

UNESCO NATIONAL COMMISSION OF THE PHILIPPINES (UNACOM)
 Department of Foreign Affairs, Roxas Boulevard, Pasay City
Indicative Annual Procurement Plan for FY 2022

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity	Source of	Estimated Budget			Remarks
						Total	MOOE	CO	
Training and Seminar Expenses									
Annual Procurement and Cash Planning Activity									
	Catering/Meals	UNACOM	Small Value Procurement	January and November	GoP	80,000	80,000	0	Procurement and cash planning sessions are regularly held to map out UNACOM priority programmes, projects, and activities for the entire fiscal year. UNACOM is scheduled to conduct the initial and final APP Planning and Cash Programming Session in January and November, respectively.
UNACOM and other GAD Promotional Materials									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	UNACOM will produce online and printed materials to promote various UNESCO programmes and projects, gender and development materials and resources, and to celebrate different UN and UNESCO International Days. Collaboration with experts or resource persons to come up with the appropriate content and best materials possible will also be initiated, subject to government rules and procedures. UNACOM and partners may also tap service providers to produce, publish, and help promote relevant materials to expand the reach and raise awareness about UNESCO, UNACOM and its programmes, projects, and designated and inscribed sites.

Research Project on Filipino Culture/Heritage/Values, Nation Building and Sustainable Development									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	September to December	GoP	50,000	50,000	0	UNACOM, in partnership with resource persons, experts and researchers from the public and private sectors including academe and national agencies, will engage in a research project on the Filipino values/heritage/culture. The research topic will be anchored on the long-term aspirations of nation manifested in our Philippine Development Plan. Researchers, creatives, writers, content proofreaders/editors, project implementers, resource persons are expected to contribute to the success of this endeavor.
	Professional fee	UNACOM	Small Value Procurement			100,000	100,000		
Meetings, conferences, and capacity-building programmes of UNESCO National Commissions (Participation, support, and representation)									
	Travel fare expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	50,000	50,000	0	Meetings, fellowships, workshops, and capacity building activities that take GAD and SDGs in consideration will be carried out among National Commissions to contribute to the effective functioning of UNESCO by helping their staff members better understand its structure and functions, and some of the current issues relevant to the Organization, while providing a forum for the exchange of ideas among participants. UNACOM will participate and actively contribute, and take on responsibility in adhoc bodies to be created during Meetings of National Commissions for UNESCO. In 2021, UNACOM is expected to provide continuous support to the Korean National Commission's UNESCO joint regional project of National Commissions in East and Southeast Asia. UNACOM will also promote and support initiatives that incorporate and contribute to the National Government's COVID-19-related response and efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	

Capacity-building programmes for UNACOM Personnel									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	UNACOM supports various capacity building programmes of different government agencies and private entities to ensure continuous skills development of personnel. In 2022, UNACOM will tap Resource Speakers from the GPPB to
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	abreast UNACOM of the latest provisions of RA 9184, highlighting special and updated procurement provisions in time of the current global health crisis. UNACOM will promote and support initiatives to address the challenges brought about by COVID-19 pandemic such as the engagement of mental health experts to provide online coaching sessions for the welfare of UNACOM personnel. UNACOM may also participate to both online and face-to-face trainings and capacity buildings offered by the National Government and other private institutions. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
Department of Foreign Affairs (DFA) programmes and projects									
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	40,000	40,000	0	As an attached agency of the Department of Foreign Affairs, UNACOM is expected to provide support to relevant engagements and nation-building as well as sustainable development programmes and projects of the Department. UNACOM is also expected to assist the Department in its COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.

Quality Management System (QMS) Manual Updating and Refresher Training									
	Catering/Meals	UNACOM	Small Value Procurement	February	GoP	15,000	15,000	0	The annual review and refresher workshop on QMS will define and clarify policies, systems, and procedures to be adopted and implemented based on the updated government rules and regulations and continually improve the overall operations and management of UNACOM. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
Freedom of Information (FOI) Training with Gender Sensitivity									
	Venue/accommodation	UNACOM	Small Value Procurement	March	GoP	20,000	20,000	0	In compliance with the FOI Bill, UNACOM aligns with the PCOO and other partners in the implementation of the eFOI Portal. It is expected that trainings and workshops to promote and continually improve the capacities of key FOI personnel handling various information requests, will be held annually. Participation in fora and summits of the PCOO and other local and international partners will also be ensured.
	Catering/Meals	UNACOM	Small Value Procurement	March	GoP	30,000	30,000	0	Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor. These factor in Gender Sensitivity.

Diversity in Memories and Abilities (Senior Citizens and Differently-abled)									
	Venue/accommodation	UNACOM	Small Value Procurement	October to November	GoP	20,000	20,000	0	To promote and mainstream inclusivity in the workplace and in UNACOM priority areas, the Office intends to conduct programmes and projects for the differently-abled to in support of their welfare and development especially in the time of pandemic. UNACOM will involve senior-citizens and differently-abled, through the Filipino youth, in exploring the significance of UNESCO inscribed sites and elements in their communities
	Catering/Meals	UNACOM	Small Value Procurement	October to November	GoP	30,000	30,000	0	and craft their respective community narratives as aligned in the 2030 Agenda as part of the celebration of the United Nations Day. UNACOM will also coordinate with relevant organizations and elderly institutions to support their needs and contribute to the ongoing efforts for these sectors. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
Civil Service Commission Anniversary Activities									
	UNACOM Athletic Wear	UNACOM	Small Value Procurement	September	GoP	21,250	21,250	0	In line with the Civil Service Commission's Anniversary celebration every month of September, UNACOM will participate and support CSC's government-wide activities in line with the Commission's thrust of promoting wellness among its personnel amidst the pandemic.

UNESCO Clubs programmes and projects with GAD component									
	Venue/accommodation	UNACOM	Small Value Procurement	September to December	GoP	10,000	10,000	0	<p>The National Coordinating Body of UNESCO Clubs in the Philippines (NCBUCP) is a global, civil society movement of students, professionals and non- governmental organizations that support UNESCO at the grassroots level. UNACOM accredits UNESCO clubs members and encourage them to be avenues for youth mentoring and peer dialogues in relation to UNESCO's work. NCBUCP and UNACOM both pursue the promotion and mainstreaming of GAD given the prioritization of UNESCO on Gender Equality. UNACOM will support annual NCBUCP activities/events/projects/advocacies such as the International Annual Assembly of Youth for UNESCO where UNESCO programmes and projects are cascaded to all its members. UNACOM will also pursue a partnership with the NCBUCP on the sustainable ocean management to support the celebration of the Decade of Ocean. UNACOM will also collaborate with Pinas Forward and other partners to implement projects and programmes of the NBCUCP that promote UNESCO's thrusts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.</p>
	Catering/Meals	UNACOM	Small Value Procurement	September to December	GoP	150,000	150,000	0	
	Travel fare (local and international)	UNACOM	Small Value Procurement	September to December	GoP	10,000	10,000	0	
	Newsletter and promotional, information materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	September to December	GoP	50,000	50,000	0	
	Professional fee	UNACOM	Small Value Procurement	September to December	GoP	10,000	10,000	0	

Associated Schools Network programmes and projects with GAD component									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	50,000	50,000	0	<p>ASPNet is a UNESCO-accredited global network of more than 10,000 educational institutions in 181 countries with 40 member schools in the Philippines. ASPNet schools serve as international laboratories for experimenting and validating educational materials developed by UNESCO and partners. Mobilization of and support to regional focal points will be undertaken. ASPNet related activities and production and distribution of promotion materials will be pursued at the national and regional level. Support to ASPNet coordinators' meetings, including their GAD mainstreaming activities, general assemblies, capacity-building sessions, conferences and orientation on membership to ASPNet will also be undertaken. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.</p>
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	50,000	50,000	0	
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	50,000	50,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	
UNACOM Websites' Updating and Content Management									
	Updating of front- and back-end of UNACOM existing websites (STEP, PhilBRNet, Decade of Ocean Science/NCMS)	UNACOM	Small Value Procurement	January to December	GoP	100,000	100,000	0	<p>UNACOM will engage the services of a web developer and content manager to enable the further promotion of UNACOM programmes and projects through the continuous update of design, and innovation of the existing websites.</p>

Sustainable Development Goal (SDG) 4 programmes and projects with focus on girls and women (GAD)/marginalized sectors									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	40,000	40,000	0	UNACOM coordinates and monitors initiatives of the Philippine trifocal education agencies (DepEd, CHED and TESDA) and Philippine Commission on Women, and other partners from private and public sectors in developing national indicators for Sustainable Development Goal Nos. 4 and 5. UNACOM will participate, contribute inputs, and facilitate representation of concerned focal persons and officials to related fora and meetings. UNACOM is also expected to provide inputs and recommendations to the current challenges confronting the education and women sector amid the pandemic. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	
	Professional fee	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	
GAD/Education for Sustainable Development (ESD) and Global Citizenship Education programmes and projects									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	100,000	100,000		Recognizing the increasing importance of ESD after the adoption of SDGs, UNACOM aligns with UNESCO in scaling up the promotion of the programme and mainstreaming gender in all levels of education. UNACOM will participate, contribute inputs, and facilitate representation of concerned focal persons and officials to related fora and meetings. UNACOM will continue to participate in and implement the Education for Sustainable Development and Global Citizenship Education programmes and projects. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	70,000	70,000		
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	110,000	110,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	80,000	80,000	0	
	Professional fee	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	

Futures of Education programmes and projects - Role of Women (GAD)									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	September to December	GoP	45,000	45,000	0	UNACOM will participate in and support local and international UNESCO Futures of Education initiatives in partnership with PhilFutures, relevant government agencies, and different UNESCO Offices. These initiatives highlights role of women (GAD) and will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons are expected to contribute to the success of this endeavor.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	September to December	GoP	20,000	20,000	0	
	Professional fee	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	
Lifelong Learning and GAD Mainstreaming Programmes and Projects									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	100,000	100,000	0	UNACOM is expected to support the operationalization of lifelong learning in the Philippines by through policy and re-orientation of existing education programmes on various aspects of lifelong learning. It also raises consciousness on available learning opportunities outside of formal education. On a macro-level, UNACOM participates in SDG related pursuit of lifelong learning initiatives including those that tackle gender equality. It will also represent the country, should the need arise, on capacity building that pertain to Lifelong Learning Education. A Writeshop for Operationalizing Lifelong Learning in the Philippines will be implemented in view of UNACOM's roles and functions to promote UNESCO's thrusts on lifelong learning. UNACOM will participate in local and international meetings on Lifelong Learning. UNACOM will also engage in partnerships to nominate more UNESCO Learning Cities in the Philippines. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	100,000	100,000	0	
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	200,000	200,000	0	
	Promotional and informational materials (including support to Community Learning Centers (CLCs) & printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	300,000	300,000	0	
	Professional fee	UNACOM	Small Value Procurement	January to December	GoP	155,000	155,000	0	

Man and Biosphere (MAB) Programme with GAD component									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	25,000	25,000	0	The MAB Programme is an intergovernmental scientific programme of UNESCO aiming to improve the relationships between people and their environment. This programme is implemented on the ground through the establishment of BRs. UNACOM will spearhead support to the development of new nomination dossiers and revision, updating, and printing of existing dossiers, site visits and consultation meetings to existing and aspiring BRs with the senior citizens, women, and differently-abled members of the communities, creation of MAB Youth Networks, capacity building sessions and awareness-raising seminars through publications and information and education campaign. UNACOM will also hold a series of webinars with the Philippine Biosphere Reserve Network (PhilBRNet) and other BRs in the Asia Pacific Region. UNACOM will also participate to various national, regional, and international meetings and conferences on the MAB Programme. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	25,000	25,000	0	
	Professional fee	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	

UNESCO Global Geoparks Programme with GAD component									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	July to December	GoP	25,000	25,000	0	UNACOM highlights the need to protect our geological heritage through engagement with local communities. Specifically, Geoparks engage in awareness raising and develops strategies to mitigate geohazards such as volcanic eruption, earthquakes and tsunamis. It also addresses the problems of climate change and the need to sustain our natural resources that greatly affect the vulnerable sectors of our society. UNACOM will coordinate and invite various interested parties to pursue or commit to nominating sites that are deemed with high potential given the guidelines for Geoparks. UNACOM will also participate in capacity building programmes and regional trainings for the programme. UNACOM will conduct meetings and site inspections as requested in line with intent to become a UNESCO Geopark. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	25,000	25,000	0	
	Professional fee	UNACOM	Small Value Procurement	January to December	GoP	25,000	25,000	0	

Intergovernmental Oceanographic Commission with GAD component									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	The Intergovernmental Oceanographic Commission promotes international cooperation and coordinates programmes in research, services and capacity building to learn more about the nature and resources of the ocean and coastal areas. The support to IOC involved the conduct of meetings/dialogues with the National Committee on Marine Sciences (NCMS) and participation to local and international IOC-related activities. UNACOM will also engage women, senior citizens, and the differently-abled in dialogues and meetings to ensure that their needs and concerns will also be acknowledged. UNACOM and the National Committee on Marine Sciences will support efforts of IOC to promote Decade of Ocean Science for Sustainable Development (2021-2030). These initiatives will also incorporate COVID-19-related efforts. Consultants/Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	25,000	25,000	0	
	Professional fee	UNACOM	Highly Technical Consultant	January to December	GoP	1,440,000	1,440,000	0	
	Researcher	UNACOM	Small Value Procurement	January to December	GoP	500,000	500,000	0	

Conferences/Webinars/Meetings and other activities on Ocean Science									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	In preparation for the Decade of Ocean Science for Sustainable Development, UNACOM/NCMS will explore the possibility to hold a national conference related to ocean science. Local and international speakers may be invited as deemed appropriate. The Committee can also explore conducting a series of webinars to vigorously promote topics that are aligned with Ocean Science. UNACOM will facilitate consultation meetings with DFA-MOAO, UNIO and Permdel for the planned national conference and/or webinars which the NCMS plans to pursue within the year. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Professional fee	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	
Other scientific programmes of UNESCO									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	UNACOM will also provide support to initiatives of other scientific programmes of UNESCO such as, but not limited to, Science and Technology Policy Asian Network (STEPAN), Alliance of Megacities for Water and Climate (MAWAC) and Open Science. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	

World Heritage (WH) Programme with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	50,000	50,000	0	UNACOM will provide technical support and assistance to existing and tentative sites and properties on the World Heritage List. In line with the 50th celebration of the ratification of the 1972 Convention, UNACOM shall intensify its efforts in supporting nominations of aspiring sites, as well as fulfil commitments and ways forward from recent national and global exercises. Updating of the tentative list and related activities will also be supported by UNACOM. UNACOM shall also undertake the updating of World Heritage epitaphs of the foremost WH in the country as also aligned with the updating of UNESCO branding. UNACOM will also extend support for the representation of the site managers to relevant meetings or fora such as capacity building programme for site managers of existing and aspiring WH sites. UNACOM will also engage women, senior citizens, and the differently-abled in dialogues and meetings to ensure that their needs and concerns relative to the aspiring/existing sites will also be acknowledged and addressed. These initiatives will also incorporate COVID-19-related efforts. Consultants/Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	260,000	260,000	0	
	Professional fee	UNACOM	Highly Technical Consultant	January to December	GoP	220,000	220,000	0	

Intangible Cultural Heritage (ICH) Programme with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	75,000	75,000	0	UNACOM is expected to support the activities of ICH Programme. The Office will join the NCCA in consultations and provide assistance in the nomination process of cultural elements to the 2003 Convention on Safeguarding ICH.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	UNACOM, in partnership with NCCA, will also produce ICH briefer and informational materials to raise awareness among communities, including women, senior citizens, and the differently-abled persons. It is also expected that UNACOM will assist in the national and regional activities, including capacity-building workshops, in line with the preparation for the 20th anniversary celebration of the 2003 Convention. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.

UNESCO Creative Cities Programme with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	75,000	75,000	0	The UNESCO Creative Cities Network (UCCN), launched in 2004, aims to provide an avenue for cooperation and collaboration for cities of States Parties who have recognized creativity as a strategic factor of sustainable development as regards their socio- economic, cultural, and environmental aspects. UNACOM will support various activities of Baguio and Cebu Creative Cities, and potential inclusion of Iloilo and Bacoor to the Network, respectively. It shall also contribute to the foundation and promotional efforts of the Philippine Creative Cities Network. UNACOM will also host a capacity-building training for creatives, including women, senior citizens, and differently-abled persons, to enhance their entrepreneurial skills. These initiatives will also incorporate COVID-19-related efforts. Consultants/Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Professional fee	UNACOM	Highly Technical Consultant	January to December	GoP	250,000	250,000	0	
2005 Convention on the Diversity of Cultural Expressions									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	UNACOM will support efforts to submit to the Office of the President the country's accession to the 2005 Convention on the Diversity of Cultural Expressions through liaising/coordinative and information dissemination functions. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	

2001 Convention on Underwater Heritage									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	UNACOM will also support consultations and initiatives for the possible accession of the Philippines to the 2001 Convention on Protecting Underwater Cultural Heritage. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	
Management of Social Transformations (MOST) Programme with GAD component									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	25,000	25,000	0	UNESCO MOST Programme focuses on building efficient bridges between research, policy and practice, and promotes a culture of evidence-based policy-making. As the only UNESCO programme that fosters and promotes social science research, it is placed in a pivotal position in the overall promotion of UNESCO's goals. In the same manner, UNACOM promotes MOST as its flagship programme for the Social and Human Sciences sector and will continue to tie it up with Gender and Development and Social Inclusion especially with youth, women and indigenous peoples. A study on indigenous peoples/youth/women post-pandemic will be initiated. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	45,000	45,000	0	
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	100,000	100,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	

Meetings and consultations on the draft Recommendation on the Ethics of Artificial Intelligence (AI)									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	These meetings and consultations serves as the sole platform in the country to discuss and provide inputs on the very first standard setting instrument that tackles AI. Given the depth and breadth of the impact of AI in almost all facets of human life, UNESCO has embarked on developing a Recommendation on the Ethics of Artificial Intelligence to integrate a strong ethical dimension in the use of technology and AI. It aims to be an instrument that will set forth the guiding principles that will ensure the protection of human rights and the rule of law in a digital age. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.

Empowering youth and women (UNESCO Priority Sectors)									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	UNESCO continues to accomplish every day its fundamental humanist mission to support people in understanding each other and working together to build lasting peace. UNESCO also helps to enable people to create and use knowledge for just and inclusive societies. UNESCO believes that lasting peace rests on a complex and fragile web of daily practices embedded in local settings and the most ephemeral encounters that individuals and communities creatively maintain out of the conviction that they constitute the sustainable conditions for living together in dignity and shared prosperity. At a time of increasing global challenges and threats, such as discrimination, inequality, exclusion, violence and sectarianism worsened by local tensions and conflicts which undermine humanity's cohesion, learning to live together and fostering rights, inclusion and non-discrimination among all members of the global community becomes more topical than ever before. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	UNESCO continues to accomplish every day its fundamental humanist mission to support people in understanding each other and working together to build lasting peace. UNESCO also helps to enable people to create and use knowledge for just and inclusive societies. UNESCO believes that lasting peace rests on a complex and fragile web of daily practices embedded in local settings and the most ephemeral encounters that individuals and communities creatively maintain out of the conviction that they constitute the sustainable conditions for living together in dignity and shared prosperity. At a time of increasing global challenges and threats, such as discrimination, inequality, exclusion, violence and sectarianism worsened by local tensions and conflicts which undermine humanity's cohesion, learning to live together and fostering rights, inclusion and non-discrimination among all members of the global community becomes more topical than ever before. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.

Promotion of the International Convention against Doping in Sports									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	UNESCO strongly advocate sports as an instrument for development and peace. It is an activity disregards both geographical borders and social differences. It promotes social inclusion and economic development in different geographical, cultural and political contexts. UNESCO, as the United Nations' lead agency for physical education and sport, promotes the educational, cultural and social dimensions of sport and physical education. The organization provides assistance, advisory services and guidance to the Member States wishing to elaborate or strengthen their sports policies.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	25,000	25,000	0	The fight against doping in sport is based on two fundamental principles: the protection of the physical and mental health of athletes, both amateurs and professionals, and the preservation of sport ethics and values. UNESCO is actively involved in the anti-doping fight through its normative work, notably the International Convention against Doping in Sport, as well as through international cooperation, preventive education and capacity building. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.

Memory of the World (MOW) Programme and Memory of the World Committee for Asia and the Pacific (MOWCAP) with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	The MOW Programme lists humanity's invaluable documents, archives and library collections, and helps preserve and protect access to recorded knowledge. UNACOM will participate in various meetings and activities and deliver a country report on the implementation of the MOW Programme in the Philippines. The Office will also convene the MOW Committee and ensure their representation in relevant MOW activities, meetings, and conferences at the local, regional, and international levels. The Office will also support interregional collaborations on the Programme. Gender sensitivity will be ensured in the conduct of activities and in the crafting of nominations. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	
International Decade of Indigenous Languages (2022-2032)									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	15,000	15,000	0	UNACOM will raise awareness about the importance of indigenous languages for sustainable development, peace-building and reconciliation in our societies, as well as to mobilize stakeholders and resources around the world to support and promote indigenous languages through collaborations with different local and international partners. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.

International Day for Universal Access to Information 2022 Celebration									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	100,000	100,000	0	UNACOM will provide support towards UNESCO's call to our right and access to information and to promote the celebration through the implementation of activities in collaboration with the Freedom of Information - Project Management Office. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
Media and Information Literacy (MIL) and Information for All Programme (IFAP) with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	To support UNESCO's call towards media and information literacy and access to information amid the COVID-19 pandemic, UNACOM will facilitate consultation meetings and organize awareness-raising seminars among women, senior citizens, differently-abled persons, students, youth organizations and media practitioners. UNACOM will also collaborate with other government agencies, academe, private sector, and UNESCO networks to strengthen campaigns against the rise of misinformation, malinformation, and disinformation during the pandemic.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	Development/Publication/Dissemination of relevant materials shall be undertaken. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
Subtotal						6,111,250	6,111,250	0	

PRINTING AND OTHER PUBLICATIONS

UNACOM Annual/Milestone Report Publication 2021									
	Publication, distribution, and promotion	UNACOM	Small Value Procurement	June to November	GoP	100,000	100,000	0	UNACOM reports and promotes UNESCO advocacies, programmes, projects and activities through the publication and distribution of the Annual/Milestone Report. Reports have corresponding digital format that are published in the Official Website. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Professional fee	UNACOM	Small Value Procurement	June to November	GoP	50,000	50,000	0	
Subtotal						150,000	150,000	0	
Other Procurement									
	Procurement of Consultants	UNACOM	Small Value Procurement	January to December	GoP	250,000	250,000	0	IT Consultant, Legal Consultant
	Cloud hosting (web hosting)	UNACOM	Shopping	January to December	GoP	35,000	35,000	0	
	Internet Service Provider	UNACOM	Shopping	January to December	GoP	10,000	10,000	0	Subscription of ISP
	Zoom Cloud Meetings	UNACOM	Shopping	January to December	GoP	75,000	75,000	0	Renewal of monthly subscription of four (4) zoom licenses; Purchase of add-ons for large meetings
	Google Suites	UNACOM	Shopping	January to December	GoP	20,000	20,000	0	Monthly subscription of additional cloud storage
	Office chairs for UNACOM personnel	UNACOM	Small Value Procurement	January to December	GoP	150,000	150,000	0	To replace defective existing chairs with a clerical but ergonomically designed chairs for UNACOM
	Covid-19 response essentials	UNACOM	Shopping	January to December	GoP	50,000	50,000	0	Alcohol, KN95 Mask, 3-ply surgical mask, face shield with bag, disinfectant spray, handy sprays
	Computer parts, peripherals, and accessories	UNACOM	Shopping	January to December	GoP	80,000	80,000	0	For computer repairs, parts, and maintenance
	Disinfecting and Sanitizing of Office (Covid-19 pandemic Safety measures for Head of Agency/Office and Staff Offices)	UNACOM	Small Value Procurement	January to December	GoP	100,000	100,000	0	

	UNACOM Letterhead, Document & Mailing Envelop Printing	UNACOM	Small Value Procurement	January to December	GoP	66,000	66,000	0	To update the Official UNESCO Logo as prescribed by UNESCO Headquarters
	UNACOM personnel calling cards	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	
	UNACOM personnel identification cards	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	
	UNACOM lanyard	UNACOM	Small Value Procurement	January to December	GoP	25,000	25,000	0	
	Canva Pro Application Software	UNACOM	Shopping	August 2022-August 2023	GoP	15,000	15,000	0	Renewal of subscription of 4 licenses
	Repair and preventive maintenance for UNACOM Service Vehicles	UNACOM	Small Value Procurement	January to December	GoP	200,000	200,000	0	Repairs and preventive maintenance of UNACOM service vehicles
	Repair and maintenance of office machinery/equipment	UNACOM	Small Value Procurement	January to December	GoP	60,000	60,000	0	Repairs and maintenance of UNACOM aircon units, and other electrical appliances & equipment
	Adobe licenses	UNACOM	Shopping	November 2021 to December 2021	GoP	240,000	240,000	0	Renewal of subscription of 4 licenses (January 2022 to December 2022)
	Photocopier Rental	UNACOM	Small Value Procurement	November 2021 to December 2021	GoP	130,000	130,000	0	Rental from January 2022 to 31 December 2022
Subtotal						1,516,000	1,516,000	0	
Grand Total						7,777,250	7,777,250	0	

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