
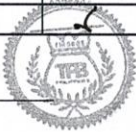



TOURISM PROMOTIONS BOARD
PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) FY 2023

Code	General Description	Quantity / Size	Estimated Budget		Mode of Procurement	Schedule / Milestone of Activities												
			Unit Cost	Total Cost		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	
	I. REGULAR MEETINGS																	
	A. AIRFARE (for Director based outside Manila/requires air travel)																	
	1 Director	8 RT ticket	10,000.00	62,755.12	N/A													
	B. HOTEL ACCOMMODATION																	
	* For Director based outside Manila	9 rooms	5,000.00	26,530.00	N / A													
	C. FOOD AND BEVERAGE / VENUE																	
	* for meetings held in hotels within Manila	3 meetings	60,000.00	180,000.00	Lease of Venue													
	* for meetings held in the TPB office or virtually	8 meetings	24,875.00	199,000.00	N / A													
	* for preparatory / special meetings (pre-walkthroughs, walkthroughs, urgent meetings, etc.)	40 meetings	5,000.00	200,000.00	N / A													
	D. SERVICES OF A TOUR OPERATOR FOR REGULAR BOARD OF DIRECTORS' MEETING SCHEDULED WITH INSTITUTIONAL EVENT			745,944.00	SVP													
	II. COMMITTEE MEETINGS																	
	A. FOOD AND BEVERAGE / VENUE	13 meetings	5,000.00	56,568.43														
	Executive Committee (1 meeting)																	
	Audit Committee (4 meetings)																	
	Risk Remedial Committee (2 meetings)																	
	Governance Committee (2 meetings)																	
	Business Development Committee (1 meeting)																	
	Marketing Committee (1 meeting)																	
	Remuneration and Nomination (2 meetings)																	
	III. SEMINAR / TRAINING FEES FOR APPOINTEE DIRECTORS, COMPLIANCE OFFICER, CORPORATE SECRETARY, OCBS STAFF	5	10,000.00	47,500.00	N / A													
	IV. OFFICE SUPPLIES																	
	* Coupon Bond (A4 size)	30 reams	300.00	9,000.00	S H O P P I N G													
	* Coupon Bond (8 1/2 x 13)	5 reams	350.00	1,750.00														
	* File Tab Divider, A4, five (5) colors per set	10 sets	12.48	124.80														
	* Clear folder with plastic fastener (Seagull-A4)	50 pieces	60.00	3,000.00														
	* Sign Pens	30 pieces	30.00	900.00														
	*Paper clips and Binder clips	6 boxes	45.00	270.00														
	V. PER DIEMS																	
	* Board Meetings (5 from the private sector)	12 meetings	5,000.00	195,000.00	N O T A P P L I C A B L													
	* Committee Meetings (3 from the private sector)	11 meetings	3,000.00	46,000.00														
	Executive Committee (1 meeting)																	
	Audit Committee (4 meetings)																	
	Risk Remedial Committee (2 meetings)																	
	Governance Committee (2 meetings)																	
	Business Development Committee (1 meeting)																	
	Marketing Committee (1 meeting)																	
	Remuneration and Nomination (2 meetings)																	
	VI. DIRECTORS AND OFFICERS LIABILITY INSURANCE			1,556,250.00														



VII. CORPORATE GIVEAWAYS FOR VVIP		13,266.00	E													
VIII. MISCELLANEOUS EXPENSES		33,886.84														
IX. SALARIES OF COS PERSONNEL		97,724.33														
TOTAL		3,475,469.52														
TOTAL (less office supplies)		3,460,424.72														
Prepared by				Approved by												
 MARVIN DAVID M. DELAYO Legal Researcher				 ATTY. JEMIMAH NISSI M. TIAMBENG Board Secretary V, Tourism Promotions Board		DATE 31-Dec-23										

NOTE Technical Specification for each Item / Project being proposed shall be submitted as part of the PPMP