

Department of Trade and Industry 11 Annual Procurement Plan for FY 2025 based on Approved NEP

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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
50201010-00	Traveling Expense Local and Foreign	RO-FAD, RO-MSSD, RO-CPD, RO-BDPD, DCFO, DNPO, DDOPO, DOPO	YES	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	2,642,875.92	2,642,875.92		Foreign Travel (DTE, DSA, Ticket) Local Travel (DTE and Plane Ticket) Local travels - Calibration Meeting Local travels Travel Expenses Travel expense for the participation to ROG Mancom meetings (ARD) Travel expense for the participation to other meetings outside R11 (ARD) Local travels (ARD) Travel expense for the participation to ROG Mancom meetings (RD) Travel expense for the participation to other meetings outside R11 Monitoring of establishments for FTL PIS Orientation NC Participation to National NC Quarterly Meeting SSF Inventory and Project Monitoring Travel Expenses- BDFD Staff Travelling Expense	
50202010-00	Training Expenses	RO-FAD, RO-MSSD, RO-CPD, RO-BDPD, DCFO, DSPO, DNPO, DDOPO, DOPO, DAVOCCPMO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	17,900,727.98	17,900,727.98		Conduct of Capability Building for Employees Competency Development Conduct of Wellness Program Initiatives for Employees Allocation for the Provincial CSO Catering and Food Services for the Quality Coordinators Convergence Catering and Food Services for the RE-Orientation on NiQA Procedures and Guidelines Facilitation of Planning Officers' and Quality Coordinators' Conference/Meetings Facilitation of Quarterly/Mid-Year Performance Review Facilitation of Regional Planning Conference Facilitation of Regular Mancom Meetings Facilitation of Year-End Performance Assessment and Preliminary Planning Conference Meetings with Secretary/Undersecretary BAGWIS Awarding Capacity Building Capacity Building - Adjudication/Mediation Officers Capacity Building - Sales Promo Officers Consumer Education Seminar CPD Convergence World Consumer Rights Day CMCI Davao Region CMCI Awarding CMCI Food and venue for CMCI Quarterly Meetings CMCI Talks for resource persons	
50203010-00	Office Supplies	RO-FAD, DCFO, DNPO, DDOPO	YES	Agency-to-Agency	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	2,126,022.22	2,126,022.22		Office and Janitorial Supplies	
50203010-00	Office Supplies	RO-MSSD, RO-CPD, RO-BDPD, DOPO, DAVOCCPMO	NO	Shopping		0	0	0	Jan.-Dec. 2025	GoP	954,325.70	954,325.70		Common office supplies for the use of RO-MSSD staff NC Office supplies Office Supplies SSF Admin. Support - Office Supplies Consumables

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50203090-00	Fuel, Oil and Lubricants	RO-FAD, RO-MSSD, RO-CPD, RO-BDPD, DCFO, DNPO, DDOPO	YES	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL), Products and Airline Tickets	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	1,089,250.00	1,089,250.00		Petroleum, Fuel, Oil and Lubricants Fuel expense for 3 Audits F2F Fuel expense for Toyota Avanza Consumer Education Seminar Consumer Welfare Month Fuel, Lubricants, fare and other vehicle consumables PS Orientation Provision for fuel/gas SSF Admin. Support - Travel Expenses
50203990-00	Other Supplies Expenses	RO-FAD, RO-MSSD, RO-CPD, RO-BDPD	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	534,000.00	534,000.00		Conduct of Monthly Wellness Program Provision of Appreciation Tokens during DTI Anniversary Celebration Provision of Learning and Development Kit Provision of Sports/Cultural Uniform Provision of Load Cards for the use of IO, RD's secretary, and RD's driver BAGWIS Awarding Purchase of ICT Equipment IT supplies / equipment SSF Launching
50203990-00	Other Supplies Expenses	RO-FAD, RO-CPD	NO	Shopping	N/A	N/A	N/A	Jan.-Dec. 2025	GoP	80,000.00	80,000.00		Office and Janitorial Supplies Consumer Welfare Month
50204010-00	Water	RO-FAD, DCFO, DDOPO	YES	Agency-to-Agency	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	542,400.00	542,400.00		Utilities -Water
50204010-00	Water	RO-FAD, DAVOCCPMO	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	105,600.00	105,600.00		Drinking Water
50204020-00	Electricity	RO-FAD, DCFO, DSPO, DNPO, DDOPO, DOPO, DAVOCCPMO	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	4,663,774.39	4,663,774.39		Utilities-Electricity
50205010-00	Postage and Courier Services	RO-FAD, RO-CPD, DDOPO	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	76,600.00	76,600.00		Postage and Courier Services Adjudication of Cases for Formal Charge Adjudication of Cases for Consumer Complaints
50205020-01	Telephone - Mobile	RO-FAD, RO-MSSD, RO-CPD, RO-BDPD, DCFO, DNPO, DDOPO	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	305,388.00	305,388.00		Office Telephone Mobile charges for 3rd floor common cell Mobile Subscription
50205020-01	Telephone - Mobile	RO-CPD	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	1,000.00	1,000.00		Consumer Welfare Month
50205020-02	Telephone - Landline	RO-FAD, RO-MSSD, RO-BDPD	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	491,400.00	491,400.00		Telephone- Landline
50205030-00	Internet Subscription Expenses	RO-FAD, RO-CPD, DCFO, DNPO, DDOPO	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	1,322,440.00	1,322,440.00		Existing office internet connection Production of information materials (flyers, video, brochure, poster, social media card)
50206010-00	Awards/Rewards Expenses	RO-FAD	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	436,000.00	436,000.00		Provision of reward for PRAISE 2025 Media Tokens
50206010-00	Awards/Rewards Expenses	RO-MSSD, RO-CPD	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	116,766.56	116,766.56		Tokens during the 4th Quarter QC Convergence Consumer Welfare Month
50211000-00	Professional Services	RO-FAD, RO-CPD	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	434,076.00	434,076.00		Provision of Professional Fee for IT Personnel COS Salary for CPD Technical Staff
50211010-00	Legal Services	RO-FAD, DCFO, DNPO	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	50,327.96	50,327.96		Notarization for contracts

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50211990-00	Other Professional Services	RO-FAD, RO-CPD, RO-BDPD, DCFO, DSPO, DNPO, DDOPO, DOPO, DAVOCCPMO	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	20,339,312.04	20,339,312.04		Psychometric Assessment Consumer Welfare Month Establishment of Consumer Corner, Business Development
50211990-00	Other Professional Services	RO-BDPD	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	40,000.00	40,000.00		SSF Launching SSF Skills training (1 run) - food, honarium, training materials and communication
50212020-00	Janitorial Services	RO-FAD, DCFO, DNPO	YES	Competitive Bidding	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	1,128,935.22	1,128,935.22		Provision of Janitorial Services
50212030-00	Security Services	RO-FAD	YES	Competitive Bidding	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	1,417,861.44	1,417,861.44		Provision of Security Services
50212990-00	Other General Services	RO-FAD, RO-MSSD, DCFO, DSPO, DNPO, DDOPO, DOPO, DAVOCCPMO	YES	Competitive Bidding	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	11,221,783.58	11,221,783.58		Provision of Drivers and Support staff
50212990-00	Other General Services	RO-FAD, DCFO	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	1,303,152.49	1,303,152.49		Pest Control Plant Rental Manpower Services - Clerk 1 Office Renovation (Office transfer) Office Renovation-Negosyo Center Maintenance OTOP Hub/s maintenance/implementation Performance Assessment and Other Institutional Activities SSF Signage and Tarpaulin
50212990-00	Other General Services	RO-MSSD, RO-CPD, RO-BDPD, DCFO, DDOPO, DOPO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	723,951.76	723,951.76		Catering and Food Services for the R11 NIQA, NIQA, 3rd Party Audit BAGWIS Seal Printing Capacity Building - PS Enforcement Team Trade Fair Participation
50213050-02	Repairs and Maintenance - Office Equipment	RO-FAD, DCFO, DNPO, DDOPO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	574,997.96	574,997.96		Repair and Maintenance of Office Equipment
50213060-01	Repairs and Maintenance - Motor Vehicles	RO-FAD, RO-MSSD, DCFO, DNPO, DDOPO, DAVOCCPMO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	789,000.00	789,000.00		Repair and Maintenance of Motor Vehicles
50215010-00	Taxes, Duties and Licenses	RO-FAD, DNPO, DDOPO	YES	Agency-to-Agency	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	41,000.00	41,000.00		Renewal of LTO registration
50215020-00	Fidelity Bond Premiums	RO-FAD, DCFO, DNPO, DDOPO, DOPO, DAVOCCPMO	YES	Agency-to-Agency	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	569,600.00	569,600.00		Fidelity Bond Premiums for DTI RO officers
50215030-00	Insurance Expenses	RO-FAD, DCFO, DNPO, DDOPO	YES	Agency-to-Agency	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	498,200.00	498,200.00		Property and Motor Vehicle Insurance
50299020-00	Printing and Publication Expenses	RO-FAD	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	36,000.00	36,000.00		Printing and Publication
50299020-00	Printing and Publication Expenses	RO-CPD, RO-BDPD, DCFO, DSPO, DDOPO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	412,060.00	412,060.00		Production of information materials (flyers, video, brochure, poster, social media card) SSF Collaterals

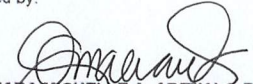
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50299030-00	Representation Expenses	RO-FAD, RO-CPD, RO-BDPD, DCFO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	2,036,700.00	2,036,700.00		Conduct of RSC and HRMPSB Interview and Deliberation Conduct of Finance and Administrative Convergence Provision of Wellness Kits for Employees Conduct of COA Exit and Entrance Conferences, and other FAD Initiated and related activities Conduct of Annual Year-End Performance Assessment cum Regional Assembly Conduct of DTI 11 Araw ng Parangal at Pasasalamat and Provision of reward and awards for DTI 11 Localized PRAISE Awardees Conduct of Sub-PMT and HRDC Meeting Provision of O365 Accounts to DTI 11 Employees Consumer Welfare Month Establishment of Consumer Corner PS Orientation INVO Provision of technical support for the Davao Startup Week 2024 INV Provision of technical support to the Davao Investment Conference 2024 Provision for meals/food for workshops, meetings, conferences, field work attended and other official functions. SSF Admin. Support - Representation SSF Convergence SSF Launching
50299030-00	Representation Expenses	RO-FAD	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	88,000.00	88,000.00		Provision of O365 Accounts to DTI 11 Employees
50299050-01	Rents - Buildings and Structures	RO-FAD, RO-BDPD, DCFO, DSPO, DNPO, DDOPO, DOPO	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	10,559,407.36	10,559,407.36		Office and Bodega Space Rental Trade Fair Participation & Market Promotion Trade Fair Participation/Booth Rental
50299070-00	Subscription Expenses	RO-FAD, RO-BDPD	YES	Direct Contracting	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	41,000.00	41,000.00		Subscription of Printing materials
50210030-00	Extraordinary and Miscellaneous Exp.	RO-MSSD	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	60,163.44	60,163.44		Miscellaneous expense for the conduct of RHC-XI Quarterly Meetings Miscellaneous Expenses Procurement of CPU
50210030-00	Extraordinary and Miscellaneous Exp.	RO-MSSD	YES	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL), Products and Airline Tickets	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	135,600.00	135,600.00		RD's Discretionary
50212000-00	General Services	RO-MSSD	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	451,000.00	451,000.00		Annual Media Interface Provision of Goods - Citizen's Charter Radio Program
50213050-03	Repairs and Maintenance - ICT Equipment	RO-MSSD, DNPO, DOPO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	100,000.00	194,000.00		Procurement of Laptop/Notebooks
50299050-03	Rents - Motor Vehicles	RO-CPD, RO-BDPD, DCFO, DNPO, DDOPO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	190,500.00	190,500.00		Van rental for various activities
50299990-00	Other Maintenance and Operating Expenses	RO-CPD	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	180,000.00	180,000.00		Consumer Welfare Month (Share to FOs)
50604050-01	Capital Outlay - Machinery	RO-BDPD	YES	Competitive Bidding	Oct.-Dec. 2024	Oct.-Dec. 2024	Oct.-Dec. 2024	Dec. 2024	GoP	2,897,000.00	-	2,897,000.00	SSF Establishment
50203020-00	Accountable Forms	DCFO, DNPO	YES	NP-53.5 Agency-to-Agency	N/A	N/A	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	14,400.00	14,400.00		Check booklets
50299040-00	Transportation and Delivery Expenses	DCFO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	177,400.00	177,400.00		Rental of Vehicle Transportation (Van Rental) Transportation, fare for official errands Transportation, freight, fare for official errands

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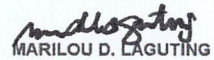
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50213050-01	Repairs and Maintenance - Machinery	DCFO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	135,000.00	135,000.00		SSF Repair/Transfer of Equipment
50213040-01	Repair and Maintenance Building	DNPO	NO	NP-53.9 - Small Value Procurement	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	Jan.-Dec. 2025	GoP	41,000.00	41,000.00		Repairs of Building
										90,076,000.00	87,273,000.00	2,897,000.00	

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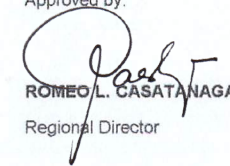
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