	Usapang Konsumer at Negosyo (DTI Redio Program)-Advertising; World Consumer Rights Day; Consumer Welfare Month Activity

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					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
004.2b	CPD Regionwide Activity	CPD-RO	NO	NP-Small Value	Fe. - Dec. 2025	N/A	Fe. - Dec. 2025	Fe. - Dec. 2025	GAA	269,900.00	269,900.00	-	Regional Bagwis Committee Evaluation; CPD Heads Meeting; Information Materials; Travelling Expenses; Seminar for Consumer Organization; Fabrication of Bagwis Seal; Awareness Campaign via Social Media; Supplies
	Utility Expenses (Electricity & Water)	AFMD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	254,700.00	254,700.00	-	
	Telephone Subscription (Landline, Internet, Cellphone)	AFMD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	142,500.00	142,500.00	-	
	Repairs & Maintenance (F&F, Off. Eqpt.)	AFMD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	52,000.00	52,000.00	-	
	Diesel, Oil & Lubricants Expenses	AFMD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	119,000.00	119,000.00	-	
	Repairs & Maintenance of Motor Vehicles	AFMD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	60,000.00	60,000.00	-	
	Janitorial and Other General Services	AFMD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	492,264.00	492,264.00	-	
	Training Expenses	AFMD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	50,000.00	50,000.00	-	Teambuilding Activity; Food & Accom; Training Materials; T-Shirts & Tokens
	Other MOOE Expenses	AFMD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	252,374.00	252,374.00	-	Travelling Expenses; Office Supplies Expenses; Accountable Forms Expenses; Postage & Courier Services; Subscription Expenses; Printing & Publication Expenses; Taxes, Duties and Licenses; Fidelity Bond Premiums; Insurance Expenses; Representation Expenses; Transportation & delivery Expenses; DBP Maintenance Fee
	Representation Expenses	AFMD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	144,312.50	144,312.50	-	Quartry Staff Meeting; COA Audit; QMS Audit; Multi-Sectoral Forum; DTI Anniversary Activity; Health & Wellness Activity
001	Export & Investment Program	BDD-APO	NO	NP-Small Value	Mar-Nov 2025	N/A	Mar-Nov 2025	Mar-Nov 2025	GAA	69,459.00	69,459.00	-	ACCESSING THE AGRIBUSINESS AND MARKETING ASSISTANCE (AMAS); CREATE LOCATIONAL PROFILE CUM COST OF DOING BUSINESS of key cities of Albay; MANAGEMENT AND DEVELOPMENT OF AN AGRO-INDUSTRIAL ESTATE; CMCI REVIEW AND ORIENTATION; Albay BPOs Quarterly Meeting
002	Industry Development Program	BDD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	139,200.00	139,200.00	-	Industry Cluster Development (Processed Food, Cacao, Cutlery, Bamboo, Ceramics, ICT, Tourism, Wearables & Homestyles, Marketing Activities

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					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
003	MSME Development	BDD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	657,359.50	657,359.50	-	MSME Development (Ceramics, Cutlery, ICT, Tourism, Processed Food, Wearables & Homestyles); Marketing Initiative (participation to TFs/Training, OKB, Saod @ Shangila)
	MOOE for SSF	BDD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	474,490.00	474,490.00	-	Travelling, Office Supplies, Communication, printing and publication, representation, transpo & delivery, fuel oil and lubricants; legal services; courier services; Training Expenses (Ceramics, Processed Food, Wearable & Homestyles, Marketing Initiatives
	Negosyo Center Related Programs/Trainings/Activities	BDD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	750,600.50	750,600.50	-	Training Expenses; Management/Entrepreneurial Training; Skills Training/Techno Transfer Activity; Financing Forum; Investment/Franchising Forum; ProDev/Packaging & Labeling; IPO Promotion/Branding Awareness; Trade Fairs; KMME/Forum for KMMME Graduates
	MOOE for Negosyo Center	BDD-APO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	472,119.50	472,119.50	-	Travelling, Office Supplies, Communication, printing and publication, representation, transpo & delivery, fuel oil and lubricants; subscription, R&M, Taxes duties & licenses, printing & publication, janitorial, fidelity bond premiums, insurance, communication expenses
	Consumer Protection Programs	CPD-APO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	331,910.00	331,910.00	-	Monitoring and Enforcement of FTL including consumer complaints handling; Accreditation and Issuance of Business Licenses, Permits, Registration and Authorities;
	Consumer Education and Advocacy Program	CPD-APO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	319,910.00	319,910.00	-	Briefings/For a/Seminars/Consumer Education/BAGWIS Retooling Seminar/Capacity Building for Service and Repair Shops/SAFE Seminar (Standard Advocacy for Engineering Students)/Networking (LPCC, ConsumerNet)/Standards Fair/Capability Building for Business Sector/Diskwento Caravan (5 runs)
	Other MOOE for CPD Programs	CPD-APO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	329,600.00	329,600.00	-	Travelling Expenses; Office Supplies Expenses; Accountable Forms Expenses

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					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Telephone Subscription (Landline, Internet, Cellphone)	AFMD-CNPO	NO	Direct Contracting	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	168,108.00	168,108.00	-	
	Utility Expenses (Electricity & Water)	AFMD-CNPO	NO	Direct Contracting	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	306,000.00	306,000.00	-	
	General Services	AFMD-CNPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	361,177.00	361,177.00	-	Janitorial; Security; Clerical; Other
	Fidelity, Bonds & Insurance Expenses	AFMD-CNPO	NO	NP-Small Value	Mar./May/Nov. 2025	N/A	Mar./May/Nov. 2025	Mar./May/Nov. 2025	GAA	41,800.00	41,800.00	-	
	Travelling Expenses	AFMD-CNPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	100,000.00	100,000.00	-	
	Training Expenses	AFMD-CNPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	80,000.00	80,000.00	-	Teambuilding Activity; Food & Accom; Training Materials; T-Shirts & Tokens
	Repairs & Maintenance (Office Equipment, IT Equipment)	AFMD-CNPO	NO	NP-Small Value	Feb./Jul. 2025	N/A	Feb./Jul. 2025	Feb./Jul. 2025	GAA	6,000.00	6,000.00	-	
	Repairs & Maintenance of Motor Vehicles	AFMD-CNPO	NO	NP-Small Value	Mar/Jun?Sept/Dec 2025	N/A	Mar/Jun?Sept/Dec 2025	Mar/Jun?Sept/Dec 2025	GAA	80,000.00	80,000.00	-	
	Other MOOE	AFMD-CNPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	290,000.00	290,000.00	-	Office Supplies; Accountable Forms; Postage, courier services; Other professional services; Printing and binding; Taxes, duties and licenses; Representation expense; Transportation and delivery expense
	Diesel, Oil & Lubricants Expenses	AFMD-CNPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	180,000.00	180,000.00	-	
003	MSME Development	BDD-CNPO	NO	NP-Small Value	Jan.-Oct. 2025	N/A	Jan.-Oct. 2025	Jan.-Oct. 2025	GAA	250,385.00	250,385.00	-	Skills Training for Processed Food, Wearable & Homestyles, Bamboo, Pineapple; Creatives CBT Seminar on Social Media Campaign; Big Bang Project in Partnership with PGCN
	CARP Related Programs/Training/Activities	BDD-CNPO	NO	NP-Small Value	Mar-Nov. 2025	N/A	Mar-Nov. 2025	Mar-Nov. 2025	GAA	160,000.00	160,000.00	-	Organizational & Management Training; Financing Training; Supplies and Materials; Communication Expenses; ProDev; Other MOOE
	Negosyo Center Related Programs/Trainings/Activities	BDD-CNPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	502,400.00	502,400.00	-	NC Coaching Sessions; ProDev for Food; ProDev for W&H; Financing Forum; Investment Forum; Skills Training; Managerial Training; FDA-LTO Subsidy; Mid-Year Assessment; NC Consultation/Planning; NC Christmas Bazaar; Year-End Assessment
	Other MOOE for Negosyo Center	BDD-CNPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	247,600.00	247,600.00	-	Office Supplies Expenses; Travelling Expenses; Internet and Communication Expenses; Representation, Meetings of NC; Repair and Maintenance

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					Ads/Post of IBREI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	SSF Related Programs/Trainings/Activities	BDD-CNPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	71,700.00	71,700.00	-	Managerial Training; Establishment of SSF; ICT Equipment;Supplies; Travelling Expenses
004.1A	FTL Monitoring & Enforcement / Consumer Complaints Handling	CPD-CNPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	63,810.00	63,810.00	-	Calibration of Test Weights; CMEP Implementation; Price Monitoring and Analysis
004.1B	Accreditation and Issuance of Business Licenses, Permits, Registration & Authorities	CPD-CNPO	NO	NP-Small Value	Jan.-May 2025	N/A	Jan.-May 2025	Jan.-May 2025	GAA	12,420.00	12,420.00	-	Capacity Building Programs for Business Establishments
004.2	Consumer Education and Advocacy Program	CPD-CNPO	NO	NP-Small Value	Feb.-Nov. 2025	N/A	Feb.-Nov. 2025	Feb.-Nov. 2025	GAA	337,690.00	337,690.00	-	Consumer Education; Consumer Group Empowering; World Consumer Rights Day Celebration; Diskwento Carvan; Info-Collaterals Production; Maintenance of Mamimiling Maalam Website; CMW Celebration
	Travelling Expenses	AFMD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	36,000.00	36,000.00	-	
	Utility Expenses (Electricity & Water)	AFMD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	43,500.00	43,500.00	-	
	Postage & Courier Services	AFMD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	11,115.63	11,115.63	-	
	Telephone Subscription (Landline,Internet, Cellphone)	AFMD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	67,200.00	67,200.00	-	
	General Services & Other Professional Services	AFMD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	443,802.67	443,802.67	-	
	Repairs & Maintenance (Office Equipment, IT Equipment, F&F; Building)	AFMD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	32,948.60	32,948.60	-	
	Diesel, Oil & Lubricants Expenses	AFMD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	93,600.00	93,600.00	-	
	Repairs & Maintenance of Motor Vehicles	AFMD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	39,924.30	39,924.30	-	
	Fidelity, Bonds & Insurance Expenses	AFMD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	35,081.60	35,081.60	-	
	Other MOOE	AFMD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	125,997.20	125,997.20	-	Office Supplies; Accountable Forms Expenses; Taxes Duties & Licenses, Representation Expenses; Transportation and Delivery Expenses; Other MOOE
001	Exports & Investments	BDD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	232,350.00	232,350.00	-	Representation Expenses, Rents, Bldg & Structure, Training Expenses

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					Ada/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
002	Industry Development Program	BDD-CSPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	284,720.00	284,720.00	-	Consultations, Meetings, Planning and Assembly (BPMACS Quarterly Meeting, Caritas Technical Service Fee, Meals for CPSC Broadcast Center, PSMEDC Quarterly Meeting, 3 skills trainings for PF, Wearables & Homestyle)
003	MSME Development	BDD-CSPO	NO	NP-Small Value	Mar.-Sept. 2025	N/A	Mar.-Sept. 2025	Mar.-Sept. 2025	GAA	805,160.00	805,160.00	-	Managerial/Entrepreneurial Trainings; KMME (2 Batches); Feria for Delicioso/Muebles/Pustoriosa/Creatives; ProDev for Food Products; Conferences (ICT FutureTech)
	Negosyo Center Related Programs/Trainings/Activities	BDD-CSPO	NO	NP-Small Value	Jan-Nov 2025	N/A	Jan-Nov 2025	Jan-Nov 2025	GAA	1,110,583.00	1,110,583.00	-	Skills and Entrepreneurial Trainings; Regular Meetings/Monitoring
	SSF Related Programs/Trainings/Activities	BDD-CSPO	NO	NP-Small Value	Feb.-Dec. 2025	N/A	Feb.-Dec. 2025	Feb.-Dec. 2025	GAA	515,750.00	515,750.00	-	Trainings & Seminars; Benchmarking; SSF Assembly/Meetings; Conduct of Trade Fair (Feria de Camarines Fear Muebles & Pustoriosa)
	Monitoring and Enforcement of Fair Trade Laws, including Consumer Complaints	CPD-CSPO	NO	NP-Small Value	Jan-Dec 2025	N/A	Jan-Dec 2025	Jan-Dec 2025	GAA	159,880.00	159,880.00	-	FTL Monitoring and Enforcement; Price and Supply Monitoring; Conduct of REMT; Conduct of Kalasag; Conduct of Meetings with BES; Meetings w/ Hardware Officers; Meetings w/ SRE Officers; Meetings w/ Retailers Association; Consumet Net Meeting; Enforcement Paraphernalias; 3500 pcs Monitoring Tracker
	Accreditation and Issuance of Business Licenses, Permits, Registration & Authorities	CPD-CSPO	NO	NP-Small Value	Jun / Oct 2025	N/A	Jun / Oct 2025	Jun / Oct 2025	GAA	38,640.00	38,640.00	-	Assembly of BPLOs & Market Supervisors (Market Supervisors Assembly; BPLO Assembly; Meetings; Handouts)
	Consumer Education and Advocacy Program	CPD-CSPO	NO	NP-Small Value	Feb.-Dec. 2025	N/A	Feb.-Dec. 2025	Feb.-Dec. 2025	GAA	512,810.00	512,810.00	-	Consumer Education and Advocacy Activities; Diskwento Caravan; Consumer Welfare Month Standards & GreenTech Fair; Sectoral Meetings; Radio Program; JO for Price Monitor
	TEVs in attending provincial, regional and national meetings, events, delivery of DTI services	AFMD-CPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	8,500.00	8,500.00	-	
	Utility Expenses (Electricity & Water)	AFMD-CPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	160,800.00	160,800.00	-	
	Gasoline, oil and lubricants	AFMD-CPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	120,000.00	120,000.00	-	
	Telephone Subscription (Landline, internet, Cellphone)	AFMD-CPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	120,840.00	120,840.00	-	

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	
	Repairs & Maintenance of Motor Vehicles	AFMD-CPO	NO	NP-Small Value	Mar/Jul 2025	N/A	Mar/Jul 2025	Mar/Jul 2025	GAA	25,000.00	25,000.00	-	
	Repairs & Maintenance of F&F, Office Equipment	AFMD-CPO	NO	NP-Small Value	July 2025	N/A	July 2025	July 2025	GAA	6,000.00	6,000.00	-	
	Postage & Courier Services	AFMD-CPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	27,600.00	27,600.00	-	
	Fidelity, Bonds & Insurance Expenses	AFMD-CPO	NO	Direct Contracting	Mar/Jul/Aug 2025	N/A	Mar/Jul/Aug 2025	Mar/Jul/Aug 2025	GAA	41,500.00	41,500.00	-	
	Janitorial & Other General Services	AFMD-CPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	431,800.00	431,800.00	-	
	Other MOOE	AFMD-CPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	69,032.00	69,032.00	-	Office Supplies & Accountable Forms; Legal Services; Taxes, duties and licenses; Subscription; Representation & other MOOE; Printing and publication
001	Exports and Investment Facilitation	BDD-CPO	NO	NP-Small Value	Feb.-Dec., 2025	N/A	Feb.-Dec., 2025	Feb.-Dec., 2025	GAA	92,940.00	92,940.00	-	Abaca Festival Trade Fair (Supplies & Mat, Other general services, representation expenses, rent expenses, printing and publication); National Food Fair; IFEX; Training Expenses
002	Industry Development Program	BDD-CPO	NO	NP-Small Value	Feb.-Dec., 2025	N/A	Feb.-Dec., 2025	Feb.-Dec., 2025	GAA	74,120.00	74,120.00	-	Travelling Expenses; Representation Expenses; Office Supplies; Printing and Publication (PMSEDC Meetings); Training Expenses (KMME Batch 2; FGD for the Tourism Industry); Representation Expenses, Office Supplies (ICT Industry Cluster Meeting)
003	MSME Development	BDD-CPO	NO	NP-Small Value	Feb.-Dec., 2025	N/A	Feb.-Dec., 2025	Feb.-Dec., 2025	GAA	194,475.00	194,475.00	-	Cacao Innovative Contest; Technovation Challenge: Simple Tech, Big Impact; YEP Provincial Entrepreneurs Council Meeting; BICITA: Business Information Caravan in the Academe; Catanduanes Tourism Congress
	SSF Related Programs/Trainings/Activities	BDD-CPO	NO	NP-Small Value	Feb.-Dec., 2025	N/A	Feb.-Dec., 2025	Feb.-Dec., 2025	GAA	112,276.00	112,276.00	-	Travelling Expenses; Office Supplies; Other Professional Services; Training Expenses; Representation Expenses (ProDev, Technology Conference, Meetings)
	Negosyo Center Related Programs/Trainings/Activities	BDD-CPO	NO	NP-Small Value	Feb.-Dec., 2025	N/A	Feb.-Dec., 2025	Feb.-Dec., 2025	GAA	537,997.00	537,997.00	-	Conduct of Seminars and Skills Trainings; Participation to Trade Fairs; KMME
004.1a	Monitoring and Enforcement of FTL including consumer complaints handling	CPD-CPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	23,000.00	23,000.00	-	

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	
004.1b	Accreditation and Issuances of Business Licenses, Permits, Registration and Authorities	CPD-CPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	9,900.00	9,900.00	-	
	Implementation of Plans, Programs and activities on consumer awareness, education and advocacy for Empowered Consumers	CPD-CPO	NO	NP-Small Value	Feb. - Dec. 2025	N/A	Feb. - Dec. 2025	Feb. - Dec. 2025	GAA	219,320.00	219,320.00	-	Consumer Education & Advocacy Seminar (25 Seminars); CBT for Business Establishments; CBT for CWDOs & Bagwis Awarding; Consumer Organization Meetings & Planning; Capacity Enhancement Training for Cons Group; LPCC Forum; Info Materials Produced; Diskwento Caravan; CMW Activities; Consumerism Challenge; 10 Day Ugnayan sa Radyo; Consumers Assembly
	Travelling Expenses	AFMD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	347,000.00	347,000.00	-	
	Janitorial & Other General Services	AFMD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	454,180.00	454,180.00	-	
	Repairs & Maintenance of Motor Vehicles	AFMD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	-	-	-	
	Repairs & Maintenance of F&F, Office Equipment	AFMD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	-	-	-	
	Diesel, Oil & Lubricants Expenses	AFMD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	-	-	-	
	Utility Expenses (Electricity & Water)	AFMD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	8,000.00	8,000.00	-	
	Telephone Subscription (Landline, Internet, Cellphone)	AFMD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	52,800.00	52,800.00	-	
	Other MOOE	AFMD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	870,480.00	870,480.00	-	Training Expenses; Accountable Forms; Postage and Courier; Taxes, duties and Licenses; Fidelity Bond Premiums; Insurance Expenses; Courier & Delivery Expenses Representation Expense; Other MOOE
002	Industry Development Program	BDD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	1,273,680.00	1,273,680.00	-	Regular Meetings with 6 Priority Industries (Bamboo, Wearables and Homestyle, Processed Food, ICT, Tourism & Metalworks) Consultation with Priority Industries; Skills/Entrepreneurial Training Activities; Skills & Entrepreneurial Training Activities

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	
	Negosyo Center Related Programs/Trainings/Activities	BDD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	436,000.00	436,000.00	-	Skills Upgrading on Fishcakes Processing; Skills Upgrading on Fruit Jam Making; Basics of Marketing; Skills Training on Rootcrops based Product; Skills Training on Meat Processing; Food Safety Management Seminar; Skills Training on Root Crops-Based Products; Skills Training on Coco Jam ; Skills Training on Fish Processing ; Skills Training on Coconut by Products; Skills Training on Veggie Chips Making; Skills Training on Coconut Shell Handicraft; Skills Training On Peanut Brittle Making; Skills Training On Seafoods Processing (Bagoong Alamang); Skills Training on Root Crops-Based Products; Skills Training on Milkfish Deboning
	Other MOOE for Negosyo Center	BDD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	939,560.00	939,560.00	-	Travelling Expense (Local); Office Supplies Expense; Fuel, Oil and Lubricants Expense; Electricity Expense; Internet Subscription Expense; Janitorial Services; R & M Transportation Equipment; Representation Expense; Other General Services
	Shared Service Facility (SSF) Related Programs/Trainings/Activities	BDD-MPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	206,300.00	206,300.00	-	Entrepreneurial and Skills Training; ICE Meeting; SSF Training on Dairy Processing; Skills Training on Handicraft Making; Product Costing and Pricing; Skills Training on Leathercraft Processing; Financial Literacy Seminar; Investment Forum; ICE Meeting (W&H); Fabrication of SSF Signages
	Implementation of Plans, Programs and activities on consumer awareness, education and advocacy for Empowered Consumers	CPD-MPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	398,600.00	398,600.00	-	Consumer Education and Advocacy Seminar; Consumer Welfare Month Celebration ; Consumer Welfare Month Opening Activity; Consumerism Quiz Bee; Diskwento Caravan
	Travelling Expenses	AFMD-SPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	40,000.00	40,000.00	-	
	Utility Expenses (Electricity & Water)	AFMD-SPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	135,800.00	135,800.00	-	
	Telephone Subscription (Landline,Internet, Cellphone)	AFMD-SPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	60,000.00	60,000.00	-	
	Postage & Courier Services	AFMD-SPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	5,000.00	5,000.00	-	
	Janitorial & Other General Services	AFMD-SPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	366,392.00	366,392.00	-	

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	
	Repairs & Maintenance (Office Equipment, IT Equipment)	AFMD-SPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	24,000.00	24,000.00	-	
	Repairs & Maintenance of Motor Vehicles	AFMD-SPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	40,000.00	40,000.00	-	
	Fuel, Oil and Lubricants	AFMD-SPO	NO	NP-Small Value	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	76,850.00	76,850.00	-	
	Conduct of OCUL/Teambuilding/Zumba	AFMD-SPO	NO	NP-Small Value	May 2025	N/A	May 2025	May 2025	GAA	80,000.00	80,000.00	-	
	Conduct of Semestral & Year-End Assessment/Review via Zoom	AFMD-SPO	NO	NP-Small Value	Jun/Nov 2025	N/A	Jun/Nov 2025	Jun/Nov 2025	GAA	58,000.00	58,000.00	-	
	Project Visit/Regional Audit/COA Audit/Property Tagging/Inventory	AFMD-SPO	NO	NP-Small Value	Jun/Nov 2025	N/A	Jun/Nov 2024	Jun/Nov 2024	GAA	129,670.00	129,670.00	-	
	Other MOOE	AFMD-SPO	NO	NP-Small Value	Jan.-Dec. 2025	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GAA	271,368.00	271,368.00	-	Representation Expenses; Accountable Forms; Insurance Expenses; Office Supplies; Legal Services; Taxes, Duties and Licenses; Fidelity Bond Premiums; Office Supplies
001	Exports and Investment Programs	BDD-SPO	NO	NP-Small Value	Apr-May 2025	N/A	Apr-May 2025	Apr-May 2025	GAA	102,680.00	102,680.00	-	Manila Buyers to Sorsogon Sellers (Year 3); Sorsogon MSME Summit 2025: Exploring Opportunities for Exports & Investment
002	Industry Development Program	BDD-SPO	NO	NP-Small Value	Feb.-Dec. 2025	N/A	Feb.-Dec. 2025	Feb.-Dec. 2025	GAA	96,540.00	96,540.00	-	ICE Associations Quarterly Consultative Meetings; Seminar on MSMEs Sustainable Bamboo Production; Digitalization Bootcamp for MSME; Seminar on Food Safety
003	MSME Development Program	BDD-SPO	NO	NP-Small Value	Mar-Nov 2025	N/A	Mar-Nov 2025	Mar-Nov 2025	GAA	142,120.00	142,120.00	-	Creative Industry Conference: Walkthrough on Global Opportunities; Technology Exposure Towards Innovation; Unlock MSMEs Competitiveness: Consultations with Experts; Coaching on Costing & Pricing; BPOs' Quarterly Meeting; Womens Month Celebration 2025; Navigating Growth: The Mentees Journey
	Shared Service Facility (SSF) Related Programs/Trainings/Activities	BDD-SPO	NO	NP-Small Value/DBM Circular	Jan-Dec. 2025	N/A	Jan-Dec. 2025	Jan-Dec. 2025	GAA	474,490.00	474,490.00	-	Packaging & Labeling for SSF Beneficiaries (15 MSMEs); ProDev for SSF Beneficiaries (10 MSMEs); Skills Training on Sweet Treats Making for Special Occasions (15 MSMEs); Skills Training on Souvenir and Novelty Items Making (15 MSMEs); SSF Conference (45 MSMEs); Other MOOE

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	
	Negosyo Center (NC) Related Programs/Trainings/Activities	BDD-SPO	NO	NP-SV / Bidding	Jan-Dec 2025	N/A	Jan-Dec 2025	Jan-Dec 2025	GAA	518,400.00	518,400.00	-	Skills Training Programs; Entrepreneurial Training Programs; Coaching; Financing Program; KMME 2 Batches; Mid-Year Planning and Assessment; Year-End Planning and Assessment
	Other MOOE for NC	BDD-SPO	NO	NP-SV / Bidding	Jan-Dec 2025	N/A	Jan-Dec 2025	Jan-Dec 2025	GAA	627,900.00	627,900.00		Travelling Expenses; Office Supplies; Other Professional Services; Electricity Expenses; Internet Expenses; Mobile Expenses
004.1.2	Monitoring and Enforcement of FTL including consumer complaints handling Fair Trade Law Enforcement	CPD-SPO	NO	NP-Small Value	Jan-Dec 2025	N/A	Jan-Dec 2025	Jan-Dec 2025	GAA	85,650.00	85,650.00	-	Fair Trade Law Enforcement; Price Monitoring & Analysis
004.1.3	Accreditation and issuances of Business Licenses, permits, registration and authorities Business Name Registration	CPD-SPO	NO	NP-Small Value	Jan-Dec 2025	N/A	Jan-Dec 2025	Jan-Dec 2025	GAA	20,700.00	20,700.00	-	Business Name Registration; AVCO Processed; Repair and Service Shop Accreditation; Sales Promo Permit
004.2	Implementation of Plans, Programs and activities on consumer awareness, education and advocacy for Empowered Consumers	CPD-SPO	NO	NP-Small Value	Jan-Dec 2025	N/A	Jan-Dec 2025	Jan-Dec 2025	GAA	324,990.00	324,990.00	-	World Consumer Rights Day Celebration; Provincial Consumerism Challenge; Consumer Education Seminar; Capacity Building Seminars; MYMP 2025 Workshop; Digikonek; Consumer Association Meetings; Bagwis Awardees General Assembly; eCon-C sa NC; Diskwento Caravan; Infomaterials; CMEP Implementation
TOTAL										75,254,062.00	75,254,062.00	-	

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	

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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