

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**

**FINAL ANNUAL PROCUREMENT PLAN NON-COMMON USE SUPPLIES FY 2025**

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: MANILA FAME 2025**

Code (PAP)	ProcurementProject	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	
	<b>A. BUYER MARKETING AND SERVICES</b>												
	1. VIB Program (Hotel Accommodation)	OG1-CGD	NO	NP-53.10 Lease of Real Property and Venue					GoP	2,000,000.00	2,000,000.00	0.00	
	2. VIB Program (Airfare Incentive for HOD/Guest Luminary)	OG1-CGD	NO						GoP	1,500,000.00	1,500,000.00	0.00	
	3. VIB Program (Asian Swing)	OG1-CGD	NO						GoP	1,500,000.00	1,500,000.00	0.00	
	4. Buyer Marketing Agent/s	OG1-CGD	NO						GoP	1,000,000.00	1,000,000.00	0.00	
	5. Telemarketing	OG1-CGD	NO						GoP	1,500,000.00	1,500,000.00	0.00	
	6. Institutional Promotion/Participation	OG1-CGD	NO						GoP	600,000.00	600,000.00	0.00	
	7. Buyers Lounge - Food & Beverage	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	500,000.00	500,000.00	0.00	
	8. Van Rental	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	250,000.00	250,000.00	0.00	
	9. Buyer Tokens/Welcome	OG1-CGD	NO	Shopping					GoP	250,000.00	250,000.00	0.00	
	<b>B. EXHIBITOR MARKETING and SERVICES</b>												
	1. Campaign Roadshow/Exhibitors Briefing/ProDev Visits			NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets									
	a. Airfare	OG1-CGD	NO						GoP	220,000.00	220,000.00	0.00	
	b. Per Diem	OG1-CGD	NO						GoP	108,000.00	108,000.00	0.00	
	c. Venue/Food	OG1-CGD	NO						GoP	300,000.00	300,000.00	0.00	
	d. Transportation/Van Rental	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	85,000.00	85,000.00	0.00	
	2. Capacity Building Speakers' Fee	OG1-CGD	NO						GoP	500,000.00	500,000.00	0.00	
	3. Foreign Exhibitor Hotel Accommodation	OG1-CGD	NO	NP-53.10 Lease of Real Property and Venue					GoP	500,000.00	500,000.00	0.00	
	4. Exhibitor Participation Incentives	OG1-CGD	NO						GoP	500,000.00	500,000.00	0.00	
	<b>C. PRODUCT DEVELOPMENT AND VISUAL MERCHANDISING SPECIALIST</b>												
	1. Spatial Consultant	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	500,000.00	500,000.00	0.00	
	2. Product Specialist for Home & Holiday Décor	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	750,000.00	750,000.00	0.00	
	3. Business and Product Consultant for Home	OG1-CGD	NO	Competitive Bidding					GoP	2,500,000.00	2,500,000.00	0.00	
	4. Product Specialist for Components	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	600,000.00	600,000.00	0.00	
	5. Business and Product Consultant for Artisans	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	1,000,000.00	1,000,000.00	0.00	
	6. Design Assistant for Artisans Village	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	400,000.00	400,000.00	0.00	
	<b>D. EXHIBITION REQUIREMENTS, PRINT &amp; PROMOTION MATERIALS</b>												
	1. EDD Requirements (settings, showcases, signages, etc.)	EDD	NO	Competitive Bidding					GoP	7,000,000.00	7,000,000.00	0.00	
	2. Capaign and Event Materials												
	a. Printed Exhibitor Campaign Kit (500 pcs)	VDD	NO	NP-53.9 - Small Value Procurement					GoP	50,000.00	50,000.00	0.00	
	b. Printed Buyer Campaign Kit (2,500 pcs)	VDD	NO	NP-53.9 - Small Value Procurement					GoP	120,000.00	120,000.00	0.00	
	c. ID Badges (10,500 to 11,000 pcs)	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	120,000.00	120,000.00	0.00	
	d. Printed Complimentary Passes w/ envelope (1,000 pcs)	VDD	NO	NP-53.9 - Small Value Procurement					GoP	40,000.00	40,000.00	0.00	
	e. Show Guide (4,500 pcs)	VDD	NO	NP-53.9 - Small Value Procurement					GoP	80,000.00	80,000.00	0.00	
	f. Printed Save the Date (2026) Bookmark	VDD	NO	NP-53.9 - Small Value Procurement					GoP	50,000.00	50,000.00	0.00	
	3. Show Proper and Special Events Photo and Video, HFL Shoot Documentation	VDD	NO	NP-53.9 - Small Value Procurement					GoP	980,000.00	980,000.00	0.00	
	<b>E. SPECIAL EVENTS</b>												
	1. Networking Reception - Food & Drinks	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	400,000.00	400,000.00	0.00	
	2. Production Outfit (with entertainment)	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	950,000.00	950,000.00	0.00	
	3. KATHA Pre-Event Deliberation Food	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	60,000.00	60,000.00	0.00	
	4. KATHA Onsite Deliberation Food/Executive Lounge Food	OG1-CGD	NO	Shopping					GoP	40,000.00	40,000.00	0.00	
	5. KATHA Trophies	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	130,000.00	130,000.00	0.00	
	6. Tokens for KATHA Judges and Technical Screening Committees	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	80,000.00	80,000.00	0.00	
	<b>F. VENUE, SECRETARIAT, ADMIN &amp; LOGISTICS</b>												
	1. Venue Rental (Halls A to D)	OG1-CGD	NO	NP-53.10 Lease of Real Property and Venue						16,000,000.00	16,000,000.00	0.00	
	2. Personnel Requirements												
	a. Security & Janitorial (including OT Charges)	OG1-CGD	NO						GoP	275,000.00	275,000.00	0.00	
	b. K9/Ambulance/Police	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	75,000.00	75,000.00	0.00	
	c. Staffing (encoder, staff assistants, electricians, VMs etc)	OG1-CGD	NO						GoP	100,000.00	100,000.00	0.00	
	3. Registration/Admission Requirements												
	a. Registration Supplies (for MIS)	OG1-CGD	NO	Shopping					GoP	30,000.00	30,000.00	0.00	
	4. Staff Event Support												
	a. Staff Meals	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	260,000.00	260,000.00	0.00	
	b. Staff Accommodation	OG1-CGD	NO	NP-53.10 Lease of Real Property and Venue					GoP	500,000.00	500,000.00	0.00	
	c. Event Shirt for Staff (250 pcs)	OG1-CGD	NO	NP-53.9 - Small Value Procurement					GoP	88,000.00	88,000.00	0.00	



e. Onsite Food Orders (EXCOM Level)	OG1-CGD	NO					GoP	10,000.00	10,000.00	0.00
f. Manila FAME Thanksgiving	OG1-CGD	NO	NP-53.9 - Small Value Procurement				GoP	50,000.00	50,000.00	0.00
5. Special Setting Props ad VM Supplies	OG1-CGD	NO	NP-53.9 - Small Value Procurement				GoP	50,000.00	50,000.00	0.00
6. Communication Expenses	OG1-CGD	NO					GoP	20,000.00	20,000.00	0.00
5. Meeting Expenses	OG1-CGD	NO					GoP	150,000.00	150,000.00	0.00
6. Courier	OG1-CGD	NO	NP-53.9 - Small Value Procurement				GoP	10,000.00	10,000.00	0.00
8. Bank Charges	OG1-CGD	NO					GoP	5,000.00	5,000.00	0.00
9. Supplies and Materials	OG1-CGD	NO	Shopping				GoP	100,000.00	100,000.00	0.00
11. Salaries for SBD SPs salary + monthly premium of 8.33%)	OG1-CGD	NO					GoP	2,000,000.00	2,000,000.00	0.00
12. UFI Membership	OG1-CGD	NO	Overseas Procurement				GoP	250,000.00	250,000.00	0.00
13. Miscellaneous	OG1-CGD	NO	Shopping				GoP	364,000.00	364,000.00	0.00
14. Mandatory Savings (5%)	OG1-CGD	NO					GoP	2,500,000.00	2,500,000.00	0.00
<b>TOTAL</b>								<b>50,000,000.00</b>	<b>50,000,000.00</b>	<b>0.00</b>

Prepared by:



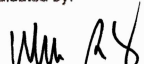
ANNA MARIE D. ALZONA  
Chief, CBD, SBD

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Chief, Budget and Cash Division

Recommended by:



ATTY. ANNA GRACE I. MARPURI  
Chairman, Bids and Awards Committee

Approved by:



MA. LOURDES D. MEDIRAN  
Alternate Head of Procuring Entity

for:

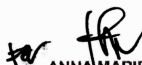


LEAH PULIDO OCAMPO  
Head of Procuring Entity

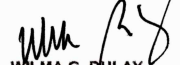
**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: MAISON ET OBJET 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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Stand Installation / Dismantling / Fireproofing	OG1-OTF	NO	Overseas Procurement					GoP	3,685,700.00	3,685,700.00	0.00	
	Additional Props & Display Materials	OG1-OTF	NO	Overseas Procurement					GoP	96,000.00	96,000.00	0.00	
	Stand Hospitality	OG1-OTF	NO	Overseas Procurement					GoP	64,000.00	64,000.00	0.00	
	Stand Assistants / Interpreters (2 pax)	OG1-OTF	NO	Overseas Procurement					GoP	192,000.00	192,000.00	0.00	
	MOM Subscription	OG1-OTF	NO	Overseas Procurement					GoP	128,000.00	128,000.00	0.00	
	Ad placement / MOM advertising	OG1-OTF	NO	Overseas Procurement					GoP	640,000.00	640,000.00	0.00	
	Directory of Exhibitors/ Brochures / Flyers / Translation Services, only if applicable	OG1-OTF	NO	NP-53.9 - Small Value Procurement					GoP	50,000.00	50,000.00	0.00	
	Telemarketing	OG1-OTF	NO						GoP	96,000.00	96,000.00	0.00	
	Plane Fare (US\$ 1,800 x 2pax)	OG1-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					Others	212,400.00	212,400.00	0.00	External Funding
	Hotel Accommodation - Paris (DSA rate US\$399 x 64% x 9 nights)	OG1-OTF	NO						Others	271,192.32	271,192.32	0.00	External Funding
	Per Diem - Paris (DSA rate US\$399 x 36% x 10 days)	OG1-OTF	NO						Others	169,495.20	169,495.20	0.00	External Funding
	Train to Brussels (Euro 150 x 2 pax)	OG1-OTF	NO						Others	19,470.00	19,470.00	0.00	External Funding
	Hotel Accommodation - Brussels (DSA rate US\$437 x 62% x 4 nights)	OG1-OTF	NO						Others	127,883.68	127,883.68	0.00	External Funding
	Per Diem - Brussels (DSA rate US\$437 x 38% x 5 days)	OG1-OTF	NO						Others	97,975.40	97,975.40	0.00	External Funding
	Clothing Allowance (\$200/pax)	OG1-OTF	NO						Others	23,600.00	23,600.00	0.00	External Funding
	Pre-Travel Expenses	OG1-OTF	NO						Others	7,000.00	7,000.00	0.00	External Funding
	Travel Insurance	OG1-OTF	NO						Others	3,000.00	3,000.00	0.00	External Funding
	Travel Tax	OG1-OTF	NO						Others	3,240.00	3,240.00	0.00	External Funding
	Meeting / Networking Expenses	OG1-OTF	NO						GoP	128,000.00	128,000.00	0.00	
	Transportation / Vehicle Rental	OG1-OTF	NO						GoP	115,200.00	115,200.00	0.00	
	Comm / Admin Expenses	OG1-OTF	NO						GoP	11,800.00	11,800.00	0.00	
	Showroom rental at Trademart Brussels	OG1-OTF	NO	Overseas Procurement					GoP	409,500.00	409,500.00	0.00	
	Space Enhancements (Installation, rental of equipment, printing of signages, and procurement of additional props)	OG1-OTF	NO	Overseas Procurement					GoP	500,000.00	500,000.00	0.00	
	Networking / Hospitality expenses	OG1-OTF	NO	Overseas Procurement					GoP	192,000.00	192,000.00	0.00	
	Stand Hostess	OG1-OTF	NO	Overseas Procurement					GoP	41,600.00	41,600.00	0.00	
	Shipment Subsidy	OG1-OTF	NO	Direct Contracting					GoP	1,500,000.00	1,500,000.00	0.00	
	Excess Baggage Allowance	OG1-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	59,000.00	59,000.00	0.00	
	Tokens	OG1-OTF	NO	Shopping					GoP	20,000.00	20,000.00	0.00	
	Meeting / Briefing/De-Briefing Expenses	OG1-OTF	NO						GoP	40,000.00	40,000.00	0.00	
	Miscellaneous supplies	OG1-OTF	NO						GoP	23,733.40	23,733.40	0.00	
	Service Provider	OG1-OTF	NO						GoP	840,000.00	840,000.00	0.00	
	<b>MAISON&amp;OBJET 2026 PRE-OP</b>												
	Space Rental	OG1-OTF	YES	Overseas Procurement					GoP	4,428,800.00	4,428,800.00	0.00	
	Red carpet zone	OG1-OTF	YES	Overseas Procurement					GoP	195,840.00	195,840.00	0.00	
	Compulsary Exhibition Package	OG1-OTF	YES	Overseas Procurement					GoP	42,826.60	42,826.60	0.00	
	Hiring of Content Producer	OG1-OTF	YES	NP-53.9 - Small Value Procurement					GoP	500,000.00	500,000.00	0.00	
	<b>TOTAL</b>									<b>14,935,256.60</b>	<b>14,935,256.60</b>	<b>0.00</b>	

Prepared by:  
  
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 Chief, CGD, SBD

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**MARJO F. EVIO**  
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Approved by:  
  
**MA. LOURDES D. MEDIRAN**  
 Alternate Head of Procuring Entity

for:  
  
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity



**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: AMBIENTE 2025**

Code (PAP)	ProcurementProject	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	
	<b>1. BOOTH CONSTRUCTION - HALL 10.4 STAND C51 (EXPORTERS/ COLLECTIVE SHOWCASE PAVILION)</b>								GoP				
	1.1 Stand Construction & Electrical Installation (170 sqm)	SBD - CGD	NO	Overseas Procurement						4,000,000.00	4,000,000.00	0.00	
	1.2 Additional Props & Display Materials	SBD - CGD	NO	Overseas Procurement						20,000.00	20,000.00	0.00	
	<b>2. BOOTH CONSTRUCTION - HALL 10.4 STAND B42; HALL 10.1 FY01 (PARTNER ARTISANS &amp; FOYER PAVILION)</b>								GoP				
	2.2 Additional Props & Display Materials	SBD - CGD	NO	Overseas Procurement						3,500,000.00	3,500,000.00	0.00	
	<b>3. MARKETING &amp; PROMOTIONS</b>								GoP				
	3.1 Promotional post-cards/ brochure	SBD - CGD		NP-53.9 - Small Value Procurement						50,000.00	50,000.00	0.00	
	3.1 Press kits	SBD - CGD	NO	NP-53.9 - Small Value Procurement						30,000.00	30,000.00	0.00	
	<b>4. TRAVEL</b>												
	4.1 International												
	a. Plane fare (2 pax)	SBD - CGD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets						200,000.00	200,000.00	0.00	
	a. Hotel Accommodation (DSA rate US\$326 x 53% x 11 nights x 2 pax)	SBD - CGD	NO						GoP	224,268.44	224,268.44	0.00	
	b. Per Diem (DSA Rate US\$ 326 x 47% x 12 days x 2 pax)	SBD - CGD	NO						GoP	216,959.52	216,959.52	0.00	
	c. Pre Travel Expenses (Php3,500/pax x 2 pax)	SBD - CGD	NO						GoP	7,000.00	7,000.00	0.00	
	d. Travel Insurance (Php1,800/pax x 2 pax)	SBD - CGD	NO						GoP	3,600.00	3,600.00	0.00	
	e. Travel Tax (Php 1,620/pax x 2 pax)	SBD - CGD	NO						GoP	3,240.00	3,240.00	0.00	
	f. Clothing Allowance (Php US\$ 200/pax x 2 pax)	SBD - CGD	NO						GoP	23,600.00	23,600.00	0.00	
	<b>5. ON-SITE EXPENSES</b>												
	5.1 Communication/Administrative Expenses	SBD - CGD							GoP	5,700.00	5,700.00	0.00	
	5.2 Networking reception	SBD - CGD	NO	Overseas Procurement						50,000.00	50,000.00	0.00	
	<b>6. PROFESSIONAL FEES</b>												
	6.1 Market Specialist	SBD - CGD	NO	Overseas Procurement					GoP	500,000.00	500,000.00	0.00	
	6.2 Stand Assistant	SBD - CGD	NO	Overseas Procurement					GoP	189,000.00	189,000.00	0.00	
	6.3 Creative Director	SBD - CGD	NO	NP-53.9 - Small Value Procurement						200,000.00	200,000.00	0.00	
	6.4 Export Coach	SBD - CGD	NO	NP-53.9 - Small Value Procurement						100,000.00	100,000.00	0.00	
	<b>7. SECRETARIAT</b>												
	7.1 Office Supplies/Reference Materials	SBD - CGD	NO	Shopping					GoP	5,000.00	5,000.00	0.00	
	7.2 Meetings/Briefing/De-Briefing Expenses	SBD - CGD	NO						GoP	5,000.00	5,000.00	0.00	
	7.3 Service Provider	SBD - CGD	NO						GoP	500,000.00	500,000.00	0.00	
	7.4 Miscellaneous	SBD - CGD	NO	Shopping					GoP	10,000.00	10,000.00	0.00	
	<b>8. SHIPMENT</b>												
	8.1 Excess Baggage	SBD - CGD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	10,000.00	10,000.00	0.00	
	8.2 Shipment	SBD - CGD	NO	Direct Contracting					GoP	126,632.04	126,632.04	0.00	
	<b>TOTAL</b>									<b>10,000,000.00</b>	<b>10,000,000.00</b>	<b>0.00</b>	

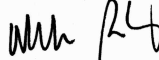
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 Chief, Budget and Cash Division

Recommended by:

  
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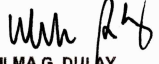
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**Project: OBM in Highpoint Market, North Carolina, USA**


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	
<b>1. BUSINESS MATCHING AND NETWORKING</b>													
1.1	Venue Rental	SBD - CGD	NO	Overseas Procurement					GoP	771,000.00	771,000.00	0.00	
1.2	Venue Enhancement	SBD - CGD	NO	Overseas Procurement					GoP	400,000.00	400,000.00	0.00	
1.3	Networking Expense	SBD - CGD	NO						GoP	200,000.00	200,000.00	0.00	
1.4	Inland Transportation	SBD - CGD	NO	Overseas Procurement						319,396.80	319,396.80	0.00	
<b>2. MARKETING &amp; PROMOTIONAL SUPPORT</b>													
2.1	Press Tokens/Buyers' Giveaways	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	100,000.00	100,000.00	0.00	
2.2	Brochure / directory	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	50,000.00	50,000.00	0.00	
2.3	Press Kit	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	50,000.00	50,000.00	0.00	
<b>3. PROFESSIONAL FEES</b>													
3.1	Telemarketer	SBD - CGD	NO	Overseas Procurement					GoP	250,000.00	250,000.00	0.00	cost share with MF
3.2	Market Sensing Specialist	SBD - CGD	NO	Overseas Procurement					GoP	375,000.00	375,000.00	0.00	
<b>4. ADMINISTRATIVE REQUIREMENTS</b>													
4.1	Travel expenses												
	a. Plane Fare (1 pax)	SBD - CGD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	150,000.00	150,000.00		
	b. Hotel Accommodation	SBD - CGD	NO						GoP	71,270.40	71,270.40	0.00	
	c. Per Diem (DSA)	SBD - CGD	NO						GoP	46,771.20	46,771.20	0.00	
	e. Pre-Travel Expenses	SBD - CGD	NO						GoP	3,500.00	3,500.00	0.00	
	f. Travel Insurance	SBD - CGD	NO						GoP	1,800.00	1,800.00	0.00	
	g. Travel Tax	SBD - CGD	NO						GoP	1,620.00	1,620.00	0.00	
4.2	Briefing/ Meeting expenses	SBD - CGD	NO						GoP	50,000.00	50,000.00	0.00	
4.3	Communication & other admin expenses	SBD - CGD	NO						GoP	10,000.00	10,000.00	0.00	
4.4	Bank Charges/ Remittances	SBD - CGD	NO						GoP	5,000.00	5,000.00	0.00	
4.5	Service Provider's Salary	SBD - CGD	NO						GoP	370,851.60	370,851.60	0.00	
4.6	Miscellaneous	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	150,000.00	150,000.00	0.00	
<b>5. ON-SITE EXPENSES</b>													
5.1	Communication/Administrative Expenses	SBD - CGD	NO						GoP	10,000.00	10,000.00	0.00	
<b>TOTAL</b>										<b>3,386,210.00</b>	<b>3,386,210.00</b>	<b>0.00</b>	

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**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: Index Dubai 2025**

Code (PAP)	ProcurementProject	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	
	<b>1. SPACE RENTAL</b>												
	1.1 Space Cost (USD529 x 90 sqm)	SBD - CGD	NO	Overseas Procurement					GoP	2,856,600.00	2,856,600.00	0.00	
	<b>2. BOOTH CONSTRUCTION</b>												
	2.1 Stand Construction (USD350 x 90 sqm)	SBD - CGD	NO	Overseas Procurement					GoP	1,750,000.00	1,750,000.00	0.00	<b>Original amt: 1,890,000.00</b>
	2.2 Additional Props & Display Materials	SBD - CGD	NO	Overseas Procurement					GoP	20,000.00	20,000.00	0.00	
	<b>3. MARKETING &amp; PROMOTIONS</b>												
	3.1 Advertising- Obligatory Media Package for Exhibitors	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	35,700.00	35,700.00	0.00	
	3.2 Marketing Collaterals - Promotional post-cards/brochure	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	10,000.00	10,000.00	0.00	
	<b>4. TRAVEL</b>												
	4.1 International												
	a. Plane fare (1 pax)	SBD - CGD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	42,000.00	42,000.00	0.00	
	b. Hotel Accommodation (DSA rate US\$368 x 63% x 8 nights x 1 pax)	SBD - CGD	NO						GoP	111,283.20	111,283.20	0.00	
	c. Per Diem (DSA Rate US\$ 368 x 37% x 9 days x 1 pax)	SBD - CGD	NO						GoP	73,526.40	73,526.40	0.00	
	d. Pre Travel Expenses (Php3,500/pax)	SBD - CGD	NO						GoP	3,500.00	3,500.00	0.00	
	e. Travel Insurance (Php1,800/pax x 1 pax)	SBD - CGD	NO						GoP	1,800.00	1,800.00	0.00	
	f. Travel Tax (Php 1,620/pax x 1 pax)	SBD - CGD	NO						GoP	1,620.00	1,620.00	0.00	
	<b>5. ON-SITE EXPENSES</b>												
	5.1 Communication/Administrative Expenses	SBD - CGD	NO						GoP	6,000.00	6,000.00	0.00	
	<b>6. PROFESSIONAL FEES</b>												
	6.1 Consultant's Fee / Curator	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	412,970.40	412,970.40	0.00	
	<b>TOTAL</b>									<b>5,325,000.00</b>	<b>5,325,000.00</b>	<b>0.00</b>	


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**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: Melbourne Gift Show 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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>1. SPACE RENTAL</b>													
1.1	Total Space Rental, 72 sqm (470 USD per sqm)	SBD - CGD	NO	Overseas Procurement					GoP	1,996,560.00	1,996,560.00	0.00	
1.2	Obligatory Fees	SBD - CGD	NO	Overseas Procurement					GoP	88,500.00	88,500.00	0.00	
<b>2. BOOTH CONSTRUCTION</b>													
2.1	Booth Design and Construction Cost (Installation, Electrical, Dismantling, Fire Proofing and other Fees)	SBD - CGD	NO	Overseas Procurement					GoP	1,652,000.00	1,652,000.00	0.00	
2.2	Additional Props & Other Incidentals	SBD - CGD	NO	Overseas Procurement					GoP	88,500.00	88,500.00	0.00	
<b>3. STAND SERVICES</b>													
3.1	Stand Assistant	SBD - CGD		Overseas Procurement					GoP	59,000.00	59,000.00	0.00	
<b>4. MARKETING AND PROMOTIONS</b>													
4.1	Press Tokens/Buyers' Giveaways			NP-53.9 - Small Value Procurement					GoP	30,000.00	30,000.00	0.00	
4.2	Printing of Directory/flyers	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	30,000.00	30,000.00	0.00	
4.3	Ad Listings/Ad Media Package, etc.	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	200,000.00	200,000.00	0.00	
4.4	Telemarketing	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	59,000.00	59,000.00	0.00	
<b>5. TRAVEL (International)</b>													
5.1	Plane Fare (Manila - Melbourne - Manila) (1pax) (Jul 30 - Aug 09)	SBD - CGD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	59,000.00	59,000.00	0.00	
5.2	Hotel Accommodation (DSA rate US\$296 x 56% x 10 nights)	SBD - CGD	NO						GoP	97,798.40	97,798.40	0.00	
5.3	Per Diem (DSA rate US\$296 x 44% x 11 days)	SBD - CGD	NO						GoP	84,525.76	84,525.76	0.00	
5.4	Inland Transportation	SBD - CGD	NO						GoP	11,800.00	11,800.00	0.00	
5.5	Pre-Travel Expenses	SBD - CGD	NO						GoP	3,500.00	3,500.00	0.00	
5.6	Travel Insurance	SBD - CGD	NO						GoP	300.00	300.00	0.00	
5.7	Travel Tax	SBD - CGD	NO						GoP	1,620.00	1,620.00	0.00	
5.8	Clothing Allowance	SBD - CGD	NO						GoP	11,800.00	11,800.00	0.00	
<b>6. ON-SITE EXPENSES</b>													
6.1	Briefing/Meeting Expenses	SBD - CGD	NO						GoP	23,600.00	23,600.00	0.00	
6.2	Transportation / Vehicle Rental	SBD - CGD	NO						GoP	17,700.00	17,700.00	0.00	
6.3	Networking Expenses/Stand Hospitality	SBD - CGD	NO						GoP	76,700.00	76,700.00	0.00	
6.4	Comm / Admin Expenses	SBD - CGD	NO						GoP	5,900.00	5,900.00	0.00	
<b>7. HIRING OF CONSULTANT</b>													
7.1	Market Specialist	SBD - CGD	NO	Overseas Procurement					GoP	270,000.00	270,000.00	0.00	
7.2	Curator / Visual Merchandiser	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	250,000.00	250,000.00	0.00	
<b>8. SHIPMENT</b>													
8.1	Excess Baggage	SBD - CGD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	20,650.00	20,650.00	0.00	
<b>9. SECRETARIAT</b>													
9.1	Meeting Expenses	SBD - CGD	NO						GoP	32,834.00	32,834.00	0.00	
9.2	Office Supplies	SBD - CGD	NO						GoP	18,211.84	18,211.84	0.00	
9.3	Service Providers Salary (3% of total budget)	SBD - CGD	NO						GoP	160,500.00	160,500.00	0.00	
<b>TOTAL</b>										<b>5,350,000.00</b>	<b>5,350,000.00</b>	<b>0.00</b>	

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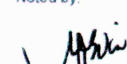
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**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: Tokyo International Gift Show(TIGS) with Expo Osaka**


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	
1.	<b>SPACE/VENUE RENTAL</b> 1.1 Space Cost (JPY451,000 per 9 sqm x 10) - 90sqm	OG1-OTF	NO	Overseas Procurement					GoP	1,804,000.00	1,804,000.00	0.00	
2.	<b>DESIGN AND EXHIBITION</b> 2.1 Stand Construction (JPY45,000 per 9sqm x 10)-90 sqm	OG1-SET	NO	Overseas Procurement					GoP	1,620,000.00	1,620,000.00	0.00	
	2.2 Additional Props & Display Materials	OG1-SET	NO	Overseas Procurement					GoP	59,000.00	59,000.00	0.00	
	2.3 Electrical Installation and Consumption	OG1-SET	NO	Overseas Procurement					GoP	59,000.00	59,000.00	0.00	
	2.4 On-site Charges/rentals	OG1-SET	NO	Overseas Procurement					GoP	59,000.00	59,000.00	0.00	
3.	<b>STAND SERVICES</b> 3.1 Stand Hostess/Assistant/Interpreter	OG1-SET	NO	Overseas Procurement					GoP	380,620.14	380,620.14	0.00	
4.	<b>MARKETING AND PROMOTIONS</b> 4.1 Collaterals a Promotional post-cards/brochure	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	80,000.00	80,000.00	0.00	
	4.2 Press Tokens/Buyers' Giveaways	OG1-SET	NO	Shopping					GoP	20,000.00	20,000.00	0.00	
	4.3 Official Photographer	OG1-OTF	NO	NP-53.9 - Small Value Procurement					GoP	500,000.00	500,000.00	0.00	
5.	<b>CREATIVE DIRECTOR</b> 5.1 Professional Fee	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	900,000.00	900,000.00	0.00	
	5.2 Meetings/One-on-one Consultations	OG1-SET	NO						GoP	10,000.00	10,000.00	0.00	
	5.3 Translator	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	350,000.00	350,000.00	0.00	
6.	<b>TRAVEL</b> 6.1 International a Plane Ticket (USD 600 x 2 pax)	OG1-SET	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	70,800.00	70,800.00	0.00	
	b Hotel Accommodation Tokyo (DSA USD306 x 61% x 5 nights x 2 pax)	OG1-SET	NO	Overseas Procurement					GoP	110,129.40	110,129.40	0.00	
	Osaka (DSA USD250 X 39% X 5 days x 2 pax)	OG1-SET	NO	Overseas Procurement					GoP	74,571.28	74,571.28	0.00	
	c Per Diem Tokyo (DSA USD306 x 39% x 5 days x 2 pax)	OG1-OTF	NO	Overseas Procurement					GoP	70,410.60	70,410.60	0.00	
	Osaka (DSA USD259 X 39% X 5 days x 2 pax)	OG1-OTF	NO	Overseas Procurement					GoP	59,595.90	59,595.90	0.00	
	d Pre - Travel Expenses	OG1-OTF	NO						GoP	12,724.00	12,724.00	0.00	
	e Excess Baggage	OG1-SET	NO						GoP	20,000.00	20,000.00	0.00	
	6.2 Local a. Plane Fare	OG1-SET	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	30,000.00	30,000.00	0.00	
	b. Per Diem	OG1-OTF	NO						GoP	20,000.00	20,000.00	0.00	
7.	<b>BENCHMARKING/BUSINESS MISSION ACTIVITIES IN OVERSEAS</b> 7.1 Venue Rental (JPY 75,500 X 2 days)	OG1-SET	NO	Overseas Procurement					GoP	60,400.00	60,400.00	0.00	
	7.2 Venue Enhancements	OG1-OTF	NO	Overseas Procurement					GoP	55,000.00	55,000.00	0.00	
	7.3 Meeting Expenses (food, onsite charges)	OG1-OTF	NO	Overseas Procurement					GoP	276,032.68	276,032.68	0.00	
8.	<b>ADMINISTRATIVE REQUIREMENTS</b> 8.1 Office Supplies/Reference Materials	OG1-OTF	NO	Shopping					GoP	5,000.00	5,000.00	0.00	
	8.2 Bank/remittance Charges	OG1-OTF	NO						GoP	5,000.00	5,000.00	0.00	
	8.3 Comms/Admin Expenses	OG1-OTF	NO						GoP	11,200.00	11,200.00	0.00	
	8.4 Meeting/Briefings/De-Briefing Expenses	OG1-OTF	NO						GoP	20,000.00	20,000.00	0.00	
	8.5 Miscellaneous	OG1-OTF	NO	Shopping					GoP	7,516.00	7,516.00	0.00	
	<b>TOTAL</b>									<b>6,750,000.00</b>	<b>6,750,000.00</b>	<b>0.00</b>	

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 Head of Procuring Entity





**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: Asia NOW Paris Art Fair 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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1	SPACE/VENUE RENTAL 1 Exhibition Space (60 sqm)	OG1-OTF	NO	Overseas Procurement					GoP	2,272,000.00	2,272,000.00	0.00	
2	DESIGN AND EXHIBITION 2.1 Booth Enhancement (including props)	OG1-OTF	NO	Overseas Procurement					GoP	640,000.00	640,000.00	0.00	
	2.2 Electrical Requirements & Other Onsite Expenses	OG1-OTF	NO	Overseas Procurement					GoP	102,400.00	102,400.00	0.00	
	2.3 Stand Assistant (1 pax @ Euro 1,500)	OG1-OTF	NO	Overseas Procurement					GoP	96,000.00	96,000.00	0.00	
3	SPECIAL EVENTS & PROGRAM 3.1 Hospitality	OG1-OTF	NO						GoP	64,000.00	64,000.00	0.00	
4	EVENT MATERIALS 4.1 Marketing Materials	OG1-OTF	NO	NP-53.9 - Small Value Procurement					GoP	40,000.00	40,000.00	0.00	
	4.2 Buyer/Partners Token	OG1-OTF	NO	Shopping					GoP	20,000.00	20,000.00	0.00	
5	ADMINISTRATIVE AND TRAVEL REQUIREMENTS 5.1 Plane Fare (1 pax, Qatar Airways)	OG1-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	93,824.00	93,824.00	0.00	
	5.2 Hotel Accommodation (USD372 x 64% x 7 nights x 1 pax)	OG1-OTF	NO	Overseas Procurement					GoP	97,752.88	97,752.88	0.00	
	5.3 Per Diem (USD372 x 36% x 8 days x 1 pax)	OG1-OTF	NO	Overseas Procurement					GoP	62,824.55	62,824.55	0.00	
	5.4 Pre Travel Expenses	OG1-OTF	NO						GoP	3,500.00	3,500.00	0.00	
	5.5 Travel Insurance	OG1-OTF	NO						GoP	1,800.00	1,800.00	0.00	
	5.6 Travel Tax	OG1-OTF	NO						GoP	1,620.00	1,620.00	0.00	
	5.7 Excess Baggage	OG1-OTF	NO						GoP	10,000.00	10,000.00	0.00	
6	SERVICE PROVIDER	OG1-OTF	NO						GoP	247,500.00	247,500.00	0.00	
7	MISCELLANEOUS	OG1-OTF	NO						GoP	46,778.57	46,778.57	0.00	
8	MANDATORY SAVINGS	OG1-OTF	NO						GoP	200,000.00	200,000.00	0.00	
	<b>TOTAL</b>									<b>4,000,000.00</b>	<b>4,000,000.00</b>	<b>0.00</b>	

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**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: IFEX Philippines 2025**


Code (PAP)	ProcurementProject	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	
	<b>VENUE RENTAL</b>												
	1. Lease of Venue inclusive of VAT, Wi-Fi Connection, Electrical Consumption, Additional Outdoor Space, and Other Facilities and Services (Genie Lift, local lines, garbage hauling, water section etc.), and Security Deposit	TPS Food	NO	NP-53.10 Lease of Real Property and Venue					GoP	18,635,500	18,635,500	0.00	
	2. Installation, Rental, and Dismantling of the Additional Temporary Tent Structure	TPS Food	NO	NP-53.10 Lease of Real Property and Venue					GoP	3,785,600	3,785,600	0.00	
	<b>DESIGN AND EXHIBITION</b>	EDD	NO	Competitive Bidding					GoP	11,300,000	11,300,000	0.00	
	<b>BUYER CAMPAIGN AND SERVICES</b>												
	1. Hotel Accommodation	EMP	YES	NP-53.10 Lease of Real Property and Venue					GoP	2,640,000	2,640,000	0.00	
	2. Buyer Marketing Agent Incentive	EMP	NO						GoP	500,000	500,000	0.00	
	3. VIB Referral Incentive	EMP	NO						GoP	435,000	435,000	0.00	
	4. Airfare Subsidy	EMP	NO						GoP	348,000	348,000	0.00	
	5. Van Rental for Inland Transpo	EMP	NO	Shopping					GoP	50,000	50,000	0.00	
	6. LinkedIn Marketing	EMP	NO						GoP	300,000	300,000	0.00	
	7. Marketing Budget Provision for Trade Posts	EMP	NO						GoP	350,000	350,000	0.00	
	8. Interpreter's Fee	EMP	NO	NP-53.9 - Small Value Procurement					GoP	92,000	92,000	0.00	
	9. VIB Tokens	EMP	NO	Shopping					GoP	135,000	135,000	0.00	
	10. Printing of Show Guide	EMP	NO	NP-53.9 - Small Value Procurement					GoP	100,000	100,000	0.00	
	11. Printing of Posters	EMP	NO	NP-53.9 - Small Value Procurement					GoP	50,000	50,000	0.00	
	12. Printing of Marketing Kit Brochure	EMP	NO	NP-53.9 - Small Value Procurement					GoP	100,000	100,000	0.00	
	13. VIB Bags	EMP	NO	NP-53.9 - Small Value Procurement					GoP	80,000	80,000	0.00	
	14. IFEX branded buyer bag	EMP	NO	NP-53.9 - Small Value Procurement					GoP	300,000	300,000	0.00	
	15. Printing of Business Cards	EMP	NO	NP-53.9 - Small Value Procurement					GoP	20,000	20,000	0.00	
	<b>EXHIBIT CAMPAIGN AND SERVICES</b>												
	1. Regional Exhibitor Campaign / Briefings / Planning	TPS Food											
	a. Per Diem, Insurance, and Incidental Expenses		NO						GoP	589,000	589,000	0.00	
	b. Airline Tickets	TPS Food	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	300,000	300,000		
	c. Inland Transportation	TPS Food	NO	Shopping					GoP	60,000	60,000	0.00	
	d. Printing of Marketing Paraphernalia	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	30,000	30,000	0.00	
	2. TPO Benefits Program	TPS Food											
	a. Hotel Vouchers		NO	NP-53.9 - Small Value Procurement					GoP	150,000	150,000	0.00	
	b. Tokens for TPOs and Exhibit Partners	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	80,000	80,000	0.00	
	c. Food and Beverage for Socials Night / Packed Meals for TPOs	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	215,000	215,000	0.00	
	d. Frames for Certificates	TPS Food	NO	Shopping					GoP	30,000	30,000	0.00	
	3. Digital Promotions	TPS Food											
	a. Canva Pro Subscription		NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	6,000	6,000	0.00	
	b. Social Media Ads / Post Boosting (Facebook, Instagram, LinkedIn, Youtube, WeChat/Weibo, and/or Tiktok)	TPS Food	NO						GoP	40,000	40,000	0.00	
	<b>SPECIAL EVENTS AND PROGRAMS</b>												
	1. KATHA Awards	TPS Food											
	a. KATHA Program Director		NO	NP-53.9 - Small Value Procurement					GoP	60,000	60,000	0.00	
	b. Photo and Video Production of KATHA	TPS Food / VDI	NO	NP-53.9 - Small Value Procurement					GoP	400,000	400,000	0.00	
	c. Trophies for KATHA Winners	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	180,000	180,000	0.00	
	d. Plaques for Finalists	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	290,000	290,000	0.00	
	e. Tokens for TWG and BOJ	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	60,000	60,000	0.00	
	f. Props for Exhibition and/or Shoot	TPS Food / EDD	NO	Shopping					GoP	80,000	80,000	0.00	
	g. Exhibition Design, Construction, and Signages	TPS Food / EDD	NO	NP-53.9 - Small Value Procurement					GoP	300,000	300,000	0.00	
	h. Venue for KATHA Awarding	TPS Food / CDD	NO	NP-53.10 Lease of Real Property and Venue					GoP	200,000	200,000	0.00	
	2. IFEX Kitchen	TPS Food											
	a. Tokens / Honoraria for Partners		NO	NP-53.9 - Small Value Procurement					GoP	150,000	150,000	0.00	
	b. Plaques and/or Trophies	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	250,000	250,000	0.00	
	c. Printing of IFEX Kitchen Postcard/Menu	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	30,000	30,000	0.00	
	<b>MARKETING AND PROMOTIONAL SUPPORT</b>												
	1. Thematic Product Photoshoot	VDD	NO	NP-53.9 - Small Value Procurement					GoP	750,000	750,000	0.00	
	2. Props and/or Ingredients	VDD	NO	Shopping					GoP	50,000	50,000	0.00	
	3. Event Proper Photography and Videography	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	230,000	230,000	0.00	

4. Hiring of Visual Merchandiser / Curator for the Special Setting with/and Props	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	100,000	100,000	0.00
5. Printing of Complimentary Tickets	VDD	NO	NP-53.9 - Small Value Procurement					GoP	33,900	33,900	0.00
6. Printing of Event Shirt	VDD	NO	NP-53.9 - Small Value Procurement					GoP	50,000	50,000	0.00
7. Printing of Roll-Up Banner/s	VDD	NO	NP-53.9 - Small Value Procurement					GoP	10,000	10,000	0.00
<b>ADMINISTRATIVE REQUIREMENTS</b>											
1. Food for Onsite Staff	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	350,000	350,000	0.00
2. Meetings or Representations	TPS Food	NO						GoP	170,000	170,000	0.00
3. Support Staff / SPs (Service Providers)	TPS Food	NO						GoP	2,190,000	2,190,000	0.00
4. Bank Charges	TPS Food	NO						GoP	15,000	15,000	0.00
5. Office Supplies incl Journal or Printer Papers and Packaging Materials	TPS Food	NO	Shopping					GoP	70,000	70,000	0.00
6. Manpower Allocation and Other Onsite Requirements	TPS Food										
a. Security Services		NO						GoP	350,000	350,000	0.00
b. Janitorial Services	TPS Food	NO						GoP	200,000	200,000	0.00
c. Rental of Ambulance with Emergency Support Team	TPS Food	NO	Shopping					GoP	50,000	50,000	0.00
d. K9 Services	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	50,000	50,000	0.00
e. Encoders and/or Stand Assistants	TPS Food	NO						GoP	40,000	40,000	0.00
7. Badges and ID Jackets/Lanyards	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	175,000	175,000	0.00
8. Staff Hotel Accommodation	TPS Food	NO	NP-53.10 Lease of Real Property and Venue					GoP	300,000	300,000	0.00
9. Exhibitors/ Staff Briefing/ Thanksgiving	TPS Food	NO						GoP	60,000	60,000	0.00
10. Shipment / Courier	TPS Food	NO						GoP	5,000	5,000	0.00
11. Extraordinary and Miscellaneous Expenses	TPS Food	NO						GoP	30,000	30,000	0.00
<b>TOTAL</b>									<b>48,000,000.00</b>	<b>48,000,000.00</b>	<b>0.00</b>

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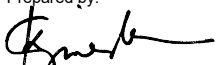
  
**MA. LOURDES D. MEDIRAN**  
 Alternate Head of Procuring Entity


for:   
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

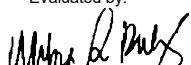
**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

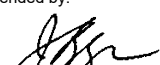
**Project: Sustainability Solutions Exchange**

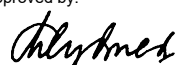
Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>A. DESIGN AND EXHIBITION</b>													
	1. Booth and Construction												
	a. Special Setting / Showcase	CBD-CAS	NO	NP-53.9 - Small Value Procurement					GoP	0.00	0.00	0.00	
	b. SSX Buyers Lounge	CBD-CAS	NO	NP-53.9 - Small Value Procurement					GoP	0.00	0.00	0.00	
<b>B. EXHIBITOR / PARTNER CAMPAIGN AND SERVICES</b>													
	1. Roadshow Expenses	CBD-CAS	NO						GoP	50,000	50,000	0.00	
<b>C. BUYER CAMPAIGN AND SERVICES</b>													
	1. Hotel Accomodation	CBD-CAS	NO	NP-53.10 Lease of Real Property and Venue					GoP	0.00	0.00	0.00	
	2. Airfare			NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	0.00	0.00	0.00	
	3. Van Rental	CBD-CAS	NO	NP-53.9 - Small Value Procurement					GoP	0.00	0.00	0.00	
	4. Buyers Lounge Catering Service	CBD-CAS	NO	NP-53.9 - Small Value Procurement					GoP	250,000	250,000	0.00	
<b>D. CONFERENCE</b>													
	1. Venue Rental	CBD-CAS	NO	NP-53.10 Lease of Real Property and Venue					GoP	100,000	100,000	0.00	
	2. Production Outfit for Two (2) Day Conference, lights and sounds, stage and backdrop, LED walls, camera set-up, production team and host	CBD-CAS	NO	NP-53.9 - Small Value Procurement					GoP	0.00	0.00	0.00	
	3. Catering for Two (2) day Conference	CBD-CAS	NO	NP-53.9 - Small Value Procurement					GoP	450,000	450,000	0.00	
	4. Conference Kits (Bag, Booklet, Pen)	CBD-CAS	NO	NP-53.9 - Small Value Procurement					GoP	310,000	310,000	0.00	
<b>E. ADMINISTRATIVE REQUIREMENTS</b>													
	1. Meetings or Representation	CBD-CAS	NO						GoP	50,000	50,000	0.00	
	2. Tokens / Honoraria for TWG, Speakers, Partners	CBD-CAS	NO	Direct Contracting					GoP	250,000	250,000	0.00	
	3. Office Supplies	CBD-CAS	NO	Shopping					GoP	30,000	30,000	0.00	
	4. Frames for Certificates	CBD-CAS	NO	Shopping					GoP	10,000	10,000	0.00	
	5. Badge and Lanyards	CBD-CAS	NO	NP-53.9 - Small Value Procurement					GoP	0.00	0.00	0.00	
	<b>TOTAL</b>									<b>1,500,000.00</b>	<b>1,500,000.00</b>	<b>0.00</b>	

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LEAH PULIDO OCAMPO  
Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: Consumer Electronics Show (CES) 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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Space Rental, 600 sq. m. (55.74 sq. ft.) x USD 42	CORPLAN	NO	Overseas Procurement					GOP	1,486,800.00	1,486,800.00	0.00	
	Insurance	CORPLAN	NO	Overseas Procurement					GOP	11,800.00	11,800.00	0.00	
	Booth Design and Construction cost, EUR 1,472 / USD x 55.74 sq. m. or 600 sq. ft	CORPLAN	NO	Overseas Procurement					GOP	4,285,907.52	4,285,907.52	0.00	
	Mandatory savings (5%)	CORPLAN	NO						GOP	400,000.00	400,000.00	0.00	
	Lead Retrieval Scanners	CORPLAN	NO	Overseas Procurement					GOP	155,000.00	155,000.00	0.00	
	Brochure/Directory	CORPLAN	NO	NP-53.9 - Small Value Procurement					GOP	50,000.00	50,000.00	0.00	
	Token	CORPLAN	NO	Shopping					GOP	75,000.00	75,000.00	0.00	
	Plane Fare (US\$ 3,250 x 2 pax)	CORPLAN	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GOP	383,500.00	383,500.00	0.00	
	Hotel Accommodation (DSA rate US\$320 x 64% x 8 nights x 2 pax)	CORPLAN	NO						GOP	193,331.20	193,331.20	0.00	
	Per Diem (DSA rate US\$ 320 x 36% x 9 days x 2 pax)	CORPLAN	NO						GOP	122,342.40	122,342.40	0.00	
	Hotel Accommodation (DSA rate US\$372 x 66% x 2 nights x 2 pax) - Los Angeles	CORPLAN	NO						GOP	57,942.72	57,942.72	0.00	
	Per Diem (DSA rate US\$ 372 x 34% x 3 days x 2 pax) - Los Angeles	CORPLAN	NO						GOP	44,773.92	44,773.92	0.00	
	Pre-Travel Expenses	CORPLAN	NO						GOP	7,000.00	7,000.00	0.00	
	Travel insurance	CORPLAN	NO						GOP	6,000.00	6,000.00	0.00	
	Travel Tax	CORPLAN	NO						GOP	3,240.00	3,240.00	0.00	
	Clothing allowance	CORPLAN	NO						GOP	23,600.00	23,600.00	0.00	
	Briefing/Meeting Expenses	CORPLAN	NO						GOP	17,700.00	17,700.00	0.00	
	Transportation/Vehicle Rental	CORPLAN	NO	Overseas Procurement					GOP	68,000.00	68,000.00	0.00	
	Comm/Admin/Supplies Expenses	CORPLAN	NO						GOP	11,800.00	11,800.00	0.00	
	Opening Ceremony / Networking (Food and Venue, Equipment rental, supplies and logistics)	CORPLAN	NO	NP-53.9 - Small Value Procurement					GOP	405,242.88	405,242.88	0.00	
	Shipment	CORPLAN	NO	NP-53.9 - Small Value Procurement					GOP	20,000.00	20,000.00	0.00	
	Excess Baggage Allowance	CORPLAN	NO						GOP	17,700.00	17,700.00	0.00	
	Bank/Remittance Charges	CORPLAN	NO						GOP	20,000.00	20,000.00	0.00	
	Office Supplies / reference materials	CORPLAN	NO	Shopping					GOP	30,000.00	30,000.00	0.00	
	Courier/Postage	CORPLAN	NO	NP-53.9 - Small Value Procurement					GOP	5,000.00	5,000.00	0.00	
	Telephone/ Cell cards	CORPLAN	NO	NP-53.9 - Small Value Procurement					GOP	3,000.00	3,000.00	0.00	
	Meetings / Briefings / De-Briefings Expenses	CORPLAN	NO						GOP	90,000.00	90,000.00	0.00	
	Miscellaneous	CORPLAN	NO						GOP	5,319.36	5,319.36	0.00	
	<b>TOTAL</b>									<b>8,000,000.00</b>	<b>8,000,000.00</b>	<b>0.00</b>	

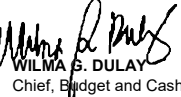
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 Alternate Head of Procuring Entity

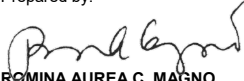
for:   
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: WINTER FANCY FOOD SHOW (WFFS) 2025**

Code (PAP)	ProcurementProject	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	
	Space rental plus VAT	CBD-TPS	YES	Overseas Procurement					GoP	1,438,400.00	1,438,400.00	0.00	
	Registration Fee (Membership Fee in USSFA)	CBD-TPS	NO	Overseas Procurement					GoP	58,000.00	58,000.00	0.00	
	Stand Installation / Dismantling / Additional Props	CBD-TPS	NO	Overseas Procurement					GoP	3,016,000.00	3,016,000.00	0.00	
	Electrical Installation and consumption	CBD-TPS	NO	Overseas Procurement					GoP	118,000.00	118,000.00	0.00	
	Water connection & consumption, drain system, misc.	CBD-TPS	NO	Overseas Procurement					GoP	118,000.00	118,000.00	0.00	
	Rental of Lead Retrieval	CBD-TPS	NO	Overseas Procurement					GoP	76,700.00	76,700.00	0.00	
	Directory of Exhibitors/ Brochures / Flyers/Translation, etc.	CBD-TPS	NO	NP-53.9 - Small Value Procurement					GoP	30,000.00	30,000.00	0.00	
	Press Kits	CBD-TPS	NO	NP-53.9 - Small Value Procurement					GoP	5,000.00	5,000.00	0.00	
	Tokens	CBD-TPS	NO	Shopping					GoP	6,000.00	6,000.00	0.00	
	Plane Fare	CBD-TPS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	160,000.00	160,000.00	0.00	
	Hotel Accommodation	CBD-TPS	NO						GoP	84,582.40	84,582.40	0.00	
	Per Diem	CBD-TPS	NO						GoP	57,772.80	57,772.80	0.00	
	Pre-travel	CBD-TPS	NO						GoP	3,500.00	3,500.00	0.00	
	Clothing Allowance	CBD-TPS	NO						GoP	11,800.00	11,800.00	0.00	
	Travel Insurance	CBD-TPS	NO						GoP	2,000.00	2,000.00	0.00	
	Travel Tax	CBD-TPS	NO						GoP	1,620.00	1,620.00	0.00	
	Briefing/Meeting Expenses	CBD-TPS	NO						GoP	5,000.00	5,000.00	0.00	
	Communication Allowance	CBD-TPS	NO						GoP	5,900.00	5,900.00	0.00	
	Excess Baggage Allowance	CBD-TPS	NO						GoP	5,900.00	5,900.00	0.00	
	Onsite Admin. & miscellaneous / supplies	CBD-TPS	NO						GoP	5,900.00	5,900.00	0.00	
	Office Supplies	CBD-TPS	NO						GoP	7,924.80	7,924.80	0.00	
	Bank / Remittance Charges	CBD-TPS	NO						GoP	8,000.00	8,000.00	0.00	
	Onsite meetings with Chambers and Associations	CBD-TPS	NO						GoP	74,000.00	74,000.00	0.00	
	Service Provider Allocation	CBD-TPS	NO						GoP	700,000.00	700,000.00	0.00	
	<b>TOTAL</b>									<b>6,000,000.00</b>	<b>6,000,000.00</b>	<b>0.00</b>	

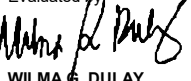
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**ROMINA AUREA C. MAGNO**  
 DC, CBD-TPS for Food

Noted by:

  
**ROWENA G. MENDOZA**  
 DM, CBD

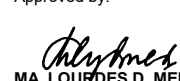
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 Chairman, Bids and Awards Committee

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 Alternate Head of Procuring Entity


for:   
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: GULFOOD 2025**

Code (PAP)	ProcurementProject	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	
	Space rental plus 5% VAT	CBD-TPS	YES	Overseas Procurement					GoP	4,000,865.06	4,000,865.06	0.00	
	Stand Installation/Dismantling	CBD-TPS	NO	Overseas Procurement					GoP	2,300,000.00	2,300,000.00	0.00	
	Additional Props	CBD-TPS	NO	Overseas Procurement					GoP	17,400.00	17,400.00	0.00	
	Stand Assistant	CBD-TPS	NO	Overseas Procurement					GoP	79,750.00	79,750.00	0.00	
	Comm. and Admin. Expenses	CBD-TPS	NO						GoP	8,800.00	8,800.00	0.00	
	Bank Charges	CBD-TPS	NO						GoP	8,188.00	8,188.00	0.00	
	Office Supplies	CBD-TPS	NO	Shopping					GoP	9,000.00	9,000.00	0.00	
	Tokens	CBD-TPS	NO	Shopping					GoP	15,000.00	15,000.00	0.00	
	Meeting Expenses	CBD-TPS	NO						GoP	9,000.00	9,000.00	0.00	
	Rental of materials for the Opening Ceremony	CBD-TPS	NO	Overseas Procurement					GoP	250,610.00	250,610.00	0.00	
	Photography/Videography/Editing services	CBD-TPS	NO	Overseas Procurement					GoP	150,000.00	150,000.00	0.00	
	Plane Fare x 2 pax	CBD-TPS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	116,000.00	116,000.00	0.00	
	Hotel Accomodation X 2 pax	CBD-TPS	NO						GoP	355,137.54	355,137.54	0.00	
	Per Diem X 2 pax	CBD-TPS	NO						GoP	177,282.80	177,282.80	0.00	
	Pre-travel X 2 pax	CBD-TPS	NO						GoP	7,000.00	7,000.00	0.00	
	Insurance X 2 pax	CBD-TPS	NO						GoP	3,360.00	3,360.00	0.00	
	Marketing and Promotion	CBD-TPS	NO	NP-53.9 - Small Value Procurement					GoP	40,000.00	40,000.00	0.00	
	Market Sensing Facilitator inclusive of Vehicle Rental	CBD-TPS	NO	Overseas Procurement					GoP	232,000.00	232,000.00	0.00	
	Market Sensing Program-Meeting Expense	CBD-TPS	NO						GoP	31,900.00	31,900.00	0.00	
	<b>TOTAL</b>									<b>7,811,293.40</b>	<b>7,811,293.40</b>	<b>0.00</b>	

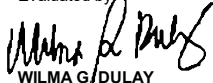
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ROMINA AUREA C. MAGNO  
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for:   
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Alternate Head of Procuring Entity

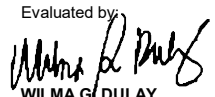
for:   
LEAH PULIDO OCAMPO  
Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: FOODEX Japan 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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	VENUE RENTAL FOR 2026												
	1. 90 sqm Raw Space (incl of tax and other charges)	TPS Food	NO	Overseas Procurement					GoP	2,090,390	2,090,390.00	0.00	
	2. Processing Fee for Foreign Exhibitors (incl of tax and other charges)	TPS Food	NO	Overseas Procurement					GoP	1,817	1,817	0.00	
	BOOTH CONSTRUCTION AND ONSITE SERVICES / REQUIREMENTS												
	1. Stand Installation and Dismantling	TPS Food	NO	Overseas Procurement					GoP	2,722,850	2,722,850	0.00	
	2. Hiring of Interpreters / Stand Assistants	TPS Food	NO	Overseas Procurement					GoP	565,200	565,200	0.00	
	3. Printing of Brochure with Translation	TPS Food	NO	Small Value Procurement					GoP	70,000	70,000	0.00	
	TRAVEL EXPENSES												
	1. Plane Fare	TPS Food	NO	NP-53.9.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	23,600	23,600.00	0.00	
	2. Daily Subsistence Allowance (USD 277 x 8 days x 1 pax) *as of Jan 2025	TPS Food	NO						GoP	130,744	130,744.00	0.00	
	3. Pre-Travel Expenses, Travel Tax, Travel Insurance (PHP 5,583/pax)	TPS Food	NO						GoP	5,583	5,583.00	0.00	
	4. Excess Baggage	TPS Food	NO						GoP	8,850	8,850.00	0.00	
	5. Administrative Expenses	TPS Food	NO						GoP	5,900	5,900.00	0.00	
	ADMINISTRATIVE												
	1. Bank Charges	TPS Food	NO						GoP	13,272	13,272	0.00	
	2. Office Supplies	TPS Food	NO	Shopping					GoP	5,000	5,000	0.00	
	3. Briefings / Meeting Expenses	TPS Food	NO						GoP	26,844	26,844.00	0.00	
	4. Tokens	TPS Food	NO	Shopping					GoP	29,950	29,950.00	0.00	
	5. Mandatory Savings	TPS Food	NO						GoP	300,000	300,000	0.00	
	<b>TOTAL</b>									<b>6,000,000.00</b>	<b>6,000,000.00</b>	<b>0.00</b>	

Prepared by:  
  
**ROWENA G. MENDOZA**  
 Department Manager, Consumer Business Department

Evaluated by:  
  
**WILMA G. DULAY**  
 Chief, Budget and Cash Division

Recommended by:  
  
**ATTY. ANNA GRACE I. MARPURI**  
 Chairman, Bids and Awards Committee

Approved by:  
  
**MA. LOURDES D. MEDIRAN**  
 Alternate Head of Procuring Entity

for:   
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: HIMMS World Congress 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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Business Forum-Hotel Function Room with 100 pax capacity, AM/PM Snack and Lunch-San Diego and Las Vegas Legs	TPS-CAS	NO	Overseas Procurement					GoP	464,000.00	464,000.00	0.00	
	Business Forum Essentials	TPS-CAS	NO	Overseas Procurement					GoP	29,000.00	29,000.00	0.00	
	Administration and Communication Expenses	TPS-CAS	NO	Overseas Procurement					GoP	5,800.00	5,800.00	0.00	
	Onsite Supplies/Additional Props	TPS-CAS	NO	Overseas Procurement					GoP	11,600.00	11,600.00	0.00	
	Bank Charges	TPS-CAS	NO						GoP	5,000.00	5,000.00	0.00	
	Briefings/Meetings Expenses	TPS-CAS	NO						GoP	5,000.00	5,000.00	0.00	
	Transportation-Van Rental	TPS-CAS	NO	Overseas Procurement					GoP	290,000.00	290,000.00	0.00	
	Excess Baggage	TPS-CAS	NO						GoP	5,800.00	5,800.00	0.00	
	Entrance/Conferences Fees \$250 x 1 pax	TPS-CAS	NO	Overseas Procurement					GoP	14,500.00	14,500.00	0.00	
	Plane Fare USD 1,500 x 1pax	TPS-CAS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	87,000.00	87,000.00	0.00	
	Hotel Accommodation \$204.80x 10 nights x 1 pax	TPS-CAS	NO	Overseas Procurement					GoP	118,784.00	118,784.00	0.00	
	Per Diem \$ 115.20 x 11 days x 1 pax	TPS-CAS	NO						GoP	73,497.60	73,497.60	0.00	
	Pre Travel, 3500 x 2 pax	TPS-CAS	NO						GoP	3,500.00	3,500.00	0.00	
	Clothing Allowance	TPS-CAS	NO						GoP	11,600.00	11,600.00	0.00	
	Insurance 1,000 x 1 pax	TPS-CAS	NO						GoP	1,000.00	1,000.00	0.00	
	Tokens	TPS-CAS	NO	Shopping					GoP	20,000.00	20,000.00	0.00	
	Marketing and Promotion-e lookbook, roll up banners	TPS-CAS	NO						GoP	53,918.40	53,918.40	0.00	
	<b>TOTAL</b>									<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>0.00</b>	


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Chairman, Bids and Awards Committee

  
MA. LOURDES D. MEDIRAN  
Alternate Head of Procuring Entity

for:   
LEAH PULIDO OCAMPO  
Head of Procuring Entity



**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: SDG Asia 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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Venue with F&B for the Market Sensing Forum at \$50/pax x 50 pax	TPS-CAS	NO	Overseas Procurement					GoP	150,000.00	150,000.00	0.00	
	Market Sensing Tour Curator at \$800/day x 2 days	TPS-CAS	NO	Overseas Procurement					GoP	96,000.00	96,000.00	0.00	
	Administration and Communication Expenses	TPS-CAS	NO	Overseas Procurement					GoP	6,000.00	6,000.00	0.00	
	Transportation-Van Rental at \$400/day x 2 days	TPS-CAS	NO	Overseas Procurement					GoP	48,000.00	48,000.00	0.00	
	Bank Charges	TPS-CAS	NO						GoP	3,000.00	3,000.00	0.00	
				Shopping								0.00	
	Office Supplies/Promo Material/ Signages	TPS-CAS	NO						GoP	9,356.00	9,356.00	0.00	
	Briefings/Meetings Expenses	TPS-CAS	NO						GoP	3,000.00	3,000.00	0.00	
				NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets								0.00	
	Airfare \$300 x 2 pax	TPS-CAS	NO						GoP	36,000.00	36,000.00	0.00	
	Hotel Accommodation \$186.30 x 4 nights x 2 pax	TPS-CAS	NO						GoP	89,424.00	89,424.00	0.00	
	Per Diem \$ 83.70 x 5 days x 2 pax	TPS-CAS	NO						GoP	50,220.00	50,220.00	0.00	
	Pre Travel, 3500 x 2 pax	TPS-CAS	NO						GoP	7,000.00	7,000.00	0.00	
	Insurance 1,000 x 2 pax	TPS-CAS	NO						GoP	2,000.00	2,000.00	0.00	
	<b>TOTAL</b>									<b>500,000.00</b>	<b>500,000.00</b>	<b>0.00</b>	


Prepared by:


Noted by:

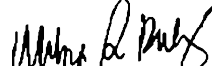
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ROWENA G. MENDOZA  
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Chief, Budget and Cash Division

for:   
ATTY. ANNA/GRACE I. MARPURI  
Chairman, Bids and Awards Committee

  
MA. LOURDES D. MEDIRAN  
Alternate Head of Procuring Entity

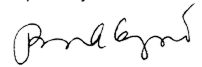
for:   
LEAH PULIDO OCAMPO  
Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: Anuga 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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Space Cost (EUR 370 + EUR 27 Energy Fee + EUR.60 AUMA Fees x 120sqm)	OG2-OTF	YES	Overseas Procurement					GoP	2,819,584.00	2,819,584.00	0.00	Tier 2
	Marketing Package (EUR 1300) for CITEM	OG2-OTF	NO	Overseas Procurement					GoP	74,100.00	74,100.00	0.00	Tier 2
	Marketing Package for Group participants (EUR 1,300 * 18cos)	OG2-OTF	NO	Overseas Procurement					GoP	1,333,800.00	1,333,800.00	0.00	Tier 2
	Stand Installation/oismanding (US\$ 350/sqmx 120)	OG2-OTF	NO	Overseas Procurement					GoP	2,394,000.00	2,394,000.00	0.00	Tier 2
	Electricity	OG2-OTF	NO	Overseas Procurement					GoP	68,400.00	68,400.00	0.00	Tier 2
	Stand Cleaning	OG2-OTF	NO	Overseas Procurement					GoP	28,500.00	28,500.00	0.00	Tier 2
	Stand Photography/Assistant	OG2-OTF	NO	Overseas Procurement					GoP	85,500.00	85,500.00	0.00	Tier 2
	Communication & Admin Expense	OG2-OTF	NO						GoP	5,700.00	5,700.00	0.00	Tier 2
	Stand Hospitality	OG2-OTF	NO						GoP	57,000.00	57,000.00	0.00	Tier 2
	Bank Charges	OG2-OTF	NO						GoP	5,000.00	5,000.00	0.00	Tier 2
	Supplies and Materials	OG2-OTF	NO	Shopping					GoP	24,356.00	24,356.00	0.00	Tier 2
	Excess Baggage Allowance	OG2-OTF	NO						GoP	5,700.00	5,700.00	0.00	Tier 2
	Briefings/Meeting Expense	OG2-OTF	NO						GoP	30,000.00	30,000.00	0.00	Tier 2
	Printing of Business Cards	OG2-OTF	NO	NP-53.9 - Small Value Procurement					GoP	1,500.00	1,500.00	0.00	Tier 2
	Tokens	OG2-OTF	NO						GoP	35,000.00	35,000.00	0.00	Tier 2
	Plane fare x 2pax (US\$200 x 2 pax)	OG2-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	228,000.00	228,000.00	0.00	Tier 2
	DSA (US\$ 289 x 10 days x 2 pax)	OG2-OTF	NO						GoP	329,460.00	329,460.00	0.00	Tier 2
	Pre travel Allowance	OG2-OTF	NO						GoP	7,000.00	7,000.00	0.00	Tier 2
	Clothing allowance (US\$ 200 x 2 pax)	OG2-OTF	NO						GoP	22,800.00	22,800.00	0.00	Tier 2
	Travel Insurance ( Php 1,800 x 2 pax)	OG2-OTF	NO						GoP	3,600.00	3,600.00	0.00	Tier 2
	Inland Transportation (Van Rental)	OG2-OTF	NO	Overseas Procurement					GoP	114,000.00	114,000.00	0.00	Tier 2
	Onsite Advertising	OG2-OTF	NO	Overseas Procurement					GoP	399,000.00	399,000.00	0.00	Tier 2
	Other Marketing and Promo Initiatives	OG2-OTF	NO	NP-53.9 - Small Value Procurement					GoP	228,000.00	228,000.00	0.00	Tier 2
	Service Provider	OG2-OTF							GoP	700,000.00	700,000.00	0.00	Tier 2
	<b>TOTAL</b>									<b>9,000,000.00</b>	<b>9,000,000.00</b>	<b>0.00</b>	

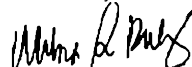
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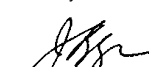
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for   
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 Chairman Bids and Awards Committee

Approved by:


  
**MA. LOURDES D. MEDIRAN**  
 Alternate Head of Procuring Entity


for:   
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

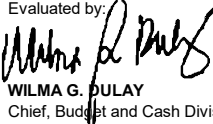
**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: China International Import Expo (CIIE) 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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Space Rental Enterprise Zone	OG2-OTF	No	Overseas Procurement					GoP	2,268,000.00	2,268,000.00	0.00	Tier 1
	Consumer Goods Zone	OG2-OTF	No	Overseas Procurement					GoP	378,000.00	378,000.00	0.00	Tier 2
	Enterprise Zone Booth Construction and Enhancements (Electrical Installation, Consumption, Utilities)	OG2-OTF	No	Overseas Procurement					GoP	3,100,000.00	3,100,000.00	0.00	Tier 1
	Consumer Goods Zone Booth Construction and Enhancements (Electrical Installation, Consumption, Utilities)	OG2-OTF	No	Overseas Procurement					GoP	500,000.00	500,000.00	0.00	Tier 2
	Hiring of 4 Onsite Interpreters/ 2 Stand Assistants	OG2-OTF	No	Overseas Procurement					GoP	400,000.00	400,000.00	0.00	Tier 1 + Tier 2
	Hiring of Manpower Services (1 V. Merchandisers, 1 Photographer, 2 Cleaners)	OG2-OTF	No	Overseas Procurement					GoP	160,000.00	160,000.00	0.00	Tier 1
	Admin and onsite communication expenses	OG2-OTF	No						GoP	6,000.00	6,000.00	0.00	Tier 1
	Excess Baggage Allowance	OG2-OTF	No						GoP	6,000.00	6,000.00	0.00	Tier 1
	Bank Charges	OG2-OTF	No						GoP	8,000.00	8,000.00	0.00	Tier 1
	Office Supplies	OG2-OTF	No	Shopping					GoP	3,257.60	3,257.60	0.00	Tier 1
	Call Cards	OG2-OTF	No	NP-53.9 - Small Value Procurement					GoP	5,000.00	5,000.00	0.00	Tier 1
	Meeting Expenses	OG2-OTF	No						GoP	31,368.00	31,368.00	0.00	Tier 1
	Airfare (MNL-PVG-MNL via PAL)	OG2-OTF	No	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	60,000.00	60,000.00	0.00	Tier 1
	Hotel Accommodation	OG2-OTF	No						GoP	191,030.40	191,030.40	0.00	Tier 1
	Per Diem	OG2-OTF	No						GoP	109,344.00	109,344.00	0.00	Tier 1
	Pre-Travel Expenses	OG2-OTF	No						GoP	7,000.00	7,000.00	0.00	Tier 1
	Insurance	OG2-OTF	No						GoP	2,000.00	2,000.00	0.00	Tier 1
	Covid Related Expenses	OG2-OTF	No	Shopping					GoP	25,000.00	25,000.00	0.00	Tier 1
	Hiring of China-based Content Manager	OG2-OTF	No	Overseas Procurement					GoP	300,000.00	300,000.00	0.00	Tier 1
	Hiring Production Outfit for Opening Ceremony	OG2-OTF	No	Overseas Procurement					GoP	500,000.00	500,000.00	0.00	Tier 1
	Tokens	OG2-OTF	No	NP-53.9 - Small Value Procurement					GoP	40,000.00	40,000.00	0.00	Tier 2
	Service Provider (10% of 8M)	OG2-OTF	N/A						GoP	900,000.00	900,000.00	0.00	Tier 1
	<b>TOTAL</b>									<b>9,000,000.00</b>	<b>9,000,000.00</b>	<b>0.00</b>	

Prepared by:  
  
**ROMINA AUREA C. MAGNO**  
 DC, CBD-TPS for Food

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 Alternate Head of Procuring Entity


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 Head of Procuring Entity

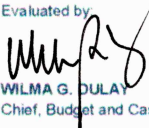
**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: Scoping Mission in SICAM**

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	
<b>A. ADMINISTRATIVE REQUIREMENTS</b>													
1	Travel Expenses			NP-53 9 14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets									
1.1	Plane fare (P90,000 x 2 pax)	OG1-OTF	NO					GoP	180,000.00	180,000.00	0.00		
1.2	Per Diem	OG1-OTF	NO					GoP	243,288.00	243,288.00	0.00		
1.3	Inland Transportation	OG1-OTF	NO					GoP	97,412.00	97,412.00	0.00		
1.4	Pre Travel Expenses	OG1-OTF	NO					GoP	7,000.00	7,000.00	0.00		
1.5	Travel Tax	OG1-OTF	NO					GoP	3,300.00	3,300.00	0.00		
1.6	Travel Insurance	OG1-OTF	NO					GoP	4,000.00	4,000.00	0.00		
2	Briefing/Meeting Expenses	OG1-OTF	NO					GoP	50,000.00	50,000.00	0.00		
3	Communication and Administrative Expenses	OG1-OTF	NO					GoP	15,000.00	15,000.00	0.00		
<b>TOTAL</b>									<b>600,000.00</b>	<b>600,000.00</b>	<b>0.00</b>		

Prepared by:  
  
for ANNA MARIE D. ALZONA  
DC, CGD, SBD

Noted by:  
  
MABITO R. EVIO  
DM, SBD

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Chief, Budget and Cash Division

Recommended by:  
for:   
ATTY. ANNA GRACE I. MARPURI  
Chairman, Bids and Awards Committee

Approved by:  
  
MA. LOURDES D. MEDIRAN  
Alternate Head of Procuring Entity

for:   
LEAH PULIDO OCAMPO  
Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

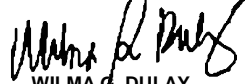
**Project: UFI ASIA-PACIFIC CONFERENCE/CONGRESS**

Code (PAP)	ProcurementProject	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	
	<b>A. MEMBERSHIP/REGISTRATION FEES</b>												
	1. UFI Membership	CPD	NO	OP						300,000.00	300,000.00		
	2. Conference/ Event Registration	CPD	NO	OP				GoP		167,914.00	167,914.00		
	<b>B. TRAVEL</b>												
	1. Plane Fare	CPD	NO	DRP				GoP					
	1.A Melbourne (Php 68,116 x 2pax)									136,232.00	136,232.00		
	1.B Hongkong (Php 46,884 x 2pax)									93,768.00	93,768.00		
	2. DSA	CPD	NO	DRP				GoP					
	2.A Melbourne (USD 289 x 7 nights x 2pax)									238,714.00	238,714.00		
	2.B Hongkong (USD 271 x 7 nights x2pax)									223,846.00	223,846.00		
	3. Pre-travel Expenses	CPD	NO	DRP				GoP		14,000.00	14,000.00		
	4. Travel Insurance (Php1,242 x 4 pax)	CPD	NO	DRP				GoP		4,968.00	4,968.00		
	5.Travel Tax (Php1,620 x 4 pax)	CPD	NO	DRP						6,480.00	6,480.00		
	<b>C. ADMINISTRATIVE REQUIREMENTS</b>												
	1. Communication & other Admin Expenses	CPD	NO	OP				GoP		5,000.00	5,000.00		
	2. Bank Charges/Remittances	CPD	NO	Shopping				GoP		5,000.00	5,000.00		
	3. Miscellaneous	CPD	NO	Shopping				GoP		4,078.00	4,078.00		
	<b>TOTAL</b>									1,200,000.00	1,200,000.00	0.00	

Prepared by:

  
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 Chairman, Bids and Awards Committee

Approved by:

  
**MA. LOURDES D. MEDIRAN**  
 Alternate Head of Procuring Entity

for:   
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

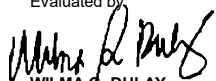
**Project: Accounts under GSD - Administrative Overhead Expenditures (AOE) and Capital Expenditures (CAPEX)**

Code (PAP)	ProcurementProject	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	
I.	<b>PRINTING</b> Calling Cards	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	35,000.00	35,000.00	0.00	
II.	<b>COMMUNICATION</b> 1. Telephone Service	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	1,800,000.00	1,800,000.00	0.00	
	2. Cellular Phone Service	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	324,000.00	324,000.00	0.00	
	3. Cable and Satellite Television Service	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	1,000.00	1,000.00	0.00	
III.	<b>JANITORIAL SERVICES</b> Estimated Contract Amount CY 2025	GSD	YES	Competitive Bidding	Annually	Annually	Annually	Annually	GoP	1,800,000.00	1,800,000.00	0.00	
IV.	<b>SECURITY SERVICES</b> Estimated Contract Amount CY 2025	STREDO	YES	Competitive Bidding	Annually	Annually	Annually	Annually	GoP	3,450,000.00	3,450,000.00	0.00	
V.	<b>OTHER OUTSOURCED PERSONNEL SERVICES</b> Hiring of Other Outsourced Personnel for CY 2025	CITEM	YES	Renewal of Regular and Recurring Services	Annually	Annually	Annually	Annually	GoP	4,000,000.00	4,000,000.00	0.00	
VI.	<b>SERVICE PROVIDERS</b> Hiring of Service Providers for CY 2025	GSD	NO		Year-round	Year-round	Year-round	Year-round	GoP	1,800,000.00	1,800,000.00	0.00	
VII.	<b>MESSENGERIAL AND COURIER SERVICES</b> Messengerial and Courier Services	STREDO	NO		Year-round	Year-round	Year-round	Year-round	GoP	35,000.00	35,000.00	0.00	
VIII.	<b>WATER &amp; POWER</b> 1. Water	GSD	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	360,000.00	360,000.00	0.00	
	2. Power	GSD	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	3,800,000.00	3,800,000.00	0.00	
IX.	<b>OFFICE &amp; EQUIPMENT REPAIRS &amp; MAINTENANCE</b> 1. Services for the Repair & Maintenance of Office and Equipment	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	335,000.00	335,000.00	0.00	
	2. Items for the Repair & Maintenance of Office and Equipment	GSD	NO	Shopping	Year-round	Year-round	Year-round	Year-round	GoP	200,000.00	200,000.00	0.00	
X.	<b>CONTRACTED SERVICES</b> 1. Pest Control Services	GSD	YES	NP-53.9 - Small Value Procurement	Bimonthly	Bimonthly	Bimonthly	Bimonthly	GoP	180,000.00	180,000.00	0.00	
	2. Wastewater Treatment Services	GSD	YES	NP-53.9 - Small Value Procurement	Monthly	Monthly	Monthly	Monthly	GoP	120,000.00	120,000.00	0.00	
	3. Desludging Services	GSD	YES	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	GoP	160,000.00	160,000.00	0.00	
	4. Generator Preventive Maintenance Services	GSD	YES	NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	GoP	60,000.00	60,000.00	0.00	
	5. Supply and Delivery of Purified Drinking Water	CITEM	YES	NP-53.9 - Small Value Procurement	Monthly	Monthly	Monthly	Monthly	GoP	120,000.00	120,000.00	0.00	
XI.	<b>PHOTOCOPIER RENTAL</b> Photocopier Rental	GSD	YES	NP-53.9 - Small Value Procurement	Monthly	Monthly	Monthly	Monthly	GoP	60,000.00	60,000.00	0.00	
XII.	<b>FUEL / LUBE</b> 1. Fuel	GSD	NO	Direct Retail Purchase	Year-round	Year-round	Year-round	Year-round	GoP	960,000.00	960,000.00	0.00	
	2. Lube	GSD	NO	Direct Retail Purchase	Biannual	Biannual	Biannual	Biannual	GoP	100,000.00	100,000.00	0.00	
XIII.	<b>VEHICLE REPAIRS &amp; MAINTENANCE</b> 1. Services for the Repair & Maintenance of Vehicles	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	250,000.00	250,000.00	0.00	
	2. Items for the Repair & Maintenance of Vehicles	GSD	NO	Shopping	Year-round	Year-round	Year-round	Year-round	GoP	100,000.00	100,000.00	0.00	
XIV.	<b>VEHICLE TRANSPORT REQUIREMENTS</b> 1. Toll and Parking Fees	GSD	NO		Year-round	Year-round	Year-round	Year-round	GoP	250,000.00	250,000.00	0.00	
	2. Vehicle LTO Registration	GSD	NO	Direct Contracting	Annually	Annually	Annually	Annually	GoP	50,000.00	50,000.00	0.00	
XV.	<b>PROPERTY INSURANCE</b> 1. Vehicle Insurance	GSD	NO	Direct Contracting	Annually	Annually	Annually	Annually	GoP	100,000.00	100,000.00	0.00	
	2. Fire/Building Insurance	GSD	NO	Direct Contracting	Annually	Annually	Annually	Annually	GoP	550,000.00	550,000.00	0.00	
XVI.	<b>CAPEX</b> 1. Air-Conditioning Units	CITEM	NO	Competitive Bidding	March 2025	April 2025	May 2025	June 2025	GoP	1,104,000.00	0.00	1,104,000.00	
	2. Office System and Furniture	CITEM	NO	Competitive Bidding	March 2025	April 2025	May 2025	June 2025	GoP	2,700,000.00	0.00	2,700,000.00	
	<b>TOTAL</b>									<b>24,804,000.00</b>	<b>21,000,000.00</b>	<b>3,804,000.00</b>	

Prepared by:

  
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Recommended by:

for:   
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 Chairman, Bids and Awards Committee

Approved by:

  
**MA. LOURDES D. MEDIRAN**  
 Alternate Head of Procuring Entity

for:   
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: STREDO Budget 2025**

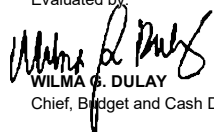
Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>I. STREDO REVOLVING FUND</b>												
	1. Messengerial Transportation Allowance	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	24,000.00	24,000.00	0.00	
	2. Courier	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	0.00	
	<b>II. Budget for SP ( Stredo)</b>	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	270,000.00	270,000.00	0.00	
	<b>TOTAL</b>									<b>300,000.00</b>	<b>300,000.00</b>	<b>0.00</b>	

Prepared by:



ATTY. ANNA GRACE I. MARPURI  
Department Manager, Corporate Services Department

Evaluated by:



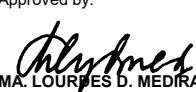
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Chief, Budget and Cash Division

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ATTY. ANNA GRACE I. MARPURI  
Chairman, Bids and Awards Committee

Approved by:



MA. LOURDES D. MEDIRAN  
Alternate Head of Procuring Entity

for:



LEAH PULIDO OCAMPO  
Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: Procurement & BAC Secretariat Budget**

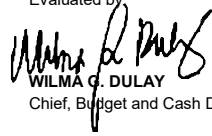
Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>I. PROCUREMENT REVOLVING FUND</b>												
	1. Office Supplies	Proc & Bac	NO		N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00	0.00	
	<b>II. Budget for SP ( Procurement &amp; BAC Sec)</b>	Proc & Bac	NO		N/A	N/A	N/A	N/A	GoP	1,125,889.00	1,125,889.00	0.00	
	<b>III. Meetings</b>	Proc & Bac	NO		N/A	N/A	N/A	N/A	GoP	44,111.00	44,111.00	0.00	
	<b>TOTAL</b>									<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>0.00</b>	

Prepared by:



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 Department Manager, Corporate Services Department

Evaluated by:



WILMA G. DULAY  
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Recommended by:



ATTY. ANNA GRACE I. MARPURI  
 Chairman, Bids and Awards Committee

Approved by:



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 Alternate Head of Procuring Entity

for:   
 LEAH PULIDO OCAMPO  
 Head of Procuring Entity



**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

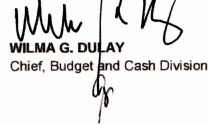
**Project: Controllership Division**

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	
<b>A. ADMINISTRATIVE EXPENSES</b>													
	1. Supplies	Acctg.	NO	Shopping					GoP	57,774.00	57,774.00	0.00	
	2. Meeting Expenses	Acctg.	NO	Shopping					GoP	70,000.00	70,000.00	0.00	
<b>B. OTHERS</b>													
	1. SP Salaries	Acctg.	NO						GoP	1,767,226.00	1,767,226.00	0.00	
	2. Miscellaneous	Acctg.	NO						GoP	5,000.00	5,000.00	0.00	
	<b>TOTAL</b>									<b>1,900,000.00</b>	<b>1,900,000.00</b>	<b>0.00</b>	

Prepared by:

  
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Chief, Controllership Division

Evaluated by:

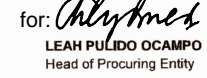
  
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for:   
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Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

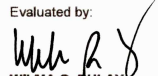

**Project: Audit Budget 2025**

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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	A. AUDIT FEE - COA	Acclg. COA	NO						GoP	3,485,506.00	3,485,506.00	0.00	
	B. OTHERS 1. SP Salaries (2 personnel)	Acclg. COA	NO						GoP	714,494.00	714,494.00	0.00	
	<b>TOTAL</b>									<b>4,200,000.00</b>	<b>4,200,000.00</b>	<b>0.00</b>	

Prepared by:

  
MALERNA C. BUYAS  
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Alternate Head of Procuring Entity

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LEAH PULIDO OCAMPO  
Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: CITEM Board Meeting & DOLI CY 2026**

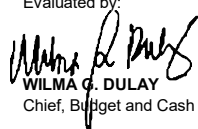
Code (PAP)	ProcurementProject	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>I. FOOD &amp; BEVERAGES</b>												
	1. Food/Meals for CITEM Board Meeting	Legal Unit	NO	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	GoP	35,000.00	35,000.00	0.00	
	2. Food/Meals for CITEM Board Meeting	Legal Unit	NO	NP-53.9 - Small Value Procurement	2Q	2Q	2Q	2Q	GoP	28,000.00	28,000.00	0.00	
	3. Food/Meals for CITEM Board Meeting	Legal Unit	NO	NP-53.9 - Small Value Procurement	3Q	3Q	3Q	3Q	GoP	26,000.00	26,000.00	0.00	
	4. Food/Meals for CITEM Board Meeting	Legal Unit	NO	NP-53.9 - Small Value Procurement	4Q	4Q	4Q	4Q	GoP	25,000.00	25,000.00	0.00	
	<b>II. TOKEN FOR CITEM BOARD MEMBERS</b>												
	1. Token for CITEM Board Member	Legal Unit	NO	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	GoP	23,500.00	23,500.00	0.00	
	2. Token for CITEM Board Member	Legal Unit	NO	NP-53.9 - Small Value Procurement	2Q	2Q	2Q	2Q	GoP	23,500.00	23,500.00	0.00	
	3. Token for CITEM Board Member	Legal Unit	NO	NP-53.9 - Small Value Procurement	3Q	3Q	3Q	3Q	GoP	23,500.00	23,500.00	0.00	
	4. Token for CITEM Board Member	Legal Unit	NO	NP-53.9 - Small Value Procurement	4Q	4Q	4Q	4Q	GoP	23,500.00	23,500.00	0.00	
	<b>III. IPOPHL COMPLIANCES</b>	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	12,000.00	12,000.00	0.00	
	<b>IV. NOTARIAL FEES</b>	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00	0.00	
	<b>V. EVENT REQUIREMENTS (Production Outfit)</b>												
	1. Plain ticket	Legal Unit	NO	NP-53.9.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	1Q	1Q	1Q	1Q	GoP	10,000.00	10,000.00	0.00	
	2. LED Lights and Sounds	Legal Unit	NO	Direct Contracting	1Q	1Q	1Q	1Q	GoP	60,000.00	60,000.00	0.00	
	3. Packaging Bag for Token	Legal Unit	NO	Shopping	1Q	1Q	1Q	1Q	GoP	10,800.00	10,800.00	0.00	
	4. Picture Frame (A4) for Certificate of Appreciation	Legal Unit	NO	Shopping	1Q	1Q	1Q	1Q	GoP	6,500.00	6,500.00	0.00	
	5. Office Supplies and Other Board Requirements	Legal Unit	NO	Shopping	1Q	1Q	1Q	1Q	GoP	15,000.00	15,000.00	0.00	
	6. F&B and Refreshments	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	0.00	
	7. Miscellaneous Expenses	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00	0.00	
	<b>VI. DOLI CY2026</b>	Legal Unit	NO	NP-53.5 Agency-to-Agency	3Q	3Q	3Q	3Q	GoP	8,317.00	8,317.00	0.00	
	<b>VII. Budget for SP (Legal)</b>	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	289,383.00	289,383.00	0.00	
	<b>TOTAL</b>									<b>700,000.00</b>	<b>700,000.00</b>	<b>0.00</b>	

Prepared by:



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Chairman, Bids and Awards Committee

Approved by:



**MA. LOURDES D. MEDIRAN**  
Alternate Head of Procuring Entity

for: 

**LEAH PULIDO OCAMPO**  
Head of Procuring Entity



**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

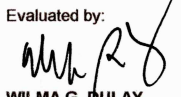
**Project: Human Resource Management Division 2025**

Code (PAP)	ProcurementProject	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	
	BOND PREMIUM Bond Premium	HRMD	NO						Corporate Budget	730,000.00	730,000.00	0.00	
	OCCUPATIONAL HEALTH SERVICE Occupational Health Service	HRMD	YES	NP-53.9 - Small Value Procurement					Corporate Budget	540,000.00	540,000.00	0.00	Php 45,000 x 12 months
	RECRUITMENT AND SELECTION Outsourcing of Psychological Examination	HRMD	YES	NP-53.9 - Small Value Procurement					Corporate Budget	280,000.00	280,000.00	0.00	
	Psychological Testing Materials	HRMD	NO	Direct Contracting					Corporate Budget	20,000.00	20,000.00	0.00	
	Onboarding Activity	HRMD	NO						Corporate Budget	20,000.00	20,000.00	0.00	
	LEARNING AND DEVELOPMENT Core Competency Training	HRMD	NO						Corporate Budget	433,250.00	433,250.00	0.00	Php 5,000 X 90 employees
	Technical Competency / Specialized Training	HRMD	NO						Corporate Budget	560,000.00	560,000.00	0.00	Php10,000 X 90 pax
	Leadership Competency Training	HRMD	NO						Corporate Budget	375,000.00	375,000.00	0.00	Php15,000 x 25 pax
	COMMUNICATION EXPENSES Electronic Load Services	HRMD	NO	Shopping					Corporate Budget	100,000.00	100,000.00	0.00	
	ORGANIZATIONAL DEVELOPMENT Reorganizational Planning	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	150,000.00	150,000.00	0.00	
	GAD Activities	HRMD	NO						Corporate Budget	121,000.00	121,000.00	0.00	
	Organizational Culture / Development Activities	HRMD	NO						Corporate Budget	174,250.00	174,250.00	0.00	
	TEAM BUILDING Team building venue including full board meals	HRMD	YES	NP-53.10 Lease of Real Property and Venue					Corporate Budget	720,000.00	720,000.00	0.00	
	Transportation	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	180,000.00	180,000.00	0.00	
	Facilitator	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	80,000.00	80,000.00	0.00	
	Activity Prizes	HRMD	NO						Corporate Budget	60,000.00	60,000.00	0.00	
	Breakfast (Day 1)	HRMD	NO						Corporate Budget	30,000.00	30,000.00	0.00	
	HEALTH AND WELLNESS PROGRAMS Physical, Mental, Spiritual, Social and Financial Wellness Programs	HRMD	NO						Corporate Budget	125,000.00	125,000.00	0.00	Php 25,000 x 5 activities
	Vaccination Program (Flu, Pneumococcal etc.)	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	100,000.00	100,000.00	0.00	
	Random Drug Testing	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	35,000.00	35,000.00	0.00	
	ANNIVERSARY AND YEAR-END CELEBRATION Venue and/or Caterer	HRMD	YES	NP-53.10 Lease of Real Property and Venue					Corporate Budget	700,000.00	700,000.00	0.00	
	Frames for Awardees	HRMD	NO	Shopping					Corporate Budget	25,000.00	25,000.00	0.00	
	Trophy for Awardees	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	120,000.00	120,000.00	0.00	
	Raffle prizes	HRMD	NO	Shopping					Corporate Budget	100,000.00	100,000.00	0.00	
	Game prizes	HRMD	NO	Shopping					Corporate Budget	50,000.00	50,000.00	0.00	
	Christmas Package for employees	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	720,000.00	720,000.00	0.00	Php 4,000 X 180 pax
	OTHER HR-RELATED EXPENSES Printing of CITEM ID	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	20,000.00	20,000.00	0.00	
	Printing of Citizen's Charter	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	5,000.00	5,000.00	0.00	
	Printing of Employees Handbook	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	5,000.00	5,000.00	0.00	
	Corporate Social Responsibility (CSR)	HRMD	NO						Corporate Budget	30,000.00	30,000.00	0.00	
	Staff / Face to Face Meeting	HRMD	NO						Corporate Budget	36,000.00	36,000.00	0.00	
	Mass and Offertory	HRMD	NO						Corporate Budget	12,000.00	12,000.00	0.00	Php3,000 Stipend X 4 Holy Mass
	HR Supplies	HRMD	NO	Shopping					Corporate Budget	25,000.00	25,000.00	0.00	
	Contingency Budget for employees/ Emergency Assistance	HRMD	NO						Corporate Budget	100,000.00	100,000.00	0.00	
	EXTRAORDINARY AND MISCELLANEOUS EXPENSES Extraordinary and Miscellaneous Expenses	HRMD	NO						Corporate Budget	198,000.00	198,000.00	0.00	
	Petty Cash Fund	HRMD	NO						Corporate Budget	200,000.00	200,000.00	0.00	
	Service Providers	HRMD	NO						Corporate Budget	861,262.00	861,262.00	0.00	
	ADDITIONAL LINE ITEMS HR supplies and equipment for programs and activities	HRMD	NO	Shopping					Corporate Budget	73,500.00	73,500.00	0.00	
	Multway Bolero and Barong	HRMD	NO	NP-53.9 - Small Value Procurement					Corporate Budget	768,000.00	768,000.00	0.00	
	Reorganizational Planning/ Enhancement of Competency Framework	HRMD	NO						Corporate Budget	1,088,738.00	1,088,738.00	0.00	
	<b>TOTAL</b>									<b>9,971,000.00</b>	<b>9,971,000.00</b>	<b>0.00</b>	

Prepared by:

  
**FLORENCE PEARL M. BUENSALIDO**  
 Chief, HRMD

Evaluated by:

  
**WILMA G. DULAY**  
 Chief, Budget and Cash Division

Recommended by:

  
**ATTY. ANNA GRACE I. MARPURI**  
 Chairman, Bids and Awards Committee

Approved by:

  
**MA. LOURDES D. MEDIRAN**  
 Alternate Head of Procuring Entity

for:   
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Division: Internal Audit Service**

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	
	ISO 9001:2015 1ST SURVEILLANCE AUDIT Service Fee of Certifying Body	IAS	NO	NP-53.9 - Small Value Procurement					Corporate Budget	50,000.00	50,000.00	0.00	
	Consultant's Professional Fee	IAS	NO						Corporate Budget	100,000.00	100,000.00	0.00	
	Auxiliary Expenses	IAS	NO	Shopping					Corporate Budget	10,000.00	10,000.00	0.00	
	INTERNAL QUALITY AUDIT IQA Refresher Training	IAS	NO	NP-53.10 Lease of Real Property and Venue					Corporate Budget	260,000.00	260,000.00	0.00	
	Meals & Other Expenses for the Audit	IAS	NO	Shopping					Corporate Budget	10,000.00	10,000.00	0.00	
	Other Internal Audit Trainings	IAS	NO						Corporate Budget	20,000.00	20,000.00	0.00	
	<b>TOTAL</b>									<b>450,000.00</b>	<b>450,000.00</b>	<b>0.00</b>	

Prepared by:

  
**KARLA GRACE DINGLASAN**  
 Internal Auditor III, IAS Division

Evaluated by:

  
**WILMA S. DULAY**  
 Chief, Budget and Cash Division

Recommended by:

  
**ATTY. ANNA GRACE I. MARPURI**  
 Chairman, Bids and Awards Committee

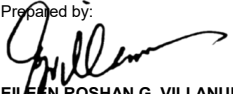
Approved by:

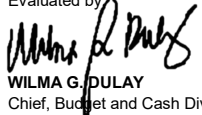
  
**MA. LOURDES D. MEDIRAN, CESO IV, CPA, MDM**  
 Alternate Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: Budget & Cash Division**

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	
	<b>A. ADMINISTRATIVE EXPENSES</b>												
	1. Supplies	CPD	NO	Shopping					GoP	35,000.00	35,000.00	0.00	
	2. Tokens	CPD	NO	Shopping					GoP	40,000.00	40,000.00	0.00	
	3. Meeting Expenses	CPD	NO	Shopping					GoP	50,000.00	50,000.00	0.00	
	<b>B. OTHERS</b>												
	1. SP Salaries (1 TIDS & 1Clerk )	CPD	NO						GoP	720,000.00	720,000.00	0.00	
	2. Miscellaneous	CPD	NO						GoP	5,000.00	5,000.00	0.00	
	<b>TOTAL</b>									<b>850,000.00</b>	<b>850,000.00</b>	<b>0.00</b>	

Prepared by:  
  
**EILEEN ROSHAN G. VILLANUEVA**  
 Budget Officer III

Evaluated by:  
  
**WILMA G. DULAY**  
 Chief, Budget and Cash Division

Recommended by:  
  
**ATTY. ANNA GRACE I. MARPURI**  
 Chairman, Bids and Awards Committee

Approved by:  
  
**MA. LOURDES D. MEDIRAN**  
 Alternate Head of Procuring Entity

for:   
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
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**Project: IP Corporate Communications**

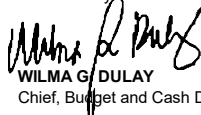
Code (PAP)	ProcurementProject	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Media Relations Activities	CCD	NO						GoP	100,000.00	100,000.00	0.00	
	Subscription to Media Monitoring Services	CCD	YES	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	558,000.00	558,000.00	0.00	
	Subscription to Newspapers	CCD	YES	NP 53.9 Small Value Procurement					GoP	90,000.00	90,000.00	0.00	
	SEO-Enhanced Content Development for FAME+	CCD	NO	NP 53.9 Small Value Procurement					GoP	950,000.00	950,000.00	0.00	
	SEO-Enhanced Content Development for IFEX Philippines	CCD	NO	NP 53.9 Small Value Procurement					GoP	950,000.00	950,000.00	0.00	
	Local and International Advertisements for CITEM Events	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	5,000,000.00	5,000,000.00	0.00	
	Out-of-Home Advertisements for CITEM Events	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	1,500,000.00	1,500,000.00	0.00	
	Media Tokens for IFEX Philippines and Manila FAME	CCD	NO	NP 53.9 Small Value Procurement					GoP	250,000.00	250,000.00	0.00	
	CITEM Press and Influencers Events for IFEX Philippines and Manila FAME	CCD	NO	NP 53.9 Small Value Procurement					GoP	1,000,000.00	1,000,000.00	0.00	
	Fly-in Journalists/Influencers Program for IFEX Philippines and Manila FAME	CCD	NO	NP 53.9 Small Value Procurement					GoP	5,965,500.00	5,965,500.00	0.00	
	Subscription to Social Media Marketing Tool	CCD	NO	Competitive Bidding					GoP	2,100,000.00	2,100,000.00	0.00	
	Social Media Digital Advertisements	CCD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions					GoP	2,081,400.00	2,081,400.00	0.00	
	Meta Verified Business Plus Subscription for Official Social Media Pages of CITEM	CCD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions					GoP	75,000.00	75,000.00	0.00	
	LinkedIn Premium Page Subscription of Official LinkedIn Accounts of CITEM	CCD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions					GoP	130,005.00	130,005.00	0.00	
	Print and Online Publication for IFEX Philippines, Manila FAME, CITEM, SSX and CREATEPhilippines	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	2,100,000.00	2,100,000.00	0.00	
	Engagement of Key Opinion Leaders for CITEM Signature Events	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	800,000.00	800,000.00	0.00	
	Engagement of International Press Release Distribution System	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	400,000.00	400,000.00	0.00	
	Subscription to Photography and Video Assets (ENVATO)	VDD	YES	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions					GoP	32,100.00	32,100.00	0.00	
	Subscription to Photography and Video Assets (FIGMA)	VDD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions					GoP	107,900.00	107,900.00	0.00	
	Purchase of Network Attached Storage (NAS) Server	VDD	NO	NP 53.9 Small Value Procurement					GoP	150,000.00	150,000.00	0.00	
	Subscription to Search Engine Optimization (SEO) Tool	WMD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions					GoP	250,000.00	250,000.00	0.00	
	Subscription to Email Marketing Automation System	WMD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions					GoP	700,000.00	700,000.00	0.00	
	Subscription to Brand Monitoring Services	WMD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions					GoP	300,000.00	300,000.00	0.00	
	Maintenance, Update and Enhancement of Websites Managed by CITEM	WMD	NO	NP 53.9 Small Value Procurement					GoP	3,090,000.00	3,090,000.00	0.00	

WMD Knowledge Sharing Session	WMD	NO					GoP	10,000.00	10,000.00	0.00
EDD Knowledge Sharing Session	EDD	NO					GoP	10,000.00	10,000.00	0.00
Engagement of Service Providers	ODM	NO					GoP	10,000,000.00	10,000,000.00	0.00
Meeting/Representation Expenses for CCSD and Other CITEM-related activities	ODM	NO					GoP	256,095.00	256,095.00	0.00
Extraordinary and Miscellaneous Expenses	ODM	NO					GoP	150,000.00	150,000.00	0.00
Supplies and Other Special Requirements	ODM	NO					GoP	450,000.00	450,000.00	0.00
Subscription to Online Graphic Design Tool	ODM	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions				GoP	60,000.00	60,000.00	0.00
Printing of CITEM Publications	ODM	NO	NP 53.9 Small Value Procurement				GoP	450,000.00	450,000.00	0.00
Attendance to Training Programs	ODM	NO					GoP	300,000.00	300,000.00	0.00
Local and Foreign Travel Expense	ODM	NO					GoP	575,000.00	575,000.00	0.00
								425,000.00	425,000.00	
Local and Foreign Travel Expense (Plane ticket)	ODM	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions				GoP			0.00
<b>TOTAL</b>								<b>41,366,000.00</b>	<b>41,366,000.00</b>	<b>0.00</b>

Prepared by:

  
**JOSEPH D. BERNAT**  
 Department Manager III, CCSD

Evaluated by:

  
**WILMA G. DULAY**  
 Chief, Budget and Cash Division

Recommended by:

for:   
**ATTY. ANNA GRACE J. MARPURI**  
 Chairman/Bids and Awards Committee

Approved by:

  
**MA. LOURDES D. MEDIRAN**  
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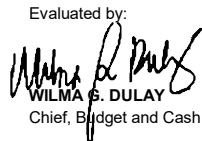


**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: Corporate Planning Division**

Code (PAP)	ProcurementProject	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	
<b>A. PLANNING ACTIVITIES</b>													
	A.1 Venue and accommodation for 3-day Planning (incl. meals to be required form the venue/ accommodation provider)	CPD	NO	NP-53.10 Lease of Real Property and Venue					GoP	600,000.00	600,000.00	0.00	
	A.2 Planning Supplies and Miscellaneous Items	CPD	NO	Shopping					GoP	80,000.00	80,000.00	0.00	
	A.3 HONORARIUM FOR SPEAKER AND FACILITATOR	CPD	NO						GoP	300,000.00	300,000.00	0.00	
<b>B. CITEM CONGRESS</b>													
	B.1. Venue and accomodation (incl. meals to be required form the venue/accommodation provider)	CPD	NO	NP-53.10 Lease of Real Property and Venue					GoP	500,000.00	500,000.00	0.00	
	B.2 Speaker and Facilitator Fees	CPD	NO	NP 53.9 Small Value Procurement					GoP	350,000.00	350,000.00	0.00	
	B.3 Marketing and Promotion Support	CPD	NO	NP 53.9 Small Value Procurement					GoP	350,000.00	350,000.00	0.00	
<b>C. MEMBERSHIP in LOCAL and INTERNATIONAL GLOBAL EXHIBITION and TRADE ORGANIZATION</b>													
	C.1 Local Membership	CPD	NO						GoP	50,000.00	50,000.00	0.00	
	C.2 International Membership	CPD	NO						GoP	120,000.00	120,000.00	0.00	
<b>D. Harmonized Client Satisfaction Measurement (HCSM)</b>													
	Engagement of Services of a Marketing Research Agency/Survey Company to Interpret and Report Results of the Anti-Red Tape Authority (ARTA)-prescribed Harmonized Client Satisfaction Measurement (HCSM) survey for 2024 CITEM Internal & External Services	CPD	NO	NP 53.9 Small Value Procurement					GoP	180,000.00	180,000.00	0.00	
<b>E. MARKET SENSING (Americas, Asia/Oceania, Europe, MEA)</b>													
	E.1 Airfare	CPD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products, Airline Tickets and Online Subscriptions					GoP	600,000.00	600,000.00	0.00	
	E.2 DSA	CPD	NO						GoP	400,000.00	400,000.00	0.00	
	E.3 Administrative Expenses	CPD	NO						GoP	250,000.00	250,000.00	0.00	
	E.4 Registration	CPD	NO						GoP	350,000.00	350,000.00	0.00	
	F. Market Intelligence (Subscription of Research Materials and Procurement of Database)	CPD	NO	NP 53.9 Small Value Procurement					GoP	230,000.00	230,000.00	0.00	
	G. MEETINGS/EXPENSES	CPD	NO	Shopping					GoP	85,000.00	85,000.00	0.00	
	H. SP STAFF HIRING	CPD	NO						GoP	870,000.00	870,000.00	0.00	
	I. ADMINISTRATIVE SUPPORT (Consummables, Communication and Supplies & Miscellaneous Fees)	CPD	NO						GoP	35,000.00	35,000.00	0.00	
	<b>TOTAL</b>									<b>5,350,000.00</b>	<b>5,350,000.00</b>	<b>0.00</b>	

Prepared by:  
  
ATTY. EVA MARIE MARIQUINA  
DC - Corporate Planning Division

Evaluated by:  
  
WILMA S. DULAY  
Chief, Budget and Cash Division

Recommended by:  
  
ATTY. ANNA GRACE I. MARPURI  
Chairman, Bids and Awards Committee

Approved by:  
  
MA. LOURDES D. MEDIÑAN  
Alternate Head of Procuring Entity

for:   
LEAH PULIDO OCAMPO  
Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
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**Project: Information System Plan**

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	
	Laptop PC (Mid-End)	CITEM	NO	Competitive Bidding	2nd QTR.	2nd QTR.	2nd QTR.	2nd QTR.	GoP	2,400,000.00	0.00	2,400,000.00	
	Laptop PC (High-End)	CCSD	NO	Competitive Bidding	2nd QTR.	2nd QTR.	2nd QTR.	2nd QTR.	GoP	250,000.00	0.00	250,000.00	
	Desktop PC (High-End)	WMD	NO	Competitive Bidding	2nd QTR.	2nd QTR.	2nd QTR.	2nd QTR.	GoP	150,000.00	0.00	150,000.00	
	Point of Sales (POS) for event Entrance FEES	Budget and Cash Div.	NO	NP-53.9 - Small Value Procurement	1st QTR.	1st QTR.	1st QTR.	1st QTR.	GoP	900,000.00	0.00	900,000.00	
	High-End Projector	CITEM	NO	NP-53.9 - Small Value Procurement	2nd QTR.	2nd QTR.	2nd QTR.	2nd QTR.	GoP	200,000.00	0.00	200,000.00	
	eGPU	SMDD	NO	NP-53.9 - Small Value Procurement	2nd QTR.	2nd QTR.	2nd QTR.	2nd QTR.	GoP	60,000.00	0.00	60,000.00	
	Memory upgrade for Sangfor	CITEM	NO	NP-53.9 - Small Value Procurement	2nd QTR.	2nd QTR.	2nd QTR.	2nd QTR.	GoP	236,000.00	0.00	236,000.00	
	Renewal of Graphics and Layout Design Software	CCSD/SMDD	NO	NP-53.9 - Small Value Procurement	1st QTR.	1st QTR.	1st QTR.	1st QTR.	GoP	998,000.00	998,000.00	0.00	
	Renewal of Internet Subscription (Secondary)	CITEM	NO	NP-53.9 - Small Value Procurement	1st QTR.	1st QTR.	1st QTR.	1st QTR.	GoP	479,000.00	479,000.00	0.00	
	Renewal of Remote Monitoring and Management software	SMDD	NO	NP-53.9 - Small Value Procurement	1st QTR.	1st QTR.	1st QTR.	1st QTR.	GoP	545,000.00	545,000.00	0.00	
	Renewal of Internet Subscription (Primary)	CITEM	NO	NP-53.9 - Small Value Procurement	1st QTR.	1st QTR.	1st QTR.	1st QTR.	GoP	800,000.00	800,000.00	0.00	
	Renewal of HyperConverge Appliance Maintenance and Support Service	SMDD	NO	NP-53.9 - Small Value Procurement	1st QTR.	1st QTR.	1st QTR.	2nd QTR.	GoP	486,000.00	486,000.00	0.00	
	Renewal of Online Video Conferencing and Webinar Platform	CITEM	NO	NP-53.9 - Small Value Procurement	1st QTR.	1st QTR.	1st QTR.	1st QTR.	GoP	160,000.00	160,000.00	0.00	
	Renewal of Dedicated Web Hosting Service	CCSD/SMDD	NO	Direct Contracting	3rd QTR.	3rd QTR.	3rd QTR.	3rd QTR.	GoP	370,000.00	370,000.00	0.00	
	Renewal of 2D and 3D Computer Aided Design Software	CCSD	NO	Competitive Bidding	3rd QTR.	3rd QTR.	3rd QTR.	3rd QTR.	GoP	1,320,000.00	1,320,000.00	0.00	
	Renewal of Antivirus	CITEM	NO	NP-53.9 - Small Value Procurement	4th QTR.	4th QTR.	4th QTR.	4th QTR.	GoP	441,000.00	441,000.00	0.00	
	Renewal of Transaction Email and SMS Automation Software	SMDD	NO	NP-53.9 - Small Value Procurement	1st QTR.	1st QTR.	1st QTR.	1st QTR.	GoP	320,000.00	320,000.00	0.00	
	Cloud Services	SMDD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	1st QTR.	1st QTR.	1st QTR.	1st QTR.	GoP	177,200.00	177,200.00	0.00	
	Continous Service of Data Subscription	CITEM	NO	NP-53.9 - Small Value Procurement	2nd QTR.	2nd QTR.	2nd QTR.	2nd QTR.	GoP	648,000.00	648,000.00	0.00	
	Renewal of Web Security Application	SMDD	NO	NP-53.9 - Small Value Procurement	4th QTR.	4th QTR.	4th QTR.	4th QTR.	GoP	778,000.00	778,000.00	0.00	
	Vulnerability assessment and penetration testing (VAPT) on ICT infrastructure	SMDD	NO						GoP	30,000.00	30,000.00	0.00	
	ISSP Meetings	SMDD	NO						GoP	10,800.00	10,800.00	0.00	
	Domain Names	SMDD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	2nd QTR.	2nd QTR.	2nd QTR.	2nd QTR.	GoP	42,000.00	42,000.00	0.00	
	ICT Peripherals and Parts	SMDD	NO	Shopping					GoP	270,000.00	270,000.00	0.00	
	ICT Repair and Maintenance	SMDD	NO	NP-53.9 - Small Value Procurement					GoP	10,000.00	10,000.00	0.00	
	Budget for Service Provider	SMDD	NO		1st QTR.	1st QTR.	1st QTR.	1st QTR.	GoP	1,200,000.00	1,200,000.00	0.00	
	<b>TOTAL</b>									<b>13,281,000.00</b>	<b>9,085,000.00</b>	<b>4,196,000.00</b>	

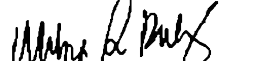
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 DM, CSD

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**WILMA G. DULAY**  
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**ATTY. ANNA GRACE I. MARPURI**  
 Chairman, Bids and Awards Committee

Approved by:

  
**MA. LOURDES D. MEDIRAN**  
 Alternate Head of Procuring Entity

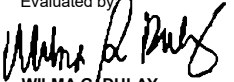
for:   
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

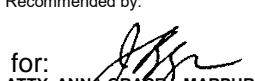
**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
**Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Division: International Overhead - OFFICE OF THE EXECUTIVE DIRECTOR**

Code (PAP)	ProcurementProject	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	
	<b>INTERNATIONAL</b>												
	<b>Maison&amp;Objet</b>												
	Airfare	OED	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	140,000.00	140,000.00	0.00	
	DSA	OED	NO						GoP	400,000.00	400,000.00	0.00	
	Pre-travel Expenses	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Insurance	OED	NO						GoP	3,000.00	3,000.00	0.00	
	Travel Tax	OED	NO						GoP	1,620.00	1,620.00	0.00	
	Miscellaneous fees	OED	NO						GoP	5,000.00	5,000.00	0.00	
	<b>High Point Market</b>												
	Airfare	OED	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	110,000.00	110,000.00	0.00	
	DSA	OED	NO						GoP	150,000.00	150,000.00	0.00	
	Pre-travel Expenses	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Insurance	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Tax	OED	NO						GoP	1,620.00	1,620.00	0.00	
	Miscellaneous fees	OED	NO						GoP	5,000.00	5,000.00	0.00	
	<b>Focus Art Fair</b>												
	Airfare	OED	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	110,000.00	110,000.00	0.00	
	DSA	OED	NO						GoP	128,798.00	128,798.00	0.00	
	Pre-travel Expenses	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Insurance	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Tax	OED	NO						GoP	1,620.00	1,620.00	0.00	
	Miscellaneous fees	OED	NO						GoP	5,000.00	5,000.00	0.00	
	<b>Expo Osaka</b>												
	Airfare	OED	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	110,000.00	110,000.00	0.00	
	DSA	OED	NO						GoP	128,798.00	128,798.00	0.00	
	Pre-travel Expenses	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Insurance	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Tax	OED	NO						GoP	1,620.00	1,620.00	0.00	
	Miscellaneous fees	OED	NO						GoP	5,000.00	5,000.00	0.00	
	<b>UFI Global Congress</b>												
	Airfare	OED	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	110,000.00	110,000.00	0.00	
	DSA	OED	NO						GoP	128,798.00	128,798.00	0.00	
	Pre-travel Expenses	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Insurance	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Tax	OED	NO						GoP	1,620.00	1,620.00	0.00	
	Conference fee	OED	NO						GoP	120,000.00	120,000.00	0.00	
	Miscellaneous fees	OED	NO						GoP	5,000.00	5,000.00	0.00	
	<b>Anuga</b>												
	Airfare	OED	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	110,000.00	110,000.00	0.00	
	DSA	OED	NO						GoP	128,798.00	128,798.00	0.00	
	Pre-travel Expenses	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Insurance	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Tax	OED	NO						GoP	1,620.00	1,620.00	0.00	
	Miscellaneous fees	OED	NO						GoP	5,000.00	5,000.00	0.00	
	<b>LOCAL</b>												
	Airfare	OED	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	100,000.00	100,000.00	0.00	
	DSA	OED	NO						GoP	80,000.00	80,000.00	0.00	
	Travel Insurance	OED	NO						GoP	20,000.00	20,000.00	0.00	
	Miscellaneous fees	OED	NO						GoP	20,000.00	20,000.00	0.00	
	<b>OED</b>												
	Meetings	OED	NO						GoP	30,000.00	30,000.00	0.00	
	Supplies/Tokens	OED	NO	NP-53.9 - Small Value Procurement					GoP	28,798.00	28,798.00	0.00	
	<b>SP Allocation</b>												
		OED	NO						GoP	1,264,790.00	1,264,790.00	0.00	
	<b>TOTAL</b>									<b>3,500,000.00</b>	<b>3,500,000.00</b>	<b>0.00</b>	

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**WILMA G. DULAY**  
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Recommended by:  
  
 for:  
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 Chairman, Bids and Awards Committee

Approved by:  
  
**MA. LOURDES D. MEDIRAN**  
 Alternate Head of Procuring Entity

for:  
  
**LEAH PULIDO OCAMPO**  
 Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**

**Project: Office of the Deputy Executive Director**

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	
	<b>A. TRAVEL</b>												
	1. Plane Fare	IP-ODED	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	60,000.00	60,000.00	0.00	
	a. Insurance	IP-ODED	NO						GoP	2,000.00	2,000.00	0.00	
	2. Hotel Accommodation	IP-ODED	NO	NP-53.10 Lease of Real Property and Venue					GoP	180,000.00	180,000.00	0.00	
	3. Per Diem	IP-ODED	NO						GoP	90,000.00	90,000.00	0.00	
	4. Pre-Travel	IP-ODED	NO						GoP	3,500.00	3,500.00	0.00	
	<b>B. ADMINISTRATIVE EXPENSES</b>												
	1. Meeting Expenses	IP-ODED	NO	Shopping					GoP	70,000.00	70,000.00	0.00	
	2. Supplies	IP-ODED	NO	Shopping					GoP	45,000.00	45,000.00	0.00	
	3. Miscellaneous	IP-ODED	NO						GoP	25,000.00	25,000.00	0.00	
	4. Local Travel	IP-ODED	NO						GoP	75,500.00	75,500.00	0.00	
	<b>OTHERS</b>												
	1. SP Salary	IP-ODED	NO						GoP	250,000.00	250,000.00	0.00	
	2. Other Supplies	IP-ODED	NO	Shopping					GoP	24,000.00	24,000.00	0.00	
	3. Market Intelligence	IP-ODED	NO	NP-53.9 - Small Value Procurement					GoP	175,000.00	175,000.00	0.00	
	<b>TOTAL</b>									<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>0.00</b>	

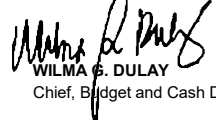
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**CRISEN B. VICENTE**  
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Deputy Executive Director

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Chairman, Bids and Awards Committee

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Alternate Head of Procuring Entity

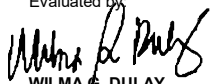
for:   
**LEAH PULIDO OCAMPO**  
Head of Procuring Entity

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS  
Final Annual Procurement Plan Non-Common Use Supplies FY 2025**


**Project: CITEM EXPORT Congress**

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	
	<b>A. Venue Rental and Set Up</b> Venue and accomodation	CPD	NO	NP-53.10 Lease of Real Property and Venue					GoP	100,000.00	100,000.00	0.00	
	<b>B. Networking Program</b> B.1 Tokens	CPD	NO	Shopping					GoP	50,000.00	50,000.00	0.00	
	B.2 Food Services/Catering	CPD	NO	NP-53.9 - Small Value Procurement					GoP	300,000.00	300,000.00	0.00	
	<b>C. Administrative Requirements</b> C.1 Event Materials and Resources	CPD	NO	Shopping					GoP	50,000.00	50,000.00	0.00	
	<b>TOTAL</b>									<b>500,000.00</b>	<b>500,000.00</b>	<b>0.00</b>	

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