



September 24, 2019

Atty. Rowena Candice M. Ruiz
Executive Director V
Government Procurement Policy Board
Unit 2506, Raffles Corporate Center
F. Ortigas Jr. Road, Ortigas Center
Pasig City

Dear Executive Director Ruiz:

In compliance with Department of Budget and Management (DBM) Memorandum Circular No. 2019-1 dated September 3, 2019 on the Guidelines on the Grant of Performance Based Bonus (PBB) for Fiscal Year (FY) 2019 under Executive Order No. 80, s., 2012 and Executive Order No. 201, s., 2016, we are pleased to submit to your office the Indicative Annual Procurement Plan (APP) for Non Common-Use Supplies and Equipment for FY 2020 of the Center for International Trade Expositions and Missions (CITEM).

Thank you.

Very truly yours,


PAULINA SUACO-JUAN
Executive Director



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**Center for International Trade Expositions and Missions (CITEM)
INDICATIVE ANNUAL PROCUREMENT PLAN FY 2020**

Code (PAP)	Procurement (Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	DIGITAL TRADE AND COMMUNITY PLATFORM												
	Social Media Marketing Tool	CITEM	Yes	Public Bidding	5-Nov-2019	25-Nov-2019	10-Dec-2019	20-Dec-2019	Corporate Funds	PHP 5,500,000.00	PHP 5,500,000.00		
	Email Marketing Tool	CITEM	Yes	Public Bidding	5-Nov-2019	25-Nov-2019	10-Dec-2019	20-Dec-2019	Corporate Funds	PHP 5,000,000.00	PHP 5,000,000.00		
	Graphic Design Tool Website	CITEM, Exhibitors	No	Public Bidding	2nd Quarter	2nd Quarter	3rd Quarter	3rd Quarter	Corporate Funds	PHP 1,500,000.00	PHP 1,500,000.00		
	Chatbot Subscription	CITEM	No	Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	4th Quarter	Corporate Funds	PHP 300,000.00	PHP 300,000.00		
	Web Hosting Service	CITEM	No	Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	4th Quarter	Corporate Funds	PHP 240,000.00	PHP 240,000.00		
	Professional SEO Service	CITEM	No	Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	4th Quarter	Corporate Funds	PHP 720,000.00	PHP 720,000.00		
	SSL Certificate	CITEM	No	Shopping	3rd Quarter	3rd Quarter	3rd Quarter	4th Quarter	Corporate Funds	PHP 50,000.00	PHP 50,000.00		
	Content Producers												
	Philippine native materials	CITEM	Yes	Negotiated Procurement (53.6)	12-Nov-2019	24-Nov-2019	9-Dec-2019	19-Dec-2019	Corporate Funds	PHP 250,000.00	PHP 250,000.00		
	Feature Stories	CITEM	Yes	Negotiated Procurement (53.6)	12-Nov-2019	24-Nov-2019	9-Dec-2019	19-Dec-2019	Corporate Funds	PHP 250,000.00	PHP 250,000.00		
	Platform Maintenance	CITEM	No	Small Value Procurement	3rd Quarter	3rd Quarter	3rd Quarter	4th Quarter	Corporate Funds	PHP 190,000.00	PHP 190,000.00		
	SUB-TOTAL (DIGITAL TRADE)									PHP 14,000,000.00			
	CITEM BOARD MEETING/DOLI												
	Caterer												
	1st Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	25,000.00	25,000.00		Four (4) meetings/every year
	2nd Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	25,000.00	25,000.00		Four (4) meetings/every year
	3rd Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	30,000.00	30,000.00		Four (4) meetings/every year
	4th Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	30,000.00	30,000.00		Four (4) meetings/every year
	Digital Printing of Board Covers & Breakers												
	1st Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	10,000.00	10,000.00		Four (4) meetings/every year
	2nd Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	10,000.00	10,000.00		Four (4) meetings/every year
	3rd Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	10,000.00	10,000.00		Four (4) meetings/every year
	4th Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	10,000.00	10,000.00		Four (4) meetings/every year
	Token for Board Members												
	1st Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	10,000.00	10,000.00		Four (4) meetings/every year
	2nd Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	10,000.00	10,000.00		Four (4) meetings/every year
	3rd Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	20,000.00	20,000.00		Four (4) meetings/every year
	4th Quarter	Legal Unit	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	20,000.00	20,000.00		Four (4) meetings/every year
	Per diem of Appointive Member of the Board												
	1st Quarter	Legal Unit	No	n/a	N/A	N/A	N/A	N/A	Corporate	5,000.00	5,000.00		Four (4) meetings/every year
	2nd Quarter	Legal Unit	No	n/a	N/A	N/A	N/A	N/A	Corporate	5,000.00	5,000.00		Four (4) meetings/every year
	3rd Quarter	Legal Unit	No	n/a	N/A	N/A	N/A	N/A	Corporate	5,000.00	5,000.00		Four (4) meetings/every year
	4th Quarter	Legal Unit	No	n/a	N/A	N/A	N/A	N/A	Corporate	5,000.00	5,000.00		Four (4) meetings/every year
	DOLI CY 2021	Legal Unit	Yes	Agency to Agency	N/A	N/A	N/A	N/A	Corporate	300,000.00	300,000.00		Yearly Renewal
	SUB-TOTAL (DOLI)									530,000.00			

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	HUMAN RESOURCES MANAGEMENT												
	Bond Premium	HRMD		N/A					Corporate Budget	700,000.00	700,000.00	-	premium for the application / renewal of fidelity bond of CITEM employees
	Occupational Health Service	HRMD	No	Small Value Procurement	11/13/2019	12/3/2019	12/6/2019	12/7/2019	Corporate Budget	360,000.00	360,000.00	-	4 hours per duty; twice a week; Php30,000.00 / month
	CITEM Anniversary Celebration									295,500.00	295,500.00	-	CITEM 36th Anniversary
	Venue, Caterer for 220 pax	HRMD	Yes	Lease of Venue	8/25/2020	9/15/2020	9/18/2020	9/19/2020	Corporate Budget	286,000.00	286,000.00	-	Php1,300 X 220 pax
	Backdrop (tarpaulin)	HRMD	No	Small Value Procurement	9/16/2020	N/A	10/8/2020	10/11/2020	Corporate Budget	1,500.00	1,500.00	-	
	Frames for Loyalty Awardees	HRMD	No	Shopping	9/16/2020	N/A	10/8/2020	10/11/2020	Corporate Budget	8,000.00	8,000.00	-	
	CITEM Year-end Celebration									1,136,000.00	1,136,000.00	-	CITEM 36th Anniversary
	Venue, Caterer for 220 pax	HRMD	Yes	Lease of Venue	7/21/2020	9/11/2020	11/1/2020	11/12/2020	Corporate Budget	286,000.00	286,000.00	-	Php1,300 X 220 pax
	Raffle prizes	HRMD	No	Shopping	11/3/2020	11/23/2020	11/26/2020	11/28/2020	Corporate Budget	100,000.00	100,000.00	-	
	Game prizes	HRMD	No	Shopping	11/3/2020	11/23/2020	11/26/2020	11/28/2020	Corporate Budget	50,000.00	50,000.00	-	
	Christmas Package for employees	HRMD	No	Small Value Procurement	7/21/2020	9/11/2020	11/1/2020	11/12/2020	Corporate Budget	700,000.00	700,000.00	-	Php3,500 X 200 pax
	Other Events									246,000.00	246,000.00	-	CITEM 36th Anniversary
	Tokens	HRMD	No	Shopping					Corporate Budget	50,000.00	50,000.00	-	
	Uniform fo Drivers and Utility Workers	HRMD	No	Shopping	6/9/2020	N/A	7/2/2020	7/4/2020	Corporate Budget	30,000.00	30,000.00	-	Php2,000 X 15 pax
	Staff / Face to Face Meeting	HRMD		N/A					Corporate Budget	30,000.00	30,000.00	-	
	Mass and Offertory	HRMD	No	Shopping					Corporate Budget	36,000.00	36,000.00	-	
	Printing of CITEM New ID	HRMD	No	Small Value Procurement					Corporate Budget	60,000.00	60,000.00	-	
	Printing of Citizen's Charter	HRMD	No	Small Value Procurement					Corporate Budget	20,000.00	20,000.00	-	
	Printing of Employees Handbook	HRMD	No	Small Value Procurement					Corporate Budget	20,000.00	20,000.00	-	
	Psychological Exam									310,000.00	310,000.00		
	Managerial Position	HRMD	No	Small Value Procurement	2/10/2020	4/3/2020	5/25/2020	6/4/2020	Corporate Budget	150,000.00	150,000.00	-	Php15,000 X 10 pax
	Supervisory Position	HRMD	No	Small Value Procurement	2/10/2020	4/3/2020	5/25/2020	6/4/2020	Corporate Budget	80,000.00	80,000.00	-	Php8,000 X 10 pax
	Technical Position	HRMD	No	Small Value Procurement	2/10/2020	4/3/2020	5/25/2020	6/4/2020	Corporate Budget	60,000.00	60,000.00	-	Php3,000 X 20 pax
	Clerical Position	HRMD	No	Small Value Procurement	2/10/2020	4/3/2020	5/25/2020	6/4/2020	Corporate Budget	20,000.00	20,000.00	-	Php2,000 X 10 pax
	Psychological Testing Materials									40,000.00	40,000.00		
	Test 1 (Answer Sheets)	HRMD	Yes	Direct Contracting	2/10/2020	4/3/2020	5/25/2020	6/4/2020	Corporate Budget	9,000.00	9,000.00	-	Php3,000 X 3 pk
	Test 2 (Answer Sheets)	HRMD	Yes	Direct Contracting	2/10/2020	4/3/2020	5/25/2020	6/4/2020	Corporate Budget	9,000.00	9,000.00	-	Php3,000 X 3 pk
	Test 3 (Answer Sheets)	HRMD	Yes	Direct Contracting	2/10/2020	4/3/2020	5/25/2020	6/4/2020	Corporate Budget	9,000.00	9,000.00	-	Php3,000 X 3 pk
	Test 4 (Answer Sheets)	HRMD	Yes	Direct Contracting	2/10/2020	4/3/2020	5/25/2020	6/4/2020	Corporate Budget	7,500.00	7,500.00	-	Php2,500 X 3 pk
	Test 5 (Answer Sheets)	HRMD	Yes	Direct Contracting	2/10/2020	4/3/2020	5/25/2020	6/4/2020	Corporate Budget	5,500.00	5,500.00	-	Php2,750 X 2 pk
	Communication Expense									90,000.00	90,000.00		
	Cellcards (January)	HRMD	No	Shopping	11/27/2019	N/A	12/20/2019	12/22/2019	Corporate Budget	7,200.00	7,200.00	-	Php300 X 24 pax
	Cellcards (February)	HRMD	No	Shopping	11/27/2019	N/A	12/20/2019	12/22/2019	Corporate Budget	7,800.00	7,800.00	-	Php300 X 26 pax
	Cellcards (March)	HRMD	No	Shopping	11/27/2019	N/A	12/20/2019	12/22/2019	Corporate Budget	7,200.00	7,200.00	-	Php300 X 24 pax
	Cellcards (April)	HRMD	No	Shopping	11/27/2019	N/A	12/20/2019	12/22/2019	Corporate Budget	7,800.00	7,800.00	-	Php300 X 26 pax
	Cellcards (May)	HRMD	No	Shopping	11/27/2019	N/A	12/20/2019	12/22/2019	Corporate Budget	7,200.00	7,200.00	-	Php300 X 24 pax
	Cellcards (June)	HRMD	No	Shopping	11/27/2019	N/A	12/20/2019	12/22/2019	Corporate Budget	7,800.00	7,800.00	-	Php300 X 26 pax
	Cellcards (July)	HRMD	No	Shopping	5/6/2020	N/A	6/18/2020	6/21/2020	Corporate Budget	7,200.00	7,200.00	-	Php300 X 24 pax
	Cellcards (August)	HRMD	No	Shopping	5/6/2020	N/A	6/18/2020	6/21/2020	Corporate Budget	7,800.00	7,800.00	-	Php300 X 26 pax
	Cellcards (September)	HRMD	No	Shopping	5/6/2020	N/A	6/18/2020	6/21/2020	Corporate Budget	7,200.00	7,200.00	-	Php300 X 24 pax
	Cellcards (October)	HRMD	No	Shopping	5/6/2020	N/A	6/18/2020	6/21/2020	Corporate Budget	7,800.00	7,800.00	-	Php300 X 26 pax
	Cellcards (November)	HRMD	No	Shopping	5/6/2020	N/A	6/18/2020	6/21/2020	Corporate Budget	7,200.00	7,200.00	-	Php300 X 24 pax
	Cellcards (December)	HRMD	No	Shopping	5/6/2020	N/A	6/18/2020	6/21/2020	Corporate Budget	7,800.00	7,800.00	-	Php300 X 26 pax
	In-House and Publicly Offered Training									730,000.00	730,000.00		
	Core Competency Training	HRMD		N/A					Corporate Budget	200,000.00	200,000.00	-	
	Technical Competency Training	HRMD		N/A					Corporate Budget	200,000.00	200,000.00	-	
	Leadership Competency Training	HRMD		N/A					Corporate Budget	150,000.00	150,000.00	-	
	GAD / Specialized Training	HRMD		N/A					Corporate Budget	180,000.00	180,000.00	-	Php1,000 X 180 pax

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					Advertisement/P osting of IB/REI	Submission/Op ening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Organizational Development									1,250,000.00	1,250,000.00		
	Organizational Development	HRMD	No	Small Value Procurement					Corporate Budget	400,000.00	400,000.00	-	
	CITEM Teambuilding Activity	HRMD								850,000.00	850,000.00		
	Health & Wellness Program									302,400.00	302,400.00		
	Physical, Mental, Spiritual, Social and Financial Wellness Programs	HRMD		N/A					Corporate Budget	50,000.00	50,000.00	-	
	CSC Anniversary Celebration									87,400.00	87,400.00	-	Philippine Civil Service 120th Anniversary Celebration
	Registration fee for Fun Run	HRMD		N/A	N/A	N/A	N/A	N/A	Corporate Budget	44,000.00	44,000.00	-	Php550 X 80 pax
	Tarpaulin	HRMD	No	Small Value Procurement	7/16/2020	8/3/2020	8/6/2020	8/9/2020	Corporate Budget	1,000.00	1,000.00	-	
	T-shirts to be provided	HRMD	No	Small Value Procurement	7/28/2020	8/18/2020	8/20/2020	8/22/2020	Corporate Budget	28,000.00	28,000.00	-	Php350 X 80 pax
	Meals (breakfast)	HRMD		N/A					Corporate Budget	14,400.00	14,400.00	-	Php180 X 80 pax
	Tokens for birthday celebrants (employees and officials)	HRMD	No	Shopping					Corporate Budget	55,000.00	55,000.00	-	Php250 X 220 pax
	Flu Vaccine	HRMD	No	Small Value Procurement	5/10/2020	5/29/2020	6/2/2020	6/5/2020	Corporate Budget	60,000.00	60,000.00	-	Php300 X 200 pax
	Drug Test for employees	HRMD	No	Small Value Procurement	3/10/2019	3/31/2019	4/2/2019	4/5/2019	Corporate Budget	50,000.00	50,000.00	-	
	Contingency Budget for Employees									200,000.00	200,000.00		
	Contingency Budget for employees/ Emergency Assistance (cards, flowers, etc.)	HRMD		N/A					Corporate Budget	200,000.00	200,000.00	-	
	Extraordinary & Miscellaneous Expenses									132,000.00	132,000.00		
	Extraordinary and Miscellaneous Expenses	HRMD		N/A					Corporate Budget	132,000.00	132,000.00	-	
	SUB-TOTAL (HRM)									5,791,900.00			
	BUSINESS DEVELOPMENT UNIT												
	SECRETARIAT & LOGISTICS SERVICES												
	1 Communication Expense	BDU	No	not procurable	1/9/2020	1/29/2020	2/1/2020		Corporate	15,000.00	15,000.00		
	2 Materials / Office Supplies	BDU	No	Shopping (cse)	1/9/2020	1/29/2020	2/1/2020		Corporate	120,000.00	120,000.00		
	3 Meeting Expenses	BDU		not procurable	1/9/2020	1/29/2020	2/1/2020		Corporate	96,000.00	96,000.00		
	4 Others Admin Costs	BDU		not procurable	-	-	-		Corporate	-	-		
	Calling Cards	BDU	No	Small Value Procurement	1/9/2020	1/29/2020	2/1/2020		Corporate	5,000.00	5,000.00		
	Vehicle Rental/Shuttle Service	BDU	No	Small Value Procurement	1/8/2020	1/31/2020	2/6/2020		Corporate	80,000.00	80,000.00		
	Miscellaneous	BDU	No	Small Value Procurement	1/9/2020	1/29/2020	2/1/2020		Corporate	34,000.00	34,000.00		
	SUB-TOTAL (BUS. DEV. UNIT)									350,000.00			
	AMBIENTE												
	Space Cost	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	1,666,350.44	1,666,350.44		
	Obligatory Media package for CITEM	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	72,540.00	72,540.00		
	AUMA Fee	OTF OG2	YES	NP-Overseas					AMBIENTE 2020	8,481.60	8,481.60		
	Environmental protection Fee	OTF OG3	YES	NP-Overseas					AMBIENTE 2020	40,994.40	40,994.40		
	Stand Construction	OTF OG4	YES	NP-Overseas					AMBIENTE 2020	3,534,000.00	3,534,000.00		
	Additional Props & Display Materials	OTF OG5	YES	NP-Overseas					AMBIENTE 2020	62,000.00	62,000.00		
	Electrical Installation and Consumption	OTF OG6	YES	NP-Overseas					AMBIENTE 2020	93,000.00	93,000.00		
	On-site charge/rentals	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	62,000.00	62,000.00		
	Obligatory Media package for Exhibitors	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	544,050.00	544,050.00		
	Advertising (online)	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	100,000.00	100,000.00		
	Advertising (Onsite)	OTF OG2	YES	NP-Overseas					AMBIENTE 2020	155,000.00	155,000.00		
	Promotional post-cards/brochure (print)	OTF OG3	NO	Small Value Procurement					AMBIENTE 2020	50,000.00	50,000.00		
	Press Kits	OTF OG4	NO	Small Value Procurement					AMBIENTE 2020	30,950.00	30,950.00		
	Press Tokens/Buyer Giveaways	OTF OG1	NO	shopping					AMBIENTE 2020	20,000.00	20,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Benchmarking	OTF OG1	YES	n/a					AMBIENTE 2020	165,504.00	165,504.00		
	International Plane Fare	OTF OG1	YES	shopping					AMBIENTE 2020	286,200.00	286,200.00		
	International Hotel Accommodation	OTF OG1	NO	N/A					AMBIENTE 2020	186,030.00	186,030.00		
	International Per Diem	OTF OG1	NO	N/A					AMBIENTE 2020	206,700.00	206,700.00		
	International Inland transportation	OTF OG1	NO	NP-Overseas					AMBIENTE 2020	9,540.00	9,540.00		
	International Pre-travel Expenses	OTF OG1	NO	N/A					AMBIENTE 2020	10,500.00	10,500.00		
	International Insurance	OTF OG2	NO	N/A					AMBIENTE 2020	3,726.00	3,726.00		
	International Clothing Allowance	OTF OG3	NO	N/A					AMBIENTE 2020	31,800.00	31,800.00		
	Local Plane Fare	OTF OG4	NO	shopping					AMBIENTE 2020	20,000.00	20,000.00		
	Local Hotel Accommodation	OTF OG1	NO	N/A					AMBIENTE 2020	6,000.00	6,000.00		
	Local Per Diem	OTF OG1	NO	N/A					AMBIENTE 2020	2,400.00	2,400.00		
	Comm/Admin Expenses	OTF OG1	NO	N/A					AMBIENTE 2020	10,600.00	10,600.00		
	Consultant's Fee (curator)	OTF OG1	YES	Small Value Procurement					AMBIENTE 2020	800,000.00	800,000.00		
	Junior Designer	OTF OG1	YES	Small Value Procurement					AMBIENTE 2020	500,000.00	500,000.00		
	Meeting/One-o-One Consultation/Others	OTF OG1	NO	n/a					AMBIENTE 2020	48,889.84	48,889.84		
	Shipment	OTF OG1	YES	Small Value Procurement					AMBIENTE 2020	1,000,000.00	1,000,000.00		
	Excess Baggage Allowance	OTF OG1	NO	N/A					AMBIENTE 2021	10,000.00	10,000.00		
	Office Supplies/reference materials	OTF OG1	NO	Shopping					AMBIENTE 2022	5,000.00	5,000.00		
	Bank/remittance Charge	OTF OG1	NO	N/A					AMBIENTE 2023	30,000.00	30,000.00		
	Briefing/Debriefing Expenses	OTF OG1	NO	N/A					AMBIENTE 2024	30,000.00	30,000.00		
	Service provider	OTF OG1	YES	N/A					AMBIENTE 2025	1,080,000.00	1,080,000.00		
	Miscellaneous	OTF OG1	NO	Shopping					AMBIENTE 2026	17,743.72	17,743.72		
	SUB-TOTAL (AMBIENTE)									10,900,000.00			
	BEAUTY WORLD MIDDLE EAST												
	Space Rental (USD 700 + 5% VAT)	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	2,337,300.00	2,337,300.00		
	Stand Installation / Dismantling / Fireproofing	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	1,113,000.00	1,113,000.00		
	Additional Props and Display	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	79,500.00	79,500.00		
	Rental of Additional Equipment/Device	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	636,000.00	636,000.00		
	Stand Cleaning/ Disposal of Empties	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	365,700.00	365,700.00		
	Internet Connection	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	79,500.00	79,500.00		
	Stand Hostesses/ Assistants/ Interpreters	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	79,500.00	79,500.00		
	Stand Hospitality	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	26,500.00	26,500.00		
	Plane Fare (USD 1210 x 3 pax)	OTFFOI	No	Shopping					Corporate	128,260.00	128,260.00		
	Hotel Allowance (USD 392 x 62% x 7 nights x 3 pax)	OTFFOI	No	n/a					Corporate	180,336.00	180,336.00		
	Per Diem (USD 392 x 38% x 7 days x 3 pax)	OTFFOI	No	n/a					Corporate	110,528.00	110,528.00		
	Pre travel, insurance, tax ((1500 + 298 + 1620) x 3 pax)	OTFFOI	No	n/a					Corporate	6,836.00	6,836.00		
	Inland Transportation (USD 220 x 8 days)	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	93,280.00	93,280.00		
	Briefing/Meeting Expenses	OTFFOI	No	n/a					Corporate	26,500.00	26,500.00		
	Communication and Administrative Expenses	OTFFOI	No	Shopping					Corporate	53,000.00	53,000.00		
	Local Briefings / Meetings	OTFFOI	No	n/a					Corporate	35,000.00	35,000.00		
	Communication / Administrative (cell cards)	OTFFOI	No	Shopping					Corporate	3,000.00	3,000.00		
	Telephone/Fax	OTFFOI	No	n/a					Corporate	1,000.00	1,000.00		
	Office Supplies	OTFFOI	No	Shopping					Corporate	10,000.00	10,000.00		
	Bank Charges	OTFFOI		n/a					Corporate	10,000.00	10,000.00		
	Share in Copier Rental	OTFFOI		n/a					Corporate	3,000.00	3,000.00		
	Printing of Business Cards (with translation if applicable)	OTFFOI		NP-53.9-Small Value Procurement					Corporate	3,000.00	3,000.00		
	Tokens	OTFFOI		Shopping					Corporate	50,000.00	50,000.00		

Code (PAP)	Procurement (Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Excess Baggage Allowance	OTFFOI							Corporate	10,600.00	10,600.00		
	Courier / Postage	OTFFOI							Corporate	3,000.00	3,000.00		
	Miscellaneous	OTFFOI							Corporate	5,660.00	5,660.00		
	Service Providers/ Janitorial	OTFFOI							Corporate	550,000.00	550,000.00		
	Print/Online Ad Placement/BannerBoards	OTFFOI		NP-53.6-Scientific, Scholarly..					Corporate	70,000.00	70,000.00		
	Directory of Exhibitors/ Brochures	OTFFOI		NP-53.9-Small Value Procurement					Corporate	30,000.00	30,000.00		
	Press Kits, Personalized USB	OTFFOI		NP-53.9-Small Value Procurement					Corporate	50,220.00	50,220.00		
	Onsite Ad Banner/Cladding/Glass Poster/Staircase Signage/ other promotional tools	OTFFOI		NPO-GPPB 28-2017					Corporate	641,300.00	641,300.00		
	Photography/Videography	OTFFOI		NP-53.9-Small Value Procurement					Corporate	8,480.00	8,480.00		
	SUB-TOTAL (BEAUTY WORLD)									6,800,000.00			
	BIOFACH												
	Space Cost (EUR 201 x 56.1sqm)	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	664,951.62	664,951.62		
	AUMA (Ass. of German Fair Industry) EUR .60 x 56.1sqm	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	1,984.93	1,984.93		
	German VAT	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	29,485.00	29,485.00		
	Marketing Services (EUR 520 x 13cos)	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	398,637.20	398,637.20		
	Stand Installation/Dismantling	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	1,017,232.50	1,017,232.50		
	Electricity	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	88,455.00	88,455.00		
	Stand Cleaning	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	11,794.00	11,794.00		
	Waste Disposal	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate	12,973.40	12,973.40		
	Plane fare (\$1,800 x 2 pax)	OTFFOI	No	Shopping					Corporate	190,800.00	190,800.00		
	Hotel (US\$ 260 x 55% x 7 nights x 2pax)	OTFFOI		n/a					Corporate	106,106.00	106,106.00		
	Per Diem (US\$260x 45% x 8days x 2pax)	OTFFOI		n/a					Corporate	99,216.00	99,216.00		
	Pre travel, insurance, travel tax	OTFFOI		n/a					Corporate	7,000.00	7,000.00		
	Clothing allowance (US\$ 200 x2 pax)	OTFFOI		n/a					Corporate	21,200.00	21,200.00		
	Communication Expense (\$ 100 x 1pax)	OTFFOI		n/a					Corporate	10,600.00	10,600.00		
	Bank Charges	OTFFOI		n/a					Corporate	1,500.00	1,500.00		
	Telephone	OTFFOI		n/a					Corporate	800.00	800.00		
	Supplies and Materials	OTFFOI		Shopping					Corporate	14,464.35	14,464.35		
	Excess Baggage Allowance	OTFFOI		n/a					Corporate	5,300.00	5,300.00		
	Briefings/Meeting Expenses	OTFFOI		n/a					Corporate	17,500.00	17,500.00		
	On-site/on-line/in-print Advertisements	OTFFOI	Yes	NP-Overseas					Corporate	345,000.00	345,000.00		
	Catalogue Listing /directory (500 pcs)	OTFFOI	No	NP-53.9 - Small Value Procurement					Corporate	75,000.00	75,000.00		
	Press Kits with translation	OTFFOI	No	NP-53.9 - Small Value Procurement					Corporate	30,000.00	30,000.00		
	Translation Services	OTFFOI		NP-Overseas					Corporate	10,000.00	10,000.00		
	Tokens / give aways	OTFFOI	No	NP-53.9 - Small Value Procurement					Corporate	40,000.00	40,000.00		
	Budget for SP (10%)	OTFFOI		Shopping					Corporate	300,000.00	300,000.00		
	SUB-TOTAL (BIOFACH)									3,500,000.00			
	China International Import Export												
	Enterprise Zone (Space Cost - 700 sqm x USD300/sqm)	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate Budget	11,130,000.00	11,130,000.00		
	Enterprise Zone Booth Enhancement	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate Budget	8,196,919.00	8,196,919.00		
	Stand Hostesses/Assistants/Interpreters	OTFFOI	Yes	NPO-GPPB 28-2017					Corporate Budget	4,000,000.00	4,000,000.00		
	Briefing/Meeting Expenses	OTFFOI		not procurable					Corporate Budget	79,500.00	79,500.00		

Code (PAP)	Procurement (Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Transportation / Vehicle Rental	OTFFOI	Yes	NP-Overseas					Corporate Budget	1,000,000.00	1,000,000.00		
	Comm / Admin Expenses	OTFFOI		not procurable					Corporate Budget	53,000.00	53,000.00		
	Shipment of Products, Props and Collateral	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	30,000.00	30,000.00		
	Excess Baggage Allowance	OTFFOI		not procurable					Corporate Budget	25,000.00	25,000.00		
	Telephone / Telex / Fax	OTFFOI		not procurable					Corporate Budget	5,000.00	5,000.00		
	Office Supplies	OTFFOI		Shopping					Corporate Budget	75,000.00	75,000.00		
	Bank / Remittance Charges	OTFFOI		not procurable					Corporate Budget	10,000.00	10,000.00		
	Share in Copier Rental	OTFFOI		not procurable					Corporate Budget	6,000.00	6,000.00		
	Printing of Business Cards (with translation if applicable)	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	10,000.00	10,000.00		
	Courier/Postage	OTFFOI		Small Value Procurement					Corporate Budget	8,500.00	8,500.00		
	Meeting Expense-Venue	OTFFOI		not procurable					Corporate Budget	50,000.00	50,000.00		
	Meeting Expense-Food	OTFFOI		not procurable					Corporate Budget	75,000.00	75,000.00		
	Service Providers/Janitorial	OTFFOI		not procurable					Corporate Budget	4,731,000.00	4,731,000.00		
	Miscellaneous	OTFFOI							Corporate Budget	5,000.00	5,000.00		
	Plane Fare	OTFFOI		Shopping					Corporate Budget	50,000.00	50,000.00		
	Hotel Accommodation	OTFFOI		not procurable					Corporate Budget	30,000.00	30,000.00		
	Per Diem / Insurance / Travel Expenses	OTFFOI		not procurable					Corporate Budget	20,000.00	20,000.00		
	Inland Transportation	OTFFOI	yes	NP-Overseas					Corporate Budget	20,000.00	20,000.00		
	Plane Fare (US\$ 690x 6 pax)	OTFFOI		Shopping					Corporate Budget	219,420.00	219,420.00		
	Hotel Accommodation (DSA rate US\$ 239 x 61% x 10 nights x 6 pax)	OTFFOI		not procurable					Corporate Budget	463,612.00	463,612.00		
	Per Diem (DSA rate US\$239 x 39% x 11 days x 6 pax)	OTFFOI		not procurable					Corporate Budget	326,049.00	326,049.00		
	Pre-Travel Expenses (3,500 x 6)	OTFFOI		not procurable					Corporate Budget	21,000.00	21,000.00		
	Travel Insurance	OTFFOI		not procurable					Corporate Budget	3,000.00	3,000.00		
	Travel Tax	OTFFOI		not procurable					Corporate Budget	10,000.00	10,000.00		
	Print/Online Ad Placement/BannerBoards	OTFFOI	Yes	NP-53.6 - Scientific, Scholarly...					Corporate Budget	212,000.00	212,000.00		
	Directory of Exhibitors/ Brochures	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	100,000.00	100,000.00		
	Press Kits, Personalized USB)	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	75,000.00	75,000.00		
	VIP Tokens/Buyers' Giveaways	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	100,000.00	100,000.00		
	Photography/Videography	OTFFOI		NP-Overseas					Corporate Budget	150,000.00	150,000.00		
	Props for photoshoot	OTFFOI		Shopping					Corporate Budget	50,000.00	50,000.00		
	Translation Services	OTFFOI		NP-Overseas					Corporate Budget	50,000.00	50,000.00		
	Hiring of Chef	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	100,000.00	100,000.00		
	Props/Ingredients for Food Tasting	OTFFOI		Shopping					Corporate Budget	50,000.00	50,000.00		
	SUB-TOTAL (CIE)									31,540,000.00			

Code (PAP)	Procurement (Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	CREATE PHILIPPINES												
	A. VENUE												
	1. Venue Rental	OG1-Signature Events	YES	Lease Venue					Corporate Budget	1,000,000.00	1,000,000.00		
	2. Onsite Charges	OG1-Signature Events	NO	SVP					Corporate Budget	200,000.00	200,000.00		
	B. CONFERENCE/WORKSHOP/ARRANGEMENTS										-		
	1. Resource Speakers										-		
	- Airfare & Accommodation	OG1-Signature Events	NO	SVP					Corporate Budget	200,000.00	200,000.00		
	- Professional Fee	OG1-Signature Events	NO	SVP					Corporate Budget	200,000.00	200,000.00		
	- Food & Beverage	OG1-Signature Events	NO	SVP					Corporate Budget	240,000.00	240,000.00		
	- Conference Kit (Bags & Materials)	OG1-Signature Events	NO	SVP					Corporate Budget	120,000.00	120,000.00		
	- Tokens	OG1-Signature Events	NO	SVP					Corporate Budget	30,000.00	30,000.00		
	- Plaques / Certificates	OG1-Signature Events	NO	Shopping					Corporate Budget	5,000.00	5,000.00		
	C. EXHIBITOR CAMPAIGN/CAPACITY BUILDING SEMINARS										-		
	1. Resource Speakers	OG1-Signature Events	NO	NPO					Corporate Budget	240,000.00	240,000.00		
	(Professional Fee)										-		
	2. Airfare	OG1-Signature Events	NO	SVP					Corporate Budget	120,000.00	120,000.00		
	3. Accommodation	OG1-Signature Events	NO	SVP					Corporate Budget	50,000.00	50,000.00		
	4. Per Diem	OG1-Signature Events	NO	N/A					Corporate Budget	22,000.00	22,000.00		
	5. Vehicle rental	OG1-Signature Events	NO	SVP					Corporate Budget	60,000.00	60,000.00		
	6. Venue (Food and Beverage)	OG1-Signature Events	NO	Lease Venue					Corporate Budget	250,000.00	250,000.00		
	7. Token	OG1-Signature Events	NO	Shopping					Corporate Budget	8,000.00	8,000.00		
	8. Exhibitor Services	OG1-Signature Events	NO	SVP					Corporate Budget	30,000.00	30,000.00		
	D. SPECIAL EVENTS										-		
	1. Production Outfit (light & sounds, stage & backdrops, etc.)	OG1-Signature Events	NO	SVP					Corporate Budget	500,000.00	500,000.00		
	2. Afterhours Networking Party Food and Beverage	OG1-Signature Events	NO	SVP					Corporate Budget	335,000.00	335,000.00		
	3. Opening Ceremony	OG1-Signature Events	NO	SVP					Corporate Budget	30,000.00	30,000.00		
	4. Welcome Reception for Partners/ Speakers	OG1-Signature Events	NO	SVP					Corporate Budget	50,000.00	50,000.00		
	E. ADMINISTRATIVE AND LOGISTICS										-		
	1. Personnel Requirments										-		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	a. Security Requirements	OG1-Signature Events	YES	PB					Corporate Budget	60,000.00	60,000.00		
	b. Janitorial Requirements	OG1-Signature Events	YES	PB					Corporate Budget	60,000.00	60,000.00		
	c. Encoders, L.O.s, usherettes, etc.	OG1-Signature Events	NO	n/a					Corporate Budget	30,000.00	30,000.00		
	2. Registration Requirements	OG1-Signature Events	NO	SVP					Corporate Budget	40,000.00	40,000.00		
	(Equipment rental & Consumables)										-		
	3. Mobile App Development/Upgrade	OG1-Signature Events	NO	Direct Contracting					Corporate Budget	120,000.00	120,000.00		
	4. Administrative and Logistical Requirements										-		
											-		
	a. Communication Expenses	OG1-Signature Events	NO	SVP					Corporate Budget	30,000.00	30,000.00		
	b. Meeting Expenses (venue/food)	OG1-Signature Events	NO	n/a					Corporate Budget	50,000.00	50,000.00		
	c. Staff Accommodation	OG1-Signature Events	NO	Lease Venue					Corporate Budget	250,000.00	250,000.00		
	d. Event Shirt	OG1-Signature Events	NO	SVP					Corporate Budget	150,000.00	150,000.00		
	e. Staff Meals	OG1-Signature Events	NO	SVP					Corporate Budget	150,000.00	150,000.00		
	f. Supplies and Materials/Accessories	OG1-Signature Events	NO	SVP					Corporate Budget	43,000.00	43,000.00		
	g. Bank Charges	OG1-Signature Events		n/a					Corporate Budget	7,000.00	7,000.00		
	h. Miscellaneous			n/a					Corporate Budget	40,000.00	40,000.00		
	i. 2020 CITEM Calendar Ad	OG1-Signature Events	NO	SVP					Corporate Budget	30,000.00	30,000.00		
	color advertisement										-		
	F. CREATIVE SERVICES, PR & COMM, EXHIBITION DESIGN										-		
	1. Venue Enhancement/booths/	OG1-Signature Events	YES	PB/NP/SVP/SHOPPING					Corporate Budget	1,200,000.00	1,200,000.00		
	signages/EDD Supplies & materials										-		
	2. Print Collaterals/Visual Design	OG1-Signature Events	NO	SVP/PB					Corporate Budget	250,000.00	250,000.00		
	Photography Requirement										-		
	3. Online Promotion	OG1-Signature Events	YES	NPO or Direct Contracting					Corporate Budget	300,000.00	300,000.00		
	4. PR & Publicity/Media Relations	OG1-Signature Events	YES	NPO or Direct Contracting					Corporate Budget	700,000.00	700,000.00		
	G. CREATIVE DIRECTION										-		
	1. Service Provider	OG1-Signature Events	YES	SVP					Corporate Budget	800,000.00	800,000.00		
	SUB-TOTAL (CREATE PH)									8,000,000.00			
	ELECTRONICA												
	Space Rental (288/sqm)	OTFFOI	YES	NPO-GPPB 28-2017					Corporate Budget	803,520.00	803,520.00		
	Electrical Connection and Distribution Panel	OTFFOI	YES	NPO-GPPB 28-2017					Corporate Budget	34,100.00	34,100.00		
	Mandatory Communication Fee (EUR810/exhibitor)	OTFFOI	YES	NPO-GPPB 28-2017					Corporate Budget	502,200.00	502,200.00		
	Mandatory Communication Fee of CITEM (as Pavilion Organizer)	OTFFOI	YES	NPO-GPPB 28-2017					Corporate Budget	50,220.00	50,220.00		

Code (PAP)	Procurement (Program/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 Program/Activity/Project)
					Advertisement/P osting of IB/REI	Submission/Op ening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Waste Disposal Fee (EUR4/m^2)	OTFFOI	YES	NPO-GPPB 28-2017					Corporate Budget	11,160.00	11,160.00		
	AUMA Fee (EUR0.60/m^2)	OTFFOI	YES	NPO-GPPB 28-2017					Corporate Budget	1,674.00	1,674.00		
	Internet Connection	OTFFOI	YES	NPO-GPPB 28-2017					Corporate Budget	43,400.00	43,400.00		
	Stand Construction	OTFFOI	YES	NPO-GPPB 28-2017					Corporate Budget	1,000,000.00	1,000,000.00		
	Coordination Meetings / Exhibitors' Briefing (Venue + Food)	OTFFOI	YES	Lease Venue					Corporate Budget	30,000.00	30,000.00		
	Onsite Meeting Expenses and Contingency Fund	OTFFOI		not procurable					Corporate Budget	3,060.00	3,060.00		
	Bank Charges	OTFFOI		not procurable					Corporate Budget	5,100.00	5,100.00		
	Onsite Communication / Administrative Expenses	OTFFOI		not procurable					Corporate Budget	2,550.00	2,550.00		
	Telephone / Fax and Courier / Postage	OTFFOI		not procurable					Corporate Budget	4,000.00	4,000.00		
	Office Supplies / Reference Materials	OTFFOI		Shopping					Corporate Budget	4,000.00	4,000.00		
	Miscellaneous Expenses	OTFFOI							Corporate Budget	860.00	860.00		
	Airfare (MNL-MUC, US\$1500 x 1 pax)	OTFFOI		Shopping					Corporate Budget	76,500.00	76,500.00		
	DSA (USD297 x 8 days x 1 pax)	OTFFOI		not procurable					Corporate Budget	121,176.00	121,176.00		
	Pre-travel Expenses (Php 3,500 x 1 pax)	OTFFOI		not procurable					Corporate Budget	3,500.00	3,500.00		
	Airport Transfers (EUR 40 x 2 ways)	OTFFOI		not procurable					Corporate Budget	2,480.00	2,480.00		
	Travel Insurance (Php 500 x 1 pax)	OTFFOI		not procurable					Corporate Budget	500.00	500.00		
	SP Budget	OTFFOI							Corporate Budget	300,000.00	300,000.00		
	Marketing Collateral (Postcards)	OTFFOI	No	NP-53.9 - Small Value Procurement					Corporate Budget	50,000.00	50,000.00		
	USB Press Kits / Buyer Tokens	OTFFOI	No	NP-53.9 - Small Value Procurement					Corporate Budget	40,000.00	40,000.00		
	Hall Entrance Display (Onsite Promotion)	OTFFOI	No	NP-53.9 - Small Value Procurement					Corporate Budget	124,000.00	124,000.00		
	Online Promotion / Ad Placement	OTFFOI	No	NP-53.9 - Small Value Procurement					Corporate Budget	60,000.00	60,000.00		
	Other Expenses	OTFFOI							Corporate Budget	26,000.00	26,000.00		
	SUB-TOTAL (ELECTRONICA)									3,300,000.00			
	FOOD AND HOTEL ASIA												
	Space cost (108 sqm@ SGD 690 /sqm)	OTFFOI		NPO-GPPB 28-2017					Corporate Budget	2,906,280.00	2,906,280.00		
	Stand Installation / Dismantling / Fireproofing	OTFFOI		NPO-GPPB 28-2017					Corporate Budget	1,462,500.00	1,462,500.00		
	Comm / Admin Expenses	OTFFOI		N/A					Corporate Budget	5,300.00	5,300.00		
	Stand Hospitality	OTFFOI		NPO-GPPB 28-2017					Corporate Budget	5,300.00	5,300.00		
	Cheff/Consultant's Fee	OTFFOI		NP-53.6 - Scientific, Scholarly...					Corporate Budget	50,000.00	50,000.00		
	Excess Baggage Allowance	OTFFOI							Corporate Budget	5,300.00	5,300.00		
	Office Supplies	OTFFOI		Shopping (CSE)					Corporate Budget	5,585.74	5,585.74		
	Bank / Remittance Charges	OTFFOI		N/A					Corporate Budget	22,000.00	22,000.00		
	Meeting/Briefings/De-Briefing Expenses	OTFFOI		N/A					Corporate Budget	10,848.52	10,848.52		
	SP Budget	OTFFOI		N/A					Corporate Budget	512,000.00	512,000.00		

Code (PAP)	Procurement (Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Plane Fare (USD 400 x 1 pax)	OTFFOI		Shopping					Corporate Budget	21,200.00	21,200.00		
	Hotel Accommodation* (USD 391 x 62% x 7 nights x 1 pax)	OTFFOI		N/A					Corporate Budget	89,937.82	89,937.82		
	Per Diem (DSA rate USD391 x 38 % x 8 days x 1 pax)	OTFFOI		N/A					Corporate Budget	62,997.92	62,997.92		
	Inland Transportation , Airport Transfer	OTFFOI		N/A					Corporate Budget	5,300.00	5,300.00		
	Pre-Travel Expenses	OTFFOI		N/A					Corporate Budget	3,500.00	3,500.00		
	Travel Insurance	OTFFOI		N/A					Corporate Budget	350.00	350.00		
	Travel Tax	OTFFOI		N/A					Corporate Budget	1,600.00	1,600.00		
	Online	OTFFOI		NP-53.6 - Scientific, Scholarly...					Corporate Budget	50,000.00	50,000.00		
	Onsite (Ad banner, cladding, glass poster, staircase signage, hanging, other promotional tools)	OTFFOI		NPO-GPPB 28-2017					Corporate Budget	94,300.00	94,300.00		
	Directory /Postcards/ Brochures / Flyers/Translation Services, only if applicable	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	15,600.00	15,600.00		
	Press Kits USB	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	20,000.00	20,000.00		
	Press Tokens/Buyers' Giveaways	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	20,100.00	20,100.00		
	SUB-TOTAL (FOOD AND HOTEL)									5,370,000.00			
	FOODEX												
	Space Cost	OTFFOI	Yes	NPO-GPPB 28-2017					CORPORATE BUDGET	2,794,176.00	2,794,176.00		
	Registration Fee	OTFFOI	Yes	NPO-GPPB 28-2017					CORPORATE BUDGET	1,960.00	1,960.00		
	Stand Installation/Dismantling and Electricity	OTFFOI	Yes	NPO-GPPB 28-2017					CORPORATE BUDGET	1,960,000.00	1,960,000.00		
	Stand Assistant	OTFFOI	Yes	NPO-GPPB 28-2017					CORPORATE BUDGET	102,900.00	102,900.00		
	Room Rental	OTFFOI		not procurable					CORPORATE BUDGET	147,000.00	147,000.00		
	Bank Charges	OTFFOI		not procurable					CORPORATE BUDGET	10,000.00	10,000.00		
	Telephone	OTFFOI		not procurable					CORPORATE BUDGET	1,000.00	1,000.00		
	Briefings/Meeting Expenses	OTFFOI		not procurable					CORPORATE BUDGET	9,000.00	9,000.00		
	Printing of Business Cards	OTFFOI	No	NP-53.9-Small Value Procurement					CORPORATE BUDGET	1,000.00	1,000.00		
	Miscellaneous	OTFFOI							CORPORATE BUDGET	15,374.00	15,374.00		
	BUDGET for SP	OTFFOI		not procurable					CORPORATE BUDGET	300,000.00	300,000.00		
	Translation Services	OTFFOI		NP-53.9-Small Value Procurement					CORPORATE BUDGET	50,000.00	50,000.00		
	Onsite Advertising	OTFFOI	Yes	NP - Overseas					CORPORATE BUDGET	355,740.00	355,740.00		
	Catalogue Listing /directory (300 pcs)	OTFFOI	No	NP-53.9-Small Value Procurement					CORPORATE BUDGET	15,000.00	15,000.00		
	Press token/Buyer Giveaway	OTFFOI		Shopping					CORPORATE BUDGET	10,000.00	10,000.00		
	Plane fare	OTFFOI	No	Shopping					CORPORATE BUDGET	42,400.00	42,400.00		
	Inland Transpo	OTFFOI		NPO-GPPB 28-2017					CORPORATE BUDGET	7,350.00	7,350.00		
	Per Diem	OTFFOI		not procurable					CORPORATE BUDGET	159,000.00	159,000.00		
	Pre travel Allowance	OTFFOI		not procurable					CORPORATE BUDGET	7,000.00	7,000.00		
	Clothing allowance	OTFFOI		not procurable					CORPORATE BUDGET	10,600.00	10,600.00		

Code (PAP)	Procurement (Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Travel Insurance	OTFFOI		not procurable					CORPORATE BUDGET	500.00	500.00		
	SUB-TOTAL (FOODEX)									6,000,000.00			
	GREEN FOOD ASIA												
	Venue Rental		Yes	NP-53.10 Lease of Real Property and Venue					Corporate Budget	8,500,000.00	8,500,000.00		Organization of Green Food Asia 2020
	Electrical Consumption		No	Direct Contracting					Corporate Budget	150,000.00	150,000.00		Organization of Green Food Asia 2020
	Other Facilities and Services (Local lines, garbage hauling, water section etc.)/Onsite Charges		No	Direct Contracting					Corporate Budget	100,000.00	100,000.00		Organization of Green Food Asia 2020
	Design and Exhibition								Corporate Budget	5,000,000.00	5,000,000.00		Organization of Green Food Asia 2020
	Airfare (for Buyers)		No	N/A					Corporate Budget	1,716,000.00	1,716,000.00		Organization of Green Food Asia 2020
	Hotel Accommodations (2 nights/ pax) for buyers		Yes	Lease of venue					Corporate Budget	850,000.00	850,000.00		Organization of Green Food Asia 2020
	Marketing Agents Commission		No	not procurable					Corporate Budget	200,000.00	200,000.00		Organization of Green Food Asia 2020
	Van Rental (Buyer Services)		No	NP-53.9 - Small Value Procurement					Corporate Budget	50,000.00	50,000.00		Organization of Green Food Asia 2020
	Food and Beverage arrangement (for buyers)		No	NP-53.9 - Small Value Procurement					Corporate Budget	150,000.00	150,000.00		Organization of Green Food Asia 2020
	VIB Tokens		No	Shopping					Corporate Budget	50,000.00	50,000.00		Organization of Green Food Asia 2020
	Local Exhibitor Campaign (Travel)		No	NP-53.9 - Small Value Procurement					Corporate Budget	362,000.00	362,000.00		Organization of Green Food Asia 2020
	International Exhibitor (Campaign) / Roadshow		No	NP-53.9 - Small Value Procurement					Corporate Budget	500,000.00	500,000.00		Organization of Green Food Asia 2020
	Opening Ceremonies		No	Shopping					Corporate Budget	35,000.00	35,000.00		Organization of Green Food Asia 2020
	Buyer Reception		No	NP-53.9 - Small Value Procurement					Corporate Budget	300,000.00	300,000.00		Organization of Green Food Asia 2020
	Physical and Technical Requirements (including performers, host etc)		No	NP-53.9 - Small Value Procurement					Corporate Budget	240,000.00	240,000.00		Organization of Green Food Asia 2020
	Office Supplies		No	Shopping					Corporate Budget	183,000.00	183,000.00		Organization of Green Food Asia 2020
	Security Services		No	not procurable					Corporate Budget	120,000.00	120,000.00		Organization of Green Food Asia 2020
	Janitorial Services		No	not procurable					Corporate Budget	100,000.00	100,000.00		Organization of Green Food Asia 2020
	Support Staff (SP) - 10% of Total Budget			not procurable					Corporate Budget	2,200,000.00	2,200,000.00		Organization of Green Food Asia 2020
	Encoders/Enumerators			not procurable					Corporate Budget	30,000.00	30,000.00		Organization of Green Food Asia 2020
	Ambulance & K9 Service		No	NP-53.9 - Small Value Procurement					Corporate Budget	75,000.00	75,000.00		Organization of Green Food Asia 2020
	Telephone/Fax/Celcards		No	Shopping					Corporate Budget	30,000.00	30,000.00		Organization of Green Food Asia 2020
	Postage/Direct Mail		No	N/A					Corporate Budget	60,000.00	60,000.00		Organization of Green Food Asia 2020
	Wi-Fi Connection		No	Direct contracting					Corporate Budget	192,000.00	192,000.00		Organization of Green Food Asia 2020
	Meetings/Representations			N/A					Corporate Budget	200,000.00	200,000.00		Organization of Green Food Asia 2020
	Event Bag			SVP					Corporate Budget	80,000.00	80,000.00		Organization of Green Food Asia 2020
	Event Shirt		No	NP-53.9 - Small Value Procurement					Corporate Budget	80,000.00	80,000.00		Organization of Green Food Asia 2020
	Staff Hotel Accommodation		Yes	Lease of venue					Corporate Budget	200,000.00	200,000.00		Organization of Green Food Asia 2020
	Food for Staff		No	NP-53.9 - Small Value Procurement					Corporate Budget	187,000.00	187,000.00		Organization of Green Food Asia 2020
	Plaque/Trophies, Certificates		No	Small value procurement					Corporate Budget	30,000.00	30,000.00		Organization of Green Food Asia 2020
	Bank Charges			not procurable					Corporate Budget	15,000.00	15,000.00		Organization of Green Food Asia 2020
	Calling Cards		No	Small value procurement					Corporate Budget	10,000.00	10,000.00		Organization of Green Food Asia 2020
	Miscellaneous		No	Shopping					Corporate Budget	5,000.00	5,000.00		
	SUBTOTAL (Operations)								Corporate Budget	22,000,000.00	22,000,000.00		
	Add: MARKETING & PROMOTION (c/o CCSD)								Corporate Budget				
	A. Graphic Design and Print Materials								Corporate Budget	1,313,000.00	1,313,000.00		
	B. Marketing Communications								Corporate Budget				Organization of Green Food Asia 2020

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	C. Mobile App								Corporate Budget				Organization of Green Food Asia 2020
	SUBTOTAL (Marketing & Promotion)								Corporate Budget	1,313,000.00	1,313,000.00		Organization of Green Food Asia 2020
	SUB-TOTAL (GREEN FOOD ASIA)									23,313,000.00			
	GULFOOD												
	Space cost (241sq.m. @ AED 2,200/sq.m. = AED 530,200)	OTFFOI	Yes	NPO-GPPB 28-2017					CORPORATE BUDGET	7,651,626.96	7,651,626.96		
	Reg. Fee- AED 1,000+600(Insurance)+1,650(Internet Listing)=AED3,250	OTFFOI	Yes	NPO-GPPB 28-2017					CORPORATE BUDGET	46,902.64	46,902.64		
	Other costs e.g. Co-Exhibitor Reg. Fees, Insurance/ Internet Listings (Online Catalogue) AED 3,250 x 30 companies = AED 97,500	OTFFOI	Yes	NPO-GPPB 28-2017					CORPORATE BUDGET	1,407,079.25	1,407,079.25		
	VAT (5%)	OTFFOI	Yes	NPO-GPPB 28-2017					CORPORATE BUDGET	455,280.33	455,280.33		
	Stand Installation / Dismantling / Fireproofing	OTFFOI	Yes	NPO-GPPB 28-2017					CORPORATE BUDGET	2,862,000.00	2,862,000.00		
	Stand Hostesses/Assistants(US\$35/pax/hr. x 2 pax/day x 8 hrs. x 5 days)	OTFFOI	Yes	NPO-GPPB 28-2017					CORPORATE BUDGET	148,400.00	148,400.00		
	Comm / Admin Expenses (32 data sim cards @ AED120/sim)	OTFFOI		n/a					CORPORATE BUDGET	55,417.27	55,417.27		
	Venue (AED5000/venue)	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	721,579.12	721,579.12		
	Props and Display Materials	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	43,294.75	43,294.75		
	Electrical Installation and Consumption	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	28,863.16	28,863.16		
	Water Connection and Consumption	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	28,863.16	28,863.16		
	Rental of Additional Equipment/Device, Kitchen supplies etc.	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	28,863.16	28,863.16		
	Chef (US\$600/pax/day x 2 pax x 3 days)	OTFFOI		SVP					CORPORATE BUDGET	190,800.00	190,800.00		
	Reception/Food and Beverages	OTFFOI	No	NP-Overseas					CORPORATE BUDGET	311,722.17	311,722.17		
	Meeting/Venue (B2B and Sourcing A)	OTFFOI	No	NP-Overseas					CORPORATE BUDGET	409,221.07	409,221.07		
	Transportation/Van Rental	OTFFOI	No	NP-Overseas					CORPORATE BUDGET	303,063.22	303,063.22		
	Staffing/Assistants (US\$30/pax/hr. x 2 pax x 8 hrs. x 3 days)	OTFFOI	No	NPO-GPPB 28-2017					CORPORATE BUDGET	76,320.00	76,320.00		
	Helper (US\$20/pax/hr/day x 2 pax x 8 hrs x 3 days)	OTFFOI		NPO-GPPB 28-2017					CORPORATE BUDGET	50,880.00	50,880.00		
	On-site Communication/Admin	OTFFOI		n/a					CORPORATE BUDGET	5,772.63	5,772.63		
	Excess Baggage Allowance	OTFFOI		n/a					CORPORATE BUDGET	10,600.00	10,600.00		
	Telephone / Telex / Fax	OTFFOI		n/a					CORPORATE BUDGET	3,647.23	3,647.23		
	Bank / Remittance Charges	OTFFOI		n/a					CORPORATE BUDGET	5,000.00	5,000.00		
	Share in Copier Rental	OTFFOI		n/a					CORPORATE BUDGET	1,674.95	1,674.95		
	Printing of Business Cards (with translation if applicable)	OTFFOI		NP-53.9 - Small Value Procurement					CORPORATE BUDGET	1,008.73	1,008.73		
	Meeting /Briefings/De-Briefing Expenses	OTFFOI		n/a					CORPORATE BUDGET	6,000.06	6,000.06		
	Service Providers	OTFFOI		n/a					CORPORATE BUDGET	1,630,000.00	1,630,000.00		
	Plane Fare (Manila-Dubai-Manila) US\$ 1,200/ pax x 2 pax+ Visa Fee)	OTFFOI		Shopping					CORPORATE BUDGET	127,200.00	127,200.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Hotel Accommodation (DSA rate US\$243.04 x 8 nights x 2 pax)	OTFFOI		Lease of venue					CORPORATE BUDGET	206,097.92	206,097.92		
	Per Diem (DSA rate US\$ 148.96 x 9 days x 2 pax)	OTFFOI		n/a					CORPORATE BUDGET	142,107.84	142,107.84		
	Inland Transportation	OTFFOI		n/a					CORPORATE BUDGET	2,886.38	2,886.38		
	Pre-Travel Expenses (Php3,500/pax x 2 pax)	OTFFOI		n/a					CORPORATE BUDGET	7,000.00	7,000.00		
	Travel Insurance (Php414/pax)	OTFFOI		n/a					CORPORATE BUDGET	828.00	828.00		
	Print	OTFFOI		NP-53.6 - Scientific, Scholarly...					CORPORATE BUDGET	350,000.00	350,000.00		
	Online	OTFFOI		NP-53.6 - Scientific, Scholarly...					CORPORATE BUDGET	150,000.00	150,000.00		
	Share in Ad Placement of CITEM Calendar of Events	OTFFOI		n/a					CORPORATE BUDGET	100,000.00	100,000.00		
	Directory of Exhibitors/ Brochures / Flyers/Translation Services, only if applicable	OTFFOI		NP-53.9 - Small Value Procurement					CORPORATE BUDGET	150,000.00	150,000.00		
	Press Kits/USB	OTFFOI		NP-53.9 - Small Value Procurement					CORPORATE BUDGET	100,000.00	100,000.00		
	Press Tokens/Buyers' Giveaways	OTFFOI		NP-53.9 - Small Value Procurement					CORPORATE BUDGET	100,000.00	100,000.00		
	Others (e.g. direct mail/courier)	OTFFOI		NP-53.9 - Small Value Procurement					CORPORATE BUDGET	50,000.00	50,000.00		
	SUB-TOTAL (GULFOOD)									17,970,000.00			
	INTERIOR LIFESTYLE CHINA												
	Space Cost	OTF OG1	YES	NP-Overseas					Interior Lifestyle China 2020	1,764,180.00	1,764,180.00		
	Design Construction	OTF OG1	YES	NP-Overseas					Interior Lifestyle China 2020	1,364,220.00	1,364,220.00		
	Electrical Installation and Consumption and other Utilities	OTF OG1	YES	NP-Overseas					Interior Lifestyle China 2020	79,500.00	79,500.00		
	Additional Props and Other Incidentals	OTF OG1	YES	NP-Overseas					Interior Lifestyle China 2020	79,500.00	79,500.00		
	Stand assistant/Interpreters (2pax)	OTF OG1	YES	NP-Overseas					Interior Lifestyle China 2020	53,000.00	53,000.00		
	Directory/Brochures	OTF OG1	YES	SVP					Interior Lifestyle China 2020	30,000.00	30,000.00		
	Press Kits	OTF OG1	YES	SVP					Interior Lifestyle China 2020	15,000.00	15,000.00		
	WeChat Set-Up and Advertisements	OTF OG1	YES	NP-Overseas					Interior Lifestyle China 2020	148,400.00	148,400.00		
	Translation Services	OTF OG1	YES	SVP					Interior Lifestyle China 2020	20,000.00	20,000.00		
	Coordinator Meetings/Briefings	OTF OG1	YES	N/A					Interior Lifestyle China 2020	25,000.00	25,000.00		
	Professional Fee of Curator	OTF OG1	YES	SVP					Interior Lifestyle China 2020	400,000.00	400,000.00		
	Shipment of Props	OTF OG1	YES	SVP					Interior Lifestyle China 2020	70,000.00	70,000.00		
	Airfare(Manila-Shanghai-MNL x 2pax)	OTF OG1	NO	Shopping					Interior Lifestyle China 2020	53,000.00	53,000.00		
	Hotel Accommodation (DSA=\$270,\$270x65%x 2pax x4 nights)	OTF OG1	NO	N/A					Interior Lifestyle China 2020	74,412.00	74,412.00		
	Per Diem (\$270x35%x2pax x5 days)	OTF OG1	NO	N/A					Interior Lifestyle China 2020	50,085.00	50,085.00		
	Pre-travel Expenses	OTF OG1	NO	N/A					Interior Lifestyle China 2020	7,000.00	7,000.00		
	Airport Transfers	OTF OG1	NO	N/A					Interior Lifestyle China 2020	15,900.00	15,900.00		

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					Advertisement/P oosting of IB/REI	Submission/Op ening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Travel Tax	OTF OG1	NO	N/A					Interior Lifestyle China 2020	3,240.00	3,240.00		
	Travel Insurance	OTF OG1	NO	N/A					Interior Lifestyle China 2020	420.00	420.00		
	Excess Baggage Allowance	OTF OG1	NO	N/A					Interior Lifestyle China 2020	5,300.00	5,300.00		
	Bank/remittance Charge	OTF OG1	NO	N/A					Interior Lifestyle China 2020	15,943.00	15,943.00		
	Communication Expenses	OTF OG1	NO	N/A					Interior Lifestyle China 2020	10,600.00	10,600.00		
	Direct Mailing/Courier	OTF OG1	NO	SVP					Interior Lifestyle China 2020	5,300.00	5,300.00		
	Service provider Fees	OTF OG1	NO	N/A					Interior Lifestyle China 2020	585,000.00	585,000.00		
	SUB-TOTAL (INTERIOR LIFESTYLE)									4,875,000.00			
	INSTITUTIONAL PROMOTION - CORPORATE PLANNING												
	1. OVERSEAS TRAVEL												
	1.1 ATPF CEO MEETING												
	1.1.1 Plane fare	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	80,000.00	80,000.00		
	1.1.2 Hotel Accommodation	CORPLAN	No	n/a	N/A	N/A	N/A	N/A	Corporate	50,000.00	50,000.00		
	1.1.3 Per Diem	CORPLAN	No	n/a	N/A	N/A	N/A	N/A	Corporate	50,000.00	50,000.00		
	1.1.4 Pre-Travel Expenses	CORPLAN	No	n/a	N/A	N/A	N/A	N/A	Corporate	7,000.00	7,000.00		
	1.1.5 Tokens for TPO heads & representative	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	4,000.00	4,000.00		
	1.2 ATPF WORKING LEVEL MEETING												
	1.2.1 Plane Fare (c/o JETRO)	CORPLAN	No	Foreign Funded Procurement	N/A	N/A	N/A	N/A	Foreign	-	-		
	1.2.2 Hotel Accommodation (c/o JETRO)	CORPLAN	No	Foreign Funded Procurement	N/A	N/A	N/A	N/A	Foreign	-	-		
	1.2.3 Per Diem	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	30,000.00	30,000.00		
	1.2.4 Pre-Travel Expenses	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	3,500.00	3,500.00		
	1.2.5 Tokens TPO representatives	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	3,000.00	3,000.00		
	2. PLANNING												
	2.1 MID-YEAR PLANNING ACTIVITY												
	2.1.1 Logistical expenses (venue, food, accom.)	CORPLAN	Yes	Lease of Venue	N/A	N/A	N/A	N/A	Corporate	160,000.00	160,000.00		
	2.1.2 Airfare / Transportation expenses	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	70,000.00	70,000.00		
	2.1.3 Honorarium for Facilitator	CORPLAN			N/A	N/A	N/A	N/A	Corporate	65,000.00	65,000.00		
	2.1.4 Vehicle/Van Rental	CORPLAN	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	10,000.00	10,000.00		
	2.1.5 Pre-Planning Workshop (Logistical expenses)	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	15,000.00	15,000.00		
	2.1.6 Miscellaneous	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	5,000.00	5,000.00		
	2.3 YEAR-END PLANNING ACTIVITY												
	2.3.1 Logistical expenses (venue, food, accom.)	CORPLAN	Yes	Lease of Venue	N/A	N/A	N/A	N/A	Corporate	160,000.00	160,000.00		
	2.3.2 Airfare / Transportation expenses	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	70,000.00	70,000.00		
	2.3.3 Honorarium for Facilitator	CORPLAN			N/A	N/A	N/A	N/A	Corporate	65,000.00	65,000.00		
	2.3.4 Vehicle/Van Rental	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	6,000.00	6,000.00		
	2.3.5 Pre-Planning Workshop (Logistical expenses)	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	15,000.00	15,000.00		
	2.3.6 Miscellaneous	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	5,000.00	5,000.00		
	2.4 DTI PLANNING SESSION												
	2.4.1 Logistical expenses (food & accomm.)	CORPLAN	No	Lease of Venue	N/A	N/A	N/A	N/A	Corporate	50,000.00	50,000.00		
	2.4.2 Airfare / Transportation expenses	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	30,000.00	30,000.00		
	2.5 TPG PLANNING SESSION												
	2.5.1 Logistical expenses (food & accomm.)	CORPLAN	No	Lease of Venue	N/A	N/A	N/A	N/A	Corporate	45,000.00	45,000.00		
	2.5.2 Airfare / Transportation expenses	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	30,000.00	25,000.00		
	3. MEETING EXPENSES												

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	3.1 EXCOM/MANCOM and other meetings	CORPLAN	No	n/a	N/A	N/A	N/A	N/A	Corporate	180,000.00	180,000.00		
	4. SUPPLIES												
	4.1 Copy Paper A4 30reams @200/reams	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	6,000.00	6,000.00		
	4.2 Rubber Stamp (3 lines words)	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	500.00	500.00		
	4.3 Epson L350 Ink Black 2 pcs. @350/pc.	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	700.00	700.00		
	4.4 Epson L350 Ink Cyan 2 pcs. @350/pc.	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	700.00	700.00		
	4.5 Epson L350 Ink Magenta 2 pcs. @350/pc.	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	700.00	700.00		
	4.6 Epson L350 Ink Yellow 2 pcs. @350/pc.	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	700.00	700.00		
	6. COMMUNICATIONS	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	2,000.00	2,000.00		
	7. SHARE IN COPIER RENTAL	CORPLAN	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	3,000.00	3,000.00		
	8. HIRING OF CONSULTANTS FOR MARKET SURVEY OF CITEM PROJECTS (GCG REQUIREMENT)	CORPLAN	Yes	Small Value Procurement	February	March	April	April	Corporate	500,000.00	500,000.00		
	9. SUBSIDY GRADUATION POLICY (GCG REQUIREMENT)												
	9.1 Hotel Accommodation	CORPLAN	No	Lease of Venue	N/A	N/A	N/A	N/A	Corporate	10,800.00	10,800.00		
	9.2 Airfare / Transportation Expenses	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	25,000.00	25,000.00		
	9.3 Per Diem	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	6,400.00	6,400.00		
	10. INDUSTRY MEMBERSHIPS												
	10.2 GPCCI	CORPLAN	No	Shopping	N/A	N/A	N/A	N/A	Corporate	20,000.00	20,000.00		
	11. INFORMATION DISSEMINATION (GCG REQUIREMENT)	CORPLAN	No	Small Value Procurement	N/A	N/A	N/A	N/A	Corporate	15,000.00	15,000.00		
	SUB-TOTAL (IP CORPLAN)									1,800,000.00			
	INFORMATION SYSTEM PLAN												
	Laptop PC (mid-end)	CITEM	No	Shopping	1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	1,300,000.00		1,300,000.00	
	Desktop PC	BUDGET AND CASH, CONTROLLERSHIP	No	Shopping	1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	360,000.00		360,000.00	
	Document Scanner	CITEM	No	Shopping	1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	64,000.00		64,000.00	
	Projector	CITEM	No	Shopping	1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	200,000.00		200,000.00	
	A3 Printer	CCSD	No	Shopping	1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	38,000.00		38,000.00	
	Sketchup Pro	EDD	No	Small Value Procurement	1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	135,000.00		135,000.00	
	V-Ray for Sketchup	EDD	No	Small Value Procurement	1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	159,000.00		159,000.00	
	Data Color Calibration Kit	CCSD	No	Shopping	1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	30,000.00		30,000.00	
	Back-up and Disaster Recovery Solution	SMDD	Yes	Competitive Bidding	1/14/2020	2/3/2020	2/6/2020	2/7/2020	Corporate	1,700,000.00		1,700,000.00	
	Document Management System	CITEM	No	Small Value Procurement	1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	98,000.00		98,000.00	
	Microsoft Office 365 Plan E3	CITEM	Yes	Shopping	10/20/2019	N/A	11/12/2019	11/13/2019	Corporate	1,876,800.00	1,876,800.00		
	Adobe CS	CCSD	Yes	Competitive Bidding	10/3/2019	10/23/2019	10/26/2019	10/27/2019	Corporate	1,275,000.00	1,275,000.00		
	Anti-Virus	CITEM	No	Small Value Procurement	10/3/2020	N/A	10/26/2020	10/27/2020	Corporate	150,000.00		150,000.00	
	Web Security	CITEM	Yes	Small Value Procurement	11/18/2019	N/A	12/12/2019	12/13/2019	Corporate	550,000.00	550,000.00		
	Tablet PC Data Subscription	CITEM	Yes	Direct Contracting	N/A	N/A	10/26/2019	10/27/2019	Corporate	552,900.00	552,900.00		
	Leased Line Subscription(primary)	CITEM	Yes	Direct Contracting	N/A	N/A	2/6/2020	2/7/2020	Corporate	745,000.00	745,000.00		
	Leased Line Subscription(secondary)	CITEM	Yes	Direct Contracting	N/A	N/A	10/24/2019	10/25/2019	Corporate	600,000.00	600,000.00		
	Hardware Supplies/ Maintenance/ Peripherals/ Repairs	CITEM	No	Small Value Procurement	1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	117,300.00	117,300.00		
	ICT Trainings	SMDD	No		1/14/2020	N/A	2/6/2020	2/7/2020	Corporate	20,000.00	20,000.00		
	Other ICT Subscription	CITEM	No	Small Value Procurement	9/28/2020	N/A	9/21/2020	9/22/2020	Corporate	100,000.00	100,000.00		
	Marketing Automation System	CITEM	No	Small Value Procurement	9/28/2020	N/A	9/21/2020	9/22/2020	Corporate	700,000.00	700,000.00		
	Project Management System	CITEM	No	Small Value Procurement	10/20/2019	N/A	11/12/2019	11/13/2019	Corporate	432,000.00	432,000.00		
	SUB-TOTAL (INFO SYSTEM PLAN)									11,203,000.00	7,119,000.00	4,084,000.00	
	MAISON & OBJET												
	Space Cost	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	2,000,000.00	2,000,000.00		
	Corner Supplement	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	200,000.00	200,000.00		

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	Compulsary Exhibition Package	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	100,000.00	100,000.00		
	Badge Reader	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	100,000.00	100,000.00		
	Stand Construction	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	200,000.00	200,000.00		
	Additional Props & Display Materials	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	100,000.00	100,000.00		
	Electrical Installation and Consumption	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	100,000.00	100,000.00		
	Rental of Additional Equipment, Audio, Tools	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	100,000.00	100,000.00		
	Onsite Expenses	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	150,000.00	150,000.00		
	Onsite car/van rental	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	100,000.00	100,000.00		
	Advertising Online	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	100,000.00	100,000.00		
	Advertising Onsite	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	200,000.00	200,000.00		
	Staffing(Stand Hostesses/Assistants/Interpreter	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	300,000.00	300,000.00		
	Stand Hospitality	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	100,000.00	100,000.00		
	Promotional post-cards/brochure (print)	OTF OG1	YES	NP-Overseas					AMBIENTE 2020	200,000.00	200,000.00		
	Plane Fare	OTF OG1	NO	Shopping					AMBIENTE 2020	200,000.00	200,000.00		
	Per Diem	OTF OG1	NO	N/A					AMBIENTE 2020	120,000.00	120,000.00		
	Pre-travel	OTF OG1	NO	N/A					AMBIENTE 2020	5,000.00	5,000.00		
	Travel Insurance	OTF OG1	NO	N/A					AMBIENTE 2020	5,000.00	5,000.00		
	Travel Tax	OTF OG1	NO	N/A					AMBIENTE 2020	3,000.00	3,000.00		
	Comm/Admin Expenses	OTF OG1	NO	N/A					AMBIENTE 2020	100,000.00	100,000.00		
	International Clothing allowance	OTF OG1	NO	N/A					AMBIENTE 2020	31,800.00	31,800.00		
	Local Plane Fare	OTF OG4	NO	Small Value procurement					AMBIENTE 2020	100,000.00	100,000.00		
	Local Hotel Accommodation	OTF OG1	NO	N/A					AMBIENTE 2020	50,000.00	50,000.00		
	Local Per Diem	OTF OG1	NO	N/A					AMBIENTE 2020	50,000.00	50,000.00		
	Comm/Admin Expenses	OTF OG1	NO	Shopping					AMBIENTE 2020	10,600.00	10,600.00		
	Consultant's Fee (curator)	OTF OG1	YES	Public bidding					AMBIENTE 2020	2,000,000.00	2,000,000.00		
	Shipment of Stand Props & Promo Collateral	OTF OG1	YES	Small Value procurement					AMBIENTE 2020	300,000.00	300,000.00		
	Excess Baggage Allowance	OTF OG1	NO	N/A					AMBIENTE 2020	50,000.00	50,000.00		
	Telephone/Tele/Fax	OTF OG1	NO	N/A					AMBIENTE 2020	30,000.00	30,000.00		
	Office Supplies/reference materials	OTF OG2	NO	Shopping					AMBIENTE 2020	100,000.00	100,000.00		
	Bank/remittance Charge	OTF OG3	NO	N/A					AMBIENTE 2020	5,000.00	5,000.00		
	Courier/postage	OTF OG4	NO	Shopping					AMBIENTE 2020	50,000.00	50,000.00		
	Meeting/Briefing/Debriefing Expenses	OTF OG1	NO	N/A					AMBIENTE 2020	50,000.00	50,000.00		
	Service provider	OTF OG1	YES	N/A					AMBIENTE 2020	800,000.00	800,000.00		
	Miscellaneous	OTF OG1	NO	Shopping					AMBIENTE 2020	389,600.00	389,600.00		
	SUB-TOTAL (MAISON)									8,500,000.00			
	MANILA FAME OCTOBER												
	A. VENUE												
	1. Venue Rental	OG1-Signature Events	YES	Lease of Venue					Corporate Budget	10,751,000.00	10,751,000.00		
	2. Onsite Charges	OG1-Signature Events	NO	N/A					Corporate Budget	300,000.00	300,000.00		
	B. BUYER MARKETING AND SERVICES												
	1. Buyer Incentive Program										-		
	1.A Hosted Buyer (full package)										-		
	a. Airfare (cap: \$1,200 for Top Level)	OG1-Signature Events	NO	N/A					Corporate Budget	1,000,000.00	1,000,000.00		
	b. Airfare (cap: \$500 of Head of Delegation)	OG1-Signature Events	NO	N/A					Corporate Budget	500,000.00	500,000.00		
											-		

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	c. Hotel Accommodation	OG1-Signature Events	YES	SVP					Corporate Budget	900,000.00	900,000.00		
	2. Buyer Services										-		
	a. Buyers' Lounge Food	OG1-Signature Events	NO	SVP					Corporate Budget	200,000.00	200,000.00		
	b. Beverages	OG1-Signature Events	NO	SVP					Corporate Budget	90,000.00	90,000.00		
	c. Van Rental and Hiring of Similar Transportation	OG1-Signature Events	NO	SVP					Corporate Budget	150,000.00	150,000.00		
	d. Language Interpreters/Translation Services	OG1-Signature Events	NO	SVP					Corporate Budget	150,000.00	150,000.00		
	e. VIB Promo materials (kit, tokens, etc.)	OG1-Signature Events	NO	SVP					Corporate Budget	80,000.00	80,000.00		
	3. Buyer Marketing Agent	OG1-Signature Events	NO	N/A					Corporate Budget	350,000.00	350,000.00		
	4. Others										-		
	a. International Buyers Campaign (BTAs, collaterals, etc.)	OG1-Signature Events	NO	N/A					Corporate Budget	80,000.00	80,000.00		
	C. EXHIBITOR MARKETING & SERVICES										-		
	1. Exhibitor Campaign (local and international)										-		
	a. Airfare	OG1-Signature Events	NO	Shopping					Corporate Budget	100,000.00	100,000.00		
	b. Accommodation	OG1-Signature Events	NO	N/A					Corporate Budget	25,000.00	25,000.00		
	c. Per Diem	OG1-Signature Events	NO	N/A					Corporate Budget	10,000.00	10,000.00		
	d. Other Travel Expenses	OG1-Signature Events	NO	N/A					Corporate Budget	20,000.00	20,000.00		
	e. Inland Transportation	OG1-Signature Events	NO	SVP					Corporate Budget	30,000.00	30,000.00		
	f. Venue Rental / Food & Beverage	OG1-Signature Events	NO	Lease of Venue					Corporate Budget	15,000.00	15,000.00		
	2. Exhibitors Briefing										-		
	a. Airfare	OG1-Signature Events	NO	Shopping					Corporate Budget	100,000.00	100,000.00		
	b. Accommodation	OG1-Signature Events	NO	N/A					Corporate Budget	30,000.00	30,000.00		
	c. Per Diem	OG1-Signature Events	NO	N/A					Corporate Budget	10,000.00	10,000.00		
	d. Other Travel Expenses	OG1-Signature Events	NO	N/A					Corporate Budget	10,000.00	10,000.00		
	e. Venue Rental / Food & Beverage	OG1-Signature Events	NO	Lease of Venue					Corporate Budget	15,000.00	15,000.00		
	3. Exhibitor Services										-		
	a. Export Coaching Program										-		
	a.1 Speaker's Professional Fee	OG1-Signature Events	NO	SVP					Corporate Budget	75,000.00	75,000.00		
	a.2 Speaker's Accommodation	OG1-Signature Events	NO	SVP					Corporate Budget	25,000.00	25,000.00		
	a.3 Speaker's Airfare/Transportat	OG1-Signature Events	NO	Shopping					Corporate Budget	50,000.00	50,000.00		
	b. Product Development										-		
	b.1 Local Travel	OG1-Signature Events	NO	Shopping					Corporate Budget	150,000.00	150,000.00		
	b.2 Accommodation	OG1-Signature Events	NO	N/A					Corporate Budget	60,000.00	60,000.00		
	b.3 Per Diem	OG1-Signature Events	NO	N/A					Corporate Budget	30,000.00	30,000.00		

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	b.4 Other Travel Expenses	OG1-Signature Events	NO	N/A					Corporate Budget	15,000.00	15,000.00		
	c. Exhibitor's Lounge & Services	OG1-Signature Events	NO	SVP					Corporate Budget	10,000.00	10,000.00		
	4. Foreign Exhibitors Incentive										-		
	a. Marketing Agents' Commission	OG1-Signature Events	NO	N/A					Corporate Budget	1,000.00	1,000.00		
	E. SPECIAL EVENTS												
	1. Welcome Reception										-		
	a. Food & Beverage (300 pax)	OG1-Signature Events	NO	SVP					Corporate Budget	500,000.00	500,000.00		
	b. Production Outfit (lights & sounds stage and backdrop, host and entertainment)	OG1-Signature Events	NO	SVP					Corporate Budget	750,000.00	750,000.00		
											-		
	c. Musical Entertainment/Sound System	OG1-Signature Events	NO	SVP					Corporate Budget	250,000.00	250,000.00		
											-		
	d. Hosted Lunch/Onsite Food Order	OG1-Signature Events	NO	N/A					Corporate Budget	50,000.00	50,000.00		
	e. Opening Ceremony	OG1-Signature Events	NO	Shopping					Corporate Budget	90,000.00	90,000.00		
	2. KATHA Awarding										-		
	a. Food during Debriefing	OG1-Signature Events	NO	N/A					Corporate Budget	25,000.00	25,000.00		
	b. Tokens	OG1-Signature Events	NO	Shopping					Corporate Budget	75,000.00	75,000.00		
	c. Trophy	OG1-Signature Events	NO	SVP					Corporate Budget	100,000.00	100,000.00		
	F. ADMIN AND LOGISTICS												
	1. Personnel Requirements										-		
	a. Security Requirements	OG1-Signature Events	YES	Public bidding					Corporate Budget	250,000.00	250,000.00		
	b. Janitorial Requirements	OG1-Signature Events	YES	Public bidding					Corporate Budget	200,000.00	200,000.00		
	c. Salaries/Professional Fee/SPs										-		
	c.1 Service Providers	OG1-Signature Events	NO	N/A					Corporate Budget	3,500,000.00	3,500,000.00		
	c.2 Usherettes, Visual Merchandiser	OG1-Signature Events	NO	N/A					Corporate Budget	200,000.00	200,000.00		
	Encoders, 3rd-party surveyors, etc.										-		
	2. Registration Requirements										-		
	a. ID Badge Holders/Lanyards	OG1-Signature Events	NO	Shopping					Corporate Budget	250,000.00	250,000.00		
	b. Manila FAME Bags	OG1-Signature Events	NO	SVP					Corporate Budget	350,000.00	350,000.00		
	c. Entrance Tickets	OG1-Signature Events	NO	SVP					Corporate Budget	25,000.00	25,000.00		
	3. Technical Requirements										-		
	a. Equipment Rental and Consumables	OG1-Signature Events	NO	SVP					Corporate Budget	25,000.00	25,000.00		
											-		
	b. Wifi Connections	OG1-Signature Events	NO	SVP					Corporate Budget		-		
	c. Website Domain Registration	OG1-Signature Events	NO	NP					Corporate Budget	6,000.00	6,000.00		
	d. Mobile App	OG1-Signature Events	NO	DC					Corporate Budget	150,000.00	150,000.00		
	4. Admin and Logistics Requirements										-		
	a. Communication Expenses										-		
	a.1 Telephone, fax, mobile	OG1-Signature Events	NO	Shopping					Corporate Budget	25,000.00	25,000.00		
	a.2 Courier, Direct Mail	OG1-Signature Events	NO	SVP					Corporate Budget	90,000.00	90,000.00		

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	b. Committee/Consultation/Thanksgiving Expenses	OG1-Signature Events	NO	SVP					Corporate Budget	150,000.00	150,000.00		
	c. Staff Accommodation	OG1-Signature Events	NO	Lease of Venue					Corporate Budget	350,000.00	350,000.00		
	d. Staff Meals	OG1-Signature Events	NO	SVP					Corporate Budget	250,000.00	250,000.00		
	e. Event Uniform/Event Shirt	OG1-Signature Events	NO	SVP							-		
	f. Cellcards for CITEM Staff	OG1-Signature Events	NO	Shopping					Corporate Budget	30,000.00	30,000.00		
	g. Flatbed Truck Rental	OG1-Signature Events	NO	SVP					Corporate Budget	50,000.00	50,000.00		
	i. Share in Copier Machine Usage	OG1-Signature Events	NO	N/A					Corporate Budget	5,000.00	5,000.00		
	j. Supplies and Materials	OG1-Signature Events	NO	Shopping					Corporate Budget	120,000.00	120,000.00		
	k. Bank Charges	OG1-Signature Events	NO	N/A					Corporate Budget	7,000.00	7,000.00		
	l. Ambulance Services and K9 Dogs	OG1-Signature Events	NO	SVP					Corporate Budget	70,000.00	70,000.00		
	m. Miscellaneous Expenses	OG1-Signature Events	NO	N/A					Corporate Budget	50,000.00	50,000.00		
	G. MERCHANDISE DEVELOPMENT										-		
	1. Expert Fees	OG1-Signature Events	NO	SVP					Corporate Budget	2,750,000.00	2,750,000.00		
	H. DESIGN AND EXHIBITION												
	1. Print Collaterals/MarCom Materials (complipass/IDs/Showguide)	OG1-Signature Events	NO	SVP					Corporate Budget	200,000.00	200,000.00		
	2. Photographer/Videographer	OG1-Signature Events	NO	SVP					Corporate Budget	450,000.00	450,000.00		
	3. Signages/Booth System/Venue Enhancement/EDD Materials/Other Show Features	OG1-Signature Events	YES	PB/SVP/Shopping					Corporate Budget	4,000,000.00	4,000,000.00		
	4. Media Preview Set-up	OG1-Signature Events	NO	SVP					Corporate Budget	75,000.00	75,000.00		
	I. PR & PUBLICITY/ONLINE PROMOTION												
	1. Online Ads Promotion/Web Mktg	OG1-Signature Events	YES	NP-Overseas					Corporate Budget	200,000.00	200,000.00		
	2. PR Tokens/Media Rounds/Media Lounge/Media Preview	OG1-Signature Events	NO	SVP					Corporate Budget	300,000.00	300,000.00		
	3. Local/Foreign Ad Placements/Fly-in Journalist	OG1-Signature Events	NO	NP-Overseas					Corporate Budget	700,000.00	700,000.00		
	SUB-TOTAL (MANILA FAME OCT)									32,000,000.00			
	MALAYSIA INTERNATIONAL HALAL												
	Space Cost 72sqm (based on 2019 rate at \$2450/9sqm booth) + 6% service fee + 10% anticipated increase	OTFFOI		NPO-GPPB 28-2017					CORPORATE BUDGET	1,114,892.10	1,114,892.10		
	Stand Installation / Dismantling / Fireproofing/ Labor/ Graphics/Flooring	OTFFOI		NPO-GPPB 28-2017					CORPORATE BUDGET	625,400.00	625,400.00		
	Telephone / Telex / Fax	OTFFOI							CORPORATE BUDGET	2,000.00	2,000.00		
	Office Supplies	OTFFOI		Shopping (CSE)					CORPORATE BUDGET	3,000.00	3,000.00		
	Bank / Remittance Charges	OTFFOI							CORPORATE BUDGET	3,427.50	3,427.50		

Code (PAP)	Procurement (Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Meeting /Briefings/De-Briefing Expenses	OTFFOI							CORPORATE BUDGET	6,000.00	6,000.00		
	Service Providers/Janitorial (10%)	OTFFOI							CORPORATE BUDGET	207,000.00	207,000.00		
	Print - Catalogue Listings/Media Package, etc..	OTFFOI		NP-53.9-Small Value Procurement					CORPORATE BUDGET	26,500.00	26,500.00		
	On-site (ad banner, cladding, glass poster, etc.)	OTFFOI		NP-Overseas					CORPORATE BUDGET	26,500.00	26,500.00		
	Directory of Exhibitors/ Brochures / Flyers/Translation, etc.	OTFFOI		NP-53.9-Small Value Procurement					CORPORATE BUDGET	11,600.00	11,600.00		
	Press Kits	OTFFOI		NP-53.9-Small Value Procurement					CORPORATE BUDGET	5,000.00	5,000.00		
	Press Tokens/Buyer/Exhibitor Giveaways	OTFFOI		NP-53.9-Small Value Procurement					CORPORATE BUDGET	30,400.00	30,400.00		
	Plane Fare (US\$400 x1 pax)	OTFFOI		Shopping					CORPORATE BUDGET	21,200.00	21,200.00		
	Hotel Accommodation (DSA rate US\$214. x 52% x 7 nights x 1 pax)	OTFFOI		n/a					CORPORATE BUDGET	41,284.88	41,284.88		
	Per Diem (DSA rate US\$214x 48% x 7 days 1 pax)	OTFFOI		n/a					CORPORATE BUDGET	38,109.12	38,109.12		
	(DSA rate US\$107 X 40% X 1 pax)	OTFFOI		n/a					CORPORATE BUDGET	2,268.40	2,268.40		
	Pre-Travel Expenses	OTFFOI		n/a					CORPORATE BUDGET	3,500.00	3,500.00		
	Travel Insurance	OTFFOI		n/a					CORPORATE BUDGET	298.00	298.00		
	Travel Tax	OTFFOI		n/a					CORPORATE BUDGET	1,620.00	1,620.00		
	SUB-TOTAL (MIHAS)									2,170,000.00			
	PREMIERE CLASSE												
	Booth system Package	OTF OG1	YES	NP-Overseas					Premiere Classe 2020	1,980,000.00	1,980,000.00		
	Additional Props & Display Materials	OTF OG5	YES	NP-Overseas					Premiere Classe 2020	50,000.00	50,000.00		
	Electrical Installation and Consumption	OTF OG6	YES	NP-Overseas					Premiere Classe 2020	60,000.00	60,000.00		
	On-site charge/rentals	OTF OG1	YES	NP-Overseas					Premiere Classe 2020	60,000.00	60,000.00		
	Advertising (online)	OTF OG1	YES	NP-Overseas					Premiere Classe 2020	100,000.00	100,000.00		
	Advertising (Onsite)	OTF OG2	YES	NP-Overseas					Premiere Classe 2020	155,000.00	155,000.00		
	Promotional post-cards/brochure (print)	OTF OG3	NO	Small Value procurement					Premiere Classe 2020	100,000.00	100,000.00		
	Press Kits	OTF OG4	NO	Small Value procurement					Premiere Classe 2020	60,000.00	60,000.00		
	Press Tokens/Buyer Giveaways	OTF OG1	NO	Shopping					Premiere Classe 2020	60,000.00	60,000.00		
	International Plane Fare	OTF OG1	YES	Shopping					Premiere Classe 2020	286,200.00	286,200.00		
	International Hotel Accommodation	OTF OG1	NO	N/A					Premiere Classe 2020	150,000.00	150,000.00		
	International Per Diem	OTF OG1	NO	N/A					Premiere Classe 2020	100,000.00	100,000.00		
	International Inland transportation	OTF OG1	NO	NP-Overseas					Premiere Classe 2020	15,000.00	15,000.00		
	International Pre-travel Expenses	OTF OG1	NO	N/A					Premiere Classe 2020	3,500.00	3,500.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	International insurance	OTF OG2	NO	N/A					Premiere Classe 2020	5,000.00	5,000.00		
	International Clothing Allowance	OTF OG3	NO	N/A					Premiere Classe 2020	31,800.00	31,800.00		
	Local Plane Fare	OTF OG4	NO	Shopping					Premiere Classe 2020	20,000.00	20,000.00		
	Local Hotel Accommodation	OTF OG1	NO	N/A					Premiere Classe 2020	6,000.00	6,000.00		
	Local Per Diem	OTF OG1	NO	N/A					Premiere Classe 2020	5,000.00	5,000.00		
	Comm/Admin Expenses	OTF OG1	NO	n/a					Premiere Classe 2020	10,600.00	10,600.00		
	Courier	OTF OG1	NO	SVP					Premiere Classe 2020	50,000.00	50,000.00		
	Consultant's Fee (curator)	OTF OG1	YES	SVP					AMBIENTE 2020	900,000.00	900,000.00		
	One-o-One Consultation/Others	OTF OG1	NO	N/A					Premiere Classe 2020	30,000.00	30,000.00		
	Shipment	OTF OG1	YES	SVP					Premiere Classe 2020	50,000.00	50,000.00		
	Excess Baggage Allowance	OTF OG1	NO	N/A					Premiere Classe 2020	30,540.00	30,540.00		
	Office Supplies/reference materials	OTF OG1	NO	Shopping					Premiere Classe 2020	15,000.00	15,000.00		
	Bank/remittance Charge	OTF OG1	NO	N/A					Premiere Classe 2020	15,000.00	15,000.00		
	Meeting/Briefing/Debriefing Expenses	OTF OG1	NO	N/A					Premiere Classe 2020	30,000.00	30,000.00		
	Service providers	OTF OG1	YES	N/A					Premiere Classe 2020	624,360.00	624,360.00		
	Miscellaneous	OTF OG1	NO	Shopping					Premiere Classe 2020	200,000.00	200,000.00		
	SUB-TOTAL (PREMIERE CLASSE)									5,203,000.00			
	SALON DU CHOCOLAT												
	Space Cost	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	1,458,000.00	1,458,000.00		
	Registration Fee	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	180,000.00	180,000.00		
	Stand Installation/Dismantling and Electricity	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	1,440,000.00	1,440,000.00		
	Stand Assistant	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	360,000.00	360,000.00		
	Bank Charges	OTFFOI		n/a					CORPORATE BUDGET	10,000.00	10,000.00		
	Telephone	OTFFOI		n/a					CORPORATE BUDGET	1,000.00	1,000.00		
	Briefings/Meeting Expenses	OTFFOI		n/a					CORPORATE BUDGET	9,000.00	9,000.00		
	Printing of Business Cards	OTFFOI		NP-53.9-Small Value Procurement					CORPORATE BUDGET	1,000.00	1,000.00		
	Miscellaneous	OTFFOI		n/a					CORPORATE BUDGET	64,100.00	64,100.00		
	BUDGET for SP	OTFFOI		n/a					CORPORATE BUDGET	450,000.00	450,000.00		
	Translation Services	OTFFOI		NP-53.9-Small Value Procurement					CORPORATE BUDGET	50,000.00	50,000.00		
	Onsite Advertising	OTFFOI		NP-Overseas					CORPORATE BUDGET	180,000.00	180,000.00		
	Online Advertising			NP-53.6-Scientific, Scholarly..						180,000.00	180,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Catalogue Listing /directory (300 pcs)	OTFFOI		NP-53.9-Small Value Procurement					CORPORATE BUDGET	40,000.00	40,000.00		
	Press token/Buyer Giveaway	OTFFOI		NP-53.9-Small Value Procurement					CORPORATE BUDGET	50,000.00	50,000.00		
	Plane fare	OTFFOI		Shopping					CORPORATE BUDGET	159,000.00	159,000.00		
	Per Diem	OTFFOI		N/A					CORPORATE BUDGET	339,200.00	339,200.00		
	Pre travel Allowance	OTFFOI		N/A					CORPORATE BUDGET	7,000.00	7,000.00		
	Clothing allowance	OTFFOI		N/A					CORPORATE BUDGET	21,200.00	21,200.00		
	Travel Insurance	OTFFOI		N/A					CORPORATE BUDGET	500.00	500.00		
	SUB-TOTAL (SALON DU CHOCO)									5,000,000.00			
	SIAL MIDDLE EAST												
	Raw Space Rental (USD 502 + 5% VAT)	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	2,514,267.00	2,514,267.00		
	Registration Fee and Administrative Formalities (USD 340 + 5% VAT: Inclusive of 3 badges per 9 sqm, listing in show catalogue, listing on the official show website, and copy of show catalogue)	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	189,210.00	189,210.00		
	Stand Installation / Dismantling / Fireproofing	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	1,383,300.00	1,383,300.00		
	Additional Props and Display	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	42,400.00	42,400.00		
	Rental of Additional Equipment/Device	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	95,400.00	95,400.00		
	Internet Connection	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	95,400.00	95,400.00		
	Stand Hostesses/Assistants/Interpreters	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	63,600.00	63,600.00		
	Stand Hospitality	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	5,300.00	5,300.00		
	Inland Transportation (USD 220 x 8 days)	OTFFOI	yes	NPO-GPPB 28-2017					CORPORATE BUDGET	93,280.00	93,280.00		
	Briefing/Meeting Expenses	OTFFOI		n/a					CORPORATE BUDGET	10,600.00	10,600.00		
	Communication and Administrative Expenses	OTFFOI		n/a					CORPORATE BUDGET	5,300.00	5,300.00		
	Local Briefings / Meetings	OTFFOI		n/a					CORPORATE BUDGET	29,600.00	29,600.00		
	Communication / Administrative (cell cards)	OTFFOI		n/a					CORPORATE BUDGET	1,500.00	1,500.00		
	Telephone/Fax	OTFFOI		n/a					CORPORATE BUDGET	1,000.00	1,000.00		
	Office Supplies	OTFFOI	no	Shopping					CORPORATE BUDGET	10,000.00	10,000.00		
	Bank Charges	OTFFOI	no	n/a					CORPORATE BUDGET	3,000.00	3,000.00		
	Share in Copier Rental	OTFFOI	no	n/a					CORPORATE BUDGET	2,000.00	2,000.00		
	Printing of Business Cards (with translation if applicable)	OTFFOI	no	NP-53.9-Small Value Procurement					CORPORATE BUDGET	3,000.00	3,000.00		
	Tokens	OTFFOI	no	NP-53.9-Small Value Procurement					CORPORATE BUDGET	30,000.00	30,000.00		
	Excess Baggage Allowance	OTFFOI	no	n/a					CORPORATE BUDGET	10,600.00	10,600.00		
	Courier / Postage	OTFFOI	no	n/a					CORPORATE BUDGET	3,000.00	3,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Miscellaneous	OTFFOI	no	n/a					CORPORATE BUDGET	1,083.00	1,083.00		
	Service Providers/ Janitorial (10%)	OTFFOI	no	n/a					CORPORATE BUDGET	560,000.00	560,000.00		
	Print/Online Ad Placement/BannerBoards	OTFFOI	yes	NP-53.6 - Scientific, Scholarly...					CORPORATE BUDGET	164,000.00	164,000.00		
	Collaterals	OTFFOI	no	NP-53.9-Small Value Procurement					CORPORATE BUDGET	22,000.00	22,000.00		
	Directory of Exhibitors/ Brochures	OTFFOI	no	NP-53.9-Small Value Procurement					CORPORATE BUDGET	15,000.00	15,000.00		
	Press Kits, Personalized USB	OTFFOI	no	NP-53.9-Small Value Procurement					CORPORATE BUDGET	7,000.00	7,000.00		
	Onsite Ad Banner/Cladding/Glass Poster/Staircase Signage/ other promotional tools	OTFFOI	yes	NP-Overseas					CORPORATE BUDGET	53,000.00	53,000.00		
	Photography/Videography	OTFFOI	no	NP-53.9-Small Value Procurement					CORPORATE BUDGET	106,000.00	106,000.00		
	Diplomacy Kit (Halal Gift Box for Food Influencers)	OTFFOI	no	Small Value procurement					CORPORATE BUDGET	33,000.00	33,000.00		
	Plane Fare (USD 1210 x 2 pax)	OTFFOI	no	Shopping					CORPORATE BUDGET	128,260.00	128,260.00		
	Hotel Allowance (USD 392 x 62% x 7 nights x 2 pax)	OTFFOI	no	n/a					CORPORATE BUDGET	180,335.68	180,335.68		
	Per Diem (USD 392 x 38% x 7 days x 2 pax)	OTFFOI	no	n/a					CORPORATE BUDGET	110,528.32	110,528.32		
	Pre travel, insurance, tax ((1500 + 298 + 1620) x 2 pax)	OTFFOI	no	n/a					CORPORATE BUDGET	6,836.00	6,836.00		
	Clothing Allowance (USD200 x 2 pax)	OTFFOI	no	n/a					CORPORATE BUDGET	21,200.00	21,200.00		
	SUB-TOTAL (SIAL MIDDLE EAST)									6,000,000.00			
	SIAL PARIS												
	Bare Space (EUR 283/sqm x 168 sqm)	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	2,805,096.00	2,805,096.00		
	4 sides open (EUR 88/sqm x 168sqm) (VAT exclusive)	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	872,256.00	872,256.00		
	Automatic Insurance	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	49,560.00	49,560.00		
	Compulsory Stand Cleaning (EUR 4.40 x 168 sqm)	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	43,612.80	43,612.80		
	Mandatory Marketing Pack Premier (VAT exclusive)	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	94,400.00	94,400.00		
	Pavilion Exhibitor Registration Fees (EUR 530 x 27) (VAT exclusive)	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	844,290.00	844,290.00		
	VAT	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	941,842.96	941,842.96		
	Stand Installation/Dismantling	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	3,540,000.00	3,540,000.00		
	Interpreters/s / Stand Assistants	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	129,800.00	129,800.00		
	Internet Connection	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	88,500.00	88,500.00		
	Stand Photographer	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	29,500.00	29,500.00		
	Communication Expense	OTFFOI		n/a					Corporate Budget	5,300.00	5,300.00		
	Excess Baggage	OTFFOI		n/a					Corporate Budget	5,300.00	5,300.00		
	Bank Charges	OTFFOI		n/a					Corporate Budget	5,000.00	5,000.00		
	Telephone	OTFFOI		n/a					Corporate Budget	1,385.68	1,385.68		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Supplies and Materials	OTFFOI		Shopping (CSE)					Corporate Budget	30,000.00	30,000.00		
	Shipment	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	70,000.00	70,000.00		
	Briefings/Meeting Expenses	OTFFOI		n/a					Corporate Budget	14,000.00	14,000.00		
	Plane fare (\$1,750 x 1 pax)	OTFFOI		Shopping					Corporate Budget	39,750.00	39,750.00		
	Hotel (US\$ 189.28 x 9 nights x 1 pax)	OTFFOI		n/a					Corporate Budget	90,286.56	90,286.56		
	Per Diem (US\$174 x 10 days x 1 pax)	OTFFOI		n/a					Corporate Budget	92,220.00	92,220.00		
	Pre travel (Php3,500 x 1 pax)	OTFFOI		n/a					Corporate Budget	7,000.00	7,000.00		
	Insurance	OTFFOI		n/a					Corporate Budget	300.00	300.00		
	Clothing allowance (US\$ 200 x 1 pax)	OTFFOI		n/a					Corporate Budget	10,600.00	10,600.00		
	SP Budget	OTFFOI		n/a					Corporate Budget	1,090,000.00	1,090,000.00		
	Advertising	OTFFOI		n/a					Corporate Budget	1,298,000.00	1,298,000.00		
	Catalogue Listing /directory (500 pcs)	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	15,000.00	15,000.00		
	Press Kits with translation	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	17,000.00	17,000.00		
	Translation Services	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	50,000.00	50,000.00		
	Tokens / give aways	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	30,000.00	30,000.00		
	Others	OTFFOI		NP-53.9 - Small Value Procurement					Corporate Budget	590,000.00	590,000.00		
	SUB-TOTAL (SIAL PARIS)									12,900,000.00			
	SUMMER FANCY FOOD SHOW												
	Space Rental Cost (\$38 /sq ft x 1,000 sq ft)	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	2,416,800.00	2,416,800.00		
	Corner Booth Fee (\$400 x 4)	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	84,800.00	84,800.00		
	Registration Fee (Membership Fee in USSFA)	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	15,900.00	15,900.00		
	Insurance	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	5,300.00	5,300.00		
	Stand Installation/Dismantling	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	2,385,000.00	2,385,000.00		
	Rental of Lead Retrieval	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	140,450.00	140,450.00		
	Stand Photographer	OTFFOI	yes	NPO-GPPB 28-2017					Corporate Budget	53,000.00	53,000.00		
	Communication and Communication Expense	OTFFOI	no	n/a					Corporate Budget	10,600.00	10,600.00		
	Cooking Demo Supplies, Ingredients, Equipment Rental	OTFFOI	no	NP-53.9 - Small Value Procurement					Corporate Budget	227,900.00	227,900.00		
	Excess Baggage	OTFFOI	no	n/a					Corporate Budget	10,600.00	10,600.00		
	Miscellaneous	OTFFOI	no	n/a					Corporate Budget	53,000.00	53,000.00		
	Bank Charges	OTFFOI	no	n/a					Corporate Budget	9,000.00	9,000.00		
	Telephone/Cell cards	OTFFOI	no	Shopping					Corporate Budget	3,000.00	3,000.00		
	Supplies and Materials	OTFFOI	no	Shopping					Corporate Budget	32,000.00	32,000.00		
	Shipment Cost/Subsidy	OTFFOI	no	NP-53.9 - Small Value Procurement					Corporate Budget	100,000.00	100,000.00		
	Briefings/Meeting Expenses	OTFFOI	no	n/a					Corporate Budget	12,000.00	12,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Share in Copier Rental	OTFFOI	no	n/a					Corporate Budget	643.00	643.00		
	Plane fare (\$1,750 x 2 pax)	OTFFOI	no	Shopping					Corporate Budget	185,500.00	185,500.00		
	Hotel (US\$ 258 x 7 nights x 2 pax)	OTFFOI	no	n/a					Corporate Budget	191,436.00	191,436.00		
	Per Diem (US\$172 x 8 days x 2 pax)	OTFFOI	no	n/a					Corporate Budget	145,856.00	145,856.00		
	Pre travel (Php3,500 x 2 pax)	OTFFOI	no	n/a					Corporate Budget	7,000.00	7,000.00		
	Insurance	OTFFOI	no	n/a					Corporate Budget	300.00	300.00		
	Plane fare (DC to NY)	OTFFOI	no	Shopping					Corporate Budget	18,815.00	18,815.00		
	Hotel Allowance	OTFFOI	no	n/a					Corporate Budget	79,500.00	79,500.00		
	Per Diem	OTFFOI	no	n/a					Corporate Budget	79,500.00	79,500.00		
	Inland Transportation (Van Rental)	OTFFOI	no	NP-53.9 - Small Value Procurement					Corporate Budget	185,500.00	185,500.00		
	SP Budget	OTFFOI	no	n/a					Corporate Budget	720,000.00	720,000.00		
	Advertising	OTFFOI	no						Corporate Budget	355,100.00	355,100.00		
	Catalogue Listing /directory (500 pcs)	OTFFOI	no	NP-53.9 - Small Value Procurement					Corporate Budget	15,000.00	15,000.00		
	Press Kits	OTFFOI	no	NP-53.9 - Small Value Procurement					Corporate Budget	10,000.00	10,000.00		
	Tokens / give aways	OTFFOI	no	NP-53.9 - Small Value Procurement					Corporate Budget	20,000.00	20,000.00		
	Others, USB	OTFFOI	no	NP-53.9 - Small Value Procurement					Corporate Budget	10,000.00	10,000.00		
	Business Mission Venue and Equipment Rental, Supplies	OTFFOI	yes	Lease Venue					Corporate Budget	795,000.00	795,000.00		
	Hiring of Publicist	OTFFOI	no	NP-53.6 - Scientific, Scholarly...					Corporate Budget	132,500.00	132,500.00		
	Window Display	OTFFOI	no	NP-53.9 - Small Value Procurement					Corporate Budget	689,000.00	689,000.00		
	SUB-TOTAL (SUMMER FANCY)									9,200,000.00			
	GENERAL SERVICES												
	I. PRINTING												
	1. Calling Cards									5,000.00	5,000.00		
	2. Purchase Order									12,000.00	12,000.00		
	3. Job Order									12,000.00	12,000.00		
	4. Letter Head		NO	SVP					AOE	10,000.00	10,000.00		
	5. Letter Envelope w/o window									10,000.00	10,000.00		
	6. Letter Envelope w/ window									10,000.00	10,000.00		
	7. Complimentary Cards									10,000.00	10,000.00		
	II. ADVERTISING												
	1. Ad Placement		NO	NP-S					AOE	30,000.00	30,000.00		
	III. COMMUNICATION												
	1. One Year Rental of PABX								AOE	1,320,000.00	1,320,000.00		
	2. One year direct line service								AOE	792,000.00	792,000.00		
	33 lines Php2,000.00 per line per mo.												
	3. PLDT (toll calls)								AOE	12,000.00	12,000.00		
	4. Cellular phone service									45,600.00	45,600.00		
	ED-1 Globe line Php3,800.00/mo									30,000.00	30,000.00		
	DED-1 Globe line Php2,500.00/mo.		NO	Renewal					AOE	54,000.00	54,000.00		

Code (PAP)	Procurement (Program/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 Program/Activity/Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	DED-3 Globe lines Php1,500.00/mo./line									240,000.00	240,000.00		
	DC's/OIC's-20 Globe lines xPhp999/line									12,000.00	12,000.00		
	1 Smart line x Php1,000.00/line-SMD												
	5. Charges in excess of free airtime of cellphones								AOE	60,000.00	60,000.00		
	IV. JANITORIAL SERVICES												
	Contract amount CY 2020		NO	Renewal					AOE	1,680,000.00	1,680,000.00		
	Overtime allocation									60,000.00	60,000.00		
	7 Janitors												
	V. SECURITY SERVICES												
	Contract amount CY 2020								AOE	4,300,000.00	4,300,000.00		
	Overtime allocation @ Php2,000.00		NO	Renewal						24,000.00	24,000.00		
	15 Security Guards												
	VI. WATER & POWER												
	Water :												
	300 cu.m./mo xPhp100/cu.m.		NO	Direct Contracting					AOE	360,000.00	360,000.00		
	Power :												
	34,000 kwh/Php11/kwh		NO	Direct Contracting					AOE	4,488,000.00	4,488,000.00		
	VII. REPAIRS & MAINTENANCE												
	1. Generator Preventive Maintenance									32,000.00	32,000.00		
	2. Aircon repairs									120,000.00	120,000.00		
	3. Computer repairs			SVP						60,000.00	60,000.00		
	4. Generator repair		NO						AOE	60,000.00	60,000.00		
	5. Sound System Repairs									60,000.00	60,000.00		
	6. Repair Services/Refurbishing/Supplies & Materials for office Bldg. etc.			SVP/Shopping						750,000.00	750,000.00		
	VIII. PEST CONTROL												
	Pest Control		NO	SVP					AOE	60,000.00	60,000.00		
	IX. TERMITE CONTROL												
	Termite Control		NO	SVP					AOE	100,000.00	100,000.00		
	X. RENTAL OF PHOTOCOPIER												
	Consumption per month												
	45,000 copies @Php0.70/copy		NO	SVP					AOE	378,000.00	378,000.00		
	XI. GASOLINE/DIESEL												
	LUBE												
	45 ltr-Engine Oil (Gasoline)x400								AOE	18,000.00	18,000.00		
	210 ltr-Engine Oil (Diesel)x400									84,000.00	84,000.00		
	GASOLINE/DIESEL FUEL												
	12 Vehicle x Php7,000.00		NO	Direct Contracting					AOE	1,008,000.00	1,008,000.00		
	400 ltrs. Gas & Oil x Php50.00									20,000.00	20,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	(for genset & grass cutter)												
	XII. REPAIR OF VEHICLES/												
	INSURANCE PREMIUM												
	Repair & Maintenance of Vehicles			SVP						500,000.00	500,000.00		
	Vehicle Insurance									100,000.00	100,000.00		
	Toll/Parking Fees		NO						AOE	100,000.00	100,000.00		
	Vehicle LTO Registration			SVP/Direct Contracting						50,000.00	50,000.00		
	Fire Insurance/Building Insurance									600,000.00	600,000.00		
	SUB-TOTAL (GENERAL SERVICES)									17,676,600.00			
	IP-CORPORATE COMMUNICATIONS												
	Corporate Giveaway (may include notebook, pad, pen, others)		No	Small Value Procurement	March	March	April	April		250,000.00	250,000.00		
	Media Special Occasion Tokens		No	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		200,000.00	200,000.00		
	COLLATERAL:												
	> CITEM Coporate Flyer/Brochure		No	Small Value Procurement	May	May	May	May		150,000.00	150,000.00		
	> CITEM Institutional Folder		No	Small Value Procurement	May	May	May	May		50,000.00	50,000.00		
	> CITEM Calendar		No	Small Value Procurement	October	October	November	November		200,000.00	200,000.00		
	> Annual Report		No	Small Value Procurement	April	April	April	April		200,000.00	200,000.00		
	ADVERTISING & SUBSCRIPTIONS:												
	> Digital Advertising		No		Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		445,000.00	445,000.00		
	> Ad Placement		Yes	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		1,000,000.00	1,000,000.00		
	> Out Of Home Ads		Yes		Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		100,000.00	100,000.00		
	> Newspaper Subscription		Yes		Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		115,000.00	115,000.00		
	CONTENT CREATOR CONSULTANTS:												
	> Food Philippines		No	Small Value Procurement	March	March	April	April		500,000.00	500,000.00		
	> Design Philippines		No	Small Value Procurement	March	March	April	April		500,000.00	500,000.00		
	SERVICES:												
	> Media Monitoring Services		Yes		Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		250,000.00	250,000.00		
	> Search Engine Marketing Services		Yes	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		300,000.00	300,000.00		
	> Media Database and Knowledge Management Services		Yes		Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		250,000.00	250,000.00		
	Regional Media Networking		No	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		200,000.00	200,000.00		
	INTERNATIONAL FLY-IN JOURNALIST PROGRAM												
	> Airfare		No	N/A	August	August	August	August		300,000.00	300,000.00		
	> Land Transfer		No	Small Value Procurement	August	August	August	August					
	> Hotel Accommodation		No	N/A	August	August	August	August					
	> Food		No	N/A	August	August	August	August					
	CITEM Brand Standees		No	Small Value Procurement	March	March	April	April		480,000.00	480,000.00		
	Studio Facilities		No	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		560,000.00	560,000.00		
	Staff Trainings & Workshops		Yes	N/A	Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		200,000.00	200,000.00		
	Special Rqmts. (Representation, Meetings, Transportation, etc.)		No	Small Value Procurement	Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec		150,000.00	150,000.00		
	SUB-TOTAL (IP CORP COMM)									6,400,000.00			
	INTERNAL AUDIT SERVICE												
	1. ISO 9001:2015 RECERTIFICATION AUDIT												
	1.1 Service Fee of Certification Body		No	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	Corporate Budget	70,000.00	70,000.00		
	1.2 Meals and other auxiliary expenses		No	N/A	N/A	N/A	N/A	N/A	Corporate Budget	40,000.00	40,000.00		
	1.3 Consultancy Fee		No	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	Corporate Budget	80,000.00	80,000.00		
	2. INTERNAL QUALITY AUDIT												

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	2.1 Refresher Course for IQA		No	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	Corporate Budget	170,000.00	170,000.00		
	2.2 Refresher Course for Risk Based Thinking		No	NP-53.9 - Small Value Procurement	1Q	1Q	1Q	1Q	Corporate Budget	170,000.00	170,000.00		
	2.3 Conduct of Internal Audit (Meals & Other Expenses)		No	N/A	2Q	2Q	2Q	2Q	Corporate Budget	30,000.00	30,000.00		
	3. ASSOCIATION OF GOVT INTERNAL AUDITORS												
	3.1 Membership Fee		No	N/A	N/A	N/A	N/A	N/A	Corporate Budget	10,000.00	10,000.00		
	3.2 Trainings		No	N/A	N/A	N/A	N/A	N/A	Corporate Budget	30,000.00	30,000.00		
	SUB-TOTAL (INTERNAL AUDIT)									600,000.00			
	GRAND TOTAL									PHP 260,892,500.00			

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Prelim Figures
as of 9-24-19