

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
MANILA FAME 2026**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>Buyer Marketing and Services</b> Procurement of Hotel Accommodation for VIBs under the VIB Program of MF26	Creative Goods Division	GOODS 1 lot	Lease of Real Property and Venue	NO	LCRB	03/2026	10/2026	GAA - Corporate Operating Budget	2,500,000.00		
Airfare Incentives for Head of Delegation/Guest under the VIB Program of MF26 to encourage heads of associations to campaign for as many buyers as possible to MF	Creative Goods Division			NO		08/2026	11/2026	GAA - Corporate Operating Budget	1,800,000.00		
Asian Swing under the VIB Program of MF26 to provide airfare subsidy / incentives to attract foreign buyers to include MF in their sourcing itinerary	Creative Goods Division			NO		07/2026	10/2026	GAA - Corporate Operating Budget	500,000.00		
Hiring of Buyer Marketing Agent/s	Creative Goods Division	CONSULTING SERVICES		NO		03/2026	10/2026	GAA - Corporate Operating Budget	300,000.00		
Procurement of Buyer's Lounge Concessionaire for Food & Beverage as part of the buyer services for trade buyers	Creative Goods Division	GOODS 1 lot	Small Value Procurement	NO	LCRB	06/2026	06/2026	GAA - Corporate Operating Budget	500,000.00		
Hiring of Van Rental Services to provide transportation for foreign trade buyers during their visit for MF	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	06/2026	09/2026	GAA - Corporate Operating Budget	200,000.00		
Procurement of Buyer Tokens	Creative Goods Division	GOODS	Direct Acquisition	NO		06/2026	09/2026	GAA - Corporate Operating Budget	250,000.00		
Purchase of Welcome Kit for Buyers such as bags, ID lanyards etc	Creative Goods Division	GOODS	Direct Acquisition	NO		05/2026	08/2026	GAA - Corporate Operating Budget	250,000.00		
<b>Exhibitor Campaign and Services</b> Purchase of Airfare Tickets for the Exhibitor Campaign Roadshows	Creative Goods Division	GOODS	Direct Retail Purchase	NO		02/2026	04/2026	GAA - Corporate Operating Budget	400,000.00		
Per Diem during Exhibitor Campaign Roadshows	Creative Goods Division			NO		02/2026	04/2026	GAA - Corporate Operating Budget	250,000.00		
Venue and/or Meeting expenses such as food during campaign roadshows	Creative Goods Division	GOODS		NO		02/2026	12/2026	GAA - Corporate Operating Budget	100,000.00		
Travel Insurance	Creative Goods Division			NO		02/2026	12/2026	GAA - Corporate Operating Budget	50,000.00		
Hiring of Van Rental Services for transportation during campaign roadshows	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	02/2026	05/2026	GAA - Corporate Operating Budget	85,000.00		
Procurement of Hotel Accommodation for Foreign Exhibitors of Manila FAME 2026	Creative Goods Division	GOODS Venue Rental - 1 Lot	Lease of Real Property and Venue	NO	LCRB	06/2026	07/2026	GAA - Corporate Operating Budget	800,000.00		

Exhibitor Incentive	Creative Goods Division			NO		06/2026	12/2026	GAA - Corporate Operating Budget	500,000.00		
Purchase of Tokens during Exhibitor Campaigns and Roadshows	Creative Goods Division	GOODS 500 pieces	Small Value Procurement	NO	LCRB	02/2026	10/2026	GAA - Corporate Operating Budget	150,000.00		
<b>Product Development Specialists</b> Hiring of Junior Product Development Specialists (5 junior) for Home Décor	Creative Goods Division	GOODS - 5	Small Value Procurement	NO	LCRB	04/2026	05/2026	GAA - Corporate Operating Budget	1,000,000.00		
Hiring of Business and product Consultant of Artisans Village	Creative Goods Division	CONSULTING SERVICES - 1	Highly Technical Consultant	NO		01/2026	10/2026	GAA - Corporate Operating Budget	2,000,000.00		
<b>Exhibitor Requirements, Print &amp; Promotional Materials</b> EDD requirements	Creative Goods Division	GOODS		NO				GAA - Corporate Operating Budget	9,000,000.00		Items/requirements breakdown c/o EDD
Printing of 750pcs Exhibitor Campaign Kit for Local Exhibitors to be distributed to DTI regions, partners, and during benchmarking activities	Creative Goods Division	GOODS 750 pcs	Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	50,000.00		
Printing of 750pcs Exhibitor Campaign Kit for Foreign Exhibitors to be distributed to Embassies, partners, and during benchmarking activities	Creative Goods Division	GOODS 750 pcs	Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	50,000.00		
Printing of 3,500pcs Buyer Campaign Kit	Creative Goods Division	GOODS 3,500 pcs	Small Value Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	150,000.00		
Printing of Pull Up Banner to be used during campaign roadshows and institutional promotions	Creative Goods Division	GOODS 3 pcs	Small Value Procurement	NO	LCRB	02/2026	02/2026	GAA - Corporate Operating Budget	50,000.00		
Hiring of Photographer and Videographer for HFL shoot, Special Events, and documentation during show proper	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	800,000.00		
<b>Special Events</b> Hiring of Concessionaire for Food & Beverages during Networking Reception	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	400,000.00		
Hiring of Production Outfit with Entertainment for the KATHA Awarding Night	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	950,000.00		
Purchase of Foods/Snacks for the KATHA Pre-event Deliberation	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	10/2026	10/2026	GAA - Corporate Operating Budget	25,000.00		
Purchase of Foods/Snacks for the KATHA Onsite Deliberation (Executive Lounge)	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	10/2026	10/2026	GAA - Corporate Operating Budget	20,000.00		
Fabrication of KATHA Trophies	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	130,000.00		
Purchase of Tokens for KATHA Judges and Technical Committee	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	100,000.00		
Purchase of KATHA Prizes such as Airfare Ticket (in reimbursement form) and Hotel Accommodation	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	01/2026	Dec 2026	GAA - Corporate Operating Budget	380,000.00		
<b>Venue, Secretariat, Admin &amp; Logistics</b> Procurement of Venue Rental for Manila FAME 2026 with gross exhibition area of 10,700sqm	Creative Goods Division	GOODS Venue Rental - 1 Lot	Lease of Real Property and Venue	NO	LCRB	01/2026	03/2026	GAA - Corporate Operating Budget	16,000,000.00		
Hiring of Security & Janitorial Services including OT Charges	Creative Goods Division	GOODS		NO		08/2026	10/2026	GAA - Corporate Operating Budget	275,000.00		
Procurement of K9 Service & Ambulance	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	75,000.00		

Hiring of Staff Assistants such as Encoders and Stand Assistants	Creative Goods Division	GOODS		NO		08/2026	09/2026	GAA - Corporate Operating Budget	150,000.00		
Purchase of Registration Supplies c/o MIS Div.	Creative Goods Division	GOODS	Direct Acquisition	NO		08/2026	09/2026	GAA - Corporate Operating Budget	30,000.00		
Purchase of ID Jackets & Lanyards	Creative Goods Division	GOODS 10,500 - 11,000	Small Value Procurement	NO	LCRB	07/2026	08/2026	GAA - Corporate Operating Budget	75,000.00		
Fabrication of Manila FAME 2026 Tote Bags for Regular Buyers, Exhibitors, and Paying Guests	Creative Goods Division	GOODS 700pcs	Small Value Procurement	NO	LCRB	07/2026	08/2026	GAA - Corporate Operating Budget	600,000.00		
Printing of 10,500 to 11, 000pcs of ID Badges	Creative Goods Division	GOODS 11,000pcs	Small Value Procurement	NO	LCRB	07/2026	09/2026	GAA - Corporate Operating Budget	150,000.00		
Purchase of Staff Meals during ingress, event proper, and egress of Manila FAME 2026	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	275,000.00		
Procurement of Hotel Accommodation for CITEM Officials and Staff during MF26	Creative Goods Division	GOODS 1 lot	Lease of Real Property and Venue	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	500,000.00		
Fabrication of 250pcs short-sleeved tshirt with customized print/design	Creative Goods Division	GOODS 250pcs	Small Value Procurement	NO	LCRB	07/2026	09/2026	GAA - Corporate Operating Budget	85,000.00		
Purchase of Foods/Snacks for the MF26 Thanksgiving	Creative Goods Division	GOODS 250packed foods	Small Value Procurement	NO	LCRB	10/2026	11/2026	GAA - Corporate Operating Budget	75,000.00		
Purchase of Props and VM Supplies for the MF26 Special Settings	Creative Goods Division	GOODS	Direct Acquisition	NO		10/2026	10/2026	GAA - Corporate Operating Budget	50,000.00		
Purchase of Foods/Snacks (Meeting Expenses) for the MF26 preparation, planning, and debriefings	Creative Goods Division	GOODS	Direct Acquisition	NO		01/2026	12/2026	GAA - Corporate Operating Budget	200,000.00		
Purchase of Office Supplies and Materials such as folders, envelope, etc to be use during MF26	Creative Goods Division	GOODS	Direct Acquisition	NO		01/2026	12/2026	GAA - Corporate Operating Budget	100,000.00		
Purchase of VIP Leis and Tokens	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	20,000.00		
Payment to courier services	Creative Goods Division			NO		01/2026	12/2026	GAA - Corporate Operating Budget	10,000.00		
Payment for Bank Charges	Creative Goods Division			NO		01/2026	12/2026	GAA - Corporate Operating Budget	5,000.00		
Salaries of OG1 Service Providers (1 ADC, 1 TIDS - 12months salary + 8.33% premium)	Creative Goods Division			NO		01/2026	12/2026	GAA - Corporate Operating Budget	2,500,000.00		
Miscellaneous Expenses	Creative Goods Division	GOODS	Direct Acquisition	NO				GAA - Corporate Operating Budget	85,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											


Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** P0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** P0.00  
**Total Amount of Estimated Budget:** P45,000,000.00

Prepared by:

Recommended by:

Approved by:



ATTY. GIRLIE MEI D. CUNTAPAY  
HEAD, BAC SECRETARIAT

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Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

By the Authority of the Bids and Awards  
Committee:

Committee:



ATTY. ANNA GRACE I. MARPURI  
BAC CHAIRPERSON

---

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_



ROMLEAH JULIET PULIDO OCAMPO  
EXECUTIVE DIRECTOR

---

Signature over Printed Name  
Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
MAISON & OBJET 2026**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

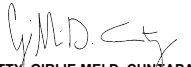
PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Hiring of contractor for the booth construction / Installation / Dismantling / Fireproofing of the Philippine Pavilion in Maison&Objet 2026	Creative Goods Division	GOODS 1 lot 204 sqm Requirements are indicated on PR	Overseas Procurement	YES	LCRB	10/2025	12/2025	GAA - Corporate Operating Budget	1,200,000.00		
Hiring of Stand Assistants / Interpreters to serve as interpreters, guide buyers and support exhibitors in negotiations	Creative Goods Division	GOODS 2 pax Scope of work are indicated on PR	Overseas Procurement	YES	LCRB	11/2025	12/2025	GAA - Corporate Operating Budget	220,000.00		
Procurement of tokens for buyers, VIPs and for onsite meetings	Creative Goods Division	GOODS 100 pcs Requirements are on the PR	Small Value Procurement	NO	LCRB	12/2025	01/2026	GAA - Corporate Operating Budget	50,000.00		
Reimbursements of accommodation and transportation expenses of Very Important Buyers (VIBs) qualified under the VIB program	Creative Goods Division	Up to 10 pax Details on the TOR		NO				GAA - Corporate Operating Budget	400,000.00		
Meeting expenses and networking expenses, and supplies during the event	Creative Goods Division			NO				GAA - Corporate Operating Budget	100,000.00		
Procurement of supplier for the printing of Brochure/Lookbook for exhibitor promotions among buyers	Creative Goods Division	GOODS 500 pcs. Specs are attached on the PR	Small Value Procurement	NO	LCRB	12/2025	01/2026	GAA - Corporate Operating Budget	70,000.00		
Procurement of Plane fare for onsite officers	Creative Goods Division	GOODS 2 tickets Destination: Paris, France to Manila and vice-versa	Direct Retail Purchase	NO		12/2025	01/2026	GAA - Corporate Operating Budget	302,137.08		
Hotel accommodation portion from the Daily Subsistence Allowance (DSA) of the onsite officers	Creative Goods Division	GOODS 2 pax Location: Paris, France		NO				GAA - Corporate Operating Budget	291,030.48		
Per diem from the onsite officers' Daily Subsistence Allowance (DSA)	Creative Goods Division	2 pax Location: Paris, France		NO				GAA - Corporate Operating Budget	198,192.80		
Clothing allowance for eligible onsite officers since travel is during winter season	Creative Goods Division	2 pax		NO				GAA - Corporate Operating Budget	23,600.00		
Pre-travel expenses	Creative Goods Division	2 pax		NO				GAA - Corporate Operating Budget	7,000.00		
Travel insurance	Creative Goods Division	2 pax		NO				GAA - Corporate Operating Budget	5,000.00		
Travel tax	Creative Goods Division	2 pax		NO				GAA - Corporate Operating Budget	3,240.00		
Plane fare for local travel	Creative Goods Division	GOODS 1-2 pax	Direct Retail Purchase	NO		06/2025	07/2025	GAA - Corporate Operating Budget	50,000.00		

Per diem for local travel	Creative Goods Division	1-2 pax		NO				GAA - Corporate Operating Budget	10,000.00		
Excess Baggage Allowance to transport tokens, brochures, forms, supplies	Creative Goods Division	10kg per pax, for 2 pax	Direct Retail Purchase	NO		01/2026	01/2026	GAA - Corporate Operating Budget	50,000.00		
Comm / Admin Expenses for onsite meetings and activities	Creative Goods Division	For 2 pax		NO				GAA - Corporate Operating Budget	5,900.00		
Meeting /Briefings/De-Briefing Expenses with internal and external partners	Creative Goods Division			NO				GAA - Corporate Operating Budget	50,000.00		
Service Provider (3%)	Creative Goods Division			NO				GAA - Corporate Operating Budget	255,000.00		
Supplies	Creative Goods Division			NO				GAA - Corporate Operating Budget	10,000.00		
Miscellaneous	Creative Goods Division			NO				GAA - Corporate Operating Budget	10,899.64		
Procurement of the space for the Philippine Pavilion in Maison&Objet 2027 including other mandatory and/or enhancement fees	Creative Goods Division	GOODS 1 lot Requirements are indicated on PR	Overseas Procurement	NO	LCRB	10/2026	12/2026	GAA - Corporate Operating Budget	3,000,000.00		
Hiring of contractor for the booth construction / Installation / Dismantling / Fireproofing of the Philippine Pavilion in Maison&Objet 2027	Creative Goods Division	GOODS 1 lot Requirements are indicated on PR	Overseas Procurement	NO	LCRB	10/2026	12/2026	GAA - Corporate Operating Budget	2,188,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
Total Amount of CSEs to be purchased from PS-DBM: P0.00  
Total Amount of Estimated Budget: P8,500,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards  
Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
AMBIENTE 2026**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

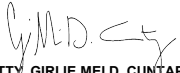
PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (Php)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Hiring of Booth Contractor for the Booth Construction of the Philippine Pavilions in Ambiente 2026, including Installation and Dismantling, Electrical Requirements, Specified Booth Amenities, and Environmental Graphics	Creative Goods Division	GOODS Quantity: 1 Lot Size: 285sqm total Scope of Work and Requirements are indicated on the PR and TOR	Overseas Procurement	NO	LCRB	Nov-25	Dec-25	GAA - Corporate Operating Budget	5,320,000.00		
Procurement of Additional Props and Materials Onsite to Enhance Visual Merchandising and Pavilion Presentation	Creative Goods Division	GOODS		NO		Feb-26	Feb-26	GAA - Corporate Operating Budget	50,000.00		
Hiring of Stand Assistants to Serve as Sales Representatives and Interpreters of the Philippine Pavilions and to help Facilitate Exhibitor-buyer Negotiations	Creative Goods Division	GOODS Quantity: 3 pax Qualifications and Scope of Work are indicated on the PR	Overseas Procurement	NO	LCRB	Dec-25	Dec-25	GAA - Corporate Operating Budget	231,000.00		
Engagement with the Official Freight Forwarder for the Shipment of the Participating Groups as part of their Participation Package	Creative Goods Division	GOODS 1 Lot - sea freight - air freight	Direct Contracting	NO		Dec-25	Jan-26	GAA - Corporate Operating Budget	400,000.00		
Reimbursements of Transportation and Hotel expenses for the Approved Buyers under the VIB Program for OTFs	Creative Goods Division	Up to 10 pax Details for the reimbursement are indicated on approved TOR		NO		Feb-26	Feb-26	GAA - Corporate Operating Budget	300,000.00		
Hiring of Market Sensing Specialist to Create Itinerary and Conduct the Activity with Participants	Creative Goods Division	GOODS 1 pax Scope of work and qualifications will be included in the TOR	Overseas Procurement	NO	LCRB	Dec-25	Jan-26	GAA - Corporate Operating Budget	400,000.00		
Printing of Collaterals and Promotional Materials such as Brochures and Postcards detailing Information of the DESIGNPHilippines and Participating Companies	Creative Goods Division	GOODS 500 pcs. Brochures; 500 pcs. Postcards Specs are attached on the PR	Small Value Procurement	NO	LCRB	Dec-25	Jan-26	GAA - Corporate Operating Budget	60,000.00		
Procurement of Obligatory Media Package as part of the Space Rental in Ambiente	Creative Goods Division	GOODS 23 Packages	Overseas Procurement	NO	LCRB	Jan-26	Feb-26	GAA - Corporate Operating Budget	800,000.00		
Procurement of Plane Fare for the Project Officers Assigned Onsite	Creative Goods Division	GOODS 2 pax Manila to Frankfurt Frankfurt to Manila	Direct Retail Purchase	NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	175,000.00		
Hotel Accommodation Portion from the DSA for the Assigned Project Officers Onsite	Creative Goods Division	2 pax Location: Frankfurt, Germany (elsewhere)		NO				GAA - Corporate Operating Budget	206,064.00		
Per Diem from the Prescribed DSA for the Assigned Project Officers Onsite	Creative Goods Division	2 pax Location: Frankfurt, Germany (elsewhere)		NO				GAA - Corporate Operating Budget	201,009.60		

Clothing Allowance for 2 pax as on-site Project Officers are eligible since travel is during the winter season	Creative Goods Division	For two (2) pax		NO				GAA - Corporate Operating Budget	24,000.00		
Pre-Travel Expenses	Creative Goods Division	For two (2) pax		NO				GAA - Corporate Operating Budget	7,000.00		
Travel Insurance	Creative Goods Division	For two (2) pax		NO				GAA - Corporate Operating Budget	4,000.00		
Travel Tax	Creative Goods Division	For two (2) pax		NO				GAA - Corporate Operating Budget	3,240.00		
Excess Baggage necessary for bringing of tokens, brochures, sales reports, and other props	Creative Goods Division	10kgs. Per pax, for two (2) pax	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		01/2026	01/2026	GAA - Corporate Operating Budget	30,000.00		
Expenses for meetings and briefing in preparation for the event and debriefing for post-event	Creative Goods Division			NO				GAA - Corporate Operating Budget	10,000.00		
Communication Expense for onsite Project Officers for internet connection and roaming on event proper abroad	Creative Goods Division			NO				GAA - Corporate Operating Budget	6,000.00		
Service Provider (3%)	Creative Goods Division			NO				GAA - Corporate Operating Budget	300,000.00		
Space Cost for Exporters' Pavilion (170sqm) - including other obligatory fees for the Philippine pavilion in Ambiente 2027 to guarantee reservation	Creative Goods Division	1 lot, 170sqm		NO		07/2026	09/2026	GAA - Corporate Operating Budget	4,165,000.00		
Hiring of Creative Director to ensure proper presentation of the Philippine pavilion, provide theme and concept, and conduct product guidance and export coaching to exhibitors	Creative Goods Division	GOODS 1 pax Qualifications and Scope of Work are in the TOR		NO		05/2026	06/2026	GAA - Corporate Operating Budget	800,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
Miscellaneous	Division		Direct Acquisition	NO				Operating Budget	7,686.40		
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
Total Amount of CSEs to be purchased from PS-DBM: P0.00  
Total Amount of Estimated Budget: P13,500,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name

Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name

Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name

Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
BANGKOK MUSIC CITY (MARKET SENSING)**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

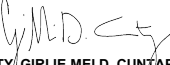
PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Procurement of participation package to support the official participation of Philippine artists at Bangkok Music City 2026	Creative Services Division	GOODS 1 Package	Overseas Procurement	NO	LCRB	Jan-26	Jan-26	GAA - Corporate Operating Budget	3,210,000.00		
Procurement of equipment and props, and onsite charges to meet technical and structural requirements for Bangkok Music City	Creative Services Division	GOODS 1 Lot	Overseas Procurement	NO	LCRB	Jan-26	Jan-26	GAA - Corporate Operating Budget	60,000.00		
Hiring of Thailand-based market specialist services to strengthen market sensing and immersion for Philippine participants	Creative Services Division	GOODS 1 Pax	Overseas Procurement	NO	LCRB	Jan-26	Jan-26	GAA - Corporate Operating Budget	300,000.00		
Procurement of booth hospitality and catering services to support exhibitor and buyer engagement during Bangkok Music City	Creative Services Division	GOODS 1 Lot Scope: Provision of booth catering and hospitality services	Overseas Procurement	NO	LCRB	Jan-26	Jan-26	GAA - Corporate Operating Budget	300,000.00		
Engagement of promoter/market agent services to facilitate participation promotion, buyer introductions, business matching meetings and market access initiatives for Bangkok Music City and MIPAM	Creative Services Division	CONSULTING SERVICES 1 MA engagement Size: Engagement of market agent for business facilitation	Overseas Procurement	NO	LCRB	Jan-26	Jan-26	GAA - Corporate Operating Budget	300,000.00		
Procurement of printed and digital marketing collaterals to support promotional activities	Creative Services Division	GOODS 1 Lot Size: Production of print and marketing collaterals	Overseas Procurement	NO	LCRB	Jan-26	Jan-26	GAA - Corporate Operating Budget	50,000.00		
Procurement of corporate tokens for distribution to buyers and partners during meetings and networking engagements	Creative Services Division	GOODS 1 Lot Size: Procurement of event tokens for meetings and networking	Overseas Procurement	NO	LCRB	Jan-26	Jan-26	GAA - Corporate Operating Budget	50,000.00		
Procurement of roundtrip airfare for official personnel deployment to Bangkok Music City	Creative Services Division	1 Lot Size: Roundtrip airfare Manila-Bangkok for 2pax	Direct Retail Purchase	NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	120,000.00		
Hotel accommodation for deployed personnel supporting Bangkok Music City	Creative Services Division	2 pax Size: Hotel accommodation for duration of Bangkok Music City		NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	114,912.00		
Per Diem from the prescribed DSA for the assigned Project Officers onsite	Creative Services Division	2 pax DSA in Bangkok		NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	105,336.00		

Pre-Travel Expenses	Creative Services Division	2 pax		NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	7,000.00		
Travel Insurance	Creative Services Division	3 pax		NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	3,600.00		
Travel Tax	Creative Services Division	3 pax		NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	3,240.00		
Communication and administrative expenses required for project execution	Creative Services Division	Communication and administrative expenses		NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	6,000.00		
Procurement of office supplies and other reference materials needed for Bangkok Music City	Creative Services Division	GOODS Quantity: 1 lot Size: This may vary as needed	Direct Acquisition	NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	2,000.00		
Banking services for international wire transfers related to project payments	Creative Services Division	Bank charges for international wire transfers		NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	3,000.00		
Expenses for meetings and briefing in preparation for the event and debriefing for post-event	Creative Services Division	Expenses for briefings/debriefings		NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	5,000.00		
Mandatory Savings (5%)	Creative Services Division			NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	250,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
Miscellaneous administrative and operational requirements	Creative Services Division	Miscellaneous administrative requirements	Direct Acquisition	NO		Jan-26	Jan-26	GAA - Corporate Operating Budget	109,912.00		
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱5,000,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]


PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Stand Installation/Dismantling, National Pavilion	CBD-Events Marketing and Promotion	GOODS 160 sqm	Overseas Procurement	NO	LCRB	06/2026	08/2026	GAA - Corporate Operating Budget	3,000,000.00		
Stand Installation/Dismantling, Commodity Pavilion	CBD-Events Marketing and Promotion	GOODS 900 sqm	Overseas Procurement	NO	LCRB	06/2026	08/2026	GAA - Corporate Operating Budget	4,500,000.00		
Stand Assistants/ Interpreter	CBD-Events Marketing and Promotion	GOODS 1 lot	Overseas Procurement	NO	LCRB	06/2026	08/2026	GAA - Corporate Operating Budget	1,000,000.00		
Stand Photographer	CBD-Events Marketing and Promotion	GOODS 1 lot	Overseas Procurement	NO	LCRB	06/2026	08/2026	GAA - Corporate Operating Budget	50,000.00		
Country Showcase Reception & Cultural Presentations	CBD-Events Marketing and Promotion	1 lot	Small Value Procurement	NO	LCRB	06/2026	08/2026	GAA - Corporate Operating Budget	300,000.00		
Business Matching Session	CBD-Events Marketing and Promotion	1 lot	Overseas Procurement	NO	LCRB	06/2026	08/2026	GAA - Corporate Operating Budget	800,000.00		
Philippine Investment Forum	CBD-Events Marketing and Promotion	1 lot	Overseas Procurement	NO	LCRB	06/2026	08/2026	GAA - Corporate Operating Budget	400,000.00		
Marketing and Promotion - lookbook with Chinese translation	CBD-Events Marketing and Promotion	GOODS 1000 pcs	Small Value Procurement	NO	LCRB	06/2026	08/2026	GAA - Corporate Operating Budget	150,000.00		
Airfare (US\$700x 5 pax)	CBD-Events Marketing and Promotion	GOODS 5 pax	Negotiated Procurement - Direct Retail Purchase off Petroleum, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		08/2026	09/2026	GAA - Corporate Operating Budget	206,500.00		
Per Diem (US\$ 250 x 5 pax x 8 days)	CBD-Events Marketing and Promotion	5 pax		NO				GAA - Corporate Operating Budget	590,000.00		
Pre-Travel Expenses (P 3,500 x 5 pax)	CBD-Events Marketing and Promotion	5 pax		NO				GAA - Corporate Operating Budget	17,500.00		
Insurance (P 2,000 x 5 pax)	CBD-Events Marketing and Promotion	5 pax		NO				GAA - Corporate Operating Budget	10,000.00		
Travel Tax (P 1,620 x 5 pax)	CBD-Events Marketing and Promotion	5 pax		NO		09/2026	09/2026	GAA - Corporate Operating Budget	8,100.00		
Senior Officials' Meeting (SOM) Pre-Travel Expenses (P 3,500 x 2 pax)	CBD-Events Marketing and Promotion	2 pax		NO				GAA - Corporate Operating Budget	7,000.00		
Senior Officials' Meeting (SOM) Insurance (P 2,000 x 2 pax)	CBD-Events Marketing and Promotion	2 pax		NO				GAA - Corporate Operating Budget	4,000.00		

Senior Officials' Meeting (SOM) Travel Tax (P 1,620 x 2 pax)	CBD-Events Marketing and Promotion	2 pax			NO		05/2026	05/2026	GAA - Corporate Operating Budget	3,240.00		
Senior Officials' Meeting (SOM) Incidentals	CBD-Events Marketing and Promotion	2 pax			NO				GAA - Corporate Operating Budget	30,000.00		
Promotion Campaign Airfare/ Transportation	CBD-Events Marketing and Promotion	GOODS	Negotiated Procurement - Direct Retail Purchase off Petroleum, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions		NO		02/2026	08/2026	GAA - Corporate Operating Budget	139,000.00		
Promotion Campaign Accommodation and per Diem	CBD-Events Marketing and Promotion				NO				GAA - Corporate Operating Budget	90,000.00		
Tokens	CBD-Events Marketing and Promotion	GOODS 1 lot	Direct Acquisition		NO		06/2026	08/2026	GAA - Corporate Operating Budget	50,000.00		
Meeting Expense	CBD-Events Marketing and Promotion				NO				GAA - Corporate Operating Budget	97,160.00		
Office Supplies	CBD-Events Marketing and Promotion	GOODS 1 lot	Small Value Procurement		NO	LCRB	06/2026	08/2026	GAA - Corporate Operating Budget	15,000.00		
Communication Expense	CBD-Events Marketing and Promotion		Direct Acquisition		NO				GAA - Corporate Operating Budget	30,000.00		
Bank Charges	CBD-Events Marketing and Promotion				NO				GAA - Corporate Operating Budget	5,000.00		
Excess Baggage	CBD-Events Marketing and Promotion		Direct Acquisition		NO				GAA - Corporate Operating Budget	20,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>												
None												
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>												
None												

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
Total Amount of CSEs to be purchased from PS-DBM: P0.00  
**Total Amount of Estimated Budget: P11,522,500.00**

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
FASHIONPHILIPPINES - NEW YORK 2026**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]


PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Hiring of International Promotion and Market Development Partner, including space/venue rental, capacity-building activities, and market sensing specialist	Creative Goods Division	GOODS Quantity: 1 Package Scope of Work and Requirements are indicated on the PR and TOR	Overseas Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	4,200,000.00		
Procurement of space enhancement collaterals and additional props and materials onsite to enhance visual merchandising and showspace presentation	Creative Goods Division	GOODS Requirements are indicated on the PR and TOR	Overseas Procurement	NO	LCRB	02/2026	02/2026	GAA - Corporate Operating Budget	270,000.00		
Procurement of tokens for buyers	Creative Goods Division	GOODS Quantity: 100 Requirements are indicated on the PR and TOR	Small Value Procurement	NO	LCRB	06/2026	06/2026	GAA - Corporate Operating Budget	120,000.00		
Reimbursement of B2B Meeting Expenses	Creative Goods Division	GOODS		NO		09/2026	09/2026	GAA - Corporate Operating Budget	50,000.00		
Printing of collaterals and promotional materials such as brochures and postcards detailing information of the FASHIONPhilippines-New York and participating companies	Creative Goods Division	GOODS 500 pcs. Brochures; 500 pcs. Postcards Specs are attached on the PR	Small Value Procurement	NO	LCRB	07/2026	07/2026	GAA - Corporate Operating Budget	100,000.00		
Procurement of press tokens	Creative Goods Division	GOODS 20 packages	Small Value Procurement	NO	LCRB	06/2026	06/2026	GAA - Corporate Operating Budget	27,800.00		
Procurement of Plane Fare for the Project Officers assigned onsite	Creative Goods Division	GOODS 2 pax Manila to New York New York to Manila	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		07/2026	07/2026	GAA - Corporate Operating Budget	200,000.00		
Hotel accommodation portion from the DSA for the assigned Project Officers onsite	Creative Goods Division			NO		07/2026	07/2026	GAA - Corporate Operating Budget	535,464.00		
Per Diem from the prescribed DSA for the assigned Project Officers onsite	Creative Goods Division			NO		07/2026	07/2026	GAA - Corporate Operating Budget	188,136.00		
Pre-Travel Expenses	Creative Goods Division			NO		07/2026	07/2026	GAA - Corporate Operating Budget	7,000.00		

Travel Insurance	Creative Goods Division			NO		07/2026	07/2026	GAA - Corporate Operating Budget	6,000.00		
Travel Tax	Creative Goods Division			NO		07/2026	07/2026	GAA - Corporate Operating Budget	5,600.00		
Excess Baggage necessary for bringing of tokens, brochures, sales reports, and other props	Creative Goods Division		Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		07/2026	07/2026	GAA - Corporate Operating Budget	30,000.00		
Expenses for meetings and briefing in preparation for the event and debriefing for post-event	Creative Goods Division	GOODS		NO		01/2026	10/2026	GAA - Corporate Operating Budget	20,000.00		
Communication Expense for onsite Project Officers for internet connection and roaming on event proper abroad	Creative Goods Division	GOODS		NO		01/2026	01/2026	GAA - Corporate Operating Budget	10,000.00		
Miscellaneous	Creative Goods Division	GOODS		NO				GAA - Corporate Operating Budget	50,000.00		
Service Provider (3%)	Creative Goods Division			NO				GAA - Corporate Operating Budget	180,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** P0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** P0.00  
**Total Amount of Estimated Budget:** P6,000,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation  
Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation  
Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation  
Head of the Procuring Entity

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Procurement of Web Development Consultant to aid in the value creation of the CREATEPhilippines website	Creative Industry Division	GOODS Quantity:1 Web Development Consultant Size: Engagement of Web Development Consultant for CREATEPhilippines website	Small Value Procurement	NO	LCRB	02/2026	07/2026	GAA - Corporate Operating Budget	1,000,000.00		
Procurement of Subject Matter Expert for MIPAM & Sonik Sessions	Creative Industry Division	GOODS Quantity:1 Subject Matter Expert Size: Engagement of Subject Matter Expert for MIPAM & Sonik Sessions	Small Value Procurement	NO	LCRB	02/2026	10/2026	GAA - Corporate Operating Budget	700,000.00		
Transfer of PGDX Partnership Fund	Creative Industry Division	Quantity: 1 Partnership Fund Size: Partnership fund of CPH for PGDX		NO		04/2026	07/2026	GAA - Corporate Operating Budget	4,000,000.00		PARTNERSHIP
Transfer of Animahenasyon Partnership Fund	Creative Industry Division	Quantity: 1 Partnership Fund Size: Partnership fund of CPH for Animahenasyon		NO		07/2026	11/2026	GAA - Corporate Operating Budget	1,000,000.00		PARTNERSHIP
Procurement of EDD Venue Requirements for all CREATEPhilippines requirements	Creative Industry Division	GOODS Components: Space requirements for the year-round activation and promotions of CREATEPhilippines Size: Multiple requirements which have different space provisions	Small Value Procurement	NO	LCRB	01/2026	11/2026	GAA - Corporate Operating Budget	4,650,000.00		
Purchase of EDD Props for all CREATEPhilippines requirements	Creative Industry Division	GOODS Components: EDD props for the year-round activation and promotions of CREATEPhilippines Size: Multiple requirements which have different props requirements	Direct Acquisition	NO	LCRB	01/2026	11/2026	GAA - Corporate Operating Budget	20,000.00		
Procurement of Promotional Post-cards / Brochures	Creative Industry Division	GOODS Components: Printing of post-cards/brochures requirement of CREATEPhilippines Size: Multiple requirements which have different printing requirements	Small Value Procurement	NO	LCRB	02/2026	11/2026	GAA - Corporate Operating Budget	120,000.00		
Procurement of Space Rental for the Insitutional Promotion of CREATEhilippines Overseas	Creative Industry Division	GOODS Quantity: 1 lot Size: 9-18 sqm	Overseas Procurement	NO	LCRB	08/2026	11/2026	GAA - Corporate Operating Budget	200,000.00		TCCF


Onboarding of a Marketing Agent for CREATEPhilippines MIPAM	Creative Industry Division	GOODS Quantity: 3-5 agents Size: Buyer onboarding for MIPAM	Small Value Procurement	NO	LCRB	03/2026	10/2026	GAA - Corporate Operating Budget	1,000,000.00		
Procurement of requirements for the Buyer Program for MIPAM	Creative Industry Division	GOODS Quantity: Implementation of MIPAM Buyer Program Size: Multiple requirements	Small Value Procurement	NO	LCRB	03/2026	09/2026	GAA - Corporate Operating Budget	2,900,000.00		
Procurement of Van Rental for CREATEPhilippines requirements	Creative Industry Division	GOODS Quantity: 1-3 lots Size: Multiple requirements	Small Value Procurement	NO	LCRB	05/2026	12/2026	GAA - Corporate Operating Budget	200,000.00		MIPAM
Procurement of Buyer Tokens	Creative Industry Division	GOODS Quantity: 100-200 pcs Size: Multiple requirements	Small Value Procurement	NO	LCRB	05/2026	12/2026	GAA - Corporate Operating Budget	100,000.00		
Procurement of Buyers Lounge Hospitality	Creative Industry Division	GOODS Quantity: 1 lot Size: Food provision for Buyers Lounge	Small Value Procurement	NO	LCRB	05/2026	09/2026	GAA - Corporate Operating Budget	300,000.00		
Procurement of requirements for the Bleisure Program	Creative Industry Division	GOODS Quantity: Provisions for bleisure program for local events of CPH Size: Multiple requirements	Small Value Procurement	NO	LCRB	03/2026	11/2026	GAA - Corporate Operating Budget	650,000.00		
Procurement of Airfare for Local Roadshow	Creative Industry Division	GOODS Quantity: 9 lot Size: 3 legs	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices and Online Subscription	NO		02/2026	07/2026	GAA - Corporate Operating Budget	200,000.00		
Local Roadshow - Per Diem & Insurance	Creative Industry Division	Quantity: 9 lot Size: 3 legs		NO		02/2026	07/2026	GAA - Corporate Operating Budget	50,000.00		
Procurement of Exhibitor Kit	Creative Industry Division	GOODS Quantity: 1 lot Size: This may vary as needed	Small Value Procurement	NO	LCRB	05/2026	09/2026	GAA - Corporate Operating Budget	100,000.00		
Procurement of Networking Hospitality for MIPAM	Creative Industry Division	GOODS Quantity: 1 lot Size: This may vary as needed	Small Value Procurement	NO	LCRB	05/2026	09/2026	GAA - Corporate Operating Budget	400,000.00		
Procurement of ID Badges for MIPAM	Creative Industry Division	GOODS Quantity: 300 pcs Size: This may vary as needed	Small Value Procurement	NO	LCRB	07/2026	09/2026	GAA - Corporate Operating Budget	30,000.00		
Procurement of ID Lanyards for MIPAM	Creative Industry Division	GOODS Quantity: 300 pcs Size: This may vary as needed	Small Value Procurement	NO	LCRB	07/2026	09/2026	GAA - Corporate Operating Budget	30,000.00		
Procurement of Printing Service for Event Directory / Show Guide	Creative Industry Division	GOODS Quantity: 500 pcs Size: This may vary as needed	Small Value Procurement	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	70,000.00		
Procurement of Tokens for CREATEPhilippines	Creative Industry Division	GOODS Quantity: 500 pcs Size: This may vary as needed	Small Value Procurement	NO	LCRB	03/2026	12/2026	GAA - Corporate Operating Budget	300,000.00		
Communication Expense for MIPAM	Creative Industry Division	Quantity: This may vary Size: This may vary		NO		07/2026	09/2026	GAA - Corporate Operating Budget	30,000.00		
Procurement of Staff Accommodation for PGDX, Animahenasyon, MIPAM	Creative Industry Division	GOODS Quantity: This may vary Size: This may vary	Lease of Real Property or Venue	NO	LCRB	06/2026	11/2026	GAA - Corporate Operating Budget	250,000.00		

Janitorial & Security for all CREATE Philippines events	Creative Industry Division	GOODS Quantity: This may vary Size: This may vary		NO	02/2026	11/2026	GAA - Corporate Operating Budget	100,000.00		
Meeting Expenses / Staff Meals	Creative Industry Division	GOODS Quantity: This may vary Size: This may vary	Direct Acquisitions	NO	01/2026	12/2026	GAA - Corporate Operating Budget	300,000.00		
Procurement of Supplies and Materials	Creative Industry Division	GOODS Quantity: This may vary Size: This may vary	Direct Acquisitions	NO	01/2026	12/2026	GAA - Corporate Operating Budget	5,000.00		
Bank Charges	Creative Industry Division	Quantity: This may vary Size: This may vary		NO	01/2026	12/2026	GAA - Corporate Operating Budget	5,000.00		
Courier	Creative Industry Division	GOODS Quantity: This may vary Size: This may vary		NO	01/2026	12/2026	GAA - Corporate Operating Budget	5,000.00		
Miscellaneous	Creative Industry Division	Quantity: This may vary Size: This may vary	Direct Acquisitions	NO	01/2026	12/2026	GAA - Corporate Operating Budget	35,000.00		
SP Budget	Creative Industry Division	Quantity: This may vary Size: This may vary		NO	01/2026	12/2026	GAA - Corporate Operating Budget	300,000.00		
Benchmarking Tickets	Creative Industry Division	Quantity: This may vary Size: This may vary		NO	01/2026	12/2026	GAA - Corporate Operating Budget	250,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>										
None										
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>										
None										

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: ₱0.00  
Total Amount of CSEs to be purchased from PS-DBM: ₱0.00  
Total Amount of Estimated Budget: ₱19,300,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards  
Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
INDEX DUBAI 2026**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Procurement of 96sqm exhibition space rental to support Philippine participation in INDEX Dubai	Creative Goods Division	GOODS Quantity: 1 lot Size: 96sqm exhibition space	Overseas Procurement	NO	LCRB	12/2025	12/2025	GAA - Corporate Operating Budget	3,456,000.00		
Procurement of space rental and enhancement to support Philippine delegation for the Official Business Mission in Saudi Arabia	Creative Goods Division	GOODS Components: Venue Rental including enhancements	Overseas Procurement	NO		01/2026	01/2026	GAA - Corporate Operating Budget	500,000.00		
Procurement of booth enhancement and construction services including installation, dismantling and electrical needs to meet design and structural requirements for INDEX Dubai	Creative Goods Division	GOODS Components: Booth space enhancement including construction and lighting 96sqm exhibition space	Overseas Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	1,440,000.00		Technical drawings
Procurement of display props and materials required for enhancement and visual merchandising in INDEX Dubai	Creative Goods Division	GOODS Quantity: 1 lot this may vary depending on the exhibition design and visual merchandising		NO		12/2025	12/2025	GAA - Corporate Operating Budget	100,000.00		
Procurement of Inland Transportation in Riyadh, Saudi Arabia for movement of exhibitors and personnel during the Official Business Mission duration	Creative Goods Division	GOODS Local Transport Services for 3 days in Saudi Arabia	Overseas Procurement	NO	LCRB	05/2026	05/2026	GAA - Corporate Operating Budget	200,000.00		
Hiring of Middle East-based market specialist services to strengthen buyer outreach and lead generation for Philippine exhibitors	Creative Goods Division	CONSULTING Quantity: 1 market agent specialist engagement	Overseas Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	500,000.00		
Procurement of Networking expenses for buyers and exhibitors during the Official Business Mission in Saudi Arabia	Creative Goods Division	GOODS 1 lot networking hosting costs		NO		05/2026	05/2026	GAA - Corporate Operating Budget	100,000.00		
Reimbursements of transportation and hotel expenses for the approved buyers under the VIB Program for OTFs not exceeding budget cap	Creative Goods Division	Quantity: Up to 10 pax Details for the reimbursement are indicated on approved TOR		NO				GAA - Corporate Operating Budget	200,000.00		
Procurement of obligatory onsite media package as required by INDEX Dubai for Philippine exhibitors	Creative Goods Division	GOODS Quantity: 1 lot onside media package	Overseas Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	35,700.00		
Procurement of printed and digital marketing collaterals to support promotional activities	Creative Goods Division	GOODS Production of printed marketing collaterals	Small Value Procurement	NO	LCRB	04/2026	04/2026	GAA - Corporate Operating Budget	50,000.00		
Procurement of press kits or tokens for media relations and publicity efforts during INDEX Dubai and OBM in Saudi Arabia	Creative Goods Division	GOODS Production of press kits or procurement of tokens	Direct Acquisition	NO	LCRB	04/2026	04/2026	GAA - Corporate Operating Budget	30,000.00		

Procurement of international publicist or publication to promote the Philippine pavilion in the MEA region	Creative Goods Division	CONSULTING Quantity: 1 International publicist engagement or publication for promotions in the MEA region	Overseas Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	400,000.00		
Procurement of roundtrip airfare for official personnel deployment to Dubai and Saudi Arabia	Creative Goods Division	GOODS Quantity: 2 pax Airfare tickets from Manila to Dubai, Dubai to Riyadh, and Riyadh to Manila	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		05/2026	05/2026	GAA - Corporate Operating Budget	228,000.00		
Hotel accommodation in Dubai for deployed personnel supporting INDEX Dubai 2026	Creative Goods Division	GOODS Quantity: 2 pax Hotel accommodation in Dubai		NO		05/2026	05/2026	GAA - Corporate Operating Budget	139,104.00		
Hotel accommodation in Saudi Arabia for deployed personnel supporting OBM in Saudi Arabia 2026	Creative Goods Division	GOODS Quantity: 2 pax Hotel accommodation in Saudi Arabia		NO		05/2026	05/2026	GAA - Corporate Operating Budget	110,592.00		
Per Diem from the prescribed DSA for the assigned Project Officers onsite in Dubai	Creative Goods Division	GOODS Quantity: 2 pax DSA in Dubai		NO		05/2026	05/2026	GAA - Corporate Operating Budget	98,035.20		
Per Diem from the prescribed DSA for the assigned Project Officers onsite in Saudi Arabia	Creative Goods Division	GOODS Quantity: 2 pax DSA in Saudi Arabia		NO		05/2026	05/2026	GAA - Corporate Operating Budget	73,728.00		
Pre-Travel Expenses	Creative Goods Division	Quantity: 2 pax		NO		05/2026	05/2026	GAA - Corporate Operating Budget	7,000.00		
Travel Insurance	Creative Goods Division	Quantity: 2 pax		NO		05/2026	05/2026	GAA - Corporate Operating Budget	5,600.00		
Travel Tax	Creative Goods Division	Quantity: 2 pax		NO		05/2026	05/2026	GAA - Corporate Operating Budget	3,240.00		
Excess Baggage necessary for bringing of tokens, brochures, sales reports, and other props	Creative Goods Division	Size: 10kgs per pax Quantity: 2 pax	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		05/2026	05/2026	GAA - Corporate Operating Budget	30,000.00		
Expenses for meetings and briefing in preparation for the event and debriefing for post-event	Creative Goods Division	Expenses for briefings/debriefings		NO		01/2026	01/2026	GAA - Corporate Operating Budget	53,000.80		
Service provider equivalent to 2% of total project cost	Creative Goods Division			NO		01/2026	01/2026	GAA - Corporate Operating Budget	240,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:**  
**Total Amount of CSEs to be purchased from PS-DBM:**  
**Total Amount of Estimated Budget:** 8,000,000.00

Prepared by:

Recommended by:

Approved by:



**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

---

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

By the Authority of the Bids and Awards  
Committee:



**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

---

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_



**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

---

Signature over Printed Name  
Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
GAMESCOM 2026**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Procurement of exhibition space rental to support the official participation of Philippine exhibitors at Gamescom 2026	Creative Services/ Creative Industry Division	GOODS Quantity: 1 Lot Size: 500 SFT - 600 SFT	Overseas Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	1,821,600.00		
Procurement of booth enhancement and construction services to meet design and structural requirements for Gamescom	Creative Services/ Creative Industry Division	GOODS Components: Booth space enhancement including construction and lighting Size: 500 SFT - 600 SFT	Overseas Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	1,866,240.00		
Payment for equipment rental to be used during the Gamescom participation	Creative Services/ Creative Industry Division	GOODS Quantity: 5-15 units	Overseas Procurement	NO	LCRB	04/2026	04/2026	GAA - Corporate Operating Budget	168,000.00		
Procurement of display props and materials required for compliant visual merchandising at Gamescom	Creative Services/ Creative Industry Division	GOODS Quantity: 1 Lot Size: This may vary depending on the direction of the Curator or Visual Merchandiser	Overseas Procurement	NO	LCRB	08/2026	08/2026	GAA - Corporate Operating Budget	60,000.00		
Payment for onsite electrical installation and consumption during the Gamescom participation	Creative Services/ Creative Industry Division	GOODS Expenses for onsite electricity consumption	Overseas Procurement	NO	LCRB	08/2026	08/2026	GAA - Corporate Operating Budget	60,000.00		
Payment for other onsite charges or rentals	Creative Services/ Creative Industry Division	Exoenses for any onsite charges or rentals	Overseas Procurement	NO	LCRB	08/2026	08/2026	GAA - Corporate Operating Budget	60,000.00		
Engagement of stand assistant services to provide operational support during the Gamescom participation	Creative Services/ Creative Industry Division	GOODS Quantity: 1 pax Size: Provision of stand assistant for event duration	Overseas Procurement	NO	LCRB	04/2026	04/2026	GAA - Corporate Operating Budget	150,000.00		
Hiring of Europe-based market specialist services to strengthen buyer outreach and lead generation for Philippine exhibitors	Creative Services/ Creative Industry Division	GOODS Quantity:1 Market Sensing Specialist Engagement Size: Engagement of Germany-based market specialist for Gamescom	Overseas Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	300,000.00		


Engagement of promoter/market agent services to facilitate buyer introductions, business matching meetings and market access initiatives	Creative Services/ Creative Industry Division	GOODS Quantity: 1 MA engagement Size: Engagement of market agent for business facilitation	Overseas Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	216,000.00		
Procurement of corporate tokens for distribution to buyers and partners during meetings and networking engagements	Creative Services/ Creative Industry Division	GOODS Quantity: 1 Lot Size: Procurement of event tokens for meetings and networking	Small Value Procurement	NO	LCRB	04/2026	05/2026	GAA - Corporate Operating Budget	30,000.00		
Procurement of printed and digital marketing collaterals to support promotional activities	Creative Services/ Creative Industry Division	GOODS Quantity: 1 Lot Size: Production of print and marketing collaterals	Direct Acquisition	NO		04/2026	06/2026	GAA - Corporate Operating Budget	50,000.00		
Procurement of roundtrip airfare for official personnel deployment to Gamescom	Creative Services/ Creative Industry Division	GOODS Quantity: 1 Lot Size: Roundtrip airfare Manila–Cologne for 3 pax	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		07/2026	07/2026	GAA - Corporate Operating Budget	324,000.00		
Hotel accommodation for deployed personnel supporting Gamescom	Creative Services/ Creative Industry Division	3 pax Size: Hotel accommodation for duration of Gamescom		NO		07/2026	07/2026	GAA - Corporate Operating Budget	278,186.40		
Per Diem from the prescribed DSA for the assigned Project Officers onsite	Creative Services/ Creative Industry Division	3 pax DSA in Germany (elsewhere)		NO		07/2026	07/2026	GAA - Corporate Operating Budget	274,104.00		
Pre-Travel Expenses	Creative Services/ Creative Industry Division	3 pax		NO		07/2026	07/2026	GAA - Corporate Operating Budget	10,500.00		
Travel Insurance	Creative Services/ Creative Industry Division	3 pax		NO		07/2026	07/2026	GAA - Corporate Operating Budget	5,400.00		
Travel Tax	Creative Services/ Creative Industry Division	3 pax		NO		07/2026	07/2026	GAA - Corporate Operating Budget	4,860.00		
Procurement of office supplies and other reference materials needed for Gamescom	Creative Services/ Creative Industry Division	GOODS Quantity: 1 lot Size: This may vary as needed	Direct Acquisition	NO		05/2026	06/2026	GAA - Corporate Operating Budget	2,000.00		
Expenses for meetings and briefing in preparation for the event and debriefing for post-event	Creative Services/ Creative Industry Division	Expenses for briefings/debriefings		NO		01/2026	03/2026	GAA - Corporate Operating Budget	10,000.00		

Communication and administrative expenses required for project execution	Creative Services/ Creative Industry Division	Communication and administrative expenses		NO		01/2026	03/2026	GAA - Corporate Operating Budget	6,000.00		
Banking services for international wire transfers related to project payments	Creative Services/ Creative Industry Division	Bank charges for international wire transfers		NO		01/2026	03/2026	GAA - Corporate Operating Budget	1,500.00		
Miscellaneous administrative and operational requirements	Creative Services/ Creative Industry Division	Miscellaneous administrative requirements		NO		01/2026	03/2026	GAA - Corporate Operating Budget	1,609.60		
Mandatory savings (5%)	Creative Services/ Creative Industry Division			NO				GAA - Corporate Operating Budget	300,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
Total Amount of CSEs to be purchased from PS-DBM: P0.00  
Total Amount of Estimated Budget: P6,000,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation  
*Bids and Awards Committee Secretariat*

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards  
Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation  
*Bids and Awards Committee Chairperson*

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation  
*Head of the Procuring Entity*

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
STREDO**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>I. STREDO REVOLVING FUND</b>											
1. Messengerial, Buyer and Canvasser Transportation Allowance	STREDO			NO				GAA - Corporate Operating Budget	144,000.00		
2. Courier	STREDO			NO				GAA - Corporate Operating Budget	24,884.23		
<b>II. Budget for SP (STREDO)</b>											
1. Heavy Duty Shelves and Black Storage Boxes	STREDO	1 personnel		NO		01/2026	01/2026	GAA - Corporate Operating Budget	316,115.77		
<b>III. STREDO Equipments</b>											
1. Heavy Duty Shelves and Black Storage Boxes	STREDO	GOODS 15 Shelves 125 Boxes	DACQ	NO		01/2026	01/2026	GAA - Corporate Operating Budget	200,000.00		
2. Balikbayan Boxes	STREDO	GOODS 150 pcs	DACQ	NO		01/2026	01/2026	GAA - Corporate Operating Budget	45,000.00		
3. Printer	STREDO	GOODS 1 pc	DACQ	NO		01/2026	01/2026	GAA - Corporate Operating Budget	30,000.00		
4. Scanner	STREDO	GOODS 1 pc	DACQ	NO		01/2026	01/2026	GAA - Corporate Operating Budget	40,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** P0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** P0.00  
**Total Amount of Estimated Budget:** P800,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
 HEAD, BAC SECRETARIAT

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
 BAC CHAIRPERSON

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
 EXECUTIVE DIRECTOR

Signature over Printed Name  
Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
SIAL PARIS**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE     FINAL     UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>SPACE RENTAL</b> 72Sqm with Pavilion Organizer & Exhibitors registration fee	TPS-FOOD	GOODS 1 Lot	Overseas Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	5,091,935.00		
<b>DESIGN AND MARKETING</b> 1. Stand Installation / Dismantling	TPS-FOOD	GOODS 1 Lot	Overseas Procurement	NO	LCRB	07/2026	09/2026	GAA - Corporate Operating Budget	3,939,785.00		
2. Printing of Brochure	TPS-FOOD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	07/2026	09/2026	GAA - Corporate Operating Budget	30,000.00		
<b>TRAVEL EXPENSES</b> 1. Plane Fare	TPS-FOOD	GOODS 1 Lot	Direct Retail Purchase	NO		07/2026	09/2026	GAA - Corporate Operating Budget	118,000.00		
2. Daily Subsistence Allowance	TPS-FOOD			NO		07/2026	09/2026	GAA - Corporate Operating Budget	396,126.00		
3. Pre-travel Expenses & Insurance	TPS-FOOD			NO		07/2026	09/2026	GAA - Corporate Operating Budget	15,000.00		
4. Clothing Allowance	TPS-FOOD			NO		07/2026	09/2026	GAA - Corporate Operating Budget	23,600.00		
5. Admin & Communication Expenses	TPS-FOOD			NO		07/2026	09/2026	GAA - Corporate Operating Budget	5,900.00		
<b>ADMIN AND LOGISTICS</b> 1. Bank Charges	TPS-FOOD			NO		07/2026	09/2026	GAA - Corporate Operating Budget	4,654.00		
2. Briefings / Meeting Expenses	TPS-FOOD			NO		07/2026	09/2026	GAA - Corporate Operating Budget	10,000.00		
3. Hiring of Organizer for Market Sensing Activity	TPS-FOOD		Overseas Procurement	NO	LCRB	07/2026	09/2026	GAA - Corporate Operating Budget	350,000.00		
4. Tokens	TPS-FOOD	GOODS 1 Lot	Direct Acquisition	NO		07/2026	09/2026	GAA - Corporate Operating Budget	15,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											


Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
 Total Amount of CSEs to be purchased from PS-DBM: P0.00  
 Total Amount of Estimated Budget: P10,000,000.00

Prepared by:

Recommended by:

Approved by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
 HEAD, BAC SECRETARIAT

  
**ATTY. ANNA GRACE I. MARPURI**  
 BAC CHAIRPERSON

  
**ROMLEAH JULIET PULIDO OCAMPO**  
 EXECUTIVE DIRECTOR

Signature over Printed Name  
 Position/Designation  
*Bids and Awards Committee Secretariat*

Signature over Printed Name  
 Position/Designation  
*Bids and Awards Committee Chairperson*

Signature over Printed Name  
 Position/Designation  
*Head of the Procuring Entity*

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
PROCUREMENT UNIT & BAC SECRETARIAT UNIT**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**


INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Procurement Revolving Fund	Procurement Unit & BAC Secretariat			NO				GAA - Corporate Operating Budget	30,000.00		
Budget for SPs (3- Proc & 1-BAC Sec)	Procurement Unit & BAC Secretariat			NO				GAA - Corporate Operating Budget	1,119,215.00		
Meetings	Procurement Unit & BAC Secretariat		Direct Acquisition	NO				GAA - Corporate Operating Budget	20,790.00		
Scanner	Procurement Unit & BAC Secretariat		Direct Acquisition	NO				GAA - Corporate Operating Budget	29,995.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
 Total Amount of CSEs to be purchased from PS-DBM: P0.00  
 Total Amount of Estimated Budget: P1,200,000.00

Prepared by:

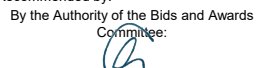
  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
 HEAD, BAC SECRETARIAT

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Secretariat*

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
 BAC CHAIRPERSON

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Chairperson*

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
 EXECUTIVE DIRECTOR

Signature over Printed Name  
Position/Designation

*Head of the Procuring Entity*

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
TOKYO INTERNATIONAL GIFT SHOW AUTUMN 2026  
ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>SPACE/VENUE RENTAL</b> Procurement of space/venue rental for TIGS 2026	Creative Goods Division	GOODS Quantity: 4 booths Size: 36 sqm (4 x 9sqm)	Overseas Procurement	NO	LCRB	April 2026	May 2026	GAA - Corporate Operating Budget	756,800.00		
<b>DESIGN AND EXHIBITION</b> Hiring of booth contractor for the fabrication and construction of the Philippines pavilion	Creative Goods Division	GOODS Quantity: 4 booths Size: 36 sqm (4 x 9sqm)	Overseas Procurement	NO	LCRB	July 2026	August 2026	GAA - Corporate Operating Budget	516,000.00		
Purchase of additional props, display materials and/or booth enhancements for the Philippines pavilion	Creative Goods Division	GOODS	Overseas Procurement		LCRB	August 2026	August 2026		10,000.00		
Payment for onsite electrical consumption of the Philippines pavilion at TIGS 2026	Creative Goods Division	GOODS Quantity: 4 booths Size: 36 sqm (4 x 9sqm)	Overseas Procurement	NO	LCRB	August 2026	August 2026	GAA - Corporate Operating Budget	25,000.00		
<b>STAND SERVICES</b> Hiring of a Stand Assistant/Interpreter to provide JP-EN-JP translation, facilitate clear exhibitor-buyer communication and support the onsite Project Officer in managing the Philippines Pavilion's operations	Creative Goods Division	CONSULTING SERVICES Quantity: 2 Stand Assistants/Interpreters 3-day onsite assistance and interpretation	Overseas Procurement	NO	LCRB	July 2026	August 2026	GAA - Corporate Operating Budget	200,000.00		
<b>MARKETING AND PROMOTIONS</b> Printing of brochures for distribution to buyers, media and visitors in TIGS 2026	Creative Goods Division	GOODS Quantity: 200 pcs Size: 5 3/4" x 8 1/4" folded; 11 1/2" x 8 1/4" spread	Small Value Procurement	NO	LCRB	August 2026	August 2026	GAA - Corporate Operating Budget	28,000.00		
Purchase of tokens for distribution to VIP and Top-Level visitors	Creative Goods Division	GOODS Quantity: 15-20 pcs	Small Value Procurement	NO	LCRB	August 2026	August 2026	GAA - Corporate Operating Budget	20,000.00		
Procurement of EN-JP translation services for the development of TIGS marketing materials, campaign assets, and microsite content	Creative Goods Division	CONSULTING SERVICES Quantity: 1 Interpreter Size: 6-month engagement for translation deliverables and support	Overseas Procurement	NO	LCRB	February 2026	March 2026	GAA - Corporate Operating Budget	60,000.00		

<b>CREATIVE DIRECTOR</b> Hiring of Creative Director as product specialist, design consultant and curator of the TIGS 2026 Philippines pavilion	Creative Goods Division	CONSULTING SERVICES Quantity: 1 Creative Director Size: 7-month engagement for the implementation of product selection and design consultation services and onsite curation	Small Value Procurement	NO	LCRB	January 2026	February 2026	GAA - Corporate Operating Budget	500,000.00		
<b>TRAVEL REQUIREMENTS</b> Purchase of airplane ticket for the round-trip travel of the onsite Project Officer: Manila-Tokyo-Manila	Creative Goods Division	GOODS Quantity: 1 pax Size: Roundtrip airplane ticket for Manila-Tokyo-Manila flight	Direct Retail Purchase	NO		August 2026	August 2026	GAA - Corporate Operating Budget	35,400.00		
Payment for the hotel accommodation of the onsite Project Officer (DSA)	Creative Goods Division	Quantity: 1 pax Size: 8 days and 7 nights hotel accommodation	Overseas Procurement	NO	LCRB	August 2026	August 2026	GAA - Corporate Operating Budget	75,331.20		
Per Diem of the onsite Project Officer (DSA)	Creative Goods Division	Quantity: 1 pax Size: 8 days per diem	Overseas Procurement	NO	LCRB	August 2026	August 2026	GAA - Corporate Operating Budget	48,427.20		
Payment for pre-travel expenses (eg. travel insurance)	Creative Goods Division	Quantity: 1 pax		NO		August 2026	August 2026	GAA - Corporate Operating Budget	3,500.00		
<b>BUYER CAMPAIGN</b> Hiring of a Market Agent to drive campaign outreach, attract qualified TIGS buyers, and facilitate pre-arranged B2B engagements	Creative Goods Division	CONSULTING SERVICES Quantity: 1 Market Agent Size: 5-month engagement for buyer campaign assistance with 3-day onsite facilitation during the B2Bs	Overseas Procurement	NO	LCRB	March 2026	April 2026	GAA - Corporate Operating Budget	150,000.00		
Provision of VIB program incentives for OTFs to encourage high-value buyers to attend TIGS and secure productive business engagements for the exhibitors	Creative Goods Division	GOODS Quantity: 3-5 VIBs Size: Provision for hotel accommodation and/or transportation subsidies	Overseas Procurement	NO	LCRB	May 2026	August 2026	GAA - Corporate Operating Budget	100,000.00		
<b>ADMINISTRATIVE REQUIREMENTS</b> Payment for bank remittance charges	Creative Goods Division			NO		May 2026	October 2026	GAA - Corporate Operating Budget	5,000.00		
Payment for Service Provider's salary (3% of total budget)	Creative Goods Division			NO		January 2026	December 2026	GAA - Corporate Operating Budget	78,734.50		
Payment for communication and administrative expenses	Creative Goods Division	Quantity: 1 pax Size: 8 days provision for onsite communication charges		NO		August 2026	August 2026	GAA - Corporate Operating Budget	5,000.00		
Payment for meeting (briefing/de-briefing) expenses	Creative Goods Division	Quantity: 1-3 meetings		NO		January 2026	September 2026	GAA - Corporate Operating Budget	7,291.10		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects:


₱0.00

Total Amount of CSEs to be purchased from PS-DBM: ₱0.00  
Total Amount of Estimated Budget: ₱2,624,484.00

Prepared by:

Recommended by:  
By the Authority of the Bids and Awards  
Committee:

Approved by:

  
ATTY. GIRLIE MEI D. CUNTAPAY  
HEAD, BAC SECRETARIAT

  
ATTY. ANNA GRACE I. MARPURI  
BAC CHAIRPERSON

  
ROMLEAH JULIET PULIDO OCAMPO  
EXECUTIVE DIRECTOR

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Secretariat*

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Chairperson*

Signature over Printed Name  
Position/Designation

*Head of the Procuring Entity*

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
CONTROLLERSHIP**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**


INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
1. SUPPLIES	Controllership	GOODS per line item	Direct Acquisition	NO				GAA - Corporate Operating Budget	50,000.00		
2. Meeting/Representation Expenses for Controllership	Controllership			NO				GAA - Corporate Operating Budget	70,000.00		
3. Service Providers Salaries	Controllership			NO				GAA - Corporate Operating Budget	2,145,000.00		
4. Miscellaneous	Controllership			NO				GAA - Corporate Operating Budget	5,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: ₱0.00  
 Total Amount of CSEs to be purchased from PS-DBM: ₱0.00  
 Total Amount of Estimated Budget: ₱2,270,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
 HEAD, BAC SECRETARIAT

Signature over Printed Name  
 Position/Designation

*Bids and Awards Committee Secretariat*

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
 BAC CHAIRPERSON

Signature over Printed Name  
 Position/Designation

*Bids and Awards Committee Chairperson*

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
 EXECUTIVE DIRECTOR

Signature over Printed Name  
 Position/Designation  
*Head of the Procuring Entity*

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>AUDIT FEE COA</b>											
1. Personnel Services	COA			NO				GAA - Corporate Operating Budget	2,898,565.00		
<b>Maintenance and Other Operating Expenses(MOOE)</b>											
1. Traveling Expenses	COA			NO				GAA - Corporate Operating Budget	15,000.00		
2. Training and Seminar Expenses	COA			NO				GAA - Corporate Operating Budget	6,000.00		
3. Office Supplies Expenses	COA	GOODS	Direct Acquisition	NO				GAA - Corporate Operating Budget	20,000.00		
4. Fuel, Oil, and Lubricants Expenses	COA		Direct Retail Purchase	NO				GAA - Corporate Operating Budget	54,617.00		
5. Water Expenses	COA			NO				GAA - Corporate Operating Budget	6,913.00		
6. Electricity Expenses	COA			NO				GAA - Corporate Operating Budget	62,731.00		
7. Postage and Deliveries	COA			NO				GAA - Corporate Operating Budget	1,166.00		
8. Telephone Expenses(Landline)	COA			NO				GAA - Corporate Operating Budget	19,885.00		
9. Internet Expenses	COA			NO				GAA - Corporate Operating Budget	23,032.00		
<b>OTHERS</b>											
1. Service Providers Salaries	COA			NO				GAA - Corporate Operating Budget	722,091.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
 Total Amount of CSEs to be purchased from PS-DBM: P0.00  
 Total Amount of Estimated Budget: P3,830,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
 HEAD, BAC SECRETARIAT

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards  
 Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
 BAC CHAIRPERSON

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
 EXECUTIVE DIRECTOR

Signature over Printed Name  
 Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>1. RENT EXPENSES (21,000 sqm x Php800 +12%VAT)</b>	BUDGET	GOODS 1 lot	Lease of Real Property or Venue	YES	LCRB	11/2025	01/2026	GAA - Corporate Operating Budget	225,792,000.00		
<b>2. PRODUCT DEVELOPMENT COST</b>											
<b>2.1 SBD</b>											
1. Buyer Marketing Agent/s	SBD			NO		03/2026	10/2026	GAA - Corporate Operating Budget	1,500,000.00		
2. Promotional Activies for PTIC	SBD			NO		02/2026	12/2026	GAA - Corporate Operating Budget	1,000,000.00		
3. Institutional Promotion/Participation	SBD			NO		02/2026	12/2026	GAA - Corporate Operating Budget	1,950,000.00		
4. Campaign Roadshows / Exhibitors Briefing / ProDev Visits											
a. Venue/Food	SBD		Small Value Procurement	NO	LCRB	02/2026	04/2026	GAA - Corporate Operating Budget	100,000.00		
b. Transportation/Van Rental	SBD		Small Value Procurement	NO	LCRB	02/2026	04/2026	GAA - Corporate Operating Budget	50,000.00		
5. Capacity-Building	SBD			NO				GAA - Corporate Operating Budget	1,200,000.00		
6. PRODUCT DEVELOPMENT SPECIALISTS											
a. Product Specialist for Home Décor	SBD	GOODS 1 pax (consultant)	Small Value Procurement	NO	LCRB	01/2026	10/2026	GAA - Corporate Operating Budget	950,000.00		
b. Junior Product Specialist for home décor (5 junior dsigners)	SBD	GOODS 5 pax (consultants)	Small Value Procurement	NO	LCRB	01/2026	10/2026	GAA - Corporate Operating Budget	1,500,000.00		
c. Product Specialist for Lighting and Furniture	SBD	GOODS 1 pax (consultant)	Small Value Procurement	NO	LCRB	01/2026	10/2026	GAA - Corporate Operating Budget	950,000.00		
d. Product Specialist for Fashion	SBD	GOODS 1 pax (consultant)	Small Value Procurement	NO	LCRB	01/2026	10/2026	GAA - Corporate Operating Budget	700,000.00		
e. Creative Director and curator for Components	SBD	GOODS 1 pax (consultant)	Small Value Procurement	NO	LCRB	01/2026	10/2026	GAA - Corporate Operating Budget	700,000.00		
f. Business and Product Consultant for Artisans	SBD	CONSULANCY SERVICES 1 pax (consultant)	Hiring of Highly Technical Consultant	NO		03/2026	10/2026	GAA - Corporate Operating Budget	1,000,000.00		
7. Junior Designer for Artisans Village	SBD	GOODS 1 pax (consultant)	Small Value Procurement	NO	LCRB	01/2026	10/2026	GAA - Corporate Operating Budget	400,000.00		
<b>2.2 CBD</b>											
1. NXTFOOD PH Program Director	CBD TPS for Food	GOODS	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	850,000.00		
2. Product Packaging and Label Designer with packaging production and label printing	CBD TPS for Food	GOODS	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	700,000.00		
3. Product Analysis / Testing Center	CBD TPS for Food	GOODS 1 Lot	Small Value Procurement	NO	LCRB	06/2026	07/2026	GAA - Corporate Operating Budget	900,000.00		
4. Honoraria for Food Industry Consultants	CBD TPS for Food			NO				GAA - Corporate Operating Budget	100,000.00		
5. Workshop / Briefing Expenses (Transpo, Food, Supplies)	CBD TPS for Food			NO				GAA - Corporate Operating Budget	300,000.00		
6. Photo & Video Production of NXTFOOD PH Products	CBD TPS for Food	GOODS 1 Lot	Small Value Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	300,000.00		
<b>3. MARKETING COST</b>											
<b>3.1 Social Media Advertising</b>											
a. Facebook and Instagram Ads	CCSD	GOODS 1 Lot	Direct Retail Purchase	YES		01/2026	01/2026	GAA - Corporate Operating Budget	1,500,000.00		
b. LinkedIn Digital Ads	CCSD	GOODS 1 Lot	Direct Retail Purchase	YES		01/2026	01/2026	GAA - Corporate Operating Budget	600,000.00		
c. YouTube Digital Ads	CCSD	GOODS 1 Lot	Direct Retail Purchase	NO		01/2026	02/2026	GAA - Corporate Operating Budget	600,000.00		
d. Tiktok Ads	CCSD	GOODS 1 Lot	Direct Retail Purchase	NO		01/2026	02/2026	GAA - Corporate Operating Budget	400,000.00		
3.2 Google Ads (Search, Display, Performance Max)	CCSD	GOODS 1 Lot	Direct Retail Purchase	YES		01/2026	01/2026	GAA - Corporate Operating Budget	1,000,000.00		

3.3 Local and International Print and Advertisements (Newspapers and Magazines) a. Print Ad with Philippine Star	CCSD	GOODS 1 Ad Placement	Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services	NO		01/2026	01/2026	GAA - Corporate Operating Budget	240,000.00		
b. Print Ad with PAL Mabuhay Magazine	CCSD	GOODS 1 Ad Placement	Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services	YES		11/2025	01/2026	GAA - Corporate Operating Budget	1,381,800.00		
c. Print/Online Ads with Major Newspaper and Magazines	CCSD	GOODS At least 10 Ad Placements	Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services	NO		02/2026	03/2026	GAA - Corporate Operating Budget	4,220,000.00		
3.4 International Online Advertisements (Newsletters, Magazines, Websites, E-Shots) a. Subscription to AI-Powered Event Management and Marketing SAAS (Software as a Server)	CCSD	GOODS 1 Lot	Direct Retail Purchase	NO		01/2026	01/2026	GAA - Corporate Operating Budget	1,408,416.00		
b. International Online Ads for LF and CITEM Programs	CCSD	At least 2 Ad Placements	Overseas Procurement	NO		03/2026	04/2026	GAA - Corporate Operating Budget	1,300,000.00		
3.5 Out-of-Home Advertisements (E-Billboards, Lamppost Banners, Static Billboard) a. Digital OOH Ads	CCSD	GOODS 1 Lot	Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services	NO		02/2026	03/2026	GAA - Corporate Operating Budget	1,195,000.00		
b. Lamppost Banner Ads	CCSD	GOODS 1 Lot	Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services	NO		02/2026	03/2026	GAA - Corporate Operating Budget	1,100,000.00		
3.6 OOH Ads with LRT	CCSD	GOODS 1 Lot	Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services	NO		01/2026	02/2026	GAA - Corporate Operating Budget	1,000,000.00		
3.7 NAIA Advertisement (Digital or Static Ads)	CCSD	GOODS 1 Lot	Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services	NO		02/2026	03/2026	GAA - Corporate Operating Budget	2,500,000.00		
3.8 Influencer Marketing	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	2,000,000.00		
3.9 SEO-Enhanced Content Development (Articles and Photos) a. IFEX Connect and FAME+ x LF	CCSD			NO				GAA - Corporate Operating Budget	1,280,750.00		
3.10 Press and Influencers Event/s	CCSD	GOODS 1 Lot	Small Value Procurement	NO		04/2026	05/2026	GAA - Corporate Operating Budget	545,000.00		
3.11 Media and Influencers Tokens for Events a. Payment for the Placemat Token for Likhang Filipino	LF	GOODS 1 Lot	Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	196,836.00		
b. Payment for the Printing and Delivery of Likhang Filipino Tote Bags	LF	GOODS 1 Lot	Small Value Procurement	YES		12/2025	01/2026	GAA - Corporate Operating Budget	400,000.00		
c. Purchase of Fragrance Oil	CCSD/EDD	GOODS 1 Lot	Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	165,000.00		
d. Tokens for Target Events	CCSD	GOODS 2 Lots	Small Value Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	385,000.00		
3.12 Media Relations Activities	CCSD			NO				GAA - Corporate Operating Budget	99,998.00		
3.13 Regional/International Roadshows/Awareness Campaign	CCSD		Small Value Procurement	NO	LCRB			GAA - Corporate Operating Budget	300,000.00		
3.14 Development and Printing of Marketing Collaterals a. CITEM Institutional Brochure	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	390,000.00		
b. Printing of Manila Fame Buyer Brochure and Ifex Save The Date as Marketing Collateral for the Likhang Filipino Grand Launch	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	114,000.00		
c. Other LF and CITEM Marketing Collateral	CCSD	GOODS 6 Lots	Small Value Procurement	NO	LCRB	04/2026	05/2026	GAA - Corporate Operating Budget	686,000.00		
3.15 Prizes, Tokens or Vouchers for Activation Events	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	500,000.00		
3.16 Development and Printing of Packaging Materials	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	600,000.00		

3.17 Content Amelioration Program IFEX PH Batch 2	CCSD			NO					GAA - Corporate Operating Budget	254,200.00		
3.18 Exhibition Props and Booth Enhancements (4 times)	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	02/2026	03/2026		GAA - Corporate Operating Budget	2,500,000.00		
3.19 Hiring of Official Graphics Contractor for Likhang Filipino Exhibition Hall	CCSD	GOODS 1 Lot	Small Value Procurement	YES	LCRB	12/2025	01/2026		GAA - Corporate Operating Budget	2,000,000.00		
3.20 Hiring of Official Photographer and Videographer for the Opening of Likhang Filipino Showroom	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	01/2026	01/2026		GAA - Corporate Operating Budget	138,000.00		
<b>4. SALARIES OF PERSONNEL</b>												
4.1 ADC - 3 pax	HRMD			NO		01/2026	01/2026		GAA - Corporate Operating Budget	2,855,600.00		
4.2 STIDS - 3 pax	HRMD			NO		01/2026	01/2026		GAA - Corporate Operating Budget	2,092,049.31		
4.3 TIDS - 12 pax	HRMD			NO		01/2026	01/2026		GAA - Corporate Operating Budget	6,558,146.76		
4.4 TIDA - 6 pax	HRMD			NO		01/2026	01/2026		GAA - Corporate Operating Budget	2,433,888.00		
4.5 ADMIN - 2 pax	HRMD			NO		01/2026	01/2026		GAA - Corporate Operating Budget	756,000.00		
4.6.OT PAY/premium	HRMD			NO		01/2026	01/2026		GAA - Corporate Operating Budget	2,500,000.00		
4.7. Salaries for OG1 SPs (1 ADC, 1 stids, 1 TIDS - 12 months salary + monthly premium of 8.33%)	SBD			NO		01/2026	01/2026		GAA - Corporate Operating Budget	2,500,000.00		
<b>5. UTILITIES</b>												
5.1 Electricity	GSD			NO		01/2026	12/2026		GAA - Corporate Operating Budget	24,369,857.53		
5.2 Water	GSD			NO		01/2026	12/2026		GAA - Corporate Operating Budget	1,000,000.00		
5.3 Internet and Cabling			Small Value Procurement	NO	LCRB	01/2026	01/2026		GAA - Corporate Operating Budget	1,812,000.00		
a. Internet and Data Charges	SMDD											
b. Network Cabling	SMDD		Small Value Procurement	NO	LCRB	01/2026	01/2026		GAA - Corporate Operating Budget	1,000,000.00		
c. Microsoft 365	SMDD		Direct Retail Purchase	NO		01/2026	01/2026		GAA - Corporate Operating Budget	2,000,000.00		
5.4 Telephone Charges	MIS		Small Value Procurement	NO	LCRB	01/2026	12/2026		GAA - Corporate Operating Budget	1,800,000.00		
5.5 Subscriptions	MIS		Small Value Procurement	NO	LCRB	01/2026	12/2026		GAA - Corporate Operating Budget	1,000,000.00		
<b>6. FACILITIES MAINTENANCE</b>												
6.1 Security Personnel	GSD	GOODS 1 Lot	Competitive Bidding	YES	LCRB				GAA - Corporate Operating Budget	9,300,000.00		
a. Hiring Of Six (6) Security Guards For Citem Permanent Showroom And An Additional Eight (8) Security Guards For The 15 January Permanent Showroom Launch	STREDO		Direct Contracting	YES		01/2026	01/2026		GAA - Corporate Operating Budget	316,700.56		
b. Hiring Of Six (6) Security Guards For Citem Permanent Showroom And An Additional Eight (8) Security Guards For The 15 January Permanent Showroom Launch	STREDO		Direct Contracting	NO		01/2026	01/2026		GAA - Corporate Operating Budget	316,000.00		
c. Hiring Of Additional Security Guards For Citem Permanent Showroom	STREDO		Direct Contracting	NO		01/2026	01/2026		GAA - Corporate Operating Budget	486,543.84		
6.2 Insurance	GSD		Agency-to-Agency	NO					GAA - Corporate Operating Budget	930,000.00		
6.3 Janitorial Services	GSD		Competitive Bidding	NO	LCRB				GAA - Corporate Operating Budget	5,000,000.00		
a. Hiring Of Janitorial Services During Likhang Filipino Ingress On 7-10 January 2026	CGD			NO		01/2026	01/2026		GAA - Corporate Operating Budget	80,000.00		
b. Payment For The Procurement Of Deep Cleaning Services For Citem Offices At Likhang Filipino Showroom	GSD		Direct Acquisition	NO		01/2026	01/2026		GAA - Corporate Operating Budget	87,890.00		
c. Hiring Of Additional Janitors For Citem Permanent Showroom	GSD		Direct Acquisition	NO		01/2026	01/2026		GAA - Corporate Operating Budget	184,000.00		
6.4 Warehousing and Storage	GSD		Small Value Procurement	NO	LCRB				GAA - Corporate Operating Budget	1,000,000.00		
6.5 Repair and Maintenance of Likhang Filipino (Permanent Showroom)				NO					GAA - Corporate Operating Budget			
a. Purchase, Delivery, Hauling, And Installation Of Landscape Design For Likhang Filipino	GSD		Small Value Procurement	YES	LCRB	12/2025	01/2026		GAA - Corporate Operating Budget	600,000.00		
b. Purchase Of Lighting For Permanent Showroom				NO		01/2026	01/2026		GAA - Corporate Operating Budget	200,000.00		
c. Sdo Payment For The Purchase Of Trash Bin And Trash Bags For Likhang Filipino.	GSD		Direct Acquisition	NO		01/2026	01/2026		GAA - Corporate Operating Budget	132,200.00		

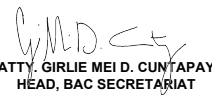
d. Payment For The Supply, Delivery, And Installation Of Window Blinds For Likhang Filipino Permanent Showroom.	GSD		Direct Contracting	NO		01/2026	01/2026	GAA - Corporate Operating Budget	45,000.00		
e. Purchase Of Led Strip Light	EDD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	7,000.00		
f. Purchase Of Carpentry Supplies	EDD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	75,493.00		
g. Purchase Of Carpentry Supplies	EDD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	33,450.00		
h. Purchase Of Banderitas	EDD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	9,300.00		
i. Purchase Of String, Led Light, 10 Mtrs	EDD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	170,500.00		
j. Payment For The Procurement Of Upholstery Deep Cleaning For Citem Sofa	GSD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	12,750.00		
k. Purchase Of Rubber Spaghetti Coil Floor Matting Black	GSD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	57,250.00		
l. Purchase Of Plywood, Brad Nail, Black Screw, Black Paint, White Paint, Paint Rollers, Wooden Pole, And Natural Rope For Likhang Filipino Special Setting	SBD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	93,810.00		
m. Purchase Of Led Striplight Plug For Likhang Filipino	EDD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	1,350.00		
n. Purchase Of Chromed Posts Retractable Stanchions With Black Belt For Likhang Filipino	TPS-FOOD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	100,000.00		
o. Purchase Of Rubber Spaghetti Coil Floor Matting	HRMD		Small Value Procurement	NO	LCRB			GAA - Corporate Operating Budget	600,000.00		
p. General Pest Control Services For Likhang Filipino Exhibition Halls	GSD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	20,000.00		
<b>7. MISCELLANEOUS &amp; OTHER EXPENSES</b>											
7.1 Representation Expense	BUDGET			NO				GAA - Corporate Operating Budget	500,000.00		
Purchase Of Crew / Staff Meals For Launching Of Likhang Filipino	HRMD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	180,000.00		
Reimbursement Of Food Expenses Incurred On January 11, 2026 Re: Alignment And Assessment Meeting With Likhang Filipino Core Team	CSD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	12,000.00		
Debriefing On The Likhang Filipino Staff Requirements / Excom And Selected Mancom	CGD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	7,083.95		
Reimbursement - Staff Meals During The Staff Briefing For The Launching Of Likhang Filipino	CGD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	20,480.00		
Purchase Of Guests / Exhibitor Meals For Launching Of Likhang Filipino	HRMD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	37,500.00		
Reimbursement Of Food Expenses - Meals For Overtime Employees For Likhang Filipino Preparation	GSD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	7,165.00		
Reimbursement Of Food Expenses Incurred On: Meeting Re: Board & Launching Of Lf Showroom	CGD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	3,372.05		
<b>7.2 Opening of Likhang Filipino Requirement</b>											
a. Hiring Of Fashion Management Team For Mini-Fashion Show/Vignettes For Likhang Filipino Grand Launch	CGD		Small Value Procurement	YES	LCRB	12/2025	01/2026	GAA - Corporate Operating Budget	500,000.00		
b. Hiring Of Food For Crew And Staff For The Opening Of Likhang Filipino Showroom On 15 January 2026	SBD		Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	150,000.00		
c. Hiring Of Entertainment Provider For The Likhang Filipino Grand Launch On 15 January 2026	CGD		Small Value Procurement	YES	LCRB	12/2025	01/2026	GAA - Corporate Operating Budget	250,000.00		
d. Hiring Of Visual Merchandiser/Curator For Likhang Filipino Gallery 1 (Design Museum) From January To February 2026	CGD		Small Value Procurement	YES	LCRB	12/2025	01/2026	GAA - Corporate Operating Budget	1,000,000.00		
e. Hiring Of Visual Merchandiser/Curator For Likhang Filipino Galleries 4 And 5 (Furniture, Lighting, Home Decor, And Holiday Decor) From January To February 2026	CGD		Small Value Procurement	YES	LCRB	12/2025	01/2026	GAA - Corporate Operating Budget	1,000,000.00		

f. Hiring Of Visual Merchandiser/Curator For Likhang Filipino Gallery 6 (Food, Wellness, And Agriculture) From January To February 2026	CGD		Small Value Procurement	YES	LCRB	12/2025	01/2026	GAA - Corporate Operating Budget	750,000.00		
g. Procurement Of Food And Catering Services For The Opening Of Likhang Filipino Showroom On 15 January	CGD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	750,000.00		
h. Cash Advance (Sdo) For Staff Meals During Likhang Filipino Ingress On 10-14 January 2026.	SBD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	165,000.00		
i. Payment For The Procurement Of Manpower Provider For Likhang Filipino Permanent Showroom	TPS-FOOD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	526,120.00		
j. Purchase Of Rug Flatwoven	TPS-FOOD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	6,700.00		
k. Purchase Of Massage Chair	CGD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	27,000.00		
l. Food And Catering Services For The Opening Of The Likhang Filipino Showroom On 15 January 2026				NO		01/2026	01/2026	GAA - Corporate Operating Budget	37,500.00		
m. LEASE OF VENUE FOR LIKHANG FILIPINO PLANNING SESSION (WITH PROVISION OF MEALS) ON 29-30 JANUARY 2026	LF		Lease of Real Property or Venue	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	220,000.00		
n. PURCHASE OF FAKE MONEY DETECTOR FOR CASHIER USE AT LIKHANG FILIPINO	Budget and Cash		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	7,500.00		
o. PURCHASE OF GROCERY SHOPPING BASKET WITH WHEELS FOR LIKHANG FILIPINO GALLERY 6	TPS-FOOD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	40,000.00		
7.3 Special Event 4	SBD		Small Value Procurement	NO	LCRB	03/2026	03/2026	GAA - Corporate Operating Budget	2,000,000.00		
7.4 Special Event 5	CBD		Small Value Procurement	NO	LCRB	08/2026	08/2026	GAA - Corporate Operating Budget	2,000,000.00		
7.5 Buyer Marketing (CBD) 1	CBD		Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA - Corporate Operating Budget	1,274,200.00		
7.6 Buyer Marketing (CBD) 2	CBD		Small Value Procurement	NO	LCRB	01/2026	12/2026	GAA - Corporate Operating Budget	1,500,000.00		
7.7 Supplies and other Materials	SBD		Direct Acquisition	NO		01/2026	12/2026	GAA - Corporate Operating Budget	166,000.00		
a. Customized Label Sticker For Likhang Filipino				NO		01/2026	01/2026	GAA - Corporate Operating Budget	9,000.00		
b. Purchase Of Balikbayan Box 20" X 20" X 20"				NO		01/2026	01/2026	GAA - Corporate Operating Budget	36,000.00		
c. Payment For Th Printing For The 500 Pcs Of Id Badges For Likhang Filipino.	SBD		Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	30,000.00		
d. Payment For The Fabrication Of Shopping Bag For Likhang Filipino Opening On 15 January 2026.	CGD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	45,000.00		
e. Payment For The Printing Of 400 Pcs Of Folder Re: Likhang Filipino				NO		01/2026	01/2026	GAA - Corporate Operating Budget	49,000.00		
f. Purchase Of Trash Bin	GSD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	6,000.00		
g. Purchase Of Compartment Stainless Trash Bin To Control Waste And Prevent Litter In The Showroom	GSD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	186,200.00		
h. Purchase Of Illustration Board For Likhang Filipino	SBD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	6,000.00		
i. Purchase Of Pocket Wifi For Likhang Filipino	SBD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	48,800.00		
j. Purchase Of Jumbo Roll Tissue, Toilet Tissue Roll, Hand Soap, Hand Sanitizer, Trash Bags For Likhang Filipino Comfort Room Supplies	CGD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	147,300.00		
l. Purchase Of Tissue Dispenser, Soap Dispenser And Trash Bins For Likhang Filipino Comfort Room Utilities	CGD		Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	198,000.00		
m. Purchase Of Office Supplies For Likhang Filipino Exhibit Galleries	CGD	PCS	Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	12,000.00		
n. Purchase of Hand Blown Recycled Glass and copper metal hanging clamp	OED	PCS	Direct Acquisition	NO		02/2026	02/2026	GAA - Corporate Operating Budget	40,000.00		

o. Purchase of Bulso Dining Chair	OED	PCS	Direct Acquisition	NO		02/2026	02/2026	GAA - Corporate Operating Budget	25,000.00		
p. PURCHASE OF FULL BODY/LENGTH MIRROR FOR LIKHANG FILIPINO GALLERIES	SBD	PCS	Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	2,000.00		
q. PURCHASE OF TAPE MEASURE, ROLLED-UP METAL METER, NON-WOVEN ECO BAG, BUBBLE WRAP, AND OTHER SUPPLIES FOR LIKHANG FILIPINO GALLERIES	SBD	PCS	Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	17,000.00		
r. Procurement of Non-woven Eco Bag with Customized Printing as Likhang Filipino Packaging / Shopping Bag	SD	PCS	Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	600,000.00		
s. Procurement of Network Equipment and Materials for Likhang Filipino Gallery	SD	PCS	Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	358,300.00		
7.8 Staff Uniform	SBD	PCS	Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	700,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											


Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱246,390,500.56  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱360,132,000.00

Prepared by:  
  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**  


---

Signature over Printed Name  
Position/Designation  
*Bids and Awards Committee Secretariat*

Recommended by:  
By the Authority of the Bids and Awards Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**  


---

Signature over Printed Name  
Position/Designation  
*Bids and Awards Committee Chairperson*

Approved by:  
  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**  


---

Signature over Printed Name  
Position/Designation  
*Head of the Procuring Entity*

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**


INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Food/meals for Meeting Expenses 1st Quarter (Alignment meeting, Internal Board Meeting, Final Board Meeting and Meeting with USEC Bless)	Legal	GOODS		NO				GAA - Corporate Operating Budget	25,000.00		
Food/meals for Meeting Expenses 2nd Quarter (Alignment meeting, Internal Board Meeting, Final Board Meeting and Meeting with USEC Bless)	Legal	GOODS		NO				GAA - Corporate Operating Budget	25,000.00		
Food/meals for Meeting Expenses 3rd Quarter (Alignment meeting, Internal Board Meeting, Final Board Meeting and Meeting with USEC Bless)	Legal	GOODS		NO				GAA - Corporate Operating Budget	25,000.00		
Lease of Venue for 1st Quarter Board Meeting	Legal	GOODS	Lease of Real Property and Venue	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	100,000.00		
Token for CITEM Board Meeting	Legal	GOODS	Small Value Procurement	NO	LCRB			GAA - Corporate Operating Budget	55,000.00		
Notarial Fees	Legal			NO				GAA - Corporate Operating Budget	50,000.00		
DOLI CY 2026	Legal	GOODS	Negotiated- Agency to Agency	YES				GAA - Corporate Operating Budget	312,000.00		
Budget for SP (Legal)	Legal			NO				GAA - Corporate Operating Budget	408,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱312,000.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱1,000,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
 HEAD, BAC SECRETARIAT

Signature over Printed Name  
 Position/Designation  
Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
 BAC CHAIRPERSON

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
 EXECUTIVE DIRECTOR

Signature over Printed Name  
 Position/Designation  
Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
HUMAN RESOURCES MANAGEMENT DIVISION**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>BOND PREMIUM</b> Bond Premium	HRMD	Goods		NO				GAA - Corporate Operating Budget	700,000.00		
<b>OCCUPATIONAL HEALTH SERVICE</b> Hiring of Service Provider/Consultant as Occupational Health Physician for C.Y. 2026	HRMD	Consulting Service: Quantity: One (1) Occupational Health Physician Size: Agency level	Small Value Procurement	YES	LCRB	11/2025	12/2025	GAA - Corporate Operating Budget	600,000.00		
<b>RECRUITMENT AND SELECTION</b> Outsourcing of Psychological Examination	HRMD	Consulting Service: Quantity: One (1) Psychological Examination Facility/Provider Size: Agency level	Small Value Procurement	NO	LCRB	01/2026	12/2025	GAA - Corporate Operating Budget	320,000.00		
Purchase of Meals for Onboarding Activity	HRMD	Goods: Quantity:10,000 per Contract, 2 Activities for FY 2026 Size: Agency level	Small Value Procurement	NO	LCRB			GAA - Corporate Operating Budget	20,000.00		
<b>LEARNING AND DEVELOPMENT</b> In-House Training	HRMD			NO				GAA - Corporate Operating Budget			
Facilitator / Resource Person	HRMD	Engagement of Facilitator/Resource Person through BC 2007-01 Quantity: 8 Facilitators / Resource Persons		NO				GAA - Corporate Operating Budget	470,000.00		
Venue and Meals	HRMD	Negotiated Procurement Quantity: 8 Venues with Meals	Lease of Real Property or Venue	NO	LCRB			GAA - Corporate Operating Budget	480,000.00		
3rd Public Service Excellence Forum Accommodation	HRMD			NO				GAA - Corporate Operating Budget	15,000.00		
Per Diem	HRMD	Quantity: 3 attendees		NO				GAA - Corporate Operating Budget	8,250.00		
Public Offering (Registration Fee)	HRMD	Quantity: 100 participations		NO				GAA - Corporate Operating Budget	276,750.00		
<b>COMMUNICATION EXPENSES</b> Cellcards	HRMD	Per Line Item	Direct Acquisition	NO				GAA - Corporate Operating Budget	100,000.00		
<b>ORGANIZATIONAL DEVELOPMENT</b> Women's Month Celebration	HRMD	Goods		NO				GAA - Corporate Operating Budget			
Facilitator / Resource Person	HRMD	Engagement of Facilitator/Resource Person through BC 2007-01 Quantity: 2 engagements of Facilitator / Resource Person		NO				GAA - Corporate Operating Budget	20,000.00		
Materials	HRMD	Agency-Wide		NO				GAA - Corporate Operating Budget	30,000.00		


Meals	HRMD	Agency-Wide		NO				GAA - Corporate Operating Budget	80,000.00		
Organization-Wide Engagement and GAD Activities	HRMD			NO				GAA - Corporate Operating Budget			
Venue including full board meals	HRMD	Negotiated Procurement Quantity:1 lot of venue with full board meals	Lease of Real Property or Venue	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	1,100,000.00		
Transportation	HRMD	Negotiated Procurement Quantity:10 Service Vans	Small Value Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	200,000.00		
Facilitator	HRMD	Engagement of Facilitator/Resource Person through BC 2007-01 Quantity: 1 engagement of Facilitator		NO				GAA - Corporate Operating Budget	80,000.00		
Activity Prizes	HRMD	Agency-Wide		NO				GAA - Corporate Operating Budget	60,000.00		
Breakfast (Day 1)	HRMD	Agency-Wide		NO				GAA - Corporate Operating Budget	30,000.00		
Organization-Wide Culture Building Activities	HRMD	Agency-Wide		NO				GAA - Corporate Operating Budget	200,000.00		
<b>HEALTH AND WELLNESS PROGRAMS</b> Physical, Mental, Spiritual, Social and Financial Wellness Programs	HRMD			NO				GAA - Corporate Operating Budget			
Facilitator / Resource Person	HRMD	Engagement of Facilitator/Resource Person through BC 2007-01 Quantity: 5 engagements of Facilitator / Resource Person		NO				GAA - Corporate Operating Budget	50,000.00		
Meals	HRMD	Agency-Wide		NO				GAA - Corporate Operating Budget	75,000.00		
Vaccination Program (Flu, Pneumococcal etc.)	HRMD	GOODS Agency-Wide	Small Value Procurement	NO	LCRB	04/2026	05/2026	GAA - Corporate Operating Budget	100,000.00		
Random Drug Testing	HRMD	GOODS Agency-Wide	Small Value Procurement	NO	LCRB			GAA - Corporate Operating Budget	35,000.00		
<b>CSC ANNIVERSARY CELEBRATION</b> CSC Anniversary related activities (CSC Fun Run Registration Fee, Tshirts, Bags, Tokens, Meals etc.)	HRMD	GOODS Agency-Wide as per CSC Invite Letter Line Up of Activities	Small Value Procurement	NO	LCRB	07/2026	08/2026	GAA - Corporate Operating Budget	100,000.00		
<b>ANNIVERSARY AND YEAR-END CELEBRATION</b> Lease of Venue and/or Provision of Meals	HRMD	GOODS Agency-Wide	Lease of Real Property or Venue	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	700,000.00		
Procurement of Certificate Frames	HRMD	GOODS Agency-Wide	Small Value Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	30,000.00		
Procurement of Service Award Trophies	HRMD	GOODS Agency-Wide	Small Value Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	120,000.00		
Raffle prizes	HRMD	GOODS Agency-Wide	Small Value Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	150,000.00		
Game prizes	HRMD	GOODS Agency-Wide		NO		09/2026	10/2026	GAA - Corporate Operating Budget	60,000.00		
Christmas Package	HRMD	GOODS Agency-Wide	Small Value Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	720,000.00		
<b>OTHER HR-RELATED EXPENSES</b> Printing of CITEM ID	HRMD	GOODS Agency-Wide	Small Value Procurement	NO	LCRB	04/2026	04/2026	GAA - Corporate Operating Budget	20,000.00		
Corporate Social Responsibility (CSR)	HRMD			NO				GAA - Corporate Operating Budget	30,000.00		
Staff / Face to Face Meeting	HRMD			NO				GAA - Corporate Operating Budget	40,000.00		
Mass and Offertory	HRMD			NO				GAA - Corporate Operating Budget	15,000.00		

HR Supplies	HRMD	GOODS Per line item	Direct Acquisition	NO		03/2026	04/2026	GAA - Corporate Operating Budget	30,000.00		
Contingency Budget for employees/ Emergency Assistance	HRMD			NO				GAA - Corporate Operating Budget	35,000.00		
<b>EXTRAORDINARY AND MISCELLANEOUS EXPENSES</b> Extraordinary and Miscellaneous Expenses	HRMD			NO				GAA - Corporate Operating Budget	200,000.00		
Petty Cash Fund	HRMD			NO				GAA - Corporate Operating Budget	200,000.00		
Engagement of Service Providers	HRMD			NO				GAA - Corporate Operating Budget	1,500,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
Total Amount of CSEs to be purchased from PS-DBM: P0.00  
Total Amount of Estimated Budget: P9,000,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Secretariat*

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards  
Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Chairperson*

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation

*Head of the Procuring Entity*

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
CORPORATE PLANNING DIVISION**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

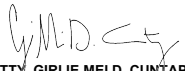
INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>A. Planning Activities</b>											
A.1 Venue and Accomodation for 3-day Planning	Corplan	GOODS Lot 1 Quantity: 1 Venue	Lease of Real Property or Venue	NO	LCRB	03/2026	10/2026	GAA - Corporate Operating Budget	800,000.00		
A.2 Planning Supplies and Miscellaneous Items	Corplan		Direct Acquisition	NO		03/2026	10/2026	GAA - Corporate Operating Budget	200,000.00		
A.3 Honorarium for Speaker and Facilitator	Corplan	Lot 1 Quantity: One (1) consultancy engagement		NO		03/2026	10/2026	GAA - Corporate Operating Budget	500,000.00		
<b>B. Membership in Local and International Global Exhibition and Trade Organizations</b>											
B.1 Local Memberships	Corplan	GOODS Lot 1 Quantity: 5 Local Memberships		NO		01/2026	12/2026	GAA - Corporate Operating Budget	75,000.00		
B.2 International Memberships	Corplan	GOODS Lot 1 Quantity: 5 International Memberships		NO		01/2026	12/2026	GAA - Corporate Operating Budget	70,000.00		
<b>C. Harmonized Client Satisfaction Measurement (HCSM)</b>											
	Corplan	CONSULTING SERVICES Quantity: One (1) consultancy engagement	Small Value Procurement	NO	LCRB	09/2026	12/2026	GAA - Corporate Operating Budget	230,000.00		
<b>D. Market Sensing</b>											
D.1 Airfare (Japan, Chile, Bangkok, Bahrain)	Corplan	GOODS Quantity: Four (4) Airline Tickets	Direct Retail Purchase	NO		02/2026	11/2026	GAA - Corporate Operating Budget	400,000.00		
D.2 DSA (Japan, Chile, Bangkok, Bahrain)	Corplan	Quantity: Four (4) DSAs		NO		02/2026	11/2026	GAA - Corporate Operating Budget	1,040,000.00		
D.3 Administrative Expenses	Corplan			NO		02/2026	11/2026	GAA - Corporate Operating Budget	60,000.00		
D.4 Registration	Corplan	Quantity: Four (4) Registrations		NO		02/2026	11/2026	GAA - Corporate Operating Budget	300,000.00		
<b>E. SP Staff Hiring</b>	Corplan	Quantity: 3 SP Staffs		NO		01/2026	12/2026	GAA - Corporate Operating Budget	1,480,000.00		
<b>F. Meeting/Expenses</b>	Corplan		Direct Acquisition	NO		01/2026	12/2026	GAA - Corporate Operating Budget	185,000.00		
<b>G. Administrative Support</b>	Corplan			NO		01/2026	12/2026	GAA - Corporate Operating Budget	10,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱5,350,000.00

Prepared by:



**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

---

Signature over Printed Name

Position/Designation

*Bids and Awards Committee Secretariat*

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards  
Committee:



**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

---

Signature over Printed Name

Position/Designation

*Bids and Awards Committee Chairperson*

Date : \_\_\_\_\_

Approved by:



**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

---

Signature over Printed Name

Position/Designation

*Head of the Procuring Entity*

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Laptop PC (Mid-End) -For replacement of old laptop units and to be utilized by additional employees of CITEM -inhouse procurement	SMDD	GOODS 48 pcs. (Ryzen 7 with NPU, 16GB Ram,1 TB storage)	Competitive Bidding	NO	LCRB	12/2026	02/2026	GAA - Corporate Operating Budget	3,600,000.00		
Laptop PC (High-End) -For replacement of old laptop units of EXCOMM Members -inhouse procurement	SMDD	GOODS 5 pcs (Snapdragon X Plus with NPU, 16 GB Ram, 1TB NVME)	Competitive Bidding	NO	LCRB	12/2026	02/2026	GAA - Corporate Operating Budget	650,000.00		
Laptop PC (Workstation) -For replacement of old laptop units and to be utilized by additional employees of EDD and VDD -inhouse procurement	SMDD	GOODS 6 pcs (item 1. MAC OS, 64GB Ram, 1TB SSD) (item 2. Windows 11, 64GB Ram, 1TB SSD)	Competitive Bidding	NO	LCRB	12/2026	02/2026	GAA - Corporate Operating Budget	1,515,000.00		
External Graphics Processing Unit (eGPU) -for rendering purposes and to be utilized by EDD and VDD	SMDD	GOODS 1 pc (RTX 5070, 12GB Vram, Enclosure with PSU)	Direct Acquisition	NO		01/2026	02/2026	GAA - Corporate Operating Budget	70,000.00		
Satellite Internet antenna enterprise kit -Equipment for Satellite Internet subscription of CITEM -inhouse procurement	SMDD	GOODS 1 Set (Satellite dish, router, power supply)	Direct Acquisition	NO		01/2026	02/2026	GAA - Corporate Operating Budget	200,000.00		
3D Printer -For printing of small hinge of laptop and to be utilized by SMDD -inhouse procurement	SMDD	GOODS 1 pc (Large print 3d printer building size 500mm*500mm*500mm, 300mm/s high speed printing Ceramic Heating Printing Head),	Direct Acquisition	NO		09/2026	10/2026	GAA - Corporate Operating Budget	121,000.00		
Network Monitoring Solution -For status monitoring of Internet connectivity -inhouse procurement	SMDD	GOODS 1 Pc. (software)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	540,000.00		
Additional Purchase of Network Cabling and Equipment (2025) -For installation of internet cabling in Gallery 6 of Likhang Filipino	SMDD	GOODS ODF Equipment, Data cabinet, 24 port patch panel, Fiber Optics and CAT 6 UTP Cable		NO		02/2026	03/2026	GAA - Corporate Operating Budget	139,000.00		
Laptop PC (Workstation / 2025) -for replacement of old macbook pro of VDD	SMDD	GOODS M4 Max Pro, 64GB unified Memory, 1 TB Storage, 14" Liquid retina display	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	250,000.00		
Human Resource Information System (HRIS)	SMDD	GOODS 1 Pc. (software)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	528,000.00		

Label Printer -For replacement of old label printer units -inhouse procurement	SMDD	GOODS 5 pcs (small factor, thermal transfer/Direct thermal)	Small Value Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	400,000.00		
Large Format Printer -For printing of large size paper	SMDD	GOODS 1 pc (5-colour pigment ink, Direct USB Printing, Ultra quiet operation, 24"/610mm)	Direct Acquisition	NO		01/2026	02/2026	GAA - Corporate Operating Budget	200,000.00		
Color Laser Jet Printer -For fast printing of colored paper and to be utilized by VDD -inhouse procurement	SMDD	GOODS 1 pc (Functions:Print, copy, scan, fax, Duplex printing;Automatic,Scanner type:Flatbed, ADF,Scan file format:PDF; JPG; TIFF;220-volt input voltage)	Direct Acquisition	NO		01/2026	02/2026	GAA - Corporate Operating Budget	85,000.00		
High end Projector -For replacement of old projector in meeting room 1 -inhouse procurement	SMDD	GOODS 1 pc (Short throw, 4000 nits, interactive)	Direct Acquisition	NO		02/2026	03/2026	GAA - Corporate Operating Budget	189,000.00		
Digital Mirrorless Camera -For replacement of old camera and to be utilized by VDD	SMDD	GOODS 1 pc (Full frame, Interchangeable lens, 4k UHD video recording, )	Direct Acquisition	NO		02/2026	03/2026	GAA - Corporate Operating Budget	200,000.00		
Smartphone -Additional equipment for content creation and to be utilized by VDD -inhouse procurement	SMDD	GOODS 2 pcs (A18 pro chip, ios, 256GB)	Direct Acquisition	NO		02/2026	03/2026	GAA - Corporate Operating Budget	140,000.00		
Point-of-sales equipment -to be used on paying counter in CITEM Signature events -inhouse procurement	SMDD	GOODS 4 pcs (Tablet type, can connect to external monitor for dual display)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	650,000.00		
Remote Monitoring and Management Software -For status monitoring of CITEM Computers and to be utilized by SMDD -inhouse procurement	SMDD	GOODS 1 subscription (June 1, 2026 to May 31, 2027)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	500,000.00		
Business Productivity -For Office productivity of CITEM Employees	SMDD	GOODS 148 license (April 1, 2026 to March 31, 2027)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	2,510,000.00		
Graphics and Layout Design Software -For graphics creation and editing and to be utilized by EDD, VDD, CSD and SMDD -inhouse procurement	SMDD	GOODS 22 license (February 13 2026 to February 12, 2027)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	1,110,000.00		
Online Video Conferencing and Webinar Platform -For Online meetings and conference of CITEM -inhouse procurement	SMDD	GOODS 1 subscription (9 Host meeting, 1 large meeting) (May 22, 2026 to May 21, 2027)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	160,000.00		
Transaction Email and SMS Automation Software -For Transactional email and SMS Blasting -inhouse procurement	SMDD	GOODS 1 subscription (100,000 SMS Credits, 400,000 email credits, dashboard for both SMS marketing and Transaction Email)	Small Value Procurement	NO	LCRB	11/2025	01/2026	GAA - Corporate Operating Budget	300,000.00		
Antivirus -For Security monitoring of CITEM Computers -inhouse procurement	SMDD	GOODS 195 license (EPDR, Web filtering, penetration detection, scheduled drive scanning)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	650,000.00		

Renewal of 2D and 3D Computer Aided Design Software -For Structural designs and to be utilized by EDD -inhouse procurement	SMDD	GOODS 3 license (Architectural design, engineering, revit, rendering)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	750,000.00		
Data Subscription -for remaining 6 months of the current contract	SMDD	GOODS 18 accounts (January 2026 to June 2026)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	378,000.00		
Leased line Subscription -Internet connection of CITEM -inhouse procurement	SMDD	GOODS 1 subscription (April 1, 2026 to March 31, 2027, 900Mbps)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	1,234,000.00		
ICT Parts and Peripherals -For spare parts of ICT equipments needed for repairs -inhouse procurement	SMDD	GOODS 1 (LCD, Batteries, Keyboards, cables, etc.)	Direct Acquisition	NO		02/2026	03/2026	GAA - Corporate Operating Budget	122,600.00		
ICT Repairs and Maintenance -To be used for repairs of ICT equipment -inhouse procurement	SMDD	GOODS 1 (Authorized repair center of brand)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	20,000.00		
Cloud Server and Storage -For migration of local servers into cloud servers -inhouse procurement	SMDD	GOODS 1 subscription (1 Dedicated Host, OS: Linux based, 16vCPU, 32gb Memory)	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	503,400.00		
Domain -For renewal of Existing CITEM Domain names used by operations and CITEM -inhouse procurement	SMDD	GOODS 6 Domain name (lifestylephilippines.ph, ssx.com.ph, sustainabilityexpo.ph, likhangfilipino.com, likhangfilipino.com.ph, likhangfilipino.ph)	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	NO		02/2026	03/2026	GAA - Corporate Operating Budget	42,000.00		
Dedicated Web Hosting -For hosting of CITEM Websites -inhouse procurement	SMDD	GOODS 1 subscription (October 6, 2026 to October 5, 2027, Intel Xeon Quad Core E3-1230v5, 2 TB SSD Primary Storage (Apache, PHP, Tomcat), 2 TB HDD Backup Drive, Server OS - CentOS 7)	Direct Contracting	NO		02/2026	03/2026	GAA - Corporate Operating Budget	370,000.00		
Cloud Services -Cloud server for accounting system, renewal of SSL Certificates and Work automation software -inhouse procurement	SMDD	GOODS 3 subscription (Cloud server for Accounting system, SSL Certificates, Work Automation Software etc.)	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	NO		01/2026	12/2026	GAA - Corporate Operating Budget	695,000.00		
Budget for Service Provider -To be utilized as salary payment of SMDD service provider	SMDD	5 Service Provider		NO				GAA - Corporate Operating Budget	1,455,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱20,277,000.00

Prepared by:

Recommended by:

Approved by:



**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

---

Signature over Printed Name

Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

By the Authority of the Bids and Awards  
Committee:



**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

---

Signature over Printed Name

Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_



**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

---

Signature over Printed Name

Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
INTERNAL AUDIT SERVICE**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Engagement of the Services of a Certification Body for CITEM's Certificate to ISO 9001:2015	Internal Audit Services	GOODS Quantity: One (1) consultancy engagement  Size: Full implementation of a QMS compliant with ISO 9001:2015 to cover all functional units of CITEM	Small Value Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	110,000.00		
Engagement of a Facilitator to Conduct QMS Refresher Training in line with ISO 9001:2015 Surveillance Audit of the Center for International Trade Expositions and Missions	Internal Audit Services	GOODS Quantity: One (1) consultancy engagement  Size: Full implementation of a QMS compliant with ISO 9001:2015 to cover all functional units of CITEM	Small Value Procurement	NO	LCRB	05/2026	06/2026	GAA - Corporate Operating Budget	105,800.00		
Engagement of a Facilitator to Conduct BCMS Refresher Training in line with ISO 22301:2019 Certification Audit of the Center for International Trade Expositions and Missions	Internal Audit Services	GOODS Quantity: One (1) consultancy engagement  Size: Full implementation of a BCMS compliant with ISO 22301:2019 to cover all functional units of CITEM	Small Value Procurement	NO	LCRB	06/2026	07/2026	GAA - Corporate Operating Budget	105,800.00		
Engagement of the Services of a Certification Body for CITEM's Certificate to ISO 22301:2019	Internal Audit Services	GOODS Quantity: One (1) consultancy engagement  Size: Full implementation of a BCMS compliant with ISO 22301:2019 to cover all functional units of CITEM	Small Value Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	40,000.00		
Meals and Other Expenses for Audit	Internal Audit Services		Direct Acquisition	NO				GAA - Corporate Operating Budget	71,523.00		
Purchase of Printer	Internal Audit Services	GOODS Quantity: 1 unit	Direct Acquisition	NO				GAA - Corporate Operating Budget	20,000.00		
Service Provider Staff Hiring	Internal Audit Services			NO				GAA - Corporate Operating Budget	746,877.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12099</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											

None										
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Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: ₱0.00  
 Total Amount of CSEs to be purchased from PS-DBM: ₱0.00  
 Total Amount of Estimated Budget: ₱1,200,000.00

Prepared by:



**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HÉAD, BAC SECRETARIAT**

Signature over Printed Name  
 Position/Designation  
*Bids and Awards Committee Secretariat*

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards  
 Committee:



**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
 Position/Designation  
*Bids and Awards Committee Chairperson*

Date : \_\_\_\_\_

Approved by:



**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
 Position/Designation  
*Head of the Procuring Entity*

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
BUDGET AND CASH DIVISION**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Supplies	Budget and Cash Division	GOODS Lot 1	Direct Acquisition	NO		03/2026	04/2026	GAA - Corporate Operating Budget	15,000.00		
Wireless Number Pad	Budget and Cash Division	GOODS Lot 1	Direct Acquisition	NO		01/2026	01/2026	GAA - Corporate Operating Budget	5,000.00		
Meeting Expense	Budget and Cash Division			NO				GAA - Corporate Operating Budget	40,000.00		
Tokens	Budget and Cash Division	GOODS Lot 1	Direct Acquisition	NO		10/2026	11/2026	GAA - Corporate Operating Budget	5,000.00		
Service Provider's Salaries	Budget and Cash Division			NO				GAA - Corporate Operating Budget	935,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											


Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:**                    P0.00  
**Total Amount of CSEs to be purchased from PS-DBM:**                    P0.00  
**Total Amount of Estimated Budget:**    P1,000,000.00

Prepared by:

Recommended by:

Approved by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Signature over Printed Name  
Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Social Media Advertising for CITEM Programs on Facebook and Instagram	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	YES		01/2026	01/2026	GAA - Corporate Operating Budget	300,000.00		
Social Media Advertising for CITEM Programs on LinkedIn	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	YES		01/2026	01/2026	GAA - Corporate Operating Budget	600,000.00		
Social Media Advertising for CITEM Programs on Youtube	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		01/2026	02/2026	GAA - Corporate Operating Budget	400,000.00		
Social Media Advertising for CITEM Programs on TikTok	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		01/2026	02/2026	GAA - Corporate Operating Budget	100,000.00		
Digital Advertising for CITEM Programs on Google	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	YES		01/2026	01/2026	GAA - Corporate Operating Budget	200,000.00		
Marketing and Promotion for IFEX Philippines, SSX and FoodPhilippines	CCSD			NO				GAA - Corporate Operating Budget			

A. Print Advertisements for IFEX Philippines and SSX	CCSD	GOODS 2 Ad Placements	Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	NO		03/2026	04/2026	GAA - Corporate Operating Budget	550,000.00		
B. International Advertisements for IFEX Philippines and SSX	CCSD	GOODS 1 Lot	Overseas Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	500,000.00		
C. Digital and/or Print Out-of-Home Advertisements	CCSD	GOODS 1 Lot	Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	NO		03/2026	03/2026	GAA - Corporate Operating Budget	440,000.00		
D. Digital and/or Print Advertisements with CCP	CCSD	GOODS 1 Lot	Agency to Agency	NO		03/2026	04/2026	GAA - Corporate Operating Budget	130,000.00		
E. Digital Advertisements with Major Premium Publications/Magazines	CCSD	GOODS 2 Ad Placements	Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	NO		01/2026	02/2026	GAA - Corporate Operating Budget	1,200,000.00		
Fly-in Journalists/Advocates Program for IFEX Philippines	CCSD			NO				GAA - Corporate Operating Budget	700,000.00		
Lease of Venue, including food provision, for Media Preview of IFEX Philippines	CCSD	GOODS 1 Lot	Lease of Real Property or Venue	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	400,000.00		
Hiring of Production Outfit for the Media Preview of IFEX Philippines and Katha Awards	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	350,000.00		
Marketing and Promotion for Manila FAME and DesignPhilippines	CCSD			NO				GAA - Corporate Operating Budget			
A. Print Advertisements for Manila FAME	CCSD	GOODS 4 Advertisements	Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	NO		06/2026	07/2026	GAA - Corporate Operating Budget	1,000,000.00		
B. International Advertisements for Manila FAME	CCSD	GOODS 1 Advertisement	Overseas Procurement	NO	LCRB	05/2026	06/2026	GAA - Corporate Operating Budget	500,000.00		
C. Digital and/or Print Out-of-Home Advertisements	CCSD	GOODS 1 Lot	Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	NO		08/2026	09/2026	GAA - Corporate Operating Budget	600,000.00		
D. Digital and/or Print Advertisements with CCP	CCSD	GOODS 1 Lot	Agency to Agency	NO		08/2026	09/2026	GAA - Corporate Operating Budget	130,000.00		
E. Digital Advertisements with Major Premium Publications/Magazines	CCSD	GOODS 2 Ad Placements	Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	NO		06/2026	07/2026	GAA - Corporate Operating Budget	1,200,000.00		
Fly-in Journalists/Advocates Program for Manila FAME	CCSD			NO				GAA - Corporate Operating Budget	700,000.00		
Lease of Venue, including food provision, for Media Preview of Manila FAME	CCSD	GOODS 1 Lot	Lease of Real Property or Venue	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	600,000.00		
Hiring of Production Outfit for the Media Preview of Manila FAME	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	500,000.00		
Engagement of PR Agency/Consultant for CITEM Institutional and Signature Events	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	1,600,000.00		
Media/Influencer Tokens for IFEX Philippines	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	450,000.00		
Media/Influencer Tokens for Manila FAME	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	450,000.00		
Catering Service for IFEX Philippines Media Lounge	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	300,000.00		
Catering Service for Manila FAME Media Lounge	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	08/2026	09/2026	GAA - Corporate Operating Budget	300,000.00		

Purchase of Gift Certificates as Tokens for Influencers/Content Creators for CITEM Signature Events	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	300,000.00		
Hotel Accommodation for Fly-in Journalists/Advocates for IFEX Philippines and Manila FAME	CCSD	GOODS 1 Lot	Lease of Real Property or Venue	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	400,000.00		
Van Rental for Fly-in Journalists/Advocates	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	200,000.00		
Trophies for Food Advocates	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	50,000.00		
Flower Bouquet / Lei for IFEX Food Advocates	CCSD	GOODS	Direct Acquisition	NO		04/2026	05/2026	GAA - Corporate Operating Budget	8,000.00		
Subscription to Media Monitoring Services (Media Meter)	CCSD	GOODS 1 Lot	Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	YES		01/2026	01/2026	GAA - Corporate Operating Budget	590,000.00		
Subscription to Newspapers	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	88,927.00		
Media Relations Activities	CCSD			NO				GAA - Corporate Operating Budget	100,000.00		
Subscription to Social Media Management Tool - Sprout Social	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		07/2026	08/2026	GAA - Corporate Operating Budget	1,200,000.00		
Meta Verified Business Plus Subscription for Official Social Media Pages of CITEM	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	YES		01/2026	01/2026	GAA - Corporate Operating Budget	350,000.00		
LinkedIn Premium Page Subscription of Official LinkedIn Accounts of CITEM	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		02/2026	03/2026	GAA - Corporate Operating Budget	180,000.00		
Subscription to International Press Release Distribution System	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		01/2026	02/2026	GAA - Corporate Operating Budget	80,000.00		
Subscription to Photography and Video Assets (ENVATO)	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		01/2026	02/2026	GAA - Corporate Operating Budget	50,000.00		

Subscription to Photography and Video Assets (FIGMA)	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		01/2026	02/2026	GAA - Corporate Operating Budget	120,000.00		
Subscription to Content Review Platform (FRAME)	CCSD	GOODS 2 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		01/2026	02/2026	GAA - Corporate Operating Budget	60,000.00		
Subscription to Web Image Optimizer with API (Tinify)	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		05/2026	06/2026	GAA - Corporate Operating Budget	15,000.00		
Subscription to Email Testing Tool (MailTrap)	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		05/2026	06/2026	GAA - Corporate Operating Budget	15,000.00		
Subscription to Consent Management Platform (Usercentrics)	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	YES		01/2026	01/2026	GAA - Corporate Operating Budget	140,000.00		
Subscription to Search Engine Optimization (SEO) Tool - Semrush	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		08/2026	09/2026	GAA - Corporate Operating Budget	220,000.00		
Subscription to Email Marketing Automation System (MailChimp)	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		07/2026	08/2026	GAA - Corporate Operating Budget	1,200,000.00		

Subscription to Brand Monitoring Services (Brand24)	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		04/2026	05/2026	GAA - Corporate Operating Budget	420,000.00		
Subscription to Domain Name (greeneconomy.ph)	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	YES		01/2026	01/2026	GAA - Corporate Operating Budget	3,000.00		
Subscription to Online Graphic Design Tool (CANVA)	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	YES		01/2026	01/2026	GAA - Corporate Operating Budget	89,600.00		
Subscription to Adobe Creative Cloud	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	760,000.00		
Subscription to Adobe Substance	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	200,000.00		
Subscription to AutoDesk for AutoCAD	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	260,000.00		
Subscription to Adobe Acrobat Pro	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	01/2026	01/2026	GAA - Corporate Operating Budget	60,000.00		
Purchase of Equipment and Office Supplies	CCSD	GOODS	Direct Acquisition	NO		01/2026	02/2026	GAA - Corporate Operating Budget	300,000.00		
Engagement of Service Providers for CCSD	CCSD			NO				GAA - Corporate Operating Budget	10,800,000.00		
Meeting/Representation Expenses for CCSD and Other CITEM-related activities	CCSD			NO				GAA - Corporate Operating Budget	450,000.00		
Hiring of PR Agency for CITEM Institutional Promotions and its Signature Events (Tranche Payment)	CCSD	GOODS	Small Value Procurement	NO	LCRB			GAA - Corporate Operating Budget	220,000.00		
Staff Accommodation for CITEM Signature Events	CCSD	GOODS 1 Lot	Lease of Real Property or Venue	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	100,000.00		
Attendance to Training Programs	CCSD			NO				GAA - Corporate Operating Budget	60,000.00		
Lease of Venue with Food Provision and Accommodation for CCSD Mid-year Assessment and Catch-up Planning	CCSD	GOODS 1 Lot	Lease of Real Property or Venue	NO	LCRB	06/2026	07/2026	GAA - Corporate Operating Budget	350,000.00		
Lease of Venue with Food Provision for CCSD Operational Planning for FY 2027	CCSD	GOODS 2 Lot	Lease of Real Property or Venue	NO	LCRB	11/2026	12/2026	GAA - Corporate Operating Budget	200,000.00		
Print Ad with MICE Guidebook	CCSD	GOODS 1 Lot		NO				GAA - Corporate Operating Budget	56,000.00		
Printing of Business Cards	CCSD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	23,473.00		
Local and Foreign Travel Expense	CCSD			NO				GAA - Corporate Operating Budget	600,000.00		

Local and Foreign Travel Expense (Plane Ticket)	CCSD	GOODS 1 Lot	Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO	01/2026	02/2026	GAA - Corporate Operating Budget	400,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>										
None										
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>										
None										

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱2,272,600.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱34,919,000.00

Prepared by:



**ATTY. GIRLIE MEI D. CUNTAPAY  
HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Secretariat*

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:



**ATTY. ANNA GRACE I. MARPURI  
BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Chairperson*

Date : \_\_\_\_\_

Approved by:



**ROMLEAH JULIET PULIDO OCAMPO  
EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation

*Head of the Procuring Entity*

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
OFFICE OF THE DEPUTY EXECUTIVE DIRECTOR**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>A. TRAVEL</b>											
1. Plane Ticket	ODED	GOODS	Direct Retail Purchase	NO				GAA - Corporate Operating Budget	135,000.00		
2. Insurance	ODED			NO				GAA - Corporate Operating Budget	3,000.00		
3. Hotel Accommodation	ODED		Lease of Real Property and Venue	NO				GAA - Corporate Operating Budget	80,000.00		
4. Per Diem	ODED			NO				GAA - Corporate Operating Budget	90,000.00		
5. Pre-travel	ODED			NO				GAA - Corporate Operating Budget	3,500.00		
<b>B. ADMINISTRATIVE EXPENSES</b>											
1. Meeting Expenses	ODED		Direct Acquisition	NO				GAA - Corporate Operating Budget	80,000.00		
2. Supplies	ODED	GOODS	Direct Acquisition	NO				GAA - Corporate Operating Budget	30,000.00		
<b>C. SP SALARIES W/O OT</b>											
	ODED			NO		01/2026	12/2026	GAA - Corporate Operating Budget	278,500.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱700,000.00

Prepared by:

Recommended by:  
By the Authority of the Bids and Awards Committee:

Approved by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
HEAD, BAC SECRETARIAT

  
**ATTY. ANNA-GRACE I. MARPURI**  
BAC CHAIRPERSON

  
**ROMLEAH JULIET PULIDO OCAMPO**  
EXECUTIVE DIRECTOR

Signature over Printed Name  
Position/Designation  
Bids and Awards Committee Secretariat

Signature over Printed Name  
Position/Designation  
Bids and Awards Committee Chairperson

Signature over Printed Name  
Position/Designation  
Head of the Procuring Entity

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**


INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
A. Market Intellegence (Subscription of Research Materials and Procurement of Database)	Corporate Planning Division	GOODS Quantity: 1 subscription	Direct Acquisition	NO		08/2026	09/2026	GAA - Corporate Operating Budget	1,000,000.00		
B. CITEMix Printing	Corporate Planning Division	GOODS Quantity: 500,000 copies	Small Value Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	500,000.00		
C. Editorial Consultant for Citemix	Corporate Planning Division	CONSULTING SERVICES 1 Consultant	Direct Acquisition	NO		03/2026	04/2026	GAA - Corporate Operating Budget	400,000.00		
D. CITEM Congress	Corporate Planning Division			NO				GAA - Corporate Operating Budget			
D.1 Venue and Accommodation	Corporate Planning Division	GOODS 1 Venue	Lease of Real Property or Venue	NO	LCRB	05/2026	06/2026	GAA - Corporate Operating Budget	700,000.00		
D.2 Marketing Campaign Budget (Ad Placements, Digital Ads, SEO or Google Ad Credits)	Corporate Planning Division	GOODS Quantity: 1 subscription	Direct Acquisition	NO		05/2026	06/2026	GAA - Corporate Operating Budget	150,000.00		
D.3 Tokens	Corporate Planning Division	GOODS Quantity: 250,000 pieces	Direct Acquisition	NO		05/2026	06/2026	GAA - Corporate Operating Budget	100,000.00		
D.4 Airfare for Speakers (3 pax)	Corporate Planning Division	GOODS Quantity: 3 airplane tickets	Direct Acquisition	NO		05/2026	06/2026	GAA - Corporate Operating Budget	450,000.00		
D.5 Honorarium for Speakers	Corporate Planning Division	Quantity: 3 Speakers	Direct Acquisition	NO		05/2026	06/2026	GAA - Corporate Operating Budget	600,000.00		
F. Roadmap Roadshow	Corporate Planning Division	GOODS Quantity: 3 pax	Direct Acquisition	NO		01/2026	12/2026	GAA - Corporate Operating Budget	100,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱4,000,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
 Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
OFFICE OF THE EXECUTIVE DIRECTOR**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (Php)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>A. INTERNATIONAL</b>											
<b>Ambiente</b>											
Miscellaneous Fees	OED			NO				GAA - Corporate Operating Budget	100,000.00		
<b>Benchmarking in Melbourne Food &amp; Wine Festival</b>											
Airfare	OED	GOODS Quantity: 1 Lot	Direct Retail Purchase	NO				GAA - Corporate Operating Budget	90,000.00		
DSA	OED			NO				GAA - Corporate Operating Budget	222,120.00		
Pre-travel Expenses	OED			NO				GAA - Corporate Operating Budget	3,500.00		
Travel Insurance	OED			NO				GAA - Corporate Operating Budget	5,000.00		
Travel Tax	OED			NO				GAA - Corporate Operating Budget	1,800.00		
Miscellaneous Fees	OED			NO				GAA - Corporate Operating Budget	30,000.00		
<b>Highpoint Market &amp; Market Sensing with New York Window Display and B2B</b>											
Airfare	OED	GOODS Quantity: 1 Lot	Direct Retail Purchase	NO				GAA - Corporate Operating Budget	82,480.00		
DSA	OED			NO				GAA - Corporate Operating Budget	220,000.00		
Pre-travel Expenses	OED			NO				GAA - Corporate Operating Budget	3,500.00		
Travel Insurance	OED			NO				GAA - Corporate Operating Budget	5,000.00		
Travel Tax	OED			NO				GAA - Corporate Operating Budget	1,800.00		
Miscellaneous Fees	OED			NO				GAA - Corporate Operating Budget	150,000.00		
<b>China-ASEAN Expo (Philippines as Country of Honor)</b>											
Airfare	OED	GOODS Quantity: 1 Lot	Direct Retail Purchase	NO				GAA - Corporate Operating Budget	35,400.00		
DSA	OED			NO				GAA - Corporate Operating Budget	51,000.00		
Pre-travel Expenses	OED			NO				GAA - Corporate Operating Budget	3,500.00		
Travel Insurance	OED			NO				GAA - Corporate Operating Budget	5,000.00		
Travel Tax	OED			NO				GAA - Corporate Operating Budget	1,800.00		
Miscellaneous Fees	OED			NO				GAA - Corporate Operating Budget	65,000.00		
<b>SIAL Paris with Market Sensing Mission</b>											
Airfare	OED	GOODS Quantity: 1 Lot	Direct Retail Purchase	NO				GAA - Corporate Operating Budget	147,500.00		
DSA	OED			NO				GAA - Corporate Operating Budget	120,000.00		
Pre-travel Expenses	OED			NO				GAA - Corporate Operating Budget	3,500.00		

Travel Insurance	OED			NO				GAA - Corporate Operating Budget	5,000.00		
Travel Tax	OED			NO				GAA - Corporate Operating Budget	1,800.00		
Miscellaneous Fees	OED			NO				GAA - Corporate Operating Budget	50,000.00		
<b>EXPO SICAM Italy</b> Airfare	OED	GOODS Quantity: 1 Lot	Direct Retail Purchase	NO				GAA - Corporate Operating Budget	200,000.00		
DSA	OED			NO				GAA - Corporate Operating Budget	290,000.00		
Pre-travel Expenses	OED			NO				GAA - Corporate Operating Budget	3,500.00		
Travel Insurance	OED			NO				GAA - Corporate Operating Budget	5,000.00		
Travel Tax	OED			NO				GAA - Corporate Operating Budget	1,800.00		
Miscellaneous Fees	OED			NO				GAA - Corporate Operating Budget	50,000.00		
<b>B. LOCAL</b> Airfare	OED	GOODS Quantity: 1 Lot	Direct Retail Purchase	NO				GAA - Corporate Operating Budget	50,000.00		
Per Diem	OED			NO				GAA - Corporate Operating Budget	35,000.00		
Pre-travel Expenses	OED			NO				GAA - Corporate Operating Budget	17,500.00		
Travel Insurance	OED			NO				GAA - Corporate Operating Budget	17,500.00		
Miscellaneous Fees	OED			NO				GAA - Corporate Operating Budget	25,000.00		
<b>OED</b> Meetings	OED			NO				GAA - Corporate Operating Budget	100,000.00		
Supplies / Tokens	OED		Direct Acquisition	NO				GAA - Corporate Operating Budget	300,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											


Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
Total Amount of CSEs to be purchased from PS-DBM: P0.00  
Total Amount of Estimated Budget: P2,500,000.00

Prepared by:

Recommended by:

Approved by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation  
Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

By the Authority of the Bids and Awards  
Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation  
Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation  
Head of the Procuring Entity

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Procurement of exhibition space rental to support the official participation of Philippine exhibitors at High Point Market	Creative Goods Division	GOODS Quantity: 1 Lot Size: 1,600 SFT - 2,000 SFT	Overseas Procurement	NO	LCRB	12/2025	01/2026	GAA - Corporate Operating Budget	4,249,520.00		
Procurement of booth enhancement and construction services to meet design and structural requirements for High Point Market	Creative Goods Division	GOODS Components: Booth space enhancement including construction and lighting Size: 1,600 SFT to 2,000 SFT	Overseas Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	1,201,520.20		
Procurement of display props and materials required for compliant visual merchandising at High Point Market	Creative Goods Division	GOODS Quantity: 1 Lot Size: This may vary depending on the direction of the Visual Merchandiser	Overseas Procurement	NO	LCRB	01/2026	03/2026	GAA - Corporate Operating Budget	59,000.00		
Procurement of booth hospitality and catering services to support exhibitor and buyer engagement during High Point Market	Creative Goods Division	GOODS Quantity: 1 Lot Scope: Provision of booth catering and hospitality services	Overseas Procurement	NO	LCRB	01/2026	03/2026	GAA - Corporate Operating Budget	200,000.00		
Hiring of professional curator/visual merchandiser services to ensure cohesive booth styling and product presentation	Creative Goods Division	GOODS Quantity: 1 VM engagement Scope: Engagement of curator/ visual merchandiser for product selection and booth styling	Small Value Procurement	NO	LCRB	12/2025	03/2026	GAA - Corporate Operating Budget	1,500,000.00		
Engagement of stand assistant services to provide operational support during High Point Market	Creative Goods Division	GOODS Quantity: 1 Pax Size: Provision of stand assistant for event duration	Overseas Procurement	NO	LCRB	01/2026	03/2026	GAA - Corporate Operating Budget	72,000.00		
Hiring of US-based market specialist services to strengthen buyer outreach and lead generation for Philippine exhibitors	Creative Goods Division	GOODS Quantity: 1 Market Specialist Engagement Size: Engagement of US-based market specialist for High Point Market	Overseas Procurement	NO	LCRB	12/2025	03/2026	GAA - Corporate Operating Budget	1,900,000.00		
Provision of services and logistical requirements for meetings, networking sessions, and business matching activities, including venue-related expenses, materials, food and operational costs.	Creative Goods Division	GOODS Quantity: 1 Lot Size: Expenses for meetings, networking, and business matching	Direct Acquisition	NO		01/2026	03/2026	GAA - Corporate Operating Budget	50,000.00		
Engagement of market agent services to facilitate buyer introductions, business matching meetings and market access initiatives	Creative Goods Division	GOODS Quantity: 1 MA engagement Size: Engagement of market agent for business facilitation	Overseas Procurement	NO	LCRB	12/2025	03/2026	GAA - Corporate Operating Budget	200,000.00		


Procurement of obligatory onsite promotional and advertising services to enhance pavilion visibility at High Point Market	Creative Goods Division	GOODS Quantity: 1 Lot Size: Onsite marketing and promotional advertising	Overseas Procurement	NO	LCRB	01/2026	03/2026	GAA - Corporate Operating Budget	300,000.00		
Procurement of roundtrip airfare for official personnel deployment to High Point Market	Creative Goods Division	GOODS Quantity: 1 Lot Size: Roundtrip airfare Manila-North Carolina for 2 pax	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		03/2026	03/2026	GAA - Corporate Operating Budget	200,000.00		
Hotel accommodation for deployed personnel supporting High Point Market	Creative Goods Division	2 pax Size: Hotel accommodation for duration of High Point Market		NO		04/2026	04/2026	GAA - Corporate Operating Budget	221,184.00		
Per Diem from the prescribed DSA for the assigned Project Officers onsite	Creative Goods Division	2 pax DSA in USA (elsewhere)		NO		04/2026	04/2026	GAA - Corporate Operating Budget	130,560.00		
Pre-Travel Expenses	Creative Goods Division	2 pax		NO		04/2026	04/2026	GAA - Corporate Operating Budget	7,000.00		
Travel Insurance	Creative Goods Division	2 pax		NO		04/2026	04/2026	GAA - Corporate Operating Budget	5,600.00		
Travel Tax	Creative Goods Division	2 pax		NO		04/2026	04/2026	GAA - Corporate Operating Budget	3,240.00		
Excess Baggage necessary for bringing of tokens, brochures, sales reports, and other props	Creative Goods Division	10kgs. Per pax, for 2 pax	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		04/2026	04/2026	GAA - Corporate Operating Budget	30,000.00		
Procurement of roundtrip airfare for official personnel deployment to High Point Market	Creative Goods Division	GOODS Quantity: 1 Lot Size: Roundtrip airfare Manila-North Carolina for 2 pax	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		03/2026	03/2026	GAA - Corporate Operating Budget	60,000.00		
Hotel accommodation for deployed personnel supporting High Point Market	Creative Goods Division	2 pax Size: Hotel accommodation for duration of High Point Market		NO		04/2026	04/2026	GAA - Corporate Operating Budget	351,876.00		
Per Diem from the prescribed DSA for the assigned Project Officers onsite	Creative Goods Division	2 pax DSA in USA (elsewhere)		NO		04/2026	04/2026	GAA - Corporate Operating Budget	164,256.00		
Expenses for meetings and briefing in preparation for the event and debriefing for post-event	Creative Goods Division	Expenses for briefings/debriefings		NO		01/2026	04/2026	GAA - Corporate Operating Budget	10,000.00		
Communication and administrative expenses required for project execution	Creative Goods Division	Communication and administrative expenses		NO		04/2026	04/2026	GAA - Corporate Operating Budget	10,000.00		

Mandatory Savings	Creative Goods Division	Miscellaneous administrative requirements	NO	01/2026	01/2026	GAA - Corporate Operating Budget	575,039.80		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>									
None									
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>									
None									

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱11,500,796.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation  
Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
FASHIONPHILIPPINES MENTORSHIP & SHOWCASE IN MILAN**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]


PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Procurement of the International Program Partner for the Milan Mentorship and Showcase component	Creative Goods Division	COSULTING SERVICES Quantity: 1 pax Components: Milan venue, Milan promotional campaign, engagement of international mentors and mentorship modules	Overseas Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	4,550,000.00		
Procurement of printed and digital marketing collateral/brochure/directory to support onsite exhibition	Creative Goods Division	GOODS Production of printed collaterals	Small Value Procurement	NO	LCRB	08/2026	08/2026	GAA - Corporate Operating Budget	50,000.00		
Reimbursements of transportation and hotel expenses for the approved buyers under the VIB Program for OTFs not exceeding budget cap	Creative Goods Division	Up to 10 pax Details for the reimbursement are indicated on approved TOR		NO				GAA - Corporate Operating Budget	200,000.00		
Procurement of Inland Transportation in Milan for movement of exhibitors and personnel during the Market Sensing activities	Creative Goods Division	GOODS Local Transport Services for 3 days in Milan	Overseas Procurement	NO	LCRB	07/2026	08/2026	GAA - Corporate Operating Budget	100,000.00		
Procurement of roundtrip airfare for official personnel deployment to Milan	Creative Goods Division	GOODS Airfare tickets from Manila to Milan to Manila for 2 pax with extra baggage	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		08/2026	08/2026	GAA - Corporate Operating Budget	216,000.00		
Hotel accommodation in Milan for deployed personnel supporting FASHIONPhilippines Mentorship and Showcase	Creative Goods Division	GOODS Quantity: 2 pax hotel accommodation in Milan		NO				GAA - Corporate Operating Budget	382,320.00		
Per Diem from the prescribed DSA for the assigned Project Officers onsite in Milan	Creative Goods Division	Quantity: 2 pax DSA in Milan		NO				GAA - Corporate Operating Budget	292,248.00		
Pre-Travel Expenses	Creative Goods Division	Quantity: 2 pax		NO		09/2026	09/2026	GAA - Corporate Operating Budget	7,000.00		
Travel Insurance	Creative Goods Division	Quantity: 2 pax		NO		09/2026	09/2026	GAA - Corporate Operating Budget	3,600.00		

Travel Tax	Creative Goods Division	Quantity: 2 pax		NO		09/2026	09/2026	GAA - Corporate Operating Budget	3,240.00		
Communication and administrative expenses required for project execution	Creative Goods Division	Communication and administrative expenses		NO				GAA - Corporate Operating Budget	5,000.00		
Expenses for meetings and briefing in preparation for the event and debriefing for post-event	Creative Goods Division	Expenses for briefings/debriefings		NO				GAA - Corporate Operating Budget	10,592.00		
Service provider equivalent to 3% of total project cost	Creative Goods Division			NO				GAA - Corporate Operating Budget	180,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱6,000,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Secretariat*

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Chairperson*

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation  
*Head of the Procuring Entity*

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
EXPO SICAM**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>SPACE/VENUE RENTAL</b> Procurement of Space Rental (45sqm - Turkey Package)	Creative Goods Division	GOODS Quantity: 1 lot	Overseas Procurement	NO		Mar 2026	Jun 2026	GAA - Corporate Operating Budget	1,490,400.00		
<b>DESIGN AND EXHIBITION</b> Procurement of Additional Props and Display Materials	Creative Goods Division			NO		July 2026	Sept 2026	GAA - Corporate Operating Budget	276,000.00		
<b>EXHIBITOR CAMPAIGN AND SERVICES</b> Hiring of Creative Director	Creative Goods Division	CONSULTING SERVICES Quantity: 1 pax	Small Value Procurement	NO	LCRB	Mar 2026	Oct 2026	GAA - Corporate Operating Budget	500,000.00		
Hiring of Stand Assistant / Interpreter	Creative Goods Division	CONSULTING SERVICES Quantity: 1 pax	Small Value Procurement	NO	LCRB	July 2026	Oct 2026	GAA - Corporate Operating Budget	110,400.00		
<b>BUYER CAMPAIGN AND SERVICES</b> Hiring of Telemarketer / Market Agent	Creative Goods Division	CONSULTING SERVICES Quantity: 1 pax	Small Value Procurement	NO	LCRB	July 2026	Oct 2026	GAA - Corporate Operating Budget	118,000.00		
Procurement of Tokens	Creative Goods Division	GOODS Quantity: 100	Small Value Procurement	NO	LCRB	July 2026	Oct 2026	GAA - Corporate Operating Budget	75,000.00		
<b>SPECIAL EVENTS AND PROGRAMS</b> Meeting / Networking Expenses	Creative Goods Division		Direct Acquisition	NO		Sep 2026	Oct 2026	GAA - Corporate Operating Budget	103,500.00		
Hiring of Market Sensing Specialist	Creative Goods Division	CONSULTING SERVICES Quantity: 1 pax	Small Value Procurement	NO	LCRB	Sep 2026	Oct 2026	GAA - Corporate Operating Budget	207,000.00		
Market Sensing Activity Expenses	Creative Goods Division		Direct Acquisition	NO		Oct 2026	Oct 2026	GAA - Corporate Operating Budget	150,000.00		
<b>MARKETING AND PROMOTIONAL SUPPORT</b> Ad Placement / Trade Publicist / PR Expenses	Creative Goods Division	GOODS	Small Value Procurement	NO	LCRB	Aug 2026	Oct 2026	GAA - Corporate Operating Budget	700,000.00		
Content Development Expenses	Creative Goods Division		Direct Acquisition	NO		Aug 2026	Oct 2026	GAA - Corporate Operating Budget	100,000.00		
Procurement of Brochures / Flyers / directory of exhibitors	Creative Goods Division	GOODS Quantity: 200	Small Value Procurement	NO		Aug 2026	Oct 2026	GAA - Corporate Operating Budget	75,000.00		
<b>ADMINISTRATIVE REQUIREMENTS</b> <b>A. International Travel</b> Procurement of International Airfare	Creative Goods Division	GOODS Quantity: 1 pax	Direct Retail Purchase	NO		Sep 2026	Oct 2026	GAA - Corporate Operating Budget	106,200.00		
Per Diem	Creative Goods Division			NO		Oct 2026	Oct 2026	GAA - Corporate Operating Budget	322,920.00		
Clothing Allowance	Creative Goods Division			NO		Oct 2026	Oct 2026	GAA - Corporate Operating Budget	11,800.00		

Pre-travel Expenses	Creative Goods Division			NO		Oct 2026	Oct 2026	GAA - Corporate Operating Budget	3,500.00		
Travel Insurance	Creative Goods Division			NO		Oct 2026	Oct 2026	GAA - Corporate Operating Budget	2,500.00		
Travel Tax	Creative Goods Division			NO		Oct 2026	Oct 2026	GAA - Corporate Operating Budget	1,620.00		
<b>b. Local Travel</b> Procurement of Local Airfare	Creative Goods Division	GOODS	Direct Retail Purchase	NO		Jun 2026	Oct 2026	GAA - Corporate Operating Budget	50,000.00		
Per Diem	Creative Goods Division			NO		Jun 2026	Oct 2026	GAA - Corporate Operating Budget	10,000.00		
<b>OTHER ADMINISTRATIVE REQUIREMENTS</b> Excess Baggage Allowance	Creative Goods Division			NO		Oct 2026	Oct 2026	GAA - Corporate Operating Budget	40,000.00		
Comm/Admin Expenses	Creative Goods Division			NO		Mar 2026	Oct 2026	GAA - Corporate Operating Budget	8,850.00		
Meeting / Briefing / Debriefing Expenses	Creative Goods Division		Direct Acquisition	NO		Mar 2026	Oct 2026	GAA - Corporate Operating Budget	75,000.00		
Salaries of Service Provider and Mandatory Savings	Creative Goods Division			NO		Mar 2026	Oct 2026	GAA - Corporate Operating Budget	400,000.00		
Miscellaneous	Creative Goods Division			NO				GAA - Corporate Operating Budget	62,310.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											


Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱5,000,000.00

Prepared by:

Recommended by:

Approved by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation  
*Bids and Awards Committee Secretariat*

Signature over Printed Name  
Position/Designation  
*Bids and Awards Committee Chairperson*

Signature over Printed Name  
Position/Designation  
*Head of the Procuring Entity*

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
PRIVATE LABEL MIDDLE EAST**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]


PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>A. SPACE RENTAL</b> Inclusive of Registration fees/Membership, Insurance, Marketing Power Pack, and 5% VAT (36SqM)	TPS-FOOD	GOODS 1 Lot	Overseas Procurement	NO	LCRB	07/2026	08/2026	GAA - Corporate Operating Budget	2,112,000.00		
<b>B. BOOTH CONSTRUCTION</b>											
1. Stand installation/Dismantling/ Fireproofing/Labor/Graphics/ Flooring/additional props	TPS-FOOD	GOODS 1 Lot	Overseas Procurement	NO	LCRB	07/2026	08/2026	GAA - Corporate Operating Budget	600,000.00		
2. Additional Props & Display materials	TPS-FOOD							GAA - Corporate Operating Budget	270,000.00		
3. Electrical installation and consumption	TPS-FOOD							GAA - Corporate Operating Budget	350,000.00		
4. Water connection & consumption, drain system, misc.	TPS-FOOD							GAA - Corporate Operating Budget	350,000.00		
5. Rental of Lead Retrieval (Contact scanning tool)	TPS-FOOD	Consulting Services	Overseas Procurement		LCRB	07/2026	08/2026	GAA - Corporate Operating Budget	350,000.00		
<b>C. SPECIAL EVENTS &amp; PROGRAMS</b>											
1. Market Sensing with 15 companies	TPS-FOOD		Overseas Procurement	NO	LCRB	07/2026	08/2026	GAA - Corporate Operating Budget	638,000.00		
<b>D. TRAVEL</b>											
1. Plane Fare (US\$1000) x 2 pax	TPS-FOOD	GOODS 1 Lot	Direct Retail Purchase	NO	LCRB	07/2026	08/2026	GAA - Corporate Operating Budget	120,000.00		
2. Hotel (US\$368 x 63% x 8 nights) x 2 pax	TPS-FOOD			NO		07/2026	08/2026	GAA - Corporate Operating Budget	222,566.40		
3. Per Diem (US\$368 x 37% x 9 days) x 2 pax	TPS-FOOD			NO		07/2026	08/2026	GAA - Corporate Operating Budget	294,105.60		
4. Pre Travel (Php3,500 per pax) x 2 pax	TPS-FOOD			NO		07/2026	08/2026	GAA - Corporate Operating Budget	7,000.00		
5. Insurance (Php1,680 per pax) x 2 pax	TPS-FOOD			NO		07/2026	08/2026	GAA - Corporate Operating Budget	3,360.00		
6. Travel Tax (Php1,620 per pax) x 2 pax	TPS-FOOD			NO		07/2026	08/2026	GAA - Corporate Operating Budget	3,240.00		
7. Visa Fee (Php5,000 per pax) x 2 pax	TPS-FOOD			NO		07/2026	08/2026	GAA - Corporate Operating Budget	10,000.00		
<b>E. ADMIN &amp; LOGISTICS</b>											
1. Bank Charges	TPS-FOOD			NO		07/2026	08/2026	GAA - Corporate Operating Budget	6,000.00		
2. Excess Baggage	TPS-FOOD			NO		07/2026	08/2026	GAA - Corporate Operating Budget	50,000.00		
3. Office Supplies	TPS-FOOD	GOODS 1 Lot	Direct Acquisition	NO		07/2026	08/2026	GAA - Corporate Operating Budget	20,728.00		
4. Meeting Expenses	TPS-FOOD			NO		07/2026	08/2026	GAA - Corporate Operating Budget	150,000.00		
5. Van Rental (AED 3000/day x 3 days)	TPS-FOOD		Overseas Procurement	NO	LCRB	07/2026	08/2026	GAA - Corporate Operating Budget	243,000.00		
6. Tokens / Giveaways	TPS-FOOD	GOODS 1 Lot	Direct Acquisition	NO		07/2026	08/2026	GAA - Corporate Operating Budget	100,000.00		

7. Communication Expenses	TPS-FOOD			NO		07/2026	08/2026	GAA - Corporate Operating Budget	150,000.00		
<b>G. MARKETING &amp; PROMOTION</b>											
1. Marketing and Campaign Services and Materials	TPS-FOOD	GOODS 1 Lot				07/2026	08/2026	GAA - Corporate Operating Budget	600,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱6,650,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>VENUE RENTAL</b> Lease of Venue inclusive of VAT, Wi-Fi Connection, Electrical Consumption, and other Facilities and Services (Genie Lift, local lines, garbage hauling, water section, etc.), and Security Deposit	TPS-FOOD	GOODS 1 Lot	Lease of Venue	YES	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	16,820,000.00		
<b>DESIGN AND EXHIBITION</b>	TPS-FOOD		Public Bidding	NO		01/2026	03/2026	GAA - Corporate Operating Budget	12,500,000.00		
<b>BUYER CAMPAIGN AND SERVICES</b> 1. Airfare Subsidy for HODs (Head of Delegation)	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	590,000.00		
2. Airfare Subsidy for TA (Trade Assistants) a. Long Haul Flights	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	354,000.00		
b. Short Haul Flights	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	147,500.00		
3. Airfare Subsidy for VIBs (Very Important Buyers)	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	1,770,000.00		
4. Airfare Reimbursement for Asian Swing	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	590,000.00		
5. Buyer Referral Program vouchers	TPS-FOOD	GOODS Quantity: 1 Lot		NO		01/2026	03/2026	GAA - Corporate Operating Budget	147,500.00		
6. Local/Regional Buyer Campaign Travel Expense	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	50,000.00		
7. Buyer Recruitment Support Program a. Hiring of Stand Assistant in FoodEX Japan 2026	TPS-FOOD	Quantity: 1 Lot	Overseas Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	100,000.00		
b. Telemarketing/marketing Agent Support Program	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	177,000.00		
c. Hotel Voucher Program	TPS-FOOD		Lease of Venue	YES	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	840,000.00		
8. VIB Recruitment in OTF a. Gulfood 2026	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	95,000.00		
b. Foodex Japan 2026	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	53,000.00		
9. Hosted Dinner for VIBs	TPS-FOOD	Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	400,000.00		
10. Briefing of HODs and TA	TPS-FOOD	Quantity: 1 Lot	Small Value Procurement	NO		01/2026	03/2026	GAA - Corporate Operating Budget	50,000.00		
11. Hotel Accommodation (VIBs, HODs, TA)	TPS-FOOD	Quantity: 1 Lot	Lease of Venue	YES	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	3,976,000.00		
12. Hiring of Interpreters	TPS-FOOD	GOODS	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	100,000.00		
13. Hiring of Translation Services	TPS-FOOD	GOODS	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	150,000.00		
14. Vehicle Rental for Buyers	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	50,000.00		
15. Buyers' Lounge Cafe Concessionaire	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	500,000.00		
16. Tokens	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	02/2026	02/2026	GAA - Corporate Operating Budget	200,000.00		
17. VIB Bags	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	200,000.00		
18. Regular Buyer Bags	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	250,000.00		

19. PTIC Awards	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO		01/2026	03/2026	GAA - Corporate Operating Budget	100,000.00		
20. IFEX/SSX Quest Trail	TPS-FOOD		Small Value Procurement	NO		01/2026	03/2026	GAA - Corporate Operating Budget	100,000.00		
<b>EXHIBIT CAMPAIGN AND SERVICES</b>											
1. Per Diem, Insurance, and Incidental Expenses	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	210,000.00		
2. Airline Tickets	TPS-FOOD	GOODS Quantity: 1 Lot	Direct Retail Purchase	NO		01/2026	03/2026	GAA - Corporate Operating Budget	200,000.00		
3. Inland Transportation	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	50,000.00		
4. Printing of Exhibit Campaign/Services Paraphernalia or Merchandise	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	60,000.00		
5. TPO Benefits Program											
a. Vouchers for Hotel Accommodation	TPS-FOOD	GOODS Quantity: 1 Lot	Lease of Venue	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	350,000.00		
b. Tokens for TPOs and Exhibit Partners	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	200,000.00		
c. Food and Beverage for Socials Night for TPOs	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO		01/2026	03/2026	GAA - Corporate Operating Budget	150,000.00		
d. Frames for Certificates	TPS-FOOD	GOODS Quantity: 1 Lot	Direct Acquisition	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	40,000.00		
<b>SPECIAL EVENTS AND PROGRAMS</b>											
1. KATHA Awards											
a. KATHA Program Director	TPS-FOOD		Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	300,000.00		
b. Photo and Video Production of KATHA Products with Props	TPS-FOOD		Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	120,000.00		
c. Trophies for KATHA Winners	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	200,000.00		
d. Plaques for Finalists	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	350,000.00		
e. Tokens for TWG and BOJ	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	200,000.00		
f. Exhibition Design, Construction and Signages	TPS-FOOD		Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	125,000.00		
2. Ingredients/Props for the Tasting Activity of Guest Chefs	TPS-FOOD	GOODS	Direct Acquisition	NO		01/2026	03/2026	GAA - Corporate Operating Budget	50,000.00		
3. Hiring of Visual Merchandiser or Props for the Flavor Finds	TPS-FOOD	GOODS	Direct Acquisition	NO		01/2026	03/2026	GAA - Corporate Operating Budget	50,000.00		
4. Garland/Leis for VIPs and Guests	TPS-FOOD	GOODS Quantity: 1 Lot	Direct Acquisition	NO		01/2026	03/2026	GAA - Corporate Operating Budget	10,000.00		
5. Hiring of Production Outfit for IFEX Special Events (Opening, Appreciation Night, and Kitchen)	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	800,000.00		
<b>MARKETING AND PROMOTIONAL SUPPORT</b>											
1. Event Proper Photography and Videography	TPS-FOOD	GOODS	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	350,000.00		
2. Printing of Complimentary Tickets	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO		01/2026	03/2026	GAA - Corporate Operating Budget	50,000.00		
3. Printing of Event Shirt	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	80,000.00		
4. Printing of Roll-Up Banner/s	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO		01/2026	03/2026	GAA - Corporate Operating Budget	10,000.00		
<b>ADMINISTRATIVE REQUIREMENTS</b>											
1. Food for Onsite Staff	TPS-FOOD		Small Value Procurement	NO		01/2026	03/2026	GAA - Corporate Operating Budget	350,000.00		
2. Staff Hotel Accommodation	TPS-FOOD		Lease of Venue	YES	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	420,000.00		
3. Meetings or Representations	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	490,000.00		
4. Manpower Allocation and Other Onsite Requirements											
a. Security Services	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	520,000.00		
b. Janitorial Services	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	250,000.00		
c. Rental of Ambulance with Emergency Support Team	TPS-FOOD	GOODS Quantity: 1 Lot	Small Value Procurement	NO		01/2026	03/2026	GAA - Corporate Operating Budget	60,000.00		
d. K9 Services	TPS-FOOD		Small Value Procurement	NO		01/2026	03/2026	GAA - Corporate Operating Budget	55,000.00		
e. Encoders and/or Stand Assistants	TPS-FOOD	GOODS Quantity: 1 Lot		NO		01/2026	03/2026	GAA - Corporate Operating Budget	70,000.00		

5. Support Staff / SP (Service Providers)	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	2,000,000.00		
6. Office Supplies and/or Packaging Materials	TPS-FOOD	GOODS	Direct Acquisition	NO		01/2026	03/2026	GAA - Corporate Operating Budget	50,000.00		
7. Badges including Journal or Printer Paper and ID Jackets/Lanyards	TPS-FOOD	GOODS	Small Value Procurement	NO	LRCB	01/2026	03/2026	GAA - Corporate Operating Budget	250,000.00		
8. Exhibitors / Staff Briefing / Thanksgiving	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	50,000.00		
9. Canva Pro Subscription	TPS-FOOD		Direct Retail Purchase	NO		01/2026	03/2026	GAA - Corporate Operating Budget	3,000.00		
10. Shipment / Courier	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	7,000.00		
11. Bank Charges	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	5,000.00		
12. Extraordinary and Miscellaneous Expenses	TPS-FOOD			NO		01/2026	03/2026	GAA - Corporate Operating Budget	5,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											


Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱16,820,000.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱48,850,000.00

Prepared by:

Recommended by:  
By the Authority of the Bids and Awards Committee:

Approved by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation  
*Bids and Awards Committee Secretariat*

Signature over Printed Name  
Position/Designation  
*Bids and Awards Committee Chairperson*

Signature over Printed Name  
Position/Designation  
*Head of the Procuring Entity*

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**


INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (Php)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>DESIGN AND MARKETING</b>											
1. Booth Construction and Dismantling	TPS-FOOD		Overseas Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	2,737,800.00		
2. Hiring of Interpreters/Stand Assistants	TPS-FOOD	GOODS 1 Lot	Overseas Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	780,000.00		
3. Printing of Brochure with Translation	TPS-FOOD	GOODS 1 Lot	Small Value Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	40,000.00		
4. Props/Ingredients for Food Sampling	TPS-FOOD	GOODS 1 Lot	Direct Acquisition	NO		01/2026	02/2026	GAA - Corporate Operating Budget	40,000.00		
5. Very Important Buyer Program for FOODEX	TPS-FOOD			NO		01/2026	02/2026	GAA - Corporate Operating Budget	130,000.00		
<b>TRAVEL EXPENSES</b>											
1. Plane Fare	TPS-FOOD	GOODS 1 Lot	Direct Retail Purchase	NO		01/2026	02/2026	GAA - Corporate Operating Budget	80,000.00		
2. Daily Subsistence Allowance (USD 281 x 8 days x 2 pax) *as of Feb 2025	TPS-FOOD			NO		01/2026	02/2026	GAA - Corporate Operating Budget	281,843.00		
3. Pre-travel Expenses, Travel Tax, & Travel Insurance (5,500/pax)	TPS-FOOD			NO		01/2026	02/2026	GAA - Corporate Operating Budget	15,000.00		
4. Excess Baggage	TPS-FOOD			NO		01/2026	02/2026	GAA - Corporate Operating Budget	11,800.00		
5. Clothing Allowance	TPS-FOOD			NO		01/2026	02/2026	GAA - Corporate Operating Budget	23,600.00		
6. Administrative Expenses	TPS-FOOD			NO		01/2026	02/2026	GAA - Corporate Operating Budget	5,900.00		
<b>ADMINISTRATIVE</b>											
1. Bank Charges	TPS-FOOD			NO		01/2026	02/2026	GAA - Corporate Operating Budget	5,000.00		
2. Office Supplies	TPS-FOOD	GOODS 1 Lot	Direct Acquisition	NO		01/2026	02/2026	GAA - Corporate Operating Budget	10,000.00		
3. Briefings/Meeting Expenses	TPS-FOOD			NO		01/2026	02/2026	GAA - Corporate Operating Budget	10,000.00		
4. Tokens	TPS-FOOD	GOODS 1 Lot	Direct Acquisition	NO		02/2026	02/2026	GAA - Corporate Operating Budget	21,157.00		
5. Hiring of Organizer for the Market Sensing Activity	TPS-FOOD	Consulting Services	Overseas Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	400,000.00		
<b>VENUE RENTAL FOR 2027</b>											
90Sqm Raw Space (incl. Taxes and other charges)	TPS-FOOD	GOODS 1 Lot	Overseas Procurement	NO	LCRB	01/2026	02/2026	GAA - Corporate Operating Budget	1,970,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12099</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱6,562,100.00


Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
 Position/Designation  
Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
 Position/Designation  
Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
 Position/Designation  
Head of the Procuring Entity

Date : \_\_\_\_\_

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Stand Installation/Dismantling of Pavilions	TPS-FOOD	GOODS 300 sqm	Overseas Procurement	NO	LCRB	11/2026	12/2026	GAA - Corporate Operating Budget	3,997,250.00		
Additional Props	TPS-FOOD	GOODS Per line item	Overseas Procurement	NO	LCRB	11/2026	12/2026	GAA - Corporate Operating Budget	23,600.00		
Stand Assistants \$275/day x 5 days x 2 pax	TPS-FOOD	Consulting Services	Overseas Procurement	NO	LCRB	11/2026	12/2026	GAA - Corporate Operating Budget	162,250.00		
Administration and Communication Expense	TPS-FOOD			NO		11/2026	12/2026	GAA - Corporate Operating Budget	5,900.00		
Excess Baggage	TPS-FOOD	GOODS		NO		11/2026	12/2026	GAA - Corporate Operating Budget	5,900.00		
Bank Charges	TPS-FOOD			NO		11/2026	12/2026	GAA - Corporate Operating Budget	10,000.00		
Office Supplies	TPS-FOOD	GOODS Per line item	Direct Acquisition	NO		11/2026	12/2026	GAA - Corporate Operating Budget	734.06		
Tokens	TPS-FOOD	GOODS 1 Lot	Small Value Procurement	NO		11/2026	12/2026	GAA - Corporate Operating Budget	35,000.00		
Meeting Expenses	TPS-FOOD			NO		11/2026	12/2026	GAA - Corporate Operating Budget	5,000.00		
Plane Fare \$1,000 x 2 pax	TPS-FOOD	GOODS 2 tickets		NO		11/2026	12/2026	GAA - Corporate Operating Budget	118,000.00		
Hotel \$340.17 x 9 nights x 58 x 2 pax	TPS-FOOD	GOODS		NO		11/2026	12/2026	GAA - Corporate Operating Budget	361,260.54		
Per Diem \$152.38 x 10 days x 58 x 2 pax	TPS-FOOD			NO		11/2026	12/2026	GAA - Corporate Operating Budget	180,339.40		
Pre-travel PhP3,500 x 2 pax	TPS-FOOD			NO		11/2026	12/2026	GAA - Corporate Operating Budget	7,000.00		
Travel Tax PhP1,620 x 2 pax	TPS-FOOD			NO		11/2026	12/2026	GAA - Corporate Operating Budget	3,240.00		
Insurance @ PhP463 per pax x 2 pax	TPS-FOOD			NO		11/2026	12/2026	GAA - Corporate Operating Budget	926.00		
Marketing and Promotion	TPS-FOOD		Overseas Procurement	NO	LCRB	11/2026	12/2026	GAA - Corporate Operating Budget	80,000.00		
Market Sensing Facilitator inclusive of Vehicle Rental	TPS-FOOD		Overseas Procurement	NO	LCRB	11/2026	12/2026	GAA - Corporate Operating Budget	558,500.00		
Market Sensing Meeting Exp	TPS-FOOD	GOODS		NO		11/2026	12/2026	GAA - Corporate Operating Budget	59,000.00		
Incentive for VIBs of Pavilions	TPS-FOOD	GOODS		NO		11/2026	12/2026	GAA - Corporate Operating Budget	708,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱6,321,900.00

Prepared by:

Recommended by:

Approved by:

**ATTY. GIRLIE MEI D. CUNTA PAY**  
HEAD, BAC SECRETARIAT

**ATTY. ANNA GRACE I. MARPURI**  
BAC CHAIRPERSON

**ROMLEAH JULIET PULIDO OCAMPO**  
EXECUTIVE DIRECTOR

Signature over Printed Name  
Position/Designation

Signature over Printed Name  
Position/Designation

Signature over Printed Name  
Position/Designation

Bids and Awards Committee Secretariat

Bids and Awards Committee Chairperson

Head of the Procuring Entity

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
SEOUL FOOD**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>A. SPACE RENTAL</b>											
1. 140Sqm (\$440 per sqm)	TPS-FOOD	GOODS 1 Lot	Overseas Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	3,634,400.00		
2. 5% VAT	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	181,720.00		
<b>B. BOOTH CONSTRUCTION</b>											
1. Exhibition Design & Construction (\$5,000 per 10 sqm) for 140Sqm	TPS-FOOD	GOODS 1 Lot	Overseas Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	4,485,180.00		
2. Electricity	TPS-FOOD			NO		03/2026	04/2026	External Funding	Care of Contractor		
3. Other Rental	TPS-FOOD			NO		03/2026	04/2026	External Funding	Care of Contractor		
<b>C. STAND SERVICES</b>											
1. Stand Cleaning	TPS-FOOD			NO		03/2026	04/2026	External Funding	Care of Contractor		
2. Waste Disposal	TPS-FOOD			NO		03/2026	04/2026	External Funding	Care of Contractor		
3. Photographer (1 Day)	TPS-FOOD	Consulting Services 1 Lot		NO		03/2026	04/2026	GAA - Corporate Operating Budget	40,000.00		
<b>D. TRAVEL EXPENSES</b>											
1. Plane Fare (\$700 x 2 pax)	TPS-FOOD	GOODS 1 Lot	Direct Retail Purchase	NO		03/2026	04/2026	GAA - Corporate Operating Budget	82,600.00		
2. Hotel (\$287 x 60% x 9 nights ) x 2 pax	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	182,876.40		
3. Per Diem (\$287 x 40% x 10 days) x 2 pax	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	135,464.00		
4. Pre-travel Expenses (PhP3,500) x 2 pax	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	7,000.00		
5. Travel Insurance x 2 pax	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	1,500.00		
6. Travel Tax (PhP1,620) x 2 pax	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	3,240.00		
7. Visa Fee (PhP900) x 2 pax	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	1,800.00		
<b>E. ON SITE EXPENSES</b>											
1. Communication Expenses	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	5,900.00		
<b>F. ADMINISTRATIVE</b>											
1. Bank Charges	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	1,500.00		
2. Telephone / Communication	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	-		
3. Supplies and Materials	TPS-FOOD	GOODS 1 Lot	Direct Acquisition	NO		03/2026	04/2026	GAA - Corporate Operating Budget	10,019.60		
4. Excess Baggage Allowance (2 pax)	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	11,800.00		
5. Briefings / Meeting Expenses	TPS-FOOD			NO		03/2026	04/2026	GAA - Corporate Operating Budget	10,000.00		
<b>G. PROMOTIONS AND PUBLICITY</b>											
1. Collateral		GOODS 1 Lot									
a. Tokens / Giveaways	TPS-FOOD		Direct Acquisition	NO	LCRB	02/2026	02/2026	GAA - Corporate Operating Budget	5,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)											



**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
SBD BENCHMARKING**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Procurement of Airfare to Australia for the Benchmarking Activity at APAM	SBD	GOODS Quantity: 2 Lot Size: Roundtrip airfare Manila-Perth, Australia	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		02/2026	02/2026	GAA - Corporate Operating Budget	216,000.00		
Hotel accommodation for deployed personnel at APAM	SBD	Quantity: 2 pax Size: Hotel accommodation during visit		NO		02/2026	02/2026	GAA - Corporate Operating Budget	136,396.80		
Per diem for deployed personnel at APAM	SBD	Quantity: 2 pax Size: Per diem for the visit		NO		02/2026	02/2026	GAA - Corporate Operating Budget	89,510.40		
Pre-Travel expense for assigned personnel at APAM	SBD	Quantity: 2 pax		NO		02/2026	02/2026	GAA - Corporate Operating Budget	7,000.00		
Travel insurance for assigned personnel at APAM	SBD	Quantity: 2 pax		NO		02/2026	02/2026	GAA - Corporate Operating Budget	3,600.00		
Visa Processing for assigned personnel at APAM	SBD			NO		02/2026	02/2026	GAA - Corporate Operating Budget	20,000.00		
Procurement of Airfare to Indonesia for the Benchmarking Activity at IFEX	SBD	GOODS Quantity: 1 Lot Size: Roundtrip airfare Jakarta, Indonesia	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		03/2026	03/2027	GAA - Corporate Operating Budget	36,000.00		
Hotel accommodation for deployed personnel at IFEX	SBD	Quantity: 1 pax Size: Hotel accommodation during visit		NO		03/2026	03/2027	GAA - Corporate Operating Budget	35,616.00		
Per diem for deployed personnel at IFEX	SBD	Quantity: 1 pax Size: Per diem for the visit		NO		03/2026	03/2027	GAA - Corporate Operating Budget	33,580.80		
Pre-Travel expense for assigned personnel at IFEX	SBD	Quantity: 1 pax		NO		03/2026	03/2027	GAA - Corporate Operating Budget	3,500.00		
Travel insurance for assigned personnel at IFEX	SBD	Quantity: 1 pax		NO		03/2026	03/2027	GAA - Corporate Operating Budget	1,800.00		


Procurement of Airfare to Indonesia for the Institutional Participation at HK Instyle	SBD	GOODS Quantity: 3 Lot Size: Roundtrip airfare HK	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		04/2026	04/2027	GAA - Corporate Operating Budget	108,000.00		
Hotel accommodation for deployed personnel at HK Instyle	SBD	Quantity: 1 pax Size: Hotel accommodation during visit		NO		04/2026	04/2027	GAA - Corporate Operating Budget	195,840.60		
Per diem for deployed personnel at HK Instyle	SBD	Quantity: 3 pax Size: Per diem for the visit		NO		04/2026	04/2027	GAA - Corporate Operating Budget	100,742.40		
Pre-Travel expense for assigned personnel at HK Instyle	SBD	Quantity: 3 pax		NO		04/2026	04/2027	GAA - Corporate Operating Budget	10,500.00		
Travel insurance for assigned personnel at HK Instyle	SBD	Quantity: 3 pax		NO		04/2026	04/2027	GAA - Corporate Operating Budget	5,400.00		
Procurement of Airfare to Australia for the Benchmarking Activity at Australia Design Show	SBD	GOODS Quantity: 1 Lot Size: Roundtrip airfare Australia	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		06/2026	06/2027	GAA - Corporate Operating Budget	108,000.00		
Hotel accommodation for deployed personnel at Australia Design Show	SBD	Quantity: 1 pax Size: Hotel accommodation during visit		NO		06/2026	06/2027	GAA - Corporate Operating Budget	46,116.00		
Per diem for deployed personnel at Australia Design Show	SBD	Quantity: 1 pax Size: Per diem for the visit		NO		06/2026	06/2027	GAA - Corporate Operating Budget	33,855.00		
Pre-Travel expense for assigned personnel at Australia Design Show	SBD	Quantity: 1 pax		NO		06/2026	06/2027	GAA - Corporate Operating Budget	3,500.00		
Travel insurance for assigned personnel at Australia Design Show	SBD	Quantity: 1 pax		NO		06/2026	06/2027	GAA - Corporate Operating Budget	1,800.00		
Visa Processing for assigned personnel at Australia Design Show	SBD	Quantity: 1 pax		NO		06/2026	06/2027	GAA - Corporate Operating Budget	10,000.00		
Procurement of Airfare to Tokyo for the Benchmarking Activity at Content Tokyo	SBD	GOODS Quantity: 1 Lot Size: Roundtrip airfare Tokyo, Japan	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO		06/2026	06/2027	GAA - Corporate Operating Budget	60,000.00		
Hotel accommodation for deployed personnel at Content Tokyo	SBD	Quantity: 1 pax Size: Hotel accommodation during visit		NO		06/2026	06/2027	GAA - Corporate Operating Budget	79,002.00		
Per diem for deployed personnel at Content Tokyo	SBD	Quantity: 1 pax Size: Per diem for the visit		NO		06/2026	06/2027	GAA - Corporate Operating Budget	46,512.00		
Pre-Travel expense for assigned personnel at Content Tokyo	SBD	Quantity: 1 pax		NO		06/2026	06/2027	GAA - Corporate Operating Budget	3,500.00		
Travel insurance for assigned personnel at Content Tokyo	SBD	Quantity: 1 pax		NO		06/2026	06/2027	GAA - Corporate Operating Budget	1,800.00		

Procurement of Airfare to Taiwan for the Institutional Participation at TCCF	SBD	GOODS Quantity: 2 pax	Negotiated Procurement - Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant Products, Electronic Charging Devices, and Online Subscriptions	NO	09/2026	09/2027	GAA - Corporate Operating Budget	72,000.00		
Hotel accommodation for deployed personnel at TCCF	SBD	Quantity: 2 pax Size: Hotel accommodation during visit		NO	09/2026	09/2027	GAA - Corporate Operating Budget	156,672.00		
Per diem for deployed personnel at TCCF	SBD	Quantity: 2 pax Size: Per diem for the visit		NO	09/2026	09/2027	GAA - Corporate Operating Budget	102,816.00		
Pre-Travel expense for assigned personnel at TCCF	SBD	Quantity: 2 pax		NO	09/2026	09/2027	GAA - Corporate Operating Budget	7,000.00		
Travel insurance for assigned personnel at TCCF	SBD	Quantity: 2 pax		NO	09/2026	09/2027	GAA - Corporate Operating Budget	3,600.00		
Miscellaneous	SBD			NO	12/2026	12/2027	GAA - Corporate Operating Budget	116,840.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>										
None										
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>										
None										

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
Total Amount of CSEs to be purchased from PS-DBM: P0.00  
Total Amount of Estimated Budget: P1,856,500.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation  
Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation  
Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation  
Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
ELECTRONICA**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PhP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Floor Space - EUR 299.00/sqm x 63 sqm	TPS-CAS	GOODS 63 sqm	Overseas Procurement	NO	LCRB	06/2026	11/2026	GAA - Corporate Operating Budget	1,753,623.27		
Mandatory Communication Fee	TPS-CAS			NO				GAA - Corporate Operating Budget	94,426.50		
AUMA Fee- charges all exhibitors a contribution of EUR 0.60 net per square of rented exhibition space	TPS-CAS			NO				GAA - Corporate Operating Budget	3,103.76		
Fixed-rate advance payment for electricity, water and telephone connections (EUR 20.00/sqm)	TPS-CAS			NO				GAA - Corporate Operating Budget	103,458.60		
Disposal fee (EUR 8.00/sqm)	TPS-CAS			NO				GAA - Corporate Operating Budget	41,383.44		
Electrical Connection	TPS-CAS			NO				GAA - Corporate Operating Budget	44,914.17		
Cleaning Service	TPS-CAS			NO				GAA - Corporate Operating Budget	18,326.95		
Additional Badges	TPS-CAS			NO				GAA - Corporate Operating Budget	32,844.00		
Philippine Pavilion Construction/Design	TPS-CAS	GOODS 63 sqm	Overseas Procurement	NO	LCRB	06/2026	11/2026	GAA - Corporate Operating Budget	2,327,818.50		
Coaster Rental in Munich	TPS-CAS	GOODS 1 Lot	Overseas Procurement	NO	LCRB	09/2026	09/2026	GAA - Corporate Operating Budget	702,100.00		
Marketing and Press Services	TPS-CAS			NO				GAA - Corporate Operating Budget	164,220.00		
Bank Charges	TPS-CAS			NO				GAA - Corporate Operating Budget	50,000.00		
Office Supplies	TPS-CAS	GOODS 1 Lot	Direct Acquisition	NO		10/2026	11/2026	GAA - Corporate Operating Budget	30,000.00		
Call Cards for 2 pax	TPS-CAS	GOODS 1 Lot	Small Value Procurement	NO		10/2026	11/2026	GAA - Corporate Operating Budget	3,000.00		
Meeting Expenses	TPS-CAS			NO				GAA - Corporate Operating Budget	47,797.61		
Communication Expense for 2 pax	TPS-CAS			NO				GAA - Corporate Operating Budget	11,800.00		
Excess Baggage for 2 pax	TPS-CAS			NO				GAA - Corporate Operating Budget	11,800.00		
Airfare with connecting flights (MNL-MUC) for 2 pax	TPS-CAS	GOODS 1 Lot	Direct Retail Purchase	NO		10/2026	11/2026	GAA - Corporate Operating Budget	840,750.00		
Hotel Accommodation in Munich, Germany (\$351 x 55% x 7 nights x 2 pax)	TPS-CAS			NO				GAA - Corporate Operating Budget	159,459.30		
Per Diem in Munich, Germany (\$351 x 45% x 9 days x 2 pax)	TPS-CAS			NO				GAA - Corporate Operating Budget	196,173.90		
Pre-travel Expenses for 2 pax	TPS-CAS			NO				GAA - Corporate Operating Budget	7,000.00		
Insurance x 2 pax	TPS-CAS		Direct Retail Purchase	NO		10/2026	11/2026	GAA - Corporate Operating Budget	6,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											





Prepared by:



**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Secretariat*

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards  
Committee:



**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation

*Bids and Awards Committee Chairperson*

Date : \_\_\_\_\_

Approved by:



**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation

*Head of the Procuring Entity*

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
SDG ASIA**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
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Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Space Rental (18 sqm x NT\$ 85,000 per 9 sqm)	TPS-CAS	GOODS 18 sqm	Overseas procurement	NO	LCRB	04/2026	04/2026	GAA - Corporate Operating Budget	323,631.38		
Booth Design and Construction	TPS-CAS	GOODS 18 sqm	Overseas procurement	NO	LCRB	05/2026	05/2026	GAA - Corporate Operating Budget	75,000.00		
Additional props, Display Materials	TPS-CAS	GOODS 1 Lot		NO		05/2026	05/2026	GAA - Corporate Operating Budget	50,000.00		
Interpreter	TPS-CAS	Consulting Services 3 pax	Overseas procurement	NO	LCRB	07/2026	07/2026	GAA - Corporate Operating Budget	100,000.00		
Stand Assistants	TPS-CAS	Consulting Services 3 pax	Overseas procurement	NO	LCRB	06/2026	06/2026	GAA - Corporate Operating Budget	70,000.00		
Networking Dinner (Food and Venue, Equipment rental, supplies and logistics)	TPS-CAS	GOODS 1 Lot	Overseas procurement	NO	LCRB	06/2026	07/2026	GAA - Corporate Operating Budget	350,000.00		
Brochure/Directory	TPS-CAS	GOODS 1 Lot	Small Value Procurement	NO	LCRB	05/2026	05/2026	GAA - Corporate Operating Budget	25,000.00		
Press Kits	TPS-CAS	GOODS 1 Lot	Small Value Procurement	NO	LCRB	03/2026	04/2026	GAA - Corporate Operating Budget	25,000.00		
Social Media	TPS-CAS		Direct Retail Purchase	NO	LCRB			GAA - Corporate Operating Budget	20,000.00		
Token	TPS-CAS		Small Value Procurement	NO	LCRB	07/2026	07/2026	GAA - Corporate Operating Budget	20,000.00		
Briefing/ Meeting Expenses	TPS-CAS			NO				GAA - Corporate Operating Budget	20,000.00		
Transportation/ Vehicle Rental	TPS-CAS	GOODS 1 Lot	Overseas procurement	NO	LCRB	05/2026	05/2026	GAA - Corporate Operating Budget	300,000.00		
Comm/Admin/Supplies Expenses	TPS-CAS			NO				GAA - Corporate Operating Budget	10,000.00		
Excess Baggage Allowance	TPS-CAS	GOODS 1 Lot		NO				GAA - Corporate Operating Budget	6,000.00		
Bank/Remittance Charges	TPS-CAS			NO				GAA - Corporate Operating Budget	3,000.00		
Office Supplies/ Reference Materials	TPS-CAS		Direct Acquisition	NO				GAA - Corporate Operating Budget	30,000.00		
Meetings/Briefings/ De-Briefing Expenses	TPS-CAS			NO				GAA - Corporate Operating Budget	100,000.00		
Communication	TPS-CAS	GOODS 1 Lot		NO		07/2026	07/2026	GAA - Corporate Operating Budget	7,000.00		
Miscellaneous	TPS-CAS			NO				GAA - Corporate Operating Budget	9,112.62		
Plane Fare (For 2)	TPS-CAS	GOODS 2 pax	Direct Retail Purchase	NO		07/2026	07/2026	GAA - Corporate Operating Budget	50,000.00		
Hotel Accomodation (For 2)	TPS-CAS	GOODS 2 pax		NO				GAA - Corporate Operating Budget	57,610.24		
Per diem (For 2)	TPS-CAS			NO				GAA - Corporate Operating Budget	32,405.76		
Pre-Travel Expenses (Php 3500/pax)	TPS-CAS			NO				GAA - Corporate Operating Budget	7,000.00		
Travel Insurance	TPS-CAS			NO				GAA - Corporate Operating Budget	6,000.00		
Travel tax (1,620/pax)	TPS-CAS			NO				GAA - Corporate Operating Budget	3,240.00		

<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											


Note: Insert additional rows as necessary

**Total Amount of Estimated Budget for EPA Projects:** ₱0.00  
**Total Amount of CSEs to be purchased from PS-DBM:** ₱0.00  
**Total Amount of Estimated Budget:** ₱1,700,000.00

Prepared by:

Recommended by:

Approved by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
 Position/Designation  
Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

By the Authority of the Bids and Awards  
 Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
 Position/Designation  
Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
 Position/Designation  
Head of the Procuring Entity

Date : \_\_\_\_\_

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (Php)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Space Rental Food and Agricultural Products Hall (300sqm)	TPS-CAS	GOODS 300 sqm	Overseas Procurement	NO	LCRB	02/2026	03/2026	GAA - Corporate Operating Budget	4,158,000.00		
Booth Design and Construction	TPS-CAS	GOODS 300 sqm	Overseas Procurement	NO	LCRB	04/2026	04/2026	GAA - Corporate Operating Budget	2,700,000.00		
Hiring of Translation Services	TPS-CAS	Consulting Services 1 lot	Overseas Procurement	NO	LCRB	04/2026	04/2026	GAA - Corporate Operating Budget	100,000.00		
Hiring of 30 Onsite Interpreters/ Stand Assistants	TPS-CAS	Consulting Services 3 pax	Overseas Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	1,080,000.00		
Shuttle Service Rental	TPS-CAS	Consulting Services 1 lot	Overseas Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	415,000.00		
Networking Night / Buyer Campaign	TPS-CAS	GOODS 1 lot		NO		09/2026	10/2026	GAA - Corporate Operating Budget	299,306.00		
Tokens	TPS-CAS	GOODS 1 lot	Overseas Procurement	NO	LCRB	09/2026	10/2026	GAA - Corporate Operating Budget	240,000.00		
Meeting Expenses	TPS-CAS			NO				GAA - Corporate Operating Budget	30,000.00		
Office Supplies	TPS-CAS	GOODS	Direct Acquisition	NO		09/2026	10/2026	GAA - Corporate Operating Budget	10,000.00		
Airfare (MLA-PVG-MNL via PAL) x 2pax	TPS-CAS		Direct Retail Purchase	NO		09/2026	10/2026	GAA - Corporate Operating Budget	105,000.00		
Hotel Accommodation (\$257 x 65% x 10 nights x 2pax)	TPS-CAS			NO				GAA - Corporate Operating Budget	200,460.00		
Per Diem (US\$257 x 35%) x 11 Days x 2pax	TPS-CAS			NO				GAA - Corporate Operating Budget	118,734.00		
Pre-travel Expenses x 2pax	TPS-CAS			NO				GAA - Corporate Operating Budget	7,000.00		
Insurance x 2pax	TPS-CAS	Consulting services 2 pax		NO				GAA - Corporate Operating Budget	1,500.00		
Communication Expenses	TPS-CAS	GOODS 1 lot	Direct Acquisition	NO				GAA - Corporate Operating Budget	15,000.00		
Excess Baggage	TPS-CAS	GOODS 1 lot	Direct Acquisition	NO				GAA - Corporate Operating Budget	20,000.00		
Service Provider (5% of 10M)	TPS-CAS	Consulting services		NO				GAA - Corporate Operating Budget	500,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: ₱0.00  
 Total Amount of CSEs to be purchased from PS-DBM: ₱0.00  
 Total Amount of Estimated Budget: ₱10,000,000.00

Prepared by:

  
 ATTY. GIRLIE MEI D. CUNTAPAY  
 HEAD, BAC SECRETARIAT

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards  
 Committee:

  
 ATTY. ANNA GRACE I. MARPURI  
 BAC CHAIRPERSON

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
 ROMLEAH JULIET PULIDO OCAMPO  
 EXECUTIVE DIRECTOR

Signature over Printed Name  
 Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

ANNUAL PROCUREMENT PLAN FOR FY 2026

INDICATIVE  FINAL  UPDATED [Version No. \_\_\_\_]

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Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>A. Exhibition</b>											
Venue and Facilities Rental	TPS-CAS	GOODS Size: 3,000 sqm	Lease of Venue	NO	LCRB	January 2026	April 2026	GAA - Corporate Operating Budget	3,200,000.00		
Tent Construction	TPS-CAS	GOODS Size: 3,000 sqm	Lease of Venue	NO		January 2026	April 2026	GAA - Corporate Operating Budget	1,310,000.00		
Booth Design and Construction - Booth Systems and Special Settings: a. Registration b. Special Settings c. Media/ Buyers' Lounge d. Stage e. Signages	TPS-CAS	GOODS Size: 3,000 sqm	Lease of Venue	NO	LCRB	January 2026	April 2026	GAA - Corporate Operating Budget	1,500,000.00		
Exhibitor/Partner Campaign - Roadshow Expenses	TPS-CAS			NO		Not applicable	Not applicable	GAA - Corporate Operating Budget	100,000.00		
Photography and Videography for the Conference and Exhibition	TPS-CAS		Small Value Procurement	NO	LCRB	January 2026	April 2026	GAA - Corporate Operating Budget	220,000.00		
<b>B. Conference</b>											
Content Provider	TPS-CAS	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LCRB	January 2026	April 2026	GAA - Corporate Operating Budget	200,000.00		
Conference Catering for 3 days	TPS-CAS	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LCRB	January 2026	April 2026	GAA - Corporate Operating Budget	450,000.00		
Conference Kit/ Brochure	TPS-CAS	GOODS 250 pcs	Small Value Procurement	NO	LCRB	January 2026	April 2026	GAA - Corporate Operating Budget	100,000.00		
Conference Bag	TPS-CAS	GOODS 250 pcs	Small Value Procurement	NO	LCRB	January 2026	April 2026	GAA - Corporate Operating Budget	275,000.00		
Tokens for TWG, Speakers, and VIPs	TPS-CAS	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LCRB	January 2026	April 2026	GAA - Corporate Operating Budget	150,000.00		
<b>C. Pitching</b>											
Pitching Competition Expenses (token and prizes)	TPS-CAS	GOODS Quantity: 1 Lot	Small Value Procurement	NO	LCRB	January 2026	April 2026	GAA - Corporate Operating Budget	385,000.00		
<b>D. Admin Requirements</b>											
Meeting and/or Representations	TPS-CAS			NO				GAA - Corporate Operating Budget	60,000.00		
Other Supplies	TPS-CAS		Direct Acquisition	NO				GAA - Corporate Operating Budget	50,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

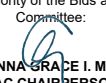
Total Amount of Estimated Budget for EPA Projects: ₱0.00  
 Total Amount of CSEs to be purchased from PS-DBM: ₱0.00  
 Total Amount of Estimated Budget: ₱8,000,000.00

Prepared by:

Recommended by:

Approved by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
 HEAD, BAC SECRETARIAT

  
**ATTY. ANNA GRACE I. MARPURI**  
 BAC CHAIRPERSON

  
**ROMLEAH JULIET PULIDO OCAMPO**  
 EXECUTIVE DIRECTOR

Signature over Printed Name  
 Position/Designation  
*Bids and Awards Committee Secretariat*

Signature over Printed Name  
 Position/Designation  
*Bids and Awards Committee Chairperson*

Signature over Printed Name  
 Position/Designation  
*Head of the Procuring Entity*

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
INDUSFOOD**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
Hotel	TPS-EMP			NO				GAA - Corporate Operating Budget	70,000.00		
Per Diem	TPS-EMP			NO				GAA - Corporate Operating Budget	50,000.00		
Pre-Travel	TPS-EMP			NO				GAA - Corporate Operating Budget	7,000.00		
Inland Transportation and Logistics	TPS-EMP	GOODS	Overseas Procurement	NO	LCRB	12/2025	01/2026	GAA - Corporate Operating Budget	50,000.00		
Stand Assistant	TPS-EMP	GOODS	Overseas Procurement	NO	LCRB	12/2025	01/2026	GAA - Corporate Operating Budget	67,000.00		
Vaccinations	TPS-EMP			NO				GAA - Corporate Operating Budget	23,000.00		
Clothing Allowance	TPS-EMP			NO				GAA - Corporate Operating Budget	12,000.00		
Admin and Communication Expense	TPS-EMP			NO				GAA - Corporate Operating Budget	6,000.00		
Mandatory Savings	TPS-EMP			NO				GAA - Corporate Operating Budget	15,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											


Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects:                    P0.00  
 Total Amount of CSEs to be purchased from PS-DBM:                    P0.00  
 Total Amount of Estimated Budget:    P300,000.00

Prepared by:

Recommended by:

Approved by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
 HEAD, BAC SECRETARIAT

  
**ATTY. ANNA GRACE I. MARPURI**  
 BAC CHAIRPERSON

  
**ROMLEAH JULIET PULIDO OCAMPO**  
 EXECUTIVE DIRECTOR

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Signature over Printed Name  
 Position/Designation

Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Signature over Printed Name  
 Position/Designation

Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
ACCOUNTS UNDER GSD - ADMINISTRATIVE OVERHEAD EXPENSES (AOE) AND CAPITAL OUTLAYS (CO)**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**

INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_]


PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>A. WATER &amp; POWER</b>											
1. Water	GSD		Direct Contracting	NO	01/2026	12/2026		GAA - Corporate Operating Budget	360,000.00		
2. Power	GSD		Direct Contracting	NO	01/2026	12/2026		GAA - Corporate Operating Budget	3,780,000.00		
<b>B. COMMUNICATION</b>											
1. Telephone Service	GSD		Renewal of Regular and Recurring Services	NO	01/2026	12/2026		GAA - Corporate Operating Budget	1,800,000.00		
2. Cellular Phone Service	GSD		Renewal of Regular and Recurring Services	NO	01/2026	12/2026	01/2026	GAA - Corporate Operating Budget	300,000.00		
<b>C. JANITORIAL SERVICES</b>											
Estimated Contract Amount	GSD		Competitive Bidding	NO	01/2026	12/2026	01/2026	GAA - Corporate Operating Budget	1,850,000.00		
<b>D. SECURITY SERVICES</b>											
Estimated Contract Amount	GSD		Competitive Bidding	NO	01/2026	12/2026		GAA - Corporate Operating Budget	3,350,000.00		
<b>E. DRIVER AND OTHER ALLIED SERVICES</b>											
Estimated Contract Amount	GSD		Renewal of Regular and Recurring Services	NO	01/2026	12/2026		GAA - Corporate Operating Budget	4,100,000.00		
<b>F. GSD SERVICE PROVIDERS</b>											
Estimated Contract Amount	GSD			NO				GAA - Corporate Operating Budget	1,000,000.00		
<b>G. CONTRACTED SERVICES</b>											
1. Pest and Termite Control Services	GSD		Small Value Procurement	NO	01/2026	12/2026		GAA - Corporate Operating Budget	140,000.00		
2. Wastewater Treatment Services	GSD		Small Value Procurement	NO	01/2026	12/2026		GAA - Corporate Operating Budget	120,000.00		
3. Desludging Services	GSD		Small Value Procurement	NO	01/2026	12/2026		GAA - Corporate Operating Budget	170,000.00		
4. Preventive Maintenance of Generator Set	GSD		Small Value Procurement	NO	01/2026	12/2026	01/2026	GAA - Corporate Operating Budget	60,000.00		
5. Preventive Maintenance of Air-Conditioning Units	GSD		Small Value Procurement	NO	01/2026	12/2026	01/2026	GAA - Corporate Operating Budget	180,000.00		
6. Rental of Photocopier	GSD		Small Value Procurement	NO	01/2026	12/2026		GAA - Corporate Operating Budget	60,000.00		
7. Supply and Delivery of Purified Drinking Water	GSD		Small Value Procurement	NO	01/2026	12/2026		GAA - Corporate Operating Budget	120,000.00		
<b>H. OFFICE/FACILITIES/EQUIPMENT REPAIRS &amp; MAINTENANCE</b>											
1. Services for Office/Facilities/Equipment Repairs & Maintenance	GSD		Small Value Procurement	NO				GAA - Corporate Operating Budget	100,000.00		
2. Parts/Supplies/Materials/Tools/Accessories for Office/Facilities/Equipment	GSD		Direct Acquisition	NO				GAA - Corporate Operating Budget	250,000.00		
<b>I. VEHICLE REPAIRS &amp; MAINTENANCE</b>											
1. Services for Vehicle Repairs & Maintenance	GSD		Small Value Procurement	NO				GAA - Corporate Operating Budget	100,000.00		

2. Parts/Supplies/Materials/Tools/Accessories for Vehicles	GSD		Direct Acquisition	NO				GAA - Corporate Operating Budget	150,000.00		
<b>J. VEHICLE TRANSPORT REQUIREMENTS</b>											
1. Toll and Parking Fees	GSD			NO				GAA - Corporate Operating Budget	250,000.00		
2. Vehicle LTO Registration	GSD		Direct Contracting	NO			01/2026	GAA - Corporate Operating Budget	50,000.00		
<b>K. FUEL &amp; LUBE</b>											
1. Fuel	GSD		Direct Retail Purchase	NO	01/2026	12/2026		GAA - Corporate Operating Budget	945,000.00		
2. Lube	GSD		Direct Retail Purchase	NO	01/2026	12/2026		GAA - Corporate Operating Budget	100,000.00		
<b>L. PROPERTY INSURANCE</b>											
1. Vehicle Insurance	GSD		Direct Contracting	NO			01/2026	GAA - Corporate Operating Budget	100,000.00		
2. General Insurance	GSD		Direct Contracting	NO			01/2026	GAA - Corporate Operating Budget	700,000.00		
<b>M. MISCELLANEOUS EXPENSES</b>											
1. GSD Meeting Expenses	GSD			NO				GAA - Corporate Operating Budget	20,000.00		
<b>N. CAPITAL OUTLAYS</b>											
1. Office Furniture, Fixtures, and Equipment	GSD		Competitive Bidding	NO				GAA - Corporate Operating Budget	3,804,000.00		CAPEX
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: P0.00  
Total Amount of CSEs to be purchased from PS-DBM: P0.00  
Total Amount of Estimated Budget: P23,959,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
**HEAD, BAC SECRETARIAT**

Signature over Printed Name  
Position/Designation  
Bids and Awards Committee Secretariat

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
**BAC CHAIRPERSON**

Signature over Printed Name  
Position/Designation  
Bids and Awards Committee Chairperson

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
**EXECUTIVE DIRECTOR**

Signature over Printed Name  
Position/Designation  
Head of the Procuring Entity

Date : \_\_\_\_\_

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSION  
UFI ASIA-PACIFIC CONFERENCE / UFI GLOBAL CONGRESS**

**ANNUAL PROCUREMENT PLAN FOR FY 2026**


INDICATIVE   
  FINAL   
  UPDATED [Version No. \_\_\_\_\_]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)
Project Title	End-User or Implementing Unit	General Description of the Project	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund	Estimated Budget / Approved Budget for the Contract (PHP)		
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
<b>General Requirements</b>											
<b>A. Travel</b>											
A.1 DSA	CPD			NO		01/2026	12/2026	GAA - Corporate Operating Budget	300,000.00		
A.2 Travel Insurance	CPD			NO		01/2026	12/2026	GAA - Corporate Operating Budget	8,000.00		
A.3 Airfare	CPD	GOODS Quantity: 1 pax	Direct Retail Purchase	NO		01/2026	12/2026	GAA - Corporate Operating Budget	150,000.00		
A.4 Communications and Admin Expenses	CPD			NO		01/2026	12/2026	GAA - Corporate Operating Budget	132,000.00		
<b>B. Registration</b>	CPD	GOODS		NO		01/2026	12/2026	GAA - Corporate Operating Budget	50,000.00		
<b>C. Membership</b>	CPD			NO		01/2026	12/2026	GAA - Corporate Operating Budget	260,000.00		
<b>D. UFI Audit</b>	CPD			NO		01/2026	12/2026	GAA - Corporate Operating Budget	300,000.00		
<b>Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009</b>											
None											
<b>Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)</b>											
None											

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects:                    P0.00  
 Total Amount of CSEs to be purchased from PS-DBM:                    P0.00  
 Total Amount of Estimated Budget:    P1,200,000.00

Prepared by:

  
**ATTY. GIRLIE MEI D. CUNTAPAY**  
 HEAD, BAC SECRETARIAT

Signature over Printed Name  
 Position/Designation  
*Bids and Awards Committee Secretariat*

Date : \_\_\_\_\_

Recommended by:

By the Authority of the Bids and Awards  
 Committee:  
  
**ATTY. ANNA GRACE I. MARPURI**  
 BAC CHAIRPERSON

Signature over Printed Name  
 Position/Designation  
*Bids and Awards Committee Chairperson*

Date : \_\_\_\_\_

Approved by:

  
**ROMLEAH JULIET PULIDO OCAMPO**  
 EXECUTIVE DIRECTOR

Signature over Printed Name  
 Position/Designation  
*Head of the Procuring Entity*

Date : \_\_\_\_\_