

**DEPARTMENT OF TRADE & INDUSTRY - REGION VIII Annual Procurement Plan for FY 2025**

| Code (PAP)     | Procurement 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 Project)                                |
|----------------|--|---------------|---|---|--|-----------------------------|-----------------|------------------|-----------------|------------------------|---------------|----|---|
|                |  |               |   |   | Advertisement/ Posting of IB/REI       | Submission/O pening of Bids | Notice of Award | Contract Signing |                 | Total                  | MOOE          | CO |   |
| <b>REGULAR</b> |  |               |   |   |  |                             |                 |                  |                 |                        |               |    |   |
| 50212030-00    | PROCUREMENT OF 2024 SECURITY SERVICES                                    | DTI8 RO & LPO | YES   | Competitive Bidding                       | Oct-24                                 | Nov-24                      | Jan-25          | Jan-25           | GoP             | 1,309,772.88           | 1,309,772.88  | -  | the DTI8 Regional Office and the Leyte Provincial Office              |
| 50213050-02    | Procurement of Preventive Maintenance Services (PMS) of KONE Elevator    | DTI8 RO       | YES   | Direct Contracting                        | N/A                                    | N/A                         | Dec-24          | Dec-24           | GoP             | 123,014.84             | 123,014.84    | -  | PMS of KONE Elevator located at the Regional Office                   |
| 50213050-02    | Procurement of Preventive Maintenance Services (PMS) of RK Generator Set | DTI8 RO       | YES   | Direct Contracting                        | N/A                                    | N/A                         | Dec-24          | Dec-24           | GoP             | 59,978.75              | 59,978.75     | -  | PMS/Repair of RK Gen Set located at the Regional Office               |
| 50203010-00    | Office Supplies  | DTI8 RO & PO  | NO  | NP-53.5 Agency-to-Agency                  | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 3,871,000.00           | 3,871,000.00  | -  | Office Supplies & Materials for DTI 8 RO and PO use                   |
| 50203020-00    | Accountable Forms  | DTI8 RO       | NO  | NP-53.5 Agency-to-Agency                  | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 25,000.00              | 25,000.00     | -  | Office Supplies & Materials for DTI 8 RO and PO use                   |
| 50203090-00    | Fuel, Oil and Lubricants   | DTI8 RO & PO  | NO  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 960,000.00             | 960,000.00    | -  | For DTI 8 RO & PO use   |
| 50213050-02    | Repair and Maintenance: Office Equipment                                 | DTI8 RO & PO  | NO  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 399,000.00             | 399,000.00    | -  | Repair and maintenance of office equipment                            |
| 50213050-03    | Repair and Maintenance: ICT Eqpt and peripherals                         | DTI8 RO & PO  | NO  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 184,000.00             | 184,000.00    | -  | Repair and maintenance of IT Equipment and peripherals                |
| 50213060-01    | Repair and Maintenance: Motor Vehicles                                   | DTI8 RO & PO  | NO  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 551,000.00             | 551,000.00    | -  | Repair and maintenance of motor vehicles                              |
| 50213070-00    | Repair and Maintenance: Furniture & Fixtures                             | DTI8 RO & PO  | NO  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 188,000.00             | 188,000.00    | -  | Repair and maintenance of furniture & fixtures                        |
| 50299010-00    | Advertising  | DTI8 RO & PO  | NO  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 180,000.00             | 180,000.00    | -  | Newspaper, radio and TV Ads   |
| 50299020-00    | Printing and Publication   | DTI8 RO & PO  | NO  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 454,000.00             | 454,000.00    | -  | Printing of manuals, brochures, streamers, etc.                       |
| 50299050-01    | Office Space Rentals   | DTI8 PO       | YES   | NP-53.10 Lease of Real Property and Venue |  |                             | Jan-25          | Jan-25           | GoP             | 4,240,633.56           | 4,240,633.56  | -  | Rental of office spaces of different Provincial Offices in the region |
| 50202010 00    | Training and Seminars  | DTI8 RO & PO  | No  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 11,885,000.00          | 11,885,000.00 | -  | Training and seminars for DTI 8 Units                                 |
| 50299030 00    | Representation   | DTI8 RO & PO  | No  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 34,951,000.00          | 34,951,000.00 | -  | Representation for DTI 8 Units  |
| 50211030 00    | Consultancy Services   | DTI8 RO & PO  | No  | NP-53.7 Highly Technical Consultants      | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 408,000.00             | 408,000.00    | -  | Consultant for DTI 8 Units  |
| 50299040 00    | Transportation and Delivery  | DTI8 RO & PO  | No  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 356,000.00             | 356,000.00    | -  | Transportation and Delivery for DTI 8 Units                           |
| <b>PPG</b>     |  |               |   |   |  |                             |                 |                  |                 |                        |               |    |   |
| 50202010 00    | Livelihood Kits  | DTI8 PO       | No  | Competitive Bidding                       |  |                             |                 |                  | GoP             | 21,825,000.00          | 21,825,000.00 | -  | Livelihood starter kits for qualified beneficiaries                   |
| 50202010 00    | Training and Seminars  | DTI8 PO       | NO  | NP-53.9 - Small Value Procurement         | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 1,164,000.00           | 1,164,000.00  | -  | Distribution of kits  |
| <b>LSP NSB</b> |  |               |   |   |  |                             |                 |                  |                 |                        |               |    |   |

| (PAP)                                | Procurement 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 Project)   |
|--------------------------------------|--|--------------------------|---|--------------------------------------|--|-----------------------------|-----------------|------------------|-----------------|------------------------|---------------|----|--|
|                                      |  |                          |   |                                      | Advertisement/ Posting of IB/REI       | Submission/O pening of Bids | Notice of Award | Contract Signing |                 | Total                  | MOOE          | CO |  |
| 50202010-00                          | Livelihood Kits                                  | DTI8 PO                  | No  | Competitive Bidding                  |  |                             |                 |                  | GoP             | 35,857,500.00          | 35,857,500.00 |    | Livelihood starter kits for qualified beneficiaries  |
| 50202010-00                          | Training and Seminars                            | DTI8 PO                  | NO  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 5,839,625.66           | 5,839,625.66  |    | - Distribution of kits   |
| 50203090-00                          | Fuel, Oil and Lubricants                         | DTI8 Leyte               | NO  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 86,000.00              | 86,000.00     |    | - Distribution of kits   |
| <b>Negosyo Center</b>                |  |                          |   |                                      |  |                             |                 |                  |                 |                        |               |    |  |
| 50202010-00                          | Training and Seminars                            | DTI8 PO                  | NO  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 1,836,730.50           | 1,836,730.50  |    | - Conduct of business training and Seminars for DTI 8 Units                                  |
| 50203010-00                          | Office Supplies                                  | DTI8 PO                  | NO  | NP-53.5 Agency-to-Agency             | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 873,900.00             | 873,900.00    |    | - Office supplies for Provincial Offices   |
| 50203020-00                          | Accountable Forms                                | DTI NSPO                 | No  | NP-53.5 Agency-to-Agency             | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 3,600.00               | 3,600.00      |    | - For Northern Samar Provincial Office   |
| 50203090-00                          | Fuel, Oil and Lubricants                         | DTI8 PO                  | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 274,575.92             | 274,575.92    |    | - For DTI 8 PO use   |
| 50205020-01                          | Telephone  | DTI8 N. Samar            | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 75,000.00              | 75,000.00     |    | - For DTI Northern Samar   |
| 50211990-00                          | Other Professional Services                      | DTI8 RO                  | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 300,000.00             | 300,000.00    |    | - Professional fee for SBCC  |
| 50213040-01                          | Repair and Maintenance - Building                | DTI8 SLPO                | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 5,000.00               | 5,000.00      |    | - Repair and maintenance of building of DTI Southern Leyte                                   |
| 50213050-00                          | Repair and Maintenance - Machinery and Equipment | DTI 8 LPO, SLPO and ESPO | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 39,131.67              | 39,131.67     |    | - Repair and maintenance of machinery & Equipment of Leyte, Southern Leyte and Eastern Samar |
| 50213060-01                          | Repair and Maintenance - Motor Vehicle           | DTI8 ESPO                | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 18,263.78              | 18,263.78     |    | - Repair and maintenance of Motor Vehicle of DTI Eastern Samar                               |
| 50299030-00                          | Printing and Publication                         | DTI8 Leyte               | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 42,000.00              | 42,000.00     |    | - Printing of manuals, brochures, streamers, etc.  |
| 50299030-00                          | Representation                                   | DTI8 RO & PO             | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 1,003,700.00           | 1,003,700.00  |    | - Representation for DTI 8 Units   |
| 50299040-00                          | Transportation and Delivery                      | DTI8 Leyte               | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 9,000.00               | 9,000.00      |    | - Transportation and Delivery for DTI 8 Units  |
| <b>Shared Service Facility (SSF)</b> |  |                          |   |                                      |  |                             |                 |                  |                 |                        |               |    |  |
| 50202010-00                          | Training Expense                                 | DTI8 RO & PO             | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 3,113,551.00           | 3,113,551.00  |    | - Conduct of business training and Seminars for DTI 8 Units                                  |
| 50203010-00                          | Office Supplies                                  | DTI8 RO & PO             | No  | NP-53.5 Agency-to-Agency             | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 1,842,344.00           | 1,842,344.00  |    | - Office supplies for DTI 8 Units  |
| 50203990-00                          | Other Office Supplies                            | DTI8 RO                  | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 137,500.00             | 137,500.00    |    | - For DTI8 RO  |
| 50203090-00                          | Fuel, Oil and Lubricants                         | DTI8 RO & PO             | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 224,100.00             | 224,100.00    |    | - For DTI 8 RO & PO use  |
| 50205020-01                          | Telephone  | DTI 8 NSPO & E           | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 25,800.00              | 25,800.00     |    | - For DTI Northern Samar and Eastern Samar   |
| 50211030-00                          | Consultancy Services                             | DTI8 BPO                 | No  | NP-53.7 Highly Technical Consultants | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 135,000.00             | 135,000.00    |    | - Consultant for DTI Biliran   |
| 50211990-00                          | Other Professional Services                      | DTI8 RO & PO             | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 1,101,200.00           | 1,101,200.00  |    | - Other Professional Fees for DTI 8 Units  |
| 50213050-00                          | Repairs and Maintenance - Machin                 | DTI8 SLPO, NS            | No  | NP-53.9 - Small Value Procurement    | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 620,000.00             | 620,000.00    |    | - For Southern Leyte and Northern Samar  |

| (PAP)                      | Procurement 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 Project)  |
|----------------------------|---|----------------|---|-----------------------------------|--|-----------------------------|-----------------|------------------|-----------------|------------------------|----------------|---------------|---|
|                            |   |                |   |                                   | Advertisement/ Posting of IB/REI       | Submission/O pening of Bids | Notice of Award | Contract Signing |                 | Total                  | MOOE           | CO            |   |
|                            |   |                |   |                                   |  |                             |                 |                  |                 |                        |                |               |   |
| 50299020-00                | Printing and Publication  | DTI8 RO & PO   | No  | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 584,000.00             | 584,000.00     | -             | Printing of manuals, brochures, streamers, etc.   |
| 50299030-00                | Representation  | DTI8 RO & PO   | No  | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 1,783,202.25           | 1,783,202.25   | -             | Representation for DTI 8 Units  |
| 50299040-00                | Transportation and Delivery   | DTI8 SLPO & ES | No  | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 128,000.00             | 128,000.00     | -             | For DTI Southern Leyte & Eastern Samar  |
| 10605010 00                | Ancillary Equipment for Makapuno Food Processing SSF                          | DTI8 Leyte     | NO  | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 900,000.00             | -              | 900,000.00    | Ancillary Equipment for Makapuno Food Processing SSF  |
| 10605010 00                | Veggie Chips Processing Center SSF  | DTI8 Leyte     | NO  | Competitive Bidding               |  |                             |                 |                  | GoP             | 1,400,000.00           | -              | 1,400,000.00  | Veggie Chips Processing Center SSF  |
| 10605010 00                | Establishment of SSF for Coconut Sugar Processing in Silago, So. Leyte        | DTI8 S. Leyte  | NO  | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 439,500.00             | -              | 619,000.00    | Establishment of SSF for Coconut Sugar Processing in Silago, So. Leyte                          |
| 10605010 00                | Establishment of SSF for Buffalo Milk Processing in Maasin City, So. Leyte    | DTI8 S. Leyte  | NO  | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 619,000.00             | -              | 1,051,000.00  | Establishment of SSF for Buffalo Milk Processing in Maasin City, So. Leyte                      |
| 10605010 00                | SSF Project: Bangus Fish Processing   | DTI8 Biliran   | NO  | Competitive Bidding               |  |                             |                 |                  | GoP             | 1,051,000.00           | -              | 588,000.00    | SSF Project: Bangus Fish Processing   |
| 10605010 00                | Establishment of SSF on Cacao Processing Facility in Oras, Eastern Samar      | DTI8 E. Samar  | NO  | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 588,000.00             | -              | 952,500.00    | Establishment of SSF on Cacao Processing Facility in Oras, Eastern Samar                        |
| 10605010 00                | Establishment of SSF on Rice Processing Facility in Dolores, Eastern Samar    | DTI8 E. Samar  | NO  | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 952,500.00             | -              | 400,000.00    | Establishment of SSF on Rice Processing Facility in Dolores, Eastern Samar                      |
| 10605010 00                | Establishment of Noodles Processing Facility in Catarman                      | DTI8 N. Samar  | NO  | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 400,000.00             | -              | 990,000.00    | Establishment of Noodles Processing Facility in Catarman  |
| 10605010 00                | Fish Processing SSF Project for the Brgy. Astroga Fish Processors Association | DTI8 Samar     | No  | NP-53.9 - Small Value Procurement | N/A                                    | N/A                         | N/A             | N/A              | GoP             | 990,000.00             | -              | 990,000.00    | Fish Processing SSF Project for the Brgy. Astroga Fish Processors Association (Continuing Fund) |
| <b>GMS CO</b>              |   |                |   |                                   |  |                             |                 |                  |                 |                        |                |               |   |
| 10606010 00                | Motor Vehicle   | DTI8 RO & PO   | No  | Competitive Bidding               |  |                             |                 |                  | GoP             | 16,945,000.00          | -              | 16,945,000.00 | Service vehicle for DTI 8 Units   |
| 10605020 00<br>10605030 00 | Office & Information and Communications Technology (ICT) Equipment            | DTI8 RO & PO   | NO  | Competitive Bidding               |  |                             |                 |                  | GoP             | 6,355,000.00           | -              | 6,355,000.00  | Office and ICT Equipment of DTI 8 Units   |
| <b>TOTAL</b>               |   |                |   |                                   |  |                             |                 |                  |                 | 169,733,124.81         | 139,093,124.81 | 30,640,000.00 |   |

Prepared by:

JANET M. AVESTRUZ  
Chairperson - BAC Secretariat

Noted by:

MA. DELIA M. CORSIGA  
Chairperson - BAC

Approved:

CELERINA T. BATO, CESO III  
Regional Director/HOPE