

**DENR-Environmental Management Bureau Annual Procurement Plan for FY 2022 of POD-IS Project**

Code (PAP)	Procurement Program/Project	PMO/ End-User	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	
	<b>Meeting, Seminars/Trainings/ Workshops (Blended)</b>											
	EMB Policy Technical Working Group Meeting for Draft / Revised revised CCO and Memorandum Circulars	POD	NP-53.9 - Small Value Procurement		July and September			Foreign	13,600.00	13,600.00		Expenses for 20 attendees, per schedule of meeting
	Public consultations and meetings for Draft / revised CCO and Memorandum Circulars	POD	NP-53.9 - Small Value Procurement		August, September, October and December			Foreign	29,700.00	29,700.00		Expenses for 35 attendees, per schedule of meeting
	ISP Phase 13 Project Steering Meeting	POD	NP-53.9 - Small Value Procurement		February, April, June and September			Foreign	29,700.00	29,700.00		Expenses for 40 attendees, per schedule of meeting
	Monthly Meeting on the POD websites Maintenance and Updating	POD	NP-53.9 - Small Value Procurement		January to December			Foreign	36,000.00	36,000.00		Expenses for 10 attendees, per schedule of meeting
	Meeting with recipients of completed ODS projects of HCFC 141b phase out in the foam sector	POD	NP-53.9 - Small Value Procurement		January, August and November			Foreign	19,600.00	19,600.00		Expenses for 20 attendees, per schedule of meeting
	ISP Phase 13 Semi Annual Audit Meeting	POD	NP-53.9 - Small Value Procurement		June and December			Foreign	13,600.00	13,600.00		Expenses for 20 attendees, per schedule of meeting
	Quarterly HCFC & HFC Importers Meeting	POD	NP-53.9 - Small Value Procurement		April, June, September and December			Foreign	23,700.00	23,700.00		Expenses for 25 attendees, per schedule of meeting
	Orientation with the dealers, resellers and retailers & Service Providers of ODS	POD	NP-53.9 - Small Value Procurement		May and November			Foreign	13,500.00	13,500.00		-- do --
	EMB Regional offices workshop & Capacity Building	POD	NP-53.9 - Small Value Procurement		February, May, August and November			Foreign	100,000.00	100,000.00		Expenses for 20 attendees, per schedule of workshop
	Stakeholders Meeting and Capacity Building New Policies and Updates on POD Programs	POD	NP-53.9 - Small Value Procurement		May and November			Foreign	11,400.00	11,400.00		Expenses for 20 attendees, per schedule of meeting
	Meeting Preparation for the World Ozone Month Celebration	POD	NP-53.9 - Small Value Procurement		July, August and September			Foreign	19,200.00	19,200.00		Expenses for 25 attendees, per schedule of meeting
	World Ozone Day Celebration Conference	POD	NP-53.9 - Small Value Procurement		September			Foreign	19,000.00	19,000.00		Expenses for 50 attendees
	Monthly POD Staff Weekly/Monthly Internal Meeting	POD	NP-53.9 - Small Value Procurement		January to December			Foreign	101,400.00	101,400.00		Expenses for 35 attendees, per schedule of meeting
	Quarterly POD ISP Staff Capacity Building and Thematic Workshops	POD	NP-53.9 - Small Value Procurement		April, June, September and December			Foreign	23,400.00	23,400.00		Expenses for 20 attendees, per schedule of workshop
	Workshop of POD related Projects	POD	NP-53.9 - Small Value Procurement		June			Foreign	7,600.00	7,600.00		Expenses for 20 attendees
	Technical Forum on the Updates and Status on the Implementation of Montreal Protocol	POD	NP-53.9 - Small Value Procurement		September			Foreign	62,500.00	62,500.00		Expenses for 40 attendees

Annual Customs and Enforcement Officers on the Illegal Trade	POD	NP-53.9 - Small Value Procurement	August				Foreign	150,000.00	150,000.00		Expenses for 50 attendees
<b>OTHER SERVICES, ICT, MATERIALS, SUPPLIES and EQUIPMENTS:</b>											
Supply and Delivery for the Printing of IEC Materials, 175	POD	NP-53.9 - Small Value Procurement	August	August	September	September	Foreign	80,000.00	80,000.00		
Kigali amendment IEC, , 150	POD	NP-53.9 - Small Value Procurement	May	May	June	June	Foreign	27,000.00	27,000.00		
Updating of ODS FAQ, 150	POD	NP-53.9 - Small Value Procurement	March	March	April	April	Foreign	27,000.00	27,000.00		
Printing of Tarpaulins, 37	POD	NP-53.9 - Small Value Procurement	August	August	September	September	Foreign	29,600.00	29,600.00		
National Art Contest Prizes	POD	NP-53.9 - Small Value Procurement	May	May	June	June	Foreign	120,000.00	120,000.00		
Publication of New/ Amended Policies and Regulations	POD	NP-53.9 - Small Value Procurement	July and November				Foreign	60,000.00	60,000.00		To be Advertised in the Newspaper General Nationwide Circulation
Semi-Expendable Supplies and Materials * Various Computer Accessories and Peripherals, per lot/item	POD	Shopping	1st and 2nd Quarter				Foreign	50,000.00	50,000.00		
Various Office Supplies	POD	Shopping	Quarterly				Foreign	49,800.00	49,800.00		
Repair of Office Equipment and Other Services/Maintenance	POD	NP-53.9 - Small Value Procurement	March and August				Foreign	11,250.00	11,250.00		
Zoom Software Application , 1 lot	POD	NP-53.9 - Small Value Procurement	January				Foreign	12,000.00	12,000.00		
Supply and Delivery of * Desktop Computer, 1 unit	POD	Shopping	January	January	February	February	Foreign	40,000.00		40,000.00	
* Laptop Computer, 1 unit	POD	Shopping	January	January	February	February	Foreign	40,000.00		40,000.00	
* Communication Supplies (Cellphones)	POD	Shopping	February	February	March	March	Foreign	45,000.00		45,000.00	
<b>Total of MOOE &amp; CO</b>								<b>1,265,550.00</b>	<b>1,140,550.00</b>	<b>125,000.00</b>	

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