

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS

UPDATED ANNUAL PROCUREMENT PLAN NON-COMMON USE SUPPLIES FY 2024
AS OF 31 DECEMBER 2024 (2ND SEMESTER)

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

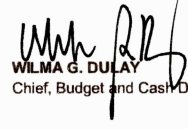
Project: CREATEPhilippines 2024

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	CAMPAIGN/CAPACITY BUILDING												
	1. Roadshow (airfare, per diem, food venue, etc)	OG1-SET	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	350,000.00	350,000.00	0.00	
	2. Capacity Building Speakers	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	810,000.00	810,000.00	0.00	
	3. Food for Participants, Staff and Partners	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	600,000.00	600,000.00	0.00	
	4. VIP Tokens	OG1-SET	NO	Shopping					GoP	129,500.00	129,500.00	0.00	
	5. Partners Token	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	415,000.00	415,000.00	0.00	
	5. Van Rental	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	100,000.00	100,000.00	0.00	
	5. Roadshow Campaign Promotion	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	160,000.00	160,000.00	0.00	
	7. Buyer/Visitor Incentive Care and Services - Partner Hotel for Hosted Clients	OG1-SET	NO	NP-53.10 Lease of Real Property and Venue					GoP	500,000.00	500,000.00	0.00	
	EXHIBITION REQUIREMENTS, PRINTS & PROMOTION MATERIALS												
	1. EDD Requirement (settings, shocases, signages, etc)	OG1-SET	NO	Shopping					GoP	3,750.00	3,750.00	0.00	
	a. Badges												
	b. Lanyard	OG1-SET	NO	Shopping					GoP	15,000.00	15,000.00	0.00	
	c. Wrist Band	OG1-SET	NO	Shopping					GoP	28,000.00	28,000.00	0.00	
	d. Creative Kit	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	120,750.00	120,750.00	0.00	
	e. Signages (4 legs)	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	400,000.00	400,000.00	0.00	
	f. Production Outfit	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	632,500.00	632,500.00	0.00	
	g. Booth Construction	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	300,000.00	300,000.00	0.00	
	ADMIN AND LOGISTICS												
	1. Communication Expenses	OG1-SET	NO						GoP	15,000.00	15,000.00	0.00	
	2. Meeting Expenses	OG1-SET	NO						GoP	90,000.00	90,000.00	0.00	
	3. Staff Meals	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	150,000.00	150,000.00	0.00	
	4. Supplies and Materials	OG1-SSET	NO	Shopping					GoP	20,000.00	20,000.00	0.00	
	5. Janitorial Services	OG1-SET	NO						GoP	10,000.00	10,000.00	0.00	
	6. Courier	OG1-SET	NO						GoP	2,500.00	2,500.00	0.00	
	7. Bank Charges	OG1-SET	NO						GoP	3,000.00	3,000.00	0.00	
	8. Printing of Brochure	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	60,000.00	60,000.00	0.00	
	9. Miscellaneous	OG1-SET	NO						GoP	75,500.00	75,500.00	0.00	
	OTHERS												
	1. Asia Design Sharing Council Meeting	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	150,000.00	150,000.00	0.00	
	2. SP Salaries	OG1-SET	NO						GoP	600,000.00	600,000.00	0.00	
	4. Planning Session - SBD	OG1-SET	NO						GoP	150,000.00	150,000.00	0.00	
	TOTAL									5,890,500.00	5,890,500.00	0.00	

Prepared by:


MARJO F. EVIO
 Department Manager, SBD

Evaluated by:


WILMA G. DULAY
 Chief, Budget and Cash Division

Recommended by:


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

Approved by:



MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity

for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

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Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

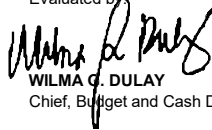
Division: OFFICE OF THE DEPUTY EXECUTIVE DIRECTOR

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	TRAVEL												
	1.PLANE FARE	IP-ODED	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	15,000.00	15,000.00	0.00	
	2.HOTEL ACCOMMODATION	IP-ODED	NO	NP-53.10 Lease of Real Property and Venue					GoP	35,000.00	35,000.00	0.00	
	3.PER DIEM	IP-ODED	NO						GoP	50,000.00	50,000.00	0.00	
	PRE-TRAVEL	IP-ODED	NO						GoP	7,000.00	7,000.00	0.00	
	ADMINISTRATIVE EXPENSES												
	1.MEETING EXPENSES	IP-ODED	NO						GoP	85,000.00	85,000.00	0.00	
	2.SUPPLIES	IP-ODED	NO	Shopping					GoP	60,000.00	60,000.00	0.00	
	3.MISCELLANEOUS	IP-ODED	NO	NP-53.9 - Small Value Procurement					GoP	50,000.00	50,000.00	0.00	
	4.LOCAL TRAVEL	IP-ODED	NO						GoP	80,000.00	80,000.00	0.00	
	OTHERS												
	1.SP SALARY	IP-ODED	NO						GoP	248,000.00	248,000.00	0.00	
	TOTAL									630,000.00	630,000.00	0.00	

Prepared by:

CRISEN B. VICENTE
 Administrative Assistant I


Noted by:

MA. LOURDES D. MEDIRAN
 Deputy Executive Director

Evaluated by:

WILMA G. DULAY
 Chief, Budget and Cash Division

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CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Division: Human Resource Management Division 2024

Code (PAP)	ProcurementProject	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)	
					Advertisemen t/Posting of IB/RE	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
	BOND PREMIUM Bond Premium	HRMD	NO			N/A	N/A	N/A	N/A	GoP	729,000.00	729,000.00	0.00	
	OCCUPATIONAL HEALTH SERVICE Occupational Health Service	HRMD	YES	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	GoP	540,000.00	540,000.00	0.00	Php 45,000 x 12 months	
	RECRUITMENT AND SELECTION Outsourcing of Psychological Examination	HRMD	YES	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	GoP	300,000.00	300,000.00	0.00		
	Psychological Testing Materials	HRMD	NO	Direct Contracting	1Q	1Q	1Q	1Q	GoP	15,000.00	15,000.00	0.00		
	Onboarding Activity	HRMD	NO		N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	0.00		
	LEARNING AND DEVELOPMENT Core Competency Training	HRMD	NO		N/A	N/A	N/A	N/A	GoP	421,790.00	421,790.00	0.00	Php 5,000 X 90 employees	
	Technical Competency / Specialized Training	HRMD	NO		N/A	N/A	N/A	N/A	GoP	574,000.00	574,000.00	0.00	Php10,000 X 90 pax	
	Leadership Competency Training (Management Committee, Executive Committee, CITEM Board Members)	HRMD	NO		N/A	N/A	N/A	N/A	GoP	375,000.00	375,000.00	0.00	Php15,000 x 25 pax	
	COMMUNICATION EXPENSES Cellcards (January - June)	HRMD	NO	Shopping	1Q	1Q	1Q	1Q	GoP	50,000.00	50,000.00	0.00		
	Cellcards (July - December)	HRMD	NO	Shopping	3Q	3Q	3Q	3Q	GoP	51,520.00	51,520.00	0.00		
	ORGANIZATIONAL DEVELOPMENT Reorganizational Planning	HRMD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	452,000.00	452,000.00	0.00		
	GAD Activities	HRMD	NO		N/A	N/A	N/A	N/A	GoP	141,300.00	141,300.00	0.00		
	Organizational Culture / Development Activities	HRMD	NO		N/A	N/A	N/A	N/A	GoP	249,100.00	249,100.00	0.00		
	Team Building Team building venue including full board meals	HRMD	YES	NP-53.10 Lease of Real Property and Venue	3Q	3Q	4Q	4Q	GoP	720,000.00	720,000.00	0.00		
	Transportation	HRMD	NO	NP-53.9 - Small Value Procurement	3Q	3Q	4Q	4Q	GoP	180,000.00	180,000.00	0.00		
	Facilitator (including accommodation, excluding transpo)	HRMD	NO	NP-53.9 - Small Value Procurement	3Q	3Q	4Q	4Q	GoP	80,000.00	80,000.00	0.00		
	Activity Prizes	HRMD	NO		N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	0.00		
	Breakfast (Day 1)	HRMD	NO		N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00	0.00		
	HEALTH AND WELLNESS PROGRAMS Physical, Mental, Spiritual, Social and Financial Wellness Programs	HRMD	NO		N/A	N/A	N/A	N/A	GoP	125,000.00	125,000.00	0.00	Php 25,000 x 5 activities	
	Flu Vaccine	HRMD	NO	NP-53.9 - Small Value Procurement	2Q	2Q	2Q	2Q	GoP	100,000.00	100,000.00	0.00		
	Drug Test for employees	HRMD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	35,000.00	35,000.00	0.00		
	40TH ANNIVERSARY AND YEAR-END CELEBRATION Venue, Caterer for 180 pax	HRMD	YES	NP-53.10 Lease of Real Property and Venue	4Q	4Q	4Q	4Q	GoP	144,000.00	144,000.00	0.00		
	Frames for Loyalty Awardees	HRMD	NO	Shopping	4Q	4Q	4Q	4Q	GoP	25,000.00	25,000.00	0.00		
	Trophy for Loyalty Awardees	HRMD	NO	NP-53.9 - Small Value Procurement	4Q	4Q	4Q	4Q	GoP	120,000.00	120,000.00	0.00		
	Raffle prizes	HRMD	NO	Shopping	4Q	4Q	4Q	4Q	GoP	497,000.00	497,000.00	0.00		
	Game prizes	HRMD	NO	Shopping	4Q	4Q	4Q	4Q	GoP	65,000.00	65,000.00	0.00		
	Christmas Package for employees	HRMD	NO	NP-53.9 - Small Value Procurement	4Q	4Q	4Q	4Q	GoP	680,000.00	680,000.00	0.00	Php 4,000 X 180 pax	
	ChristmasTokens	HRMD	NO	Direct Contracting	4Q	4Q	4Q	4Q	GoP	510,000.00	510,000.00	0.00		
	NATIONAL WOMEN'S MONTH CELEBRATION Tarpauln/ Banner	HRMD	NO	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	GoP	14,200.00	14,200.00	0.00		
	Advocacy Shirt/ Polo Shirt	HRMD	NO	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	GoP	67,500.00	67,500.00	0.00		
	Token for Employees	HRMD	NO		N/A	N/A	N/A	N/A	GoP	12,000.00	12,000.00	0.00		
	Token for Speaker	HRMD	NO		N/A	N/A	N/A	N/A	GoP	4,000.00	4,000.00	0.00		
	Meals	HRMD	NO		N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00	0.00		
	WELCOME CEREMONY FOR THE NEW EXECUTIVE DIRECTOR Mass Wine	HRMD	NO	Shopping	2Q	2Q	2Q	2Q	GoP	650.00	650.00	0.00		
	Hostia/ Communion Bread	HRMD	NO	Shopping	2Q	2Q	2Q	2Q	GoP	220.00	220.00	0.00		
	Priest Communion Bread	HRMD	NO	Shopping	2Q	2Q	2Q	2Q	GoP	100.00	100.00	0.00		
	White Mass Candles	HRMD	NO	Shopping	2Q	2Q	2Q	2Q	GoP	200.00	200.00	0.00		
	White Tea Light Candles	HRMD	NO	Shopping	2Q	2Q	2Q	2Q	GoP	100.00	100.00	0.00		
	KALAYAAN 2024 Meals	HRMD	NO	NP-53.9 - Small Value Procurement	2Q	2Q	2Q	2Q	GoP	8,320.00	8,320.00	0.00		
	Prescribed Activity Shirts and Various Collaterals	HRMD	NO	NP-53.9 - Small Value Procurement	2Q	2Q	2Q	2Q	GoP	19,890.00	19,890.00	0.00		
	CSC ANIVERSARY 2024 Registration for VibeRun: Takbo para sa Servant Heroes	HRMD	NO		3Q	3Q	3Q	3Q	GoP	10,500.00	10,500.00	0.00		
	Meals	HRMD	NO		3Q	3Q	3Q	3Q	GoP	8,400.00	8,400.00	0.00		
	Activity Shirt	HRMD	NO	NP-53.9 - Small Value Procurement	3Q	3Q	3Q	3Q	GoP	21,000.00	21,000.00	0.00		
	Token for Bloodletting Activity	HRMD	NO		3Q	3Q	3Q	3Q	GoP	1,000.00	1,000.00	0.00		
	Lunch Treat for Lingkod Bayani	HRMD	NO	NP-53.9 - Small Value Procurement	3Q	3Q	3Q	3Q	GoP	60,000.00	60,000.00	0.00		

OTHER HR-RELATED EXPENSES													
Provision of CITEM New ID	HRMD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	80,000.00	80,000.00	0.00		
Corporate Social Responsibility (CSR)	HRMD	NO		N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00	0.00		
Tokens	HRMD	NO		N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00	0.00		
Staff / Face to Face Meeting	HRMD	NO		N/A	N/A	N/A	N/A	GoP	35,000.00	35,000.00	0.00		
Mass and Offertory	HRMD	NO		N/A	N/A	N/A	N/A	GoP	18,000.00	18,000.00	0.00	Php1,500 for Fruits & Flowers + Php3,000 Stipend X 4 Holy Mass	
CITEM Pins	HRMD	NO	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	GoP	30,000.00	30,000.00	0.00		
Time Card Model 9000	HRMD	NO	Shopping	1Q	1Q	1Q	1Q	GoP	3,000.00	3,000.00	0.00		
Long White Folder with Folder Jacket	HRMD	NO	Shopping	1Q	1Q	1Q	1Q	GoP	3,000.00	3,000.00	0.00		
Fuji Xerox 2020 Colored Toner	HRMD	NO	Shopping	1Q	1Q	1Q	1Q	GoP	12,000.00	12,000.00	0.00		
Laminating Film	HRMD	NO	Shopping	1Q	1Q	1Q	1Q	GoP	3,000.00	3,000.00	0.00		
Board Paper	HRMD	NO	Shopping	1Q	1Q	1Q	1Q	GoP	3,000.00	3,000.00	0.00		
ID Case	HRMD	NO	Shopping	1Q	1Q	1Q	1Q	GoP	5,000.00	5,000.00	0.00		
ID Lace	HRMD	NO	Shopping	1Q	1Q	1Q	1Q	GoP	50,000.00	50,000.00	0.00		
Polo Barong Uniform	HRMD	NO	Shopping	1Q	1Q	1Q	1Q	GoP	5,000.00	5,000.00	0.00		
CONTINGENCY BUDGET FOR EMPLOYEES / EMERGENCY ASSISTANCE													
Contingency Budget for employees/ Emergency Assistance (cards, flowers, etc.)	HRMD	NO		N/A	N/A	N/A	N/A	GoP	69,210.00	69,210.00	0.00		
EXTRAORDINARY AND MISCELLANEOUS EXPENSES	HRMD	NO		N/A	N/A	N/A	N/A	GoP	198,000.00	198,000.00	0.00		
TOTAL									8,097,000.00	8,097,000.00	0.00		

Prepared by:


FLORENCE PEARL M. BUENSALIDO
 Chief, HRMD

Evaluated by:


WILMA G. DULAY
 Chief, Budget and Cash Division

Recommended by:


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

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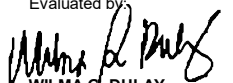
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Project: SIAL Paris with Outbound Business Mission 2024

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	SPACE RENTAL inclusive of Bare Space (EUR 316x 110 sqm), With 4 Open Sides (EUR 92 x 110 sqm), Compulsary Stand Cleaning (EUR 5.50 x 110 sqm), Mandatory Marketing Pack Business (VAT excl.), Co-Exhibitor Registration Fees (EUR 1,260 x 15 companies) (VAT excl.), and VAT	CBD-TPS for Food	NO	Overseas Procurement					GoP	4,045,764.00	4,045,764.00	0.00	
	DESIGN AND MARKETING 1. Stand Installation / Dismantling	CBD-TPS for Food	NO	Overseas Procurement					GoP	2,976,109.00	2,976,109.00	0.00	
	2. Printing of Lookbook / Brochure	CBD-TPS for Food	NO	NP-53.9 - Small Value Procurement					GoP	40,000.00	40,000.00	0.00	
	STAND SERVICES 1. Interpreters / Stand Assistants (2-3 pax)	CBD-TPS for Food	NO	Overseas Procurement					GoP	187,158.00	187,158.00	0.00	
	TRAVEL EXPENSES 1. Plane Fare (MNL-CDG, BRU-MNL)	CBD-TPS for Food	NO	NP-53.9.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	138,428.00	138,428.00	0.00	
	2. Daily Subsistence Allowance	CBD-TPS for Food	NO						GoP	544,575.00	544,575.00	0.00	
	3. Pre-Travel Expenses and Insurance	CBD-TPS for Food	NO						GoP	11,166.00	11,166.00	0.00	
	4. Clothing Allowance	CBD-TPS for Food	NO						GoP	23,600.00	23,600.00	0.00	
	5. Communication Expenses	CBD-TPS for Food	NO						GoP	5,700.00	5,700.00	0.00	
	6. Schengen Visa Processing	CBD-TPS for Food	NO						GoP	4,580.00	4,580.00	0.00	
	ADMIN AND LOGISTICS 1. Bank Charges	CBD-TPS for Food	NO						GoP	14,513.84	14,513.84	0.00	
	2. Briefings / Meeting Expenses	CBD-TPS for Food	NO						GoP	2,000.00	2,000.00	0.00	
	3. Tokens	CBD-TPS for Food	NO	Shopping					GoP	7,973.00	7,973.00	0.00	
	4. Service Provider	CBD-TPS for Food	NO						GoP	971,620.00	971,620.00	0.00	
	OUTBOUND BUSINESS MISSION (OBM) IN THE HAGUE AND BRUSSELS 1. Train Fare (Paris to Rotterdam Centraal)	CBD-TPS for Food	NO						GoP	26,813.16	26,813.16	0.00	
	2. Meeting Expenses in The Hague	CBD-TPS for Food	NO						Others	61,000.00	61,000.00	0.00	Dept. of Agriculture Regional Field Office 5
	3. Meeting Expenses in Brussels	CBD-TPS for Food	NO						Others	64,050.00	64,050.00	0.00	Dept. of Agriculture Regional Field Office 5
	5. Inland Transportation (Brussels and The Netherlands)	CBD-TPS for Food	NO						Others	298,056.00	298,056.00	0.00	Dept. of Agriculture Regional Field Office 5
	TOTAL									9,423,106.00	9,423,106.00	0.00	

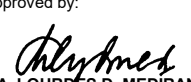
Prepared by:

ROWENA G. MENDOZA
 Department Manager, Consumer Business Dept.

Evaluated by:

WILMA G. DULAY
 Chief, Budget and Cash Division

Recommended by:

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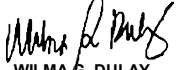
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Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Project: CITEM Board Meeting & DOLI CY 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	I. FOOD & BEVERAGES												
	1. Food/Meals for CITEM Board Meeting	Legal Unit	NO	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	GoP	35,000.00	35,000.00	0.00	
	2. Catering Services for CITEM Board Meeting	Legal Unit	NO	NP-53.9 - Small Value Procurement	2Q	2Q	2Q	2Q	GoP	28,000.00	28,000.00	0.00	
	3. Food Tray for CITEM Board Meeting	Legal Unit	NO	NP-53.9 - Small Value Procurement	3Q	3Q	3Q	3Q	GoP	26,000.00	26,000.00	0.00	
	4. Food Tray for CITEM Board Meeting	Legal Unit	NO	NP-53.9 - Small Value Procurement	4Q	4Q	4Q	4Q	GoP	18,214.28	18,214.28	0.00	
	5. Sept. 19, 2024 Meeting w/ BSOs	Legal Unit	NO		3Q	3Q	3Q	3Q	GoP	6,785.72	6,785.72	0.00	
	II. TOKEN FOR CITEM BOARD MEMBERS												
	1. Token for CITEM Board Member	Legal Unit	NO	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	GoP	23,500.00	23,500.00	0.00	
	2. Token for CITEM Board Member	Legal Unit	NO	NP-53.9 - Small Value Procurement	2Q	2Q	2Q	2Q	GoP	23,500.00	23,500.00	0.00	
	3. Token for CITEM Board Member	Legal Unit	NO	NP-53.9 - Small Value Procurement	3Q	3Q	3Q	3Q	GoP	23,500.00	23,500.00	0.00	
	4. Token for CITEM Board Member	Legal Unit	NO	NP-53.9 - Small Value Procurement	4Q	4Q	4Q	4Q	GoP	23,500.00	23,500.00	0.00	
	III. IPOPHL COMPLIANCES	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	12,000.00	12,000.00	0.00	
	IV. NOTARIAL FEES	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	50,000.00	50,000.00	0.00	
	V. DOLI CY 2025	Legal Unit	YES	NP-53.5 Agency-to-Agency	3Q	3Q	4Q	4Q	GoP	325,367.58	325,367.58	0.00	
	IBP Dues 2024 reimbursement	Legal Unit	NO		N/A	N/A	N/A	N/A	GoP	4,632.42	4,632.42	0.00	
	TOTAL									600,000.00	600,000.00	0.00	


Prepared by:

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MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity

for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Project: Information System Plan

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Laptop PC (Mid-End)	CITEM	NO	Competitive Bidding	2ND QTR.	2ND QTR.	2ND QTR.	2ND QTR.	GoP	1339500.00	0.00	1339500.00	
	Laptop PC (High-End)	SMDD	NO	Competitive Bidding	2ND QTR.	2ND QTR.	2ND QTR.	2ND QTR.	GoP	130000.00	0.00	130000.00	
	Projector	SMDD	NO	Shopping	3RD QTR.	3RD QTR.	3RD QTR.	3RD QTR.	GoP	55500.00	0.00	55500.00	
	Laser Printer	CITEM	NO	Shopping	3RD QTR.	3RD QTR.	3RD QTR.	3RD QTR.	GoP	300000.00	300,000.00	0.00	
	Inkjet Printer for Legal	LEGAL	NO	Shopping	4TH QTR.	4TH QTR.	4TH QTR.	4TH QTR.	GoP	25000.00	25,000.00	0.00	
	Adobe CC	CCSD/SMDD	NO	NP-53.9 - Small Value Procurement	1ST QTR.	1ST QTR.	1ST QTR.	1ST QTR.	GoP	765765.00	765,765.00	0.00	
	Antivirus	CITEM	NO	NP-53.9 - Small Value Procurement	4TH QTR.	4TH QTR.	4TH QTR.	4TH QTR.	GoP	400500.00	400,500.00	0.00	
	Web Security	SMDD	NO	NP-53.9 - Small Value Procurement	4TH QTR.	4TH QTR.	4TH QTR.	4TH QTR.	GoP	720000.00	720,000.00	0.00	
	Tablet PC Data Subscription	CITEM	NO	NP-53.9 - Small Value Procurement	1ST QTR.	1ST QTR.	1ST QTR.	1ST QTR.	GoP	765000.00	765,000.00	0.00	
	Leased line subscription (Primary)	CITEM	NO	NP-53.9 - Small Value Procurement	1ST QTR.	1ST QTR.	1ST QTR.	1ST QTR.	GoP	800000.00	800,000.00	0.00	
	Leased line subscription (Secondary)	CITEM	NO	NP-53.9 - Small Value Procurement	1ST QTR.	1ST QTR.	1ST QTR.	1ST QTR.	GoP	435000.00	435,000.00	0.00	
	ICT Repair and Maintenance	SMDD	NO	NP-53.9 - Small Value Procurement					GoP	10000.00	10,000.00	0.00	
	ICT Peripherals and Parts	SMDD	NO	Shopping					GoP	461530.60	461,530.60	0.00	
	Remote Monitoring and Management software	SMDD	NO	NP-53.9 - Small Value Procurement	2ND QTR.	2ND QTR.	2ND QTR.	2ND QTR.	GoP	494988.00	494,988.00	0.00	
	Hyperconverge Appliance Maintenance and Support	SMDD	NO	NP-53.9 - Small Value Procurement	1ST QTR.	1ST QTR.	1ST QTR.	1ST QTR.	GoP	441000.00	441,000.00	0.00	
	Domain Names	SMDD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	18000.00	18,000.00	0.00	
	Web Hosting	CCSD/SMDD	NO	Direct Contracting	3RD QTR.	3RD QTR.	3RD QTR.	3RD QTR.	GoP	370000.00	370,000.00	0.00	
	Online Video Conferencing and Webinar Platform	CITEM	NO	NP-53.9 - Small Value Procurement	1ST QTR.	1ST QTR.	1ST QTR.	1ST QTR.	GoP	156216.40	156,216.40	0.00	
	Photobooth Application	SMDD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	4TH QTR.	4TH QTR.	4TH QTR.	4TH QTR.	GoP	15000.00	15,000.00	0.00	
	QZ Tray Application	SMDD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	4TH QTR.	4TH QTR.	4TH QTR.	4TH QTR.	GoP	35000.00	35,000.00	0.00	
	Transactional Email and SMS Automation Software	SMDD	NO	NP-53.9 - Small Value Procurement	4TH QTR.	4TH QTR.	4TH QTR.	4TH QTR.	GoP	320000.00	320,000.00	0.00	
	TOTAL									8,058,000.00	6,533,000.00	1,525,000.00	

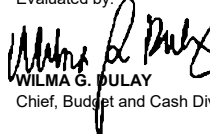
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 Alternate Head of Procuring Entity

for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Project: IFEX Philippines 2024


Code (PAP)	ProcurementProject	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	VENUE RENTAL <i>Inclusive of tent rental, Wi-Fi Connection, Electrical Consumption, Other Facilities and Services (Genie Lift, local lines, garbage hauling, water section etc.), Security Deposit, and 12% VAT</i>	TPS Food	NO	NP-53.10 Lease of Real Property and Venue					GoP	15,250,000	15,250,000	0.00	
	DESIGN AND EXHIBITION												
	1. Booth Design and Construction	EDD	NO	Competitive Bidding					GoP	2,800,000	2,800,000	0.00	
	2. Signages	EDD	NO	Competitive Bidding					GoP	1,218,000	1,218,000	0.00	
	3. Special Setting / Areas												
	a. Flavor Finds	EDD	NO	NP-53.9 - Small Value Procurement					GoP	845,000	845,000	0.00	
	b. Buyers Lounge	EDD	NO	NP-53.9 - Small Value Procurement					GoP	776,200	776,200	0.00	
	c. Creative Spots/Column Cladding or Instagrammable Areas	EDD	NO	NP-53.9 - Small Value Procurement					GoP	307,000	307,000	0.00	
	d. Cooking Demo Structure	EDD	NO	NP-53.9 - Small Value Procurement					GoP	170,100	170,100	0.00	
	e. Architectural Structure	EDD	NO	Direct Contracting					GoP	40,000	40,000	0.00	
	f. CITEM Institutional Booth	EDD	NO	NP-53.9 - Small Value Procurement					GoP	115,200	115,200	0.00	
	g. Department of Agriculture Pavilion	EDD	NO	Direct Contracting					GoP	465,000	465,000	0.00	
	h. Halal Pavilion	EDD	NO	Direct Contracting					GoP	700,000	700,000	0.00	
	i. PH Durian Showcase	EDD	NO	Direct Contracting					GoP	400,000	400,000	0.00	
	j. PH Food Holiday Photo Gallery	EDD	NO	NP-53.9 - Small Value Procurement					GoP	200,000	200,000	0.00	
	k. SSX Pavilion	EDD	NO	NP-53.9 - Small Value Procurement					GoP	350,000	350,000	0.00	
	l. Walkway Tunnels	EDD	NO	NP-53.9 - Small Value Procurement					GoP	337,000	337,000	0.00	
	4. Truck and Supplies	EDD	NO	NP-53.9 - Small Value Procurement					GoP	130,000	130,000	0.00	
	5. Rental of Scissors Lift	EDD	NO	NP-53.9 - Small Value Procurement					GoP	200,000	200,000	0.00	
	6. IFEX 2024 Official Production Outfit	EDD	NO	NP-53.9 - Small Value Procurement					GoP	1,036,500	1,036,500	0.00	
	EXHIBIT CAMPAIGN AND SERVICES												
	1. Planning/Campaign-Briefings / Market Sensing Activities for IFEX 2025	TPS Food		NP-53.10 Lease of Real Property and Venue									
	a. Venue Rental for IFEX 2025 Planning		NO						GoP	56,655	56,655	0.00	
	b. Per Diem	TPS Food	NO						GoP	54,369	54,369	0.00	
	c. Airline Tickets	TPS Food	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	40,000	40,000	0.00	
	d. Inland Transportation	TPS Food	NO	Shopping					GoP	231	231	0.00	
	e. Printing of Marketing Paraphernalia	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	100,000	100,000	0.00	
	2. TPO Incentive Program												
	a. Hotel Vouchers	TPS Food	NO	Shopping					GoP	124,800	124,800	0.00	
	b. Tokens	TPS Food	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	41,000	41,000	0.00	
	c. Supplies / Frames for Certificates of TPO Incentive Beneficiaries	TPS Food	NO	Shopping					GoP	3,337	3,337	0.00	
	BUYER CAMPAIGN AND SERVICES												
	1. Hotel Accommodation	TPS Food	NO	NP-53.10 Lease of Real Property and Venue					GoP	1,179,000	1,179,000	0.00	
	2. Airfare	TPS Food	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	200,935	200,935	0.00	
	3. Van Rental	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	33,744	33,744	0.00	
	4. Tokens												
	a. Wood Coasters	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	134,000	134,000	0.00	
	b. Table Napkins	TPS Food	NO	Shopping					GoP	50,000	50,000	0.00	
	5. Meeting expenses	TPS Food	NO						GoP	25,000	25,000	0.00	
	6. Buyers Kit/Supplies	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	100,000	100,000	0.00	
	7. Translation Services	TPS Food	NO	Shopping					GoP	185,000	185,000	0.00	
	8. Packaging materials for the token	TPS Food	NO	Shopping					GoP	15,000	15,000	0.00	
	SPECIAL EVENTS AND PROGRAMS												
	1. KATHA Awards	TPS Food		Direct Contracting									
	a. Tokens and/or Honoraria for TWG and/or BOJ		NO						GoP	32,000	32,000	0.00	
	b. Trophies and Plaques for KATHA Winners and Finalists	TPS Food	NO	NP-53.9 - Small Value Procurement					GoP	215,000	215,000	0.00	
	c. Food/Meals and Other Meetings for TWG / BOJ	TPS Food	NO						GoP	50,000	50,000	0.00	
	d. KATHA Program Director	TPS Food	NO						GoP	45,000	45,000	0.00	

e. Venue Rental with/and F&B/Catering for Awarding Ceremony	TPS Food	NO	NP-53.10 Lease of Real Property and Venue				GoP	360,000	360,000	0.00
f. Raffle Prizes for the KATHA Awarding	TPS Food	NO	Shopping				GoP	90,000	90,000	0.00
2. Food Catering for IFEX Partners Night	TPS Food	NO	NP-53.9 - Small Value Procurement				GoP	155,000	155,000	0.00
MARKETING AND PROMOTIONAL SUPPORT										
1. Onsite Photography and Videography Services	VDD	NO	NP-53.9 - Small Value Procurement				GoP	500,000	500,000	0.00
2. Bags or Kits for Giveaway	TPS Food	NO	NP-53.9 - Small Value Procurement				GoP	25,000	25,000	0.00
3. Ball/Bead Chain with Connector	TPS Food	NO	Shopping				GoP	350	350	0.00
4. Printing of IFEX Brochure / Guide	VDD	NO	NP-53.9 - Small Value Procurement				GoP	36,000	36,000	0.00
5. Printing of Roll-Up Banner/s	VDD	NO	NP-53.9 - Small Value Procurement				GoP	10,000	10,000	0.00
6. Printing of Complimentary Pass	VDD	NO	NP-53.9 - Small Value Procurement				GoP	50,000	50,000	0.00
BENCHMARKING ACTIVITIES IN OVERSEAS SHOW/S										
1. Per Diem (6 days, 2 pax)	TPS Food	NO					GoP	98,962	98,962	0.00
2. Airline Tickets (2 pax)	TPS Food	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets				GoP	47,000	47,000	0.00
3. Pre-Travel Expenses, Insurance, Travel Tax (2 pax)	TPS Food	NO					GoP	11,240	11,240	0.00
ADMINISTRATIVE REQUIREMENTS										
1. Food for Onsite Staff	TPS Food	NO	NP-53.9 - Small Value Procurement				GoP	290,000	290,000	0.00
2. Communication Allowance (Call Cards / Internet/ Data)	TPS Food	NO	Shopping				GoP	38,000	38,000	0.00
3. Meetings or Representations	TPS Food	NO					GoP	100,000	100,000	0.00
4. Onsite Food Orders	TPS Food	NO					GoP	23,000	23,000	0.00
5. Support Staff/SPs (Service Providers)	TPS Food	NO					GoP	2,800,000	2,800,000	0.00
6. Bank Charges	TPS Food	NO					GoP	3,000	3,000	0.00
7. Office Supplies / Journal and Printer Paper	TPS Food	NO	Shopping				GoP	40,000	40,000	0.00
8. Frames for Certificates	TPS Food	NO	Shopping				GoP	10,000	10,000	0.00
9. Storage solutions	TPS Food	NO	Shopping				GoP	19,732	19,732	0.00
10. Manpower Allocation and Other Onsite Requirements	TPS Food	NO					GoP	322,145	322,145	0.00
a. Security Services	TPS Food	NO					GoP	120,000	120,000	0.00
b. Janitorial Services	TPS Food	NO					GoP	48,000	48,000	0.00
c. Rental of Ambulance with Emergency Support Team	TPS Food	NO	NP-53.9 - Small Value Procurement				GoP	35,500	35,500	0.00
d. K9 Services	TPS Food	NO	NP-53.9 - Small Value Procurement				GoP	27,800	27,800	0.00
e. Encoders and/or Stand Assistants	TPS Food	NO					GoP	24,000	24,000	0.00
f. Carpenters and/or Electricians	TPS Food	NO					GoP	24,000	24,000	0.00
11. Badges and ID Jackets/Lanyards	TPS Food	NO	NP-53.9 - Small Value Procurement				GoP	165,800	165,800	0.00
12. Staff Hotel Accommodation	TPS Food	NO	NP-53.10 Lease of Real Property and Venue				GoP	325,000	325,000	0.00
13. Exhibitors/ Staff Briefing/ Thanksgiving	TPS Food	NO					GoP	67,000	67,000	0.00
14. Shipment / Courier	TPS Food	NO					GoP	6,000	6,000	0.00
15. Canva Subscription	TPS Food	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets				GoP	5,000	5,000	0.00
16. Extraordinary and Miscellaneous Expenses	TPS Food	NO					GoP	20,000	20,000	0.00
17. Marketing Agent Commission Fee	TPS Food	NO					GoP	113,575	113,575	0.00
18. SSX Web Development	TPS Food	NO	NP-53.9 - Small Value Procurement				GoP	150,000	150,000	0.00
TOTAL								34,162,175.00	34,162,175.00	0.00

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for:


LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS

Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

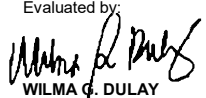
Project: Accounts under GSD - Administrative Overhead Expenditures (AOE) and Capital Expenditures (CAPEX)

Code (PAP)	ProcurementProject	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
I. PRINTING	1. Calling Cards	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	5,000.00	5,000.00	0.00	
	2. Purchase Order	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	12,000.00	12,000.00	0.00	
	3. Job Order	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	12,000.00	12,000.00	0.00	
	4. Letterhead	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	10,000.00	10,000.00	0.00	
	5. Letter Envelope w/o window	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	10,000.00	10,000.00	0.00	
	6. Letter Envelope w/ window	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	10,000.00	10,000.00	0.00	
	7. Complimentary Cards	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	10,000.00	10,000.00	0.00	
II. ADVERTISING	1. Ad Placement	GSD	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	Year-round	Year-round	Year-round	Year-round	GoP	30,000.00	30,000.00	0.00	
III. COMMUNICATION	1. One Year Rental of PABX	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	1,320,000.00	1,320,000.00	0.00	
	2. One Year Direct Line Service 33 Lines x P2,000.00 per line per month	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	792,000.00	792,000.00	0.00	
	3. PLDT (Toll Calls)	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	2,000.00	2,000.00	0.00	
	4. Cellular Phone Service ED - 1 Globe Line x P3,800.00/mo.	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	48,000.00	48,000.00	0.00	
	DED - 1 Globe Line x P2,500.00/mo.	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	30,000.00	30,000.00	0.00	
	ODED - 1 Globe Line x P999.00/mo. (iPad)	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	12,000.00	12,000.00	0.00	
	DM - 1 Globe Line x P1,499.00/mo.	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	18,000.00	18,000.00	0.00	
DM - 1 Globe Line x P1,499.00/mo.	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	18,000.00	18,000.00	0.00		
DM - 1 Globe Line x P1,499.00/mo.	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	18,000.00	18,000.00	0.00		
DCs/OICs - 10 Globe Lines x P999.00/mo.	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	120,000.00	120,000.00	0.00		
5. Excess Charges from Cellular Phone Service	GSD	NO		Monthly	Monthly	Monthly	Monthly	GoP	30,000.00	30,000.00	0.00		
6. Cable and Satellite Television Service	GSD	NO	Renewal of Regular and Recurring Services	Monthly	Monthly	Monthly	Monthly	GoP	10,000.00	10,000.00	0.00		
IV. JANITORIAL SERVICES	Estimated Contract Amount CY 2024	GSD	YES	Competitive Bidding	February 2024	February 6, 2024	February 13, 2024	May 27, 2024	GoP	1,740,000.00	1,740,000.00	0.00	
	Overtime Allocation 6 Janitors	GSD	YES		Year-round	Year-round	Year-round	Year-round	GoP	60,000.00	60,000.00	0.00	
V. SECURITY SERVICES	Estimated Contract Amount CY 2024	STREDO	NO	Competitive Bidding	Annually	Annually	Annually	Annually	GoP	4,680,000.00	4,680,000.00	0.00	
	Overtime Allocation 10 Security Guards	STREDO	NO		Year-round	Year-round	Year-round	Year-round	GoP	12,000.00	12,000.00	0.00	
VI. WATER & POWER	1. Water 300 cu.m/mo. x P100.00/cu.m	GSD	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	360,000.00	360,000.00	0.00	
	2. Power 31,000 kWh/P11.00/kWh	GSD	NO	Direct Contracting	Monthly	Monthly	Monthly	Monthly	GoP	4,092,000.00	4,092,000.00	0.00	
VII. REPAIRS & MAINTENANCE	1. Generator Maintenance	GSD	NO	NP-53.9 - Small Value Procurement	January 3, 2024	January 16, 2024	January 30, 2024	February 21, 2024	GoP	60,000.00	60,000.00	0.00	
	2. Aircon Repairs	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	75,000.00	75,000.00	0.00	
	3. Aircon Repairs (Repair and Replacement of Aircon Compressor Motor of Outdoor Condenser at HRMD Area)	GSD	NO	NP-53.2 Emergency Cases	April 2024	April 2024	April 2024	April 2024	GoP	45,000.00	45,000.00	0.00	
	4. Other Equipment Repairs	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	30,000.00	30,000.00	0.00	
	5. Generator Repair	GSD	NO	Direct Contracting	May 7, 2024	May 2024	May 21, 2024	May 2024	GoP	60,000.00	60,000.00	0.00	
	6. Sound System Repairs	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	20,000.00	20,000.00	0.00	
	7. Repair Services for Office Building	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	300,000.00	300,000.00	0.00	
	8. Service Provider	GSD	NO		Year-round	Year-round	Year-round	Year-round	GoP	400,000.00	400,000.00	0.00	
	9. Supplies, Materials, and Equipment for Office Building	GSD	NO	Shopping	Year-round	Year-round	Year-round	Year-round	GoP	495,000.00	495,000.00	0.00	

10. Printing, Delivery and Installation of CITEM Marquee, CITEM Outdoor Signage, and Tarpaulin with Roll Up Mechanism for OED Conference Room	CITEM	NO	NP-53.9 - Small Value Procurement	June 20, 2024	June 25, 2024	July 2024	July 2024	GoP	75,000.00	75,000.00	0.00
VIII. MAINTENANCE SERVICES											
1. Pest Control Services	GSD	NO	NP-53.9 - Small Value Procurement	January 15, 2024	January 19, 2024	January 2024	January 31, 2024	GoP	50,000.00	50,000.00	0.00
2. Disinfection Services	GSD	NO	NP-53.9 - Small Value Procurement	January 14, 2023	January 19, 2023	January 24, 2023	February 2023	GoP	8,652.84	8,652.84	0.00
3. Reimbursement of Food Expenses: Sept. 20, 2024 - Meeting with First Lady	GSD	NO		October 15, 2024	October 15, 2024	October 15, 2024	October 15, 2024	GoP	5,600.68	5,600.68	0.00
Sept. 25, 2024 - Post-Debriefing Meeting	GSD	NO		October 15, 2024	October 15, 2024	October 15, 2024	October 15, 2024	GoP	6,746.48	6,746.48	0.00
4. Messenger Transpo Allowance and Courier Services	STREDO	NO		Year-round	Year-round	Year-round	Year-round	GoP	30,000.00	30,000.00	0.00
5. Wastewater Treatment Services	GSD	NO	NP-53.9 - Small Value Procurement	January 3, 2024	January 16, 2024	January 23, 2024	February 16, 2024	GoP	110,000.00	110,000.00	0.00
6. Desludging Services	GSD	NO	NP-53.9 - Small Value Procurement	January 3, 2024	January 16, 2024	January 23, 2024	February 15, 2024	GoP	160,000.00	160,000.00	0.00
IX. RENTAL OF PHOTOCOPIER Consumption per month (20,000 copies @ P0.70/copy)	GSD	NO	NP-53.9 - Small Value Procurement	December 14, 2023	December 21, 2023	January 16, 2024	January 29, 2024	GoP	65,000.00	65,000.00	0.00
Service Providers	GSD	NO		Year-round	Year-round	Year-round	Year-round	GoP	30,000.00	30,000.00	0.00
X. GASOLINE / DIESEL / LUBE											
1. GASOLINE/DIESEL FUEL 12 Vehicles x P9,000.00	GSD	NO	NP-53.9.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	Year-round	Year-round	Year-round	Year-round	GoP	1,296,000.00	1,296,000.00	0.00
400 ltrs. Gas & Oil x P50.00 (for Genset & Grass Cutter)	GSD	NO	NP-53.9.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	Year-round	Year-round	Year-round	Year-round	GoP	20,000.00	20,000.00	0.00
2. LUBE 45 ltrs. Engine Oil (Gasoline) x P400.00	GSD	NO	Shopping	Biannual	Biannual	Biannual	Biannual	GoP	18,000.00	18,000.00	0.00
210 ltrs. Engine Oil (Diesel) x P400.00	GSD	NO	Shopping	Biannual	Biannual	Biannual	Biannual	GoP	84,000.00	84,000.00	0.00
XI. REPAIR OF VEHICLES / INSURANCE PREMIUM											
1. Services for the Repair & Maintenance of Vehicles	GSD	NO	NP-53.9 - Small Value Procurement	Year-round	Year-round	Year-round	Year-round	GoP	266,000.00	266,000.00	0.00
2. 10,000 Km Periodic Maintenance Service for Ford Territory C5-L930	GSD	NO	Direct Contracting	September 11, 2024	September 16, 2024	September 27, 2024	November 5, 2024	GoP	10,000.00	10,000.00	0.00
3. 25,000 Km Periodic Maintenance Service for Toyota Hiace Commuter S3-H331	GSD	NO	Direct Contracting	August 21, 2024	November 4, 2024	November 5, 2024	December 18, 2024	GoP	24,000.00	24,000.00	0.00
4. Parts and Materials for the Repair & Maintenance of Vehicles	GSD	NO	Shopping	Year-round	Year-round	Year-round	Year-round	GoP	150,000.00	150,000.00	0.00
5. Vehicle Insurance	GSD	NO	Direct Contracting	Annually	Annually	Annually	Annually	GoP	100,000.00	100,000.00	0.00
6. Toll/Parking Fees	GSD	NO		Year-round	Year-round	Year-round	Year-round	GoP	100,000.00	100,000.00	0.00
7. Vehicle LTO Registration	GSD	NO	Direct Contracting	Annually	Annually	Annually	Annually	GoP	50,000.00	50,000.00	0.00
8. Fire Insurance/Building Insurance	GSD	NO	Direct Contracting	Annually	Annually	Annually	Annually	GoP	600,000.00	600,000.00	0.00
XII. CAPEX											
1. Motor Vehicles (2 units)	CITEM	NO	Competitive Bidding	June 2024	July 2024	July 2024	August 2024	GoP	2,775,000.00	0.00	2,775,000.00
2. Purchase of Office System	CITEM	NO	Competitive Bidding	November 6, 2024	November 26, 2024	December 6, 2024	December 27, 2024	GoP	2,925,000.00	0.00	2,925,000.00
3. Teleprompter	CITEM	NO	Shopping					GoP	71,900.00	0.00	71,900.00
TOTAL									23,976,900.00	18,205,000.00	5,771,900.00


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 Alternate Head of Procuring Entity


for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)


Project: Tokyo International Gift Show (TIGS) 2024

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1	SPACE RENTAL 1.1 Space Cost (JPY451,000 per 9 sqm x 10) - 90sqm	OG1-OTF	NO	Overseas Procurement					GoP	1,670,053.00	1,670,053.00	0.00	
2	BOOTH CONSTRUCTION 2.1 Stand Construction (JPY 45,000/dqm x 90sqm)	OG1-SET	NO	Overseas Procurement					GoP	1,991,147.00	1,991,147.00	0.00	
3	STAND SERVICES 3.1. Onsite interpreter / Stand Hospitality	OG1-SET	NO	Overseas Procurement					GoP	200,000.00	200,000.00	0.00	
4	MARKETING AND PROMOTIONS 4.1 Collaterals a. Promotional post-cards/brochure	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	30,000.00	30,000.00	0.00	
	4.2 Press Tokens/Buyers' Giveaways	OG1-SET	NO	Shopping					GoP	20,000.00	20,000.00	0.00	
	4.3 Product Photoshoot	OG1-OTF	NO	NP-53.9 - Small Value Procurement					GoP	500,000.00	500,000.00	0.00	
5	TRAVEL 5.1 International a. Plane Ticket (USD600 X 2 pax)	OG1-SET	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	101,993.00	101,993.00	0.00	
	b. Hotel Accommodation (DSA Rate US\$288 x 61% x 9 nights x 2 pax)	OG1-SET	NO						GoP	177,085.44	177,085.44	0.00	
	c. Per Diem (DSA Rate US\$288 x 39% x 10 days x 2 pac)	OG1-SET	NO						GoP	125,798.40	125,798.40	0.00	
	d. Pre Travel Expenses (Php 3,500 x 2 pax)	OG1-SET	NO						GoP	7,000.00	7,000.00	0.00	
	e. Travel Insurance (Php 1,242 x 2 pax)	OG1-SET	NO						GoP	2,484.00	2,484.00	0.00	
	f. Travel Tax (Php 1,620 x 2 pax)	OG1-SET	NO						GoP	3,240.00	3,240.00	0.00	
6	ON-SITE EXPENSES 6.1 Comm/Admin Expenses	OG1-OTF	NO						GoP	11,200.00	11,200.00	0.00	
7	PROFESSIONAL FEE 7.1 Market Specialist	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	900,000.00	900,000.00	0.00	
8	SECRETARIAT 10.1 Service Provider + DBP	OG1-OTF	NO						GoP	250,000.00	250,000.00	0.00	
	10.2 Bank Remittance Charges	OG1-SET	NO						GoP	5,000.00	5,000.00	0.00	
	10.3 Meeting/Briefings/De-Briefing Expenses	OG1-OTF	NO						GoP	4,999.16	4,999.16	0.00	
	TOTAL									6,000,000.00	6,000,000.00	0.00	

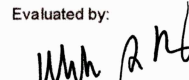
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Approved by:

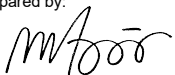

MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity

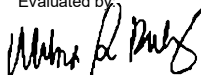
for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity


CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)


Division: International Overhead 2024 / OFFICE OF THE EXECUTIVE DIRECTOR

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	INTERNATIONAL M&O			NP-53.14 Direct Retail Purchase of Petroleum, Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP				
	Airfare	OED	NO						GoP	150,000.00	150,000.00	0.00	
	DSA	OED	NO						GoP	201,600.00	201,600.00	0.00	
	Pre-travel Expenses	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Insurance	OED	NO						GoP	10,000.00	10,000.00	0.00	
	Travel Tax	OED	NO						GoP	1,620.00	1,620.00	0.00	
	Gulfood			Barter Agreement					GoP				
	Airfare	OED	NO						GoP	7,000.00	7,000.00	0.00	
	DSA	OED	NO						GoP	253,000.00	253,000.00	0.00	
	Pre-travel Expenses	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Insurance	OED	NO						GoP	4,900.00	4,900.00	0.00	
	Travel tax	OED	NO						GoP	1,620.00	1,620.00	0.00	
	Presidential Visit - Melbourne			Barter Agreement					GoP				
	Airfare	OED	NO						GoP	8,042.70	8,042.70	0.00	
	DSA	OED	NO						GoP	44,767.80	44,767.80	0.00	
	Pre-travel Expenses	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Insurance	OED	NO						GoP	4,854.00	4,854.00	0.00	
	Travel tax	OED	NO						GoP	1,620.00	1,620.00	0.00	
	Tokyo International Gift Show and FinoPinas			NP-53.14 Direct Retail Purchase of Petroleum, Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP				
	Airfare	OED	NO						GoP	52,000.00	52,000.00	0.00	
	DSA	OED	NO						GoP	119,000.00	119,000.00	0.00	
	Pre-travel Expenses	OED	NO						GoP	3,500.00	3,500.00	0.00	
	Travel Insurance	OED	NO						GoP	1,000.00	1,000.00	0.00	
	Travel tax	OED	NO						GoP	1,620.00	1,620.00	0.00	
	CES								GoP				
	Booth Construction	OED	NO						GoP	48,298.92	48,298.92	0.00	
	Airfare	OED	NO	NP-53.14 Direct Retail Purchase of Petroleum, Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	280,000.00	280,000.00	0.00	
	LOCAL			NP-53.14 Direct Retail Purchase of Petroleum, Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP				
	Airfare	OED	NO						GoP	20,660.00	20,660.00	0.00	
	DSA	OED	NO						GoP	35,000.00	35,000.00	0.00	
	Miscellaneous fees	OED	NO						GoP	25,321.08	25,321.08	0.00	
	Networking with ISST								GoP				
	Meals	OED	NO						GoP	45,000.00	45,000.00	0.00	
	OED								GoP				
	Tokens	OED	NO						GoP	119,075.50	119,075.50	0.00	
	Meetings	OED	NO						GoP	50,000.00	50,000.00	0.00	
	TOTAL									1,500,000.00	1,500,000.00	0.00	

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Approved by:

MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity

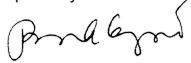
for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)


Project: Malaysia International Halal Show (MIHAS) 2024

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	63sqm space	OG2-OTF	NO	Overseas Procurement					Others	0.00	0.00	0.00	Halal Industry Devt.
	Bank Charges	OG2-OTF	NO						GoP	0.00	0.00	0.00	
	Briefings/Meeting Expenses	OG2-OTF	NO						GoP	5,649.00	5,649.00	0.00	
	Plane fare	OG2-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	5,264.00	5,264.00	0.00	
	Per Diem \$83.08 x 7 days x 1 pax	OG2-OTF	NO						GoP	99,711.00	99,711.00	0.00	
	Pre travel	OG2-OTF	NO						GoP	3,500.00	3,500.00	0.00	
	Insurance P1,000 x 1	OG2-OTF	NO						GoP	375.00	375.00	0.00	
	Marketing and Promotion- printed lookbook	OG2-OTF	NO	NP-53.9 - Small Value Procurement					GoP	20,300.00	20,300.00	0.00	
	Stand Videographer	OG2-OTF	NO	Overseas Procurement					GoP	114,689.00	114,689.00	0.00	
	Vehicle Rental/Service	OG2-OTF	NO	Overseas Procurement					GoP	67,220.00	67,220.00	0.00	
	Food and Beverage for the Forum	OG2-OTF	NO	Overseas Procurement					GoP	105,631.00	105,631.00	0.00	
	TOTAL									422,339.00	422,339.00	0.00	

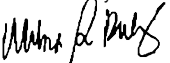
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 Alternate Head of Procuring Entity

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LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)


Project: MAISON ET OBJET 2024

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Space Cost (160sqm)	OG1-OTF	NO	Overseas Procurement					Others	3,884,692.00	3,884,692.00	0.00	External Funding
	Stand Installation / Dismantling / Fireproofing	OG1-OTF	NO	Overseas Procurement					Others	4,818,153.00	4,818,153.00	0.00	External Funding
	Other Expenses e.g rigging, hangpoints etc	OG1-OTF	NO	Overseas Procurement					Others	186,000.00	186,000.00	0.00	External Funding
	Onsite Expenses	OG1-OTF	NO	Overseas Procurement					GoP	55,550.00	55,550.00	0.00	
	Stand Assistants	OG1-OTF	NO	Overseas Procurement					Others	183,212.00	183,212.00	0.00	External Funding
	Stand Hospitality	OG1-OTF	NO	Overseas Procurement					Others	47,218.00	47,218.00	0.00	External Funding
	MOM Subscription Package / Digital Days	OG1-OTF	NO	Overseas Procurement					Others	1,982,963.00	1,982,963.00	0.00	External Funding
	Directory of Exhibitors/Brochures/Flyers/Translation Services	OG1-OTF	NO	NP-53.9 - Small Value Procurement					Others	28,990.00	28,990.00	0.00	External Funding
	Press Kits	OG1-OTF	NO	Shopping					GoP	29,880.00	29,880.00	0.00	
	Plane Fare	OG1-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum, Fuel, Oil and Lubricant (POL) Products and Airline Tickets					Others	125,000.00	125,000.00	0.00	External Funding
	DSA	OG1-OTF	NO						Others	408,514.00	408,514.00	0.00	External Funding
	Pre-Travel Expenses	OG1-OTF	NO						Others	7,000.00	7,000.00	0.00	External Funding
	Travel Insurance	OG1-OTF	NO						Others	4,376.00	4,376.00	0.00	External Funding
	Travel Tax	OG1-OTF	NO						Others	3,240.00	3,240.00	0.00	External Funding
	Clothing Allowance	OG1-OTF	NO						GoP	22,220.00	22,220.00	0.00	
	Transportation / Vehicle Rental	OG1-OTF	NO						Others	9,000.00	9,000.00	0.00	External Funding
	Comm / Admin Expenses	OG1-OTF	NO						Others	5,000.00	5,000.00	0.00	External Funding
	Shipment	OG1-OTF	NO	Direct Contracting					Others	395,739.00	395,739.00	0.00	External Funding
	Excess Baggage Allowance	OG1-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum, Fuel, Oil and Lubricant (POL) Products and Airline Tickets					Others	25,026.00	25,026.00	0.00	External Funding
	Meeting /Briefing/De-Briefing Expenses	OG1-OTF	NO						Others	20,000.00	20,000.00	0.00	External Funding
	Miscellaneous	OG1-OTF	NO						GoP	20,000.00	20,000.00	0.00	
	Business Cards	OG1-OTF	NO	NP-53.9 - Small Value Procurement					Others	9,000.00	9,000.00	0.00	External Funding
	Participation Subsidy	OG1-OTF	YES	Overseas Procurement					GoP	1,729,227.00	1,729,227.00	0.00	
	TOTAL									14,000,000.00	14,000,000.00	0.00	

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MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity

for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Project: IP CORPCOMM TIER 1 & 2 and Web Maintenance

Code (PAP)	ProcurementProject	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Ad placement Business Mirror re: IFEX PH 2024	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	500,000.00	500,000.00	0.00	
	Ad Placement in Freeman re: Create PH	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	136,000.00	136,000.00	0.00	
	Ad Placement in People Asia Magazine (Feb-March 2024 issue)	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	100,800.00	100,800.00	0.00	
	Ad Placement in Philippine Graphics re: Manila FAME	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	500,000.00	500,000.00	0.00	
	Ad placement Manila Bulletin re: IFEX PH 2024	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	300,000.00	300,000.00	0.00	
	Ad placement Philippine Star re: IFEX PH 2024	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	340,000.00	340,000.00	0.00	
	Additional budget for Manila FAME Tokens	CCD	NO	NP 53.9 Small Value Procurement					GoP	25,000.00	25,000.00	0.00	
	Additional budget for Teleprompter with Monitor and Heavy Duty Tripod	VDD	NO	Shopping					GoP	5,000.00	5,000.00	0.00	
	Additional Items for VDD assets management	VDD	NO	Shopping					GoP	4,148.00	4,148.00	0.00	
	Airfare for flyin Journalists												
	Billboard Advertising (Digital Out of Home)	CCD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	182,000.00	182,000.00	0.00	
	CCP Ad Placements - Manila FAME	CCD	NO	NP 53.9 Small Value Procurement					GoP	550,000.00	550,000.00	0.00	
	CCP e-Board Ad Placements - IFEX	CCD	NO	NP 53.5 Agency to Agency					GoP	200,000.00	200,000.00	0.00	
	CITEM Media Event Setup and logistics	CCD	NO	NP 53.5 Agency to Agency					GoP	28,000.00	28,000.00	0.00	
	Digital Ads for Maison&Objet, Ambiente, Gulfood and IFEX Promotions	CCD	NO	NP 53.9 Small Value Procurement					GoP	17,236.00	17,236.00	0.00	
	Digital Ad Boosting in FB & IG of CITEM Events and Projects	CCD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	5,000.00	5,000.00	0.00	
	Digital Ad Placements - PHILSTAR	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	400,000.00	400,000.00	0.00	
	Expenses for CSC Anniversary Month	EDD	NO	Shopping					GoP	13,750.00	13,750.00	0.00	
	FB & IG Digital Ad Boosting for IFEX PH 2024	CCD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	10,000.00	10,000.00	0.00	
	IFEX Media Tokens	CCD	NO	NP 53.9 Small Value Procurement					GoP	47,000.00	47,000.00	0.00	
	IFEX PressCon Bags	CCD	NO	NP 53.9 Small Value Procurement					GoP	74,580.00	74,580.00	0.00	
	IFEX PressCon Exhibition Area	EXD	NO	NP 53.9 Small Value Procurement					GoP	209,248.00	209,248.00	0.00	
	IFEX PressCon Exhibition Props	EXD	NO	Shopping					GoP	60,201.12	60,201.12	0.00	
	IFEX PressCon Plaques	EXD	NO	NP 53.9 Small Value Procurement					GoP	189,100.00	189,100.00	0.00	
	IFEX PressCon Production Outfit	EXD	NO	NP 53.9 Small Value Procurement					GoP	265,000.00	265,000.00	0.00	
	IFEX PressCon Signage Requirements	EXD	NO	NP 53.9 Small Value Procurement					GoP	55,530.00	55,530.00	0.00	
	IFEX PressCon Video Production for Katha Finalists	EXD	NO	NP 53.9 Small Value Procurement					GoP	338,000.00	338,000.00	0.00	
	Janitorial Services for Mla FAME Media Preview	CCD	NO						GoP	11,000.00	11,000.00	0.00	
	Kulinarya Tour for IFEX PH 2024	CCD	NO	NP 53.9 Small Value Procurement					GoP	36,750.00	36,750.00	0.00	
	Meals of flyin journalists	CCD	NO	NP 53.9 Small Value Procurement					GoP	46,000.00	46,000.00	0.00	
	Media Lounge Catering for IFEX PH 2024	CCD	NO	NP 53.9 Small Value Procurement					GoP	195,000.00	195,000.00	0.00	
	Media Lounge Catering Services for Manila FAME October 2024	CCD	NO	NP 53.9 Small Value Procurement					GoP	180,000.00	180,000.00	0.00	
	Media Monitoring Services	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	453,600.00	453,600.00	0.00	
	Media Tokens	CCD	NO	NP 53.9 Small Value Procurement					GoP	23,000.00	23,000.00	0.00	
	Media Tokens (Influencer)	CCD	NO	NP 53.9 Small Value Procurement					GoP	250,000.00	250,000.00	0.00	
	Meeting Expenses	CCSD	NO	Shopping					GoP	150,000.00	150,000.00	0.00	
	Monitors for onsite studio of CITEM Events	VDD	NO	Shopping					GoP	117,000.00	117,000.00	0.00	

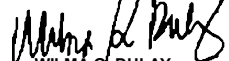
Newspaper Subscription	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	81,000.00	81,000.00	0.00
Payment for Digital Marketing Consultant (Jan-March 2017)	CCSD	NO						GoP	199,000.00	199,000.00	0.00
Payment for Multimedia Content Provider for SSX Website	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	982,000.00	982,000.00	0.00
Payment of Professional Fee of Liaison Officer for flyin Journalists	CCD	NO						GoP	15,000.00	15,000.00	0.00
Photography and Videography for IFEX PH 2024	CCD	NO	NP 53.9 Small Value Procurement					GoP	387,000.00	387,000.00	0.00
Plane fare for fly-in Journalist	CCD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	25,000.00	25,000.00	0.00
PressCon raw materials for Katha, Flavor Finds Setting	EXD	NO	Shopping					GoP	4,240.00	4,240.00	0.00
Print Ad Philippine Star re: National Exporters Week	CCD	NO	Direct Contracting					GoP	230,000.00	230,000.00	0.00
Print Ad Placements CITEM Calendar	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	800,000.00	800,000.00	0.00
Print Advertising	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	40,000.00	40,000.00	0.00
Print Advertising (BIG 3)	CCD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	620,000.00	620,000.00	0.00
Printing of 2023 CITEM Annual Report	CorPlan	NO	NP 53.9 Small Value Procurement					GoP	150,000.00	150,000.00	0.00
Printing of CITEM Newsletter	CorPlan	NO	NP 53.9 Small Value Procurement					GoP	200,000.00	200,000.00	0.00
Procurement of Email Marketing System	EXD	NO	NP 53.9 Small Value Procurement					GoP	800,000.00	800,000.00	0.00
Procurement of Monitors (5 units)	CCSD	NO	Shopping					GoP	200,000.00	200,000.00	0.00
Purchase of carpet tape , 10 rolls, 2"x20m, red	EXD	NO	Shopping					GoP	4,000.00	4,000.00	0.00
Purchase of Executive Chair for the new Exec. Director	EXD	NO	Shopping					GoP	20,000.00	20,000.00	0.00
Purchase of Printed Table Runner	EXD	NO	NP 53.9 Small Value Procurement					GoP	16,500.00	16,500.00	0.00
Purchase of RAM/Laptop Memory	EXD	NO	Shopping					GoP	50,000.00	50,000.00	0.00
Purchase of raw materials and props	EXD	NO	Shopping					GoP	17,651.15	17,651.15	0.00
Purchase of Spray Paints for Mia FAME Media Preview	EDD	NO	Shopping					GoP	352.00	352.00	0.00
Purchase of Stand Fan	ODM	NO	Shopping					GoP	4,000.00	4,000.00	0.00
Purchase of UPS battery	VDD	NO	Shopping					GoP	15,000.00	15,000.00	0.00
Purchase of various desk organizer for new Exec Dir	EXD	NO	Shopping					GoP	9,000.00	9,000.00	0.00
Service Provider Budget for 2nd semester	CCSD	NO						GoP	2,000,000.00	2,000,000.00	0.00
Service Providers	ODM	NO						GoP	4,500,000.00	4,500,000.00	0.00
Shuttle/Van rental for flyin journalists	CCD	NO	NP 53.9 Small Value Procurement					GoP	40,000.00	40,000.00	0.00
Special Requirements, Supplies and Materials	CCSD	NO	Shopping					GoP	95,369.73	95,369.73	0.00
Stock Photography and Video Assets Subscription	VDD	YES	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	31,000.00	31,000.00	0.00
Storage requirements (metal rack and wing type storage box)	EXD	NO	Shopping					GoP	48,080.00	48,080.00	0.00
Subscription to Social Media Marketing Tool	EXD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	1,900,000.00	1,900,000.00	0.00
Supply and Installation of Laptop Memory	EDD	NO	NP 53.9 Small Value Procurement					GoP	100,000.00	100,000.00	0.00
Travel of CCSD Staff in Maison & Ambiente	CCSD	NO						GoP	400,000.00	400,000.00	0.00
Venue Rental for Manila FAME Media Preview with Banquet	CCD	NO	NP-53.10 Lease of Real Property and Venue					GoP	200,000.00	200,000.00	0.00
Video-Blogging Camera	CCD	NO	Shopping					GoP	40,000.00	40,000.00	0.00
Year end Celebration Setup and Logistics	EDD	NO	NP 53.9 Small Value Procurement					GoP	100,000.00	100,000.00	0.00
TAGLAY PINOY			NP 53.9 Small Value Procurement								
Taglay Pinoy Showcase and InfoTunnel at Manila FAME	EDD	NO						GoP	950,000.00	950,000.00	0.00
Taglay Pinoy Photographer	EDD	NO	NP 53.9 Small Value Procurement					GoP	950,000.00	950,000.00	0.00
Taglay Pinoy Tokens (for launch)	OED	NO	NP 53.9 Small Value Procurement					GoP	40,000.00	40,000.00	0.00
Taglay Pinoy Travel	EDD	NO						GoP	460,000.00	460,000.00	0.00
Taglay Pinoy Grand Launch Networking Reception	EDD	NO	NP 53.9 Small Value Procurement					GoP	200,000.00	200,000.00	0.00
Taglay Pinoy Visual Merchandising Props and Display Requirements	EDD	NO	NP 53.9 Small Value Procurement					GoP	200,000.00	200,000.00	0.00
Taglay Pinoy ID Badges / Lanyards	EDD	NO	NP 53.9 Small Value Procurement					GoP	50,000.00	50,000.00	0.00
Taglay Pinoy Service Providers	CCSD	NO						GoP	105,000.00	105,000.00	0.00
Taglay Pinoy Infographics Walkway	EDD	NO	NP 53.9 Small Value Procurement					GoP	300,000.00	300,000.00	0.00
Taglay Pinoy Showcase Lobby	EDD	NO	NP 53.9 Small Value Procurement					GoP	649,864.00	649,864.00	0.00
Taglay Pinoy Meeting Expenses	CCSD	NO						GoP	75,000.00	75,000.00	0.00
IP WEB MAINTENANCE			NP 53.9 Small Value Procurement								
Hiring of Production Outfit for CREATEPH x MIPAM Capacity Building	EXD	NO						GoP	320,000.00	320,000.00	0.00
Hiring of Videography and Photography Service Provider for CREATE PH x MIPAM Kick off Ceremony	EXD	NO	NP 53.9 Small Value Procurement					GoP	100,000.00	100,000.00	0.00

One (1) year subscription of Developer Tool for Email Testing	EXD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	15,000.00	15,000.00	0.00
Payment for Web Developer & Designer to Build Website Enhancements of IFEXCONNECT.COM	EXD	NO	NP 53.6 Scientific Scholarly, Artistic Work, Exclusive Technology and Media Services					GoP	400,000.00	400,000.00	0.00
Purchase of Microwave Oven	ODM	NO	Shopping					GoP	11,500.00	11,500.00	0.00
Purchase of Oven Toaster	ODM	NO	Shopping					GoP	3,500.00	3,500.00	0.00
Purchase of Printers	ODM	NO	Shopping					GoP	50,000.00	50,000.00	0.00
Search Engine Optimization tool for all CITEM owned websites	EXD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	110,000.00	110,000.00	0.00
Travel of CCSD Staff for CITEM Projects	EXD	NO	NP 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	300,000.00	300,000.00	0.00
TOTAL									25,800,000.00	25,800,000.00	0.00

Prepared by:


JOSEPH D. BERNAT
 Department Manager III, CCSD

Evaluated by:


WILMA G. DULAY
 Chief, Budget and Cash Division

Recommended by:

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

Approved by:


MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity

for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

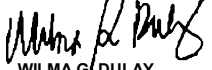
Division: INTERNAL AUDIT SERVICE DIVISION

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	ISO 9001:2015 1ST SURVEILLANCE AUDIT Service Fee of Certifying Body	IAS	NO	NP-53.9 - Small Value Procurement					Corporate Budget	50,000.00	50,000.00	0.00	
	Consultant's Professional Fee	IAS	NO	NP-53.9 - Small Value Procurement					Corporate Budget	80,000.00	80,000.00	0.00	
	Auxiliary Expenses	IAS	NO	Shopping					Corporate Budget	10,000.00	10,000.00	0.00	
	INTERNAL QUALITY AUDIT IQA Refresher Training	IAS	NO	NP-53.10 Lease of Real Property and Venue					Corporate Budget	200,000.00	200,000.00	0.00	
	Meals & Other Expenses for the Audit	IAS	NO	Shopping					Corporate Budget	10,000.00	10,000.00	0.00	
	OTHERS Turnover Ceremony	IAS	NO						Corporate Budget	50,000.00	50,000.00	0.00	
	Induction of CITEM's New Executive Director	IAS	NO						Corporate Budget	50,000.00	50,000.00	0.00	
	TOTAL									450,000.00	450,000.00	0.00	

Prepared by:


KARLA GRACE DINGLASAN
 Internal Auditor III

Evaluated by:


WILMA G. DULAY
 Chief, Budget and Cash Division

Recommended by:

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

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LEAH PULIDO OCAMPO
 Head of Procuring Entity


CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS

Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)


Project: Hong Kong Trade Development Council (HKTDC) PRO 2024

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Booth enhancement	OG2-OTF	No	Overseas Procurement					GoP	280,000.00	280,000.00	0.00	
	Surcharges, Taxes, Fees and Charges (2 pax)	OG2-OTF	No	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	25,460.00	25,460.00	0.00	
	Travel Tax	OG2-OTF	No						GoP	3,240.00	3,240.00	0.00	
	Hotel Accomodation	OG2-OTF	No						GoP	159,224.00	159,224.00	0.00	
	Per Diem	OG2-OTF	No						GoP	71,820.00	71,820.00	0.00	
	Pre-travel expenses x 2 pax	OG2-OTF	No						GoP	7,000.00	7,000.00	0.00	
	Travel Insurance ₱2,000.00 x 2 pax	OG2-OTF	No						GoP	4,000.00	4,000.00	0.00	
	Ferry Transfer (HKG-MAC-HKG) \$30.00 x 2 pax x 2 way	OG2-OTF	No	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	3,540.00	3,540.00	0.00	
	Coaster Rental in Hongkong	OG2-OTF	No	Overseas Procurement					GoP	61,200.00	61,200.00	0.00	
	Coaster Rental in Macau	OG2-OTF	No	Overseas Procurement					GoP	40,000.00	40,000.00	0.00	
	Communication expense	OG2-OTF	No						GoP	5,900.00	5,900.00	0.00	
	Coordination/Meeting Expenses	OG2-OTF	No						GoP	50,000.00	50,000.00	0.00	
	Excess baggage	OG2-OTF	No						GoP	5,900.00	5,900.00	0.00	
	Marketing and Promo-Printed Lookbook	OG2-OTF	No	NP-53.9 - Small Value Procurement					GoP	50,716.00	50,716.00	0.00	
	TOTAL									768,000.00	768,000.00	0.00	

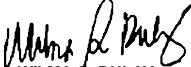
Prepared by:


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

Noted by:


ROWENA G. MENDOZA
 DM, CBD

Evaluated by:


WILMA G. DULAY
 Chief, Budget and Cash Division

Recommended by:

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

Approved by:


MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity


for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Project: GULFOOD 2024

Code (PAP)	ProcurementProject	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Space rental @ AED2800 x 126 =352.800 + 3.530(CITEM's registration fee, insurance and internet listing) = 356.330 +5% VAT= 374, 146.50	OG2 - OTF	YES	Overseas Procurement					GoP	1,190,120.00	1,190,120.00	0.00	
	Stand Installation/Dismantling	OG2 - OTF	NO	Overseas Procurement					GoP	2,005,524.00	2,005,524.00	0.00	
	Stand Assistants	OG2 - OTF	NO	Overseas Procurement					GoP	28,030.00	28,030.00	0.00	
	Admin. and Communication Allowance	OG2 - OTF	NO						GoP	5,606.00	5,606.00	0.00	
	Bank Charges	OG2 - OTF	NO						GoP	2,538.00	2,538.00	0.00	
	Briefings/Meeting Expenses	OG2 - OTF	NO						GoP	1,451.00	1,451.00	0.00	
	Exclusive Webinar Training Services	OG2 - OTF	NO	NP-53.9 - Small Value Procurement					GoP	22,000.00	22,000.00	0.00	
	Service Provider	OG2 - OTF	NO						GoP	121,608.00	121,608.00	0.00	
	Plane fare \$1,000 x 2 pax	OG2 - OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	28,200.00	28,200.00	0.00	
	DSA x 2 pax	OG2 - OTF	NO						GoP	509,362.00	509,362.00	0.00	
	Clothing Allowance	OG2 - OTF	NO						GoP	11,266.00	11,266.00	0.00	
	Pre travel Php3,500 x 2 pax	OG2 - OTF	NO						GoP	7,000.00	7,000.00	0.00	
	Insurance @ P1,800 per pax x 2 pax	OG2 - OTF	NO						GoP	3,236.00	3,236.00	0.00	
	Hiring of Market Immersion Facilitator	OG2 - OTF	NO	Overseas Procurement					GoP	452,025.00	452,025.00	0.00	
	Tokens	OG2 - OTF	NO	Shopping					GoP	30,000.00	30,000.00	0.00	
	Meetings	OG2 - OTF	NO						GoP	5,492.00	5,492.00	0.00	
	Communication Expense	OG2 - OTF	NO						GoP	818.00	818.00	0.00	
	Postcard	OG2 - OTF	NO	NP-53.9 - Small Value Procurement					GoP	49,000.00	49,000.00	0.00	
	Anuga Marketing Fees Packages 2023	OG2 - OTF	NO	Overseas Procurement					GoP	578,666.00	578,666.00	0.00	
	TOTAL									5,051,942.00	5,051,942.00	0.00	

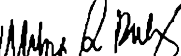
Prepared by:


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 DC, CBD-TPS for Food

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 DM, CBD

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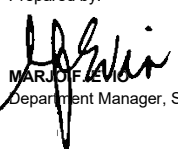
for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

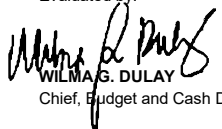
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

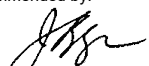
Project: MANILA FAME 2024


Code (PAP)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	BUYER MARKETING & SERVICES												
	1. VIB Program/Hotel Accommodation	OG1-OTF	NO					GoP	1,785,000.00	1,785,000.00	0.00		
	2. VIB Program/Airfare Incentive	OG1-OTF	NO					GoP	700,000.00	700,000.00	0.00		
	3. Buyer Campaign - Marketing Agent/s	OG1-OTF	NO	Overseas Procurement				GoP	1,800,000.00	1,800,000.00	0.00		
	4. Buyer Campaign Event Listing Event Listing Subscription	OG1-OTF	NO	Overseas Procurement				GoP	200,000.00	200,000.00	0.00		
	5. Institutional Participation	OG1-OTF	NO	Overseas Procurement				GoP	485,000.00	485,000.00	0.00		
	6. Space Rental MFAME Institutional Promotion in Ambiente	OG1-OTF	NO	Overseas Procurement				GoP	510,000.00	510,000.00	0.00		
	7. HK Home Instyle	OG1-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets				GoP					
	a. Plane Fare								15,000.00	15,000.00	0.00		
	b. Daily Subsistence Allowance	OG1-OTF	NO					GoP	45,000.00	45,000.00	0.00		
	8. MEGA Show Bangkok 2024)	OG1-OTF	NO	Overseas Procurement				GoP					
	a. Space Rental (Mega Show Bangkok 2024)								195,000.00	195,000.00	0.00		
	d. Booth Enhancement (Mega Show Bangkok 2024)	OG1-OTF	NO	Overseas Procurement				GoP	150,000.00	150,000.00	0.00		
	c. DSA and Incidental Expenses	OG1-OTF	NO					GoP	100,000.00	100,000.00	0.00		
	9. Mega Show Hong Kong 2024	OG1-SET	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets				GoP					
	a. Airfare								5,647.00	5,647.00	0.00		
	b. Pre Travel Allowance	OG1-SET	NO					GoP	3,500.00	3,500.00	0.00		
	c. DSA & Incidental Expenses	OG1-SET	NO					GoP	50,941.00	50,941.00	0.00		
	10. Buyers Lounge	OG1-OTF	NO	NP-53.9 - Small Value Procurement				GoP	385,000.00	385,000.00	0.00		
	11. Van Rentals	OG1-OTF	NO	NP-53.9 - Small Value Procurement				GoP	350,000.00	350,000.00	0.00		
	12. VIB/VIP Bags	OG1-OTF	NO	NP-53.9 - Small Value Procurement				GoP	250,000.00	250,000.00	0.00		
	13. VIB Lanyard	OG1-OTF	NO	NP-53.9 - Small Value Procurement				GoP	75,000.00	75,000.00	0.00		
	14. Buyer Tokens/Welcome Kit	OG1-OTF	NO	Shopping				GoP	200,000.00	200,000.00	0.00		
	15. Buyer Campaign Kit	OG1-OTF	NO	Shopping				GoP	75,000.00	75,000.00	0.00		
	EXHIBITOR MARKETING AND SERVICES												
	1. Campaign Roadshows/Exhibitors Briefing (Airfare, Per Diem/Venue, Food, etc)	OG1-SET	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets				GoP	440,000.00	440,000.00	0.00		
	2. Capacity Building Speakers' Fee	OGI-SET	NO	NP-53.9 - Small Value Procurement				GoP	840,000.00	840,000.00	0.00		
	3. Exhibitor's Lounge (Snacks & Beverages)	OGI-SET	NO	Shopping				GoP	50,000.00	50,000.00	0.00		
	PRODUCT DEVELOPMENT & VISUAL MERCHANDISING SPECIALIST	OG1-SET	NO	NP-53.9 - Small Value Procurement				GoP	600,000.00	600,000.00	0.00		
	1. Creative Director												
	2. Product Development for Home	OG1-SET	NO	NP-53.9 - Small Value Procurement				GoP	925,000.00	925,000.00	0.00		
	3. Product Development for Fashion	OG1-SET	NO	NP-53.9 - Small Value Procurement				GoP	565,000.00	565,000.00	0.00		
	4. Product Development for Artisans Village	OG1-SET	NO	NP-53.9 - Small Value Procurement				GoP	700,000.00	700,000.00	0.00		
	EXHIBITION REQUIREMENTS, PRINT & PROMOTION MATERIALS	EDD	NO	Competitive Bidding				GoP	950,000.00	950,000.00	0.00		
	1. Official Signage Contractor												
	2. Special Setting Props and VM Supplies	OG1-SET/EDD	NO	NP-53.9 - Small Value Procurement				GoP	50,000.00	50,000.00	0.00		
	3. Design Commune - Home	EDD	NO	NP-53.9 - Small Value Procurement				GoP	950,000.00	950,000.00	0.00		
	4. Design Commune - Fashion	EDD	NO	NP-53.9 - Small Value Procurement				GoP	650,000.00	650,000.00	0.00		
	5. Manila FAME - Nostalgia	EDD	NO	NP-53.9 - Small Value Procurement				GoP	500,000.00	500,000.00	0.00		
	6. Manila FAME - Components	EDD	NO	NP-53.9 - Small Value Procurement				GoP	500,000.00	500,000.00	0.00		
	7. Trucking and Logistics	EDD	NO	NP-53.9 - Small Value Procurement				GoP	70,000.00	70,000.00	0.00		
	8. Supplies	EDD	NO	Shopping				GoP	80,000.00	80,000.00	0.00		
	9. Sustainability Solutions Exchange	EDD	NO	NP-53.9 - Small Value Procurement				GoP	500,000.00	500,000.00	0.00		
	10. Kenneth Cobonpue Setting	EDD	NO	NP-53.9 - Small Value Procurement				GoP	500,000.00	500,000.00	0.00		
	11. Buyers Lounge	EDD	NO	NP-53.9 - Small Value Procurement				GoP	600,000.00	600,000.00	0.00		
	12. Opening Ceremony	EDD	NO	NP-53.9 - Small Value Procurement				GoP	500,000.00	500,000.00	0.00		
	13. Instagrammable Area/Walkway	EDD	NO	NP-53.9 - Small Value Procurement				GoP	250,000.00	250,000.00	0.00		
	14. Display Requirements	EDD	NO	NP-53.9 - Small Value Procurement				GoP	120,000.00	120,000.00	0.00		
	15. Venue Enhancement	EDD	NO	NP-53.9 - Small Value Procurement				GoP	100,000.00	100,000.00	0.00		
	3. Campaign & Event Materials	OG1-SET	NO	NP-53.9 - Small Value Procurement				GoP					
	a. Exhibitor Campaign Kit (500 pcs)								50,000.00	50,000.00	0.00		
	b. ID Badges	OG1-SET	NO	NP-53.9 - Small Value Procurement				GoP	114,500.00	114,500.00	0.00		
	c. Printed Complimentary Passes)1,000 pcs)	OG1-SET/VDD	NO	NP-53.9 - Small Value Procurement				GoP	50,000.00	50,000.00	0.00		
	d. Printed Special Events Invitation (500 pcs)	OG1-SET/VDD	NO	NP-53.9 - Small Value Procurement				GoP	35,000.00	35,000.00	0.00		
	e. Show Guide (2,000 pcs)	OG1-SET/VDD	NO	NP-53.9 - Small Value Procurement				GoP	40,000.00	40,000.00	0.00		
	f. Printing of Bookmark (Save the Date)	OG1-SET/VDD	NO	NP-53.9 - Small Value Procurement				GoP	30,000.00	30,000.00	0.00		
	4. Show proper and Special Events Photo and Video Documentation	EDD	NO	NP-53.9 - Small Value Procurement				GoP	900,000.00	900,000.00	0.00		

5. Home & Fashion Lifestyle Campaign Shoot	VDD	NO	NP-53.9 - Small Value Procurement					GoP	650,000.00	650,000.00	0.00
SPECIAL EVENTS											
1. Networking Reception - Food	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	313,000.00	313,000.00	0.00
2. Opening Ceremony Paraphernalia	OG1-SET	NO	Shopping					GoP	20,000.00	20,000.00	0.00
3. Trofeo KATHA Design Competition	OG1-SET	NO						GoP	47,000.00	47,000.00	0.00
4. KATHA Deliberation Food/Executive Lounge Food	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	50,000.00	50,000.00	0.00
5. KATHA Trophies	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	369,000.00	369,000.00	0.00
6. Tokens for KATHA Judges	OG1-SET	NO	Shopping					GoP	80,000.00	80,000.00	0.00
VENUE, SECRETARIAT, ADMIN AND LOGISTICS											
1. Venue Rental (Halls A & D)	OG1-SET	NO	NP-53.10 Lease of Real Property and Venue					GoP	15,890,000.00	15,890,000.00	0.00
2. Personnel Requirements											
a. Security & Janitorial (including OT Charges)	OG1-SET	NO	Direct Contracting					GoP	570,000.00	570,000.00	0.00
b. K9 / Ambulance . Police	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	84,000.00	84,000.00	0.00
c. Staffing (encoders, staff assistants, electricians, ETC)	OG1-SET	NO						GoP	150,000.00	150,000.00	0.00
3. Registration/Admission Requirements											
a. Registration Supplies (for MIS)	OG1-SET	NO	Shopping					GoP	10,000.00	10,000.00	0.00
b. Customized Label Sticker	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	20,000.00	20,000.00	0.00
4. Staff Event Support											
a. Cellcards for Staff	OG1-SET	NO	Shopping					GoP	60,000.00	60,000.00	0.00
b. Staff Meals	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	400,000.00	400,000.00	0.00
c. Staff Accommodation	OG1-SET	NO	NP-53.10 Lease of Real Property and Venue					GoP	500,000.00	500,000.00	0.00
d. Onsite Food Orders (EXCOM Level)	OG1-SET	NO						GoP	15,000.00	15,000.00	0.00
e. Manila FAME Thanksgiving	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	50,000.00	50,000.00	0.00
5. Communication Expenses	OG1-SET	NO						GoP	20,000.00	20,000.00	0.00
6. Meeting Expenses	OG1-SET	NO						GoP	150,000.00	150,000.00	0.00
7. Courier	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	10,000.00	10,000.00	0.00
8. Transportation/Trucks & Van Rental	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	20,000.00	20,000.00	0.00
9. Printing of Special Setting Business Card	OG1-SET	NO	Shopping					GoP	50,000.00	50,000.00	0.00
10. Printing of Special Setting Postcard	OG1-SET	NO	Shopping					GoP	50,000.00	50,000.00	0.00
11. Printing of Bookmark (Save the Date)	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	30,000.00	30,000.00	0.00
11. Customized MFAME Folder with Pocket	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	50,000.00	50,000.00	0.00
12. Bank Charges	OG1-SET	NO						GoP	5,000.00	5,000.00	0.00
13. Supplies & Materials	OG1-SET	NO	Shopping					GoP	36,000.00	36,000.00	0.00
14. Tokens	OG1-SET	NO	Direct Contracting					GoP	50,000.00	50,000.00	0.00
15. Miscellaneous	OG1-SET	NO	Shopping					GoP	126,648.00	126,648.00	0.00
16. Fabrication of MFAME Shirt	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	105,000.00	105,000.00	0.00
OTHERS											
1. UFI Membership	OG1-SET	NO						GoP	250,000.00	250,000.00	0.00
2. CITEM Booth Graphic at LIKHA 2024	OG1-SET	NO	NP-53.9 - Small Value Procurement					GoP	30,000.00	30,000.00	0.00
3. Salaries for SP's (ADC/STIDS/TIDA Level - 12 months salary + monthly premium of 33%)	OG1-SET	NO						GoP	1,627,000.00	1,627,000.00	0.00
4. Honorarium	OG1-SET	NO						GoP	10,000.00	10,000.00	0.00
5. Business Card	OG1-SET	NO	Shopping					GoP	13,500.00	13,500.00	0.00
TOTAL									40,950,736.00	40,950,736.00	0.00

Prepared by:

 MARJORIE L. MEDIRAN
 Department Manager, SBD

Evaluated by:

 WILMA G. DULAY
 Chief, Budget and Cash Division

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

Approved by:

 MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity


for: 
 LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)


Project: China International Import Expo (CIIE) 2024

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Enterprise Zone (Space Cost -132 sqm xUSD330/sqm)	OG2-OTF	NO	Overseas Procurement					GoP	2,439,360.00	2,439,360.00	0.00	
	Enterprise Zone Booth Construction and Enhancements (Electrical Installation, Consumption, Utilities)	OG2-OTF	NO	Overseas Procurement					GoP	1,176,200.00	1,627,800.00	0.00	
	Hiring of 4 Onsite Interpreters/ 2 Stand Assistants	OG2-OTF	NO	Overseas Procurement					GoP	364,000.00	364,000.00	0.00	
	Hiring of Manpower Services	OG2-OTF	NO	Overseas Procurement					GoP	140,000.00	140,000.00	0.00	
	Internet Provider	OG2-OTF	NO	Overseas Procurement					GoP	56,000.00	56,000.00	0.00	
	Hiring of China-based Content Manager	OG2-OTF	NO	Overseas Procurement					GoP	300,000.00	300,000.00	0.00	
	Airfare (MNL-PVG-MNL via PAL)	OG2-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	60,000.00	60,000.00	0.00	
	Hotel Accommodation (US\$268 x 66%) x 9 Nights x 2 Pax	OG2-OTF	NO						GoP	178,295.00	178,295.00	0.00	
	Per Diem (US\$268 x 34%) x10 Days x 2Pax	OG2-OTF	NO						GoP	102,054.00	102,054.00	0.00	
	Pre-Travel Expenses	OG2-OTF	NO						GoP	3,000.00	3,000.00	0.00	
	Insurance	OG2-OTF	NO						GoP	4,000.00	4,000.00	0.00	
	Covid Related Expenses	OG2-OTF	NO						GoP	25,000.00	25,000.00	0.00	
	Hiring Production Outfit for Opening Ceremony	OG2-OTF	NO	Overseas Procurement					GoP	112,000.00	112,000.00	0.00	
	Office Supplies	OG2-OTF	NO	Shopping					GoP	30,000.00	30,000.00	0.00	
	Bank / Remittance Charges	OG2-OTF	NO						GoP	5,000.00	5,000.00	0.00	
	Call Cards	OG2-OTF	NO	Shopping					GoP	5,000.00	5,000.00	0.00	
	Briefing/Meeting Expenses	OG2-OTF	NO						GoP	11,891.00	11,891.00	0.00	
	Telecom Subscription	OG2-OTF	NO	NP-53.9 - Small Value Procurement					GoP	38,000.00	38,000.00	0.00	
	Service Provider (10% of 8M)	OG2-OTF	NO						GoP	800,000.00	800,000.00	0.00	
	TOTAL									6,301,400.00	6,301,400.00	0.00	

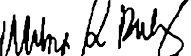
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ROMINA AUREA C. MAGNO
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 Chief, Budget and Cash Division

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

Approved by:


MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity

for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Project: CENTRESTAGE 2024

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Booth System Package (72sqm, with (1) default online package)	OG1-OTF	YES	Overseas Procurement					GoP	2,630,220.00	2,630,220.00	0.00	
	Booth Enhancements and props	OG1-OTF	YES	Overseas Procurement					GoP	590,000.00	590,000.00	0.00	
	Directory of Exhibitors/ Brochures / Flyers/ Translation Services, only if applicable	OG1-OTF	NO	Overseas Procurement					GoP	75,000.00	75,000.00	0.00	
	Press Tokens/Buyers' Giveaways	OG1-OTF	NO	NP-53.9 - Small Value Procurement					GoP	75,000.00	75,000.00	0.00	
	Market Sensing Activities / Design Tour	OG1-OTF	NO	NP-53.9 - Small Value Procurement					GoP	200,000.00	200,000.00	0.00	
	Plane Fare (USD 500 x 2 pax)	OG1-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum, Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	59,000.00	59,000.00	0.00	
	Hotel Accommodation (DSA rate US\$ 269 x 69% x 5 nights x 2pax)	OG1-OTF	NO						GoP	109,509.90	109,509.90	0.00	
	Per Diem (DSA rate US\$ 269 x 31% x 6 days)	OG1-OTF	NO						GoP	59,040.12	59,040.12	0.00	
	Pre-Travel Expenses (2 pax)	OG1-OTF	NO						GoP	7,000.00	7,000.00	0.00	
	Travel Insurance (Php500/pax)	OG1-OTF	NO						GoP	1,000.00	1,000.00	0.00	
	Travel Tax (Php1,620/pax)	OG1-OTF	NO						GoP	3,240.00	3,240.00	0.00	
	Briefing / Meeting Expenses	OG1-OTF	NO	NP-53.9 - Small Value Procurement					GoP	29,500.00	29,500.00	0.00	
	Comm / Admin Expenses	OG1-OTF	NO	NP-53.9 - Small Value Procurement					GoP	11,800.00	11,800.00	0.00	
	Excess Baggage Allowance	OG1-OTF	NO						GoP	10,000.00	10,000.00	0.00	
	Meeting / Briefings / De-Briefing Expenses	OG1-OTF	NO	NP-53.9 - Small Value Procurement					GoP	10,000.00	10,000.00	0.00	
	Service Providers Salary	OG1-OTF	NO						GoP	120,000.00	120,000.00	0.00	
	Miscellaneous	OG1-OTF	NO	Shopping					GoP	9,689.98	9,689.98	0.00	
	TOTAL									4,000,000.00	4,000,000.00	0.00	

Prepared by:


ANNA MARIE ALZONA
 Chief, CGD

Noted by:


MARJORIE EVIO
 DM, SBE

Evaluated by:


WILMA G. DILAY
 Chief, Budget and Cash Division

Recommended by:


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

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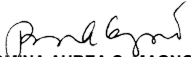
for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)


Project: China ASEAN Expo (CAEXPO) 2024

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Equipment/ Additional props (National Pavilion)	OG2-OTF	NO	Overseas Procurement					GoP	226,000.00	226,000.00	0.00	
	Booth Construction, Commodity Pavilion	OG2-OTF	NO	Overseas Procurement					GoP	680,000.00	680,000.00	0.00	
	Plane Fare	OG2-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	15,300.00	15,300.00	0.00	
	Per Diem/Insurance/Travel Expenses	OG2-OTF	NO						GoP	3,050.00	3,050.00	0.00	
	Bus Ticket	OG2-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	3,650.00	3,650.00	0.00	
	Airfare for Onsite Project Officers	OG2-OTF	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	81,000.00	81,000.00	0.00	
	Hotel Accomodation and Per Diem	OG2-OTF	NO						GoP	224,640.00	224,640.00	0.00	
	Pre-travel Expenses	OG2-OTF	NO						GoP	7,000.00	7,000.00	0.00	
	Travel Insurance	OG2-OTF	NO						GoP	4,000.00	4,000.00	0.00	
	Incidental Expenses	OG2-OTF	NO						GoP	30,000.00	30,000.00	0.00	
	Covid Related Expenses	OG2-OTF	NO						GoP	18,000.00	18,000.00	0.00	
	Office/Other Supplies	OG2-OTF	NO	Shopping					GoP	22,860.00	22,860.00	0.00	
	Shipment of Props	OG2-OTF	NO	NP-53.9 - Small Value Procurement					GoP	6,000.00	6,000.00	0.00	
	Printing of Business Cards	OG2-OTF	NO	NP-53.9 - Small Value Procurement					GoP	100,000.00	100,000.00	0.00	
	Representation/Meeting Expenses	OG2-OTF	NO						GoP	45,000.00	45,000.00	0.00	
	Tokens	OG2-OTF	NO	Shopping					GoP	30,000.00	30,000.00	0.00	
	Communication Expense (US\$ 100 x 3 pax)	OG2-OTF	NO						GoP	18,000.00	18,000.00	0.00	
	B2B Facilitator	OG2-OTF	NO	Overseas Procurement					GoP	500,000.00	500,000.00	0.00	Realignment from Gulfood
	Venue Rental	OG2-OTF	NO	Overseas Procurement					GoP	150,000.00	150,000.00	0.00	Realignment from Gulfood
	Consecutive Interpreters (2 pax)	OG2-OTF	NO	Overseas Procurement					GoP	50,000.00	50,000.00	0.00	Realignment from Gulfood
	TOTAL									2,214,500.00	2,214,500.00	0.00	

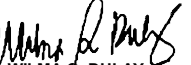
Prepared by:


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

Noted by:


ROWENA G. MENDOZA
 DM, CBD

Evaluated by:


WILMA G. DULAY
 Chief, Budget and Cash Division

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

Approved by:

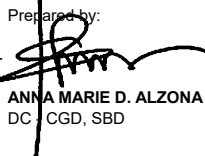

MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity

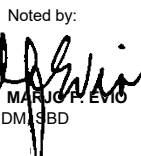
for: 
LEAH PULIDO OCAMPO
 Head of Procuring Entity

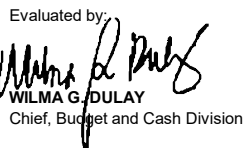
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

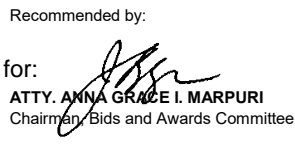
Project: Ambiente 2024

Code (PAP)	ProcurementProject	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisem nt/Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Stand Construction (EUR 300 x 250sqm)	SBD - CGD	NO	Overseas Procurement					GoP	6,575,169.00	6,575,169.00	0.00	
	Additional Props and Display Materials	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	55,832.00	55,832.00	0.00	
	Obligatory Media Package for Exhibitors (EUR1000 x 28 exhibitors)	SBD - CGD	NO	Overseas Procurement					GoP	1,086,739.00	1,086,739.00	0.00	
	Onsite Ad Banner	SBD - CGD	NO	Overseas Procurement					GoP	276,811.00	276,811.00	0.00	
	Brochures and Promo Materials	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	47,198.00	47,198.00	0.00	
	Plane Fare (US\$2000 x 3 pax)	SBD - CGD	NO	Direct Retail Purchase					GoP	141,498.00	141,498.00	0.00	
	Hotel Accommodation (DSA rate US\$ 260 x 50% x 9 nights x 3 pax)	SBD - CGD	NO						GoP	167,141.00	167,141.00	0.00	
	Per Diem (DSA rate US\$ 260 x 50% x 10 days x 3 pax)	SBD - CGD	NO						GoP	167,141.00	167,141.00	0.00	
	Pre Travel Expenses (Php3,500/pax x 3 pax)	SBD - CGD	NO						GoP	10,500.00	10,500.00	0.00	
	Travel Insurance	SBD - CGD	NO						GoP	3,236.00	3,236.00	0.00	
	Travel Tax (Php 1,620/pax x 3 pax)	SBD - CGD	NO						GoP	3,240.00	3,240.00	0.00	
	Communication/Administrative Expenses	SBD - CGD	NO						GoP	4,391.00	4,391.00	0.00	
	Networking	SBD - CGD	NO						GoP	39,882.00	39,882.00	0.00	
	Consultant's Fee/Curator/ Creative Director	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	200,000.00	200,000.00	0.00	
	Market Specialist	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	365,072.00	365,072.00	0.00	
	Stand Assistant	SBD - CGD	NO	Overseas Procurement					GoP	191,663.00	191,663.00	0.00	
	Shipment	SBD - CGD	NO						GoP	200,000.00	200,000.00	0.00	
	Excess Baggage	SBD - CGD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	16,800.00	16,800.00	0.00	
	Service Provider	SBD - CGD	NO						GoP	1,067,841.00	1,067,841.00	0.00	
	Philippine Flag Pins	SBD - CGD	NO	Shopping					GoP	10,000.00	10,000.00	0.00	
	Realignment to APTEXPO								GoP	(39,882.00)	(39,882.00)	0.00	
	Ambiente 2025 PREOP								GoP				
	Space Cost	SBD - CGD	YES	Overseas Procurement					GoP	6,310,710.00	6,310,710.00	0.00	
	Obligatory Media Package for CITEM (EUR 985)	SBD - CGD	YES	Overseas Procurement					GoP	62,056.00	62,056.00	0.00	
	AUMA Fee (EUR 0.60 x 270sqm)	SBD - CGD	YES	Overseas Procurement					GoP	10,206.00	10,206.00	0.00	
	Environment-protection (EUR 4.30 x 270sqm)	SBD - CGD	YES	Overseas Procurement					GoP	73,143.00	73,143.00	0.00	
	Stand Construction (EUR 500 x 21 sqm) (foyer)	SBD - CGD	YES	Overseas Procurement					GoP	661,500.00	661,500.00	0.00	
	Electrical Installation and consumption	SBD - CGD	NO	Overseas Procurement					GoP	63,000.00	63,000.00	0.00	
	Promotional post-cards/brochure	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	50,000.00	50,000.00	0.00	
	Press Tokens / Buyers' Giveaways	SBD - CGD	NO	Shopping					GoP	50,000.00	50,000.00	0.00	
	Product Photoshoot	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	748,730.00	748,730.00	0.00	
	International Plane Fare (US\$ 1750 x 2 pax)	SBD - CGD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	199,500.00	199,500.00	0.00	
	Plane Fare (Php10,000 x 3 pax x 3 trips)	SBD - CGD	NO	Products and Airline Tickets					GoP	90,000.00	90,000.00	0.00	
	Hotel Accommodation (Php1000 x 4 pax x 3 nights x 6 trips)	SBD - CGD	NO						GoP	72,000.00	72,000.00	0.00	
	Per Diem (Php1000 x 3 pax x 3 days x 6trips)	SBD - CGD	NO						GoP	96,000.00	96,000.00	0.00	
	Inland transport	SBD - CGD	NO						GoP	40,000.00	40,000.00	0.00	
	Consultant's Fee / Curator / Creative Director	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	990,000.00	990,000.00	0.00	
	Shipment	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	200,000.00	200,000.00	0.00	
	Excess Baggage Allowance	SBD - CGD	NO						GoP	50,000.00	50,000.00	0.00	
	Business cards	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	22,000.00	22,000.00	0.00	
	Admin & Office Supplies	SBD - CGD	NO						GoP	278,000.00	278,000.00	0.00	
	Resource Person/SP for Capability	SBD - CGD	NO						GoP	200,000.00	200,000.00	0.00	
	Miscellaneous	SBD - CGD	NO	NP-53.9 - Small Value Procurement					GoP	403,000.00	403,000.00	0.00	
	Realignment to APTEXPO								GoP	(1,592,404.00)	(1,592,404.00)	0.00	
	TOTAL									19,667,713.00	19,667,713.00	0.00	

Prepared by:

ANNA MARIE D. ALZONA
 DC, CGD, SBD

Noted by:

MARJORIE E. EYO
 DML, SBD

Evaluated by:

WILMA G. DULAY
 Chief, Budget and Cash Division

Recommended by:

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

Approved by:

MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity


for:

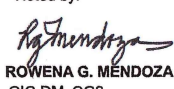
LEAH PULIDO OCAMPO
 Head of Procuring Entity

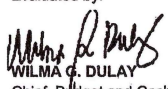
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Project: GULFOOD PRE-OP 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Space rental, 126 sqm	OG2-OTF	NO	Overseas Procurement	3RD QTR.	3RD QTR.	3RD QTR.	3RD QTR.	GoP	1,288,652.00	1,288,652.00	0.00	
	TOTAL									1,288,652.00	1,288,652.00	0.00	

Prepared by:

 ATTY. EVA MARIE MARIQUINA
 OIC-DC, OTF

Noted by:

 ROWENA G. MENDOZA
 OIC-DM, OG2

Evaluated by:

 WILMA G. DULAY
 Chief, Budget and Cash Division

Recommended by:

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

Approved by:

 MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity



 LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Division: BUSINESS DEVELOPMENT UNIT

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	I. EVENT MARKETING AND SERVICES												
	Business Networking and Partnership Activities	BDU	NO	NP-53.9 - Small Value Procurement					GoP	200,000.00	200,000.00	0.00	Client Nurturing and retention
	Industry memberships in Chambers and Associations	BDU	NO						GoP	30,000.00	30,000.00	0.00	
	Business Solutions Services Program	BDU	NO	NP-53.9 - Small Value Procurement					GoP	200,000.00	200,000.00	0.00	Promotion, Open House, Content
	II. SECRETARIAT & LOGISTICS SERVICES												
	1. Communication Expense	BDU	NO	Shopping					GoP	15,000.00	15,000.00	0.00	
	2. Materials/ Office Supplies	BDU	NO	Shopping					GoP	30,000.00	30,000.00	0.00	
	3. Meeting Expenses	BDU	NO						GoP	80,000.00	80,000.00	0.00	
	4. Tokens	BDU	NO	Shopping					GoP	50,000.00	50,000.00	0.00	
	5. SP-Staff Hiring	BDU	NO						GoP	412,000.00	412,000.00	0.00	SP Budget for 1 year
	SP-TIDA	BDU	NO						GoP	320,000.00	320,000.00	0.00	SP Budget for 1 year
	6. Logistics and Travel Expenses	BDU	NO						GoP	13,000.00	13,000.00	0.00	
	TOTAL									1,350,000.00	1,350,000.00	0.00	

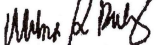
Prepared by:


KATRINA C. PINEDA
 Chief TIDS, BDU

Noted by:


MA. LOURDES D. MEDIRAN
 Deputy Executive Director

Evaluated by:


WILMA S. DULAY
 Chief, Budget and Cash Division

Recommended by:


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

Approved by:


MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity

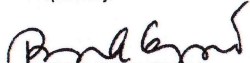

LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Division: CORPORATE PLANNING DIVISION

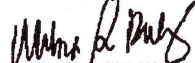
Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	A. Strategy Mapping Workshop Procurement of Service Provider/Consultant for Review and Evaluation of CITEM's 2017-2023 Strategy, Formulation of CITEM Strategy Map, and Execution Plan for 2024-2029)	CPD	NO	NP-53.9 - Small Value Procurement					GoP	639,102.20	639,102.20	0.00	
	B. Planning Activities B.1.1 MID-YEAR ASSESSMENT AND PLANNING B.1.1.1 Venue and accommodation for 3-day Planning (incl. meals to be required from the venue/accommodation provider)	CPD	NO	NP-53.10 Lease of Real Property and Venue					GoP	228,000.00	228,000.00	0.00	
	B.1.1.2 Honorarium for the MYAP Facilitator	CPD	NO	NP-53.9 - Small Value Procurement					GoP	92,422.00	92,422.00	0.00	
	B.1.1.3 DTE	CPD	NO	Not Applicable					GoP	39,600.00	39,600.00	0.00	
	B.1.1.4 Travel Insurance	CPD	NO	Not Applicable					GoP	1,512.00	1,512.00	0.00	
	B.1.1.5 Logistic/miscellaneous fees	CPD	NO	Shopping					GoP	1,224.90	1,224.90	0.00	
	B.1.1.6 Estimated cost for gasoline	CPD	NO	Shopping					GoP	2,000.00	2,000.00	0.00	
	C. Harmonized Client Satisfaction Measurement (HCSM) Engagement of Services of a Marketing Research Agency/Survey Company to Interpret and Report Results of the Anti-Red Tape Authority (ARTA)-prescribed Harmonized Client Satisfaction Measurement (HCSM) survey for 2024 CITEM Internal & External Services	CPD	NO	NP-53.9 - Small Value Procurement					GoP	380,000.00	380,000.00	0.00	
	D. Meetings/Expenses Meals/Logistic Supplies	CPD	NO	Shopping					GoP	68,158.90	68,158.90	0.00	
	E. Consummable Communication and Supplies E.1 Supplies	CPD	NO	Shopping					GoP	2,000.00	2,000.00	0.00	
	E.2 Furniture (metal mobile cabinet)	CPD	NO	Shopping					GoP	15,980.00	15,980.00	0.00	
	TOTAL									1,470,000.00	1,470,000.00	0.00	

Prepared by:


ROMINA AUREA MAGNO

CTIDS and OIC, Corporate Planning Division

Evaluated by:



WILMA S. DULAY

Chief, Budget and Cash Division

Recommended by:


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

Approved by:

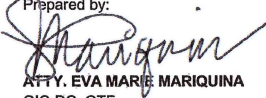

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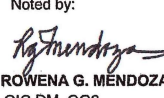

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 Head of Procuring Entity

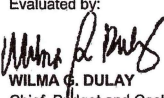
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

Project: FOODEX JAPAN PRE-OP 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Raw space : 90 sqm x Yen 66,000 (tax included) Y5,940,000 = x .0070 = USD 41,580	OG2-OTF	NO	Overseas Procurement					GoP	2,453,220.00	2,453,220.00	0.00	
	Processing Fee for Foreign Exh. = Y4,400 (inclusive of 10%)	OG2-OTF	NO	Overseas Procurement					GoP	1,817.20	1,817.20	0.00	
	TOTAL									2,455,037.20	2,455,037.20	0.00	

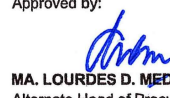
Prepared by:

ATTY. EVA MARIE MARIQUINA
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Noted by:

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 OIC-DM, OG2

Evaluated by:

WILMA G. DULAY
 Chief, Budget and Cash Division

Recommended by:

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 Chairman, Bids and Awards Committee

Approved by:

MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity


LEAH PULIDO OCAMPO
 Head of Procuring Entity

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Updated Annual Procurement Plan Non-Common Use Supplies as of 31 December 2024 (2nd Semester)

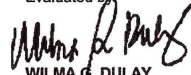
Division: AUDIT BUDGET

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Auditing Fee - COA	Accounting - COA	NO						GoP	4,447,000.00	4,447,000.00	0.00	
	Divisional Planning	Accounting	NO						GoP	53,000.00	53,000.00	0.00	
	TOTAL									4,500,000.00	4,500,000.00	0.00	

Prepared by:


MALERNA C. BUYAO
 Chief, Controllership Division

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WILMA G. DULAY
 Chief, Budget and Cash Division

Recommended by:


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 Chairman, Bids and Awards Committee

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MA. LOURDES D. MEDIRAN
 Alternate Head of Procuring Entity


LEAH FULIDO OCAMPO
 Head of Procuring Entity