

UNESCO NATIONAL COMMISSION OF THE PHILIPPINES (UNACOM)

Department of Foreign Affairs, Roxas Boulevard, Pasay City

Revised Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity	Source of Funds	Estimated Budget			Remarks
						Total	MOOE	CO	
Training and Seminar Expenses									
Annual Procurement and Cash Planning Activity									
	Catering/Meals	UNACOM	Small Value Procurement	January, June, August and November	GoP	70,000	70,000	0	Procurement and cash planning sessions are regularly held to map out UNACOM priority programmes, projects, and activities for the entire fiscal year. UNACOM has conducted its initial and midyear planning in January and June. Meanwhile, Indicative and Yearend Planning is scheduled in August and November, respectively.
Meetings, conferences, and capacity-building programmes of UNESCO National Commissions									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	2,000	2,000		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	Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	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	2,000	2,000	0	UNACOM supports various capacity building programmes of different government agencies and private entities to ensure continuous skills development of personnel. In 2021, UNACOM will tap Resource Speakers from the GPPB to 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 (such as PAGBA, GACPA, AGIA, etc.) and other private institutions. In August, UNACOM
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	personnel will undergo Adobe Photoshop and InDesign training workshops. 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									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	2,000	2,000	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. Last May, UNACOM hosted the Department's Virtual Flag Ceremony and E-Huddle for DFA High Level Officials.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	40,000	40,000	0	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									
	Venue/accommodation	UNACOM	Small Value Procurement	September	GoP	5,000	5,000	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	5,000	5,000	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. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor. These factor in Gender Sensitivity.
UNACOM 70th Anniversary Commemoration: Reshaping Filipino minds, dedicating talents toward an enduring peaceful global community									
A. Seminar-workshop on Cultivating Peace of Mind through Artistic Expressions									
	Catering/Meals	UNACOM	Small Value Procurement	May	GoP	65,000	65,000	0	UNACOM will organize a series of activities/projects throughout the entire year to celebrate its 70th Anniversary. One of which is a Seminar-Workshop to engage UNACOM personnel and its partners in a creative activity that is hoped to bring feelings of relief and adventure and increase appreciation of artistic expressions in cultivating peace of mind UNACOM intends to invite its partners to engage them in a creative activity that is hoped to bring feelings of relief and adventure.
	Workshop Kit	UNACOM	Small Value Procurement	May	GoP	120,000	120,000	0	
B. Conferment of 2021 Loyalty and Service Awards									
	Production of plaques for UNACOM Service Awardees	UNACOM	Small Value Procurement	May	GoP	14,000	14,000	0	UNACOM will also dedicate a portion during the Seminar-Workshop on Cultivating Peace of Mind through Artistic Expressions to recognize the continuous and satisfactory service rendered in the government service of UNACOM personnel through Service Award plaques.

C. Commemorative Tokens and Memorabilia to UNACOM Service Awardees, Personnel and Partners

	Commemorative tokens/memorabilia for Service Awardees	UNACOM	Small Value Procurement	May to November	GoP	67,000	67,000	0	The Civil Service Commission recognizes the continuous and satisfactory service rendered in the government service by officials and employees through its MC No. 42, s. 1992, MC No. 48, and MC No. 06, s. 2002. Upon the deliberation and decision of the Program on Awards and Incentives for Service Excellence (PRAISE) Committee, UNACOM awardees shall receive a memorabilia and a cash gift which shall be not less than PhP 500.00 but not more than PhP 1000.00 for their every year of service." With the consultant, UNACOM ensure design/development/production of items that will be distributed as commemorative tokens and memorabilia to its staff and partners. These shall serve as a reminder of their service and passion in working towards a peaceful, equitable, and progressive societies through education, the sciences, culture, and communication and information.
	Professional fee for the consultancy for the commemorative items/memorabilia for UNACOM Personnel and Partners (Jackets)	UNACOM	Highly Technical Consultant	May to November	GoP	150,000	150,000	0	

D. Embracing Diversity in Abilities and Memories: Community Narratives on UNESCO-Inscribed Sites and Elements

	Workshop Kits	UNACOM	Small Value Procurement	October to November	GoP	30,000	30,000	0	This project is in support of senior-citizens and differently-abled, through the Filipino youth, in exploring the significance of UNESCO inscribed sites and elements in their communities and craft their respective community narratives as aligned in the 2030 Agenda as part of the celebration of the United Nations Day.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	October to November	GoP	50,000	50,000	0	

Participation and Philippine representation to the 41st UNESCO General Conference

	Travel expenses (local and international)	UNACOM	Small Value Procurement	October to November	GoP	150,000	150,000	0	The Biennial UNESCO General Conference (GenCon) determines the policies and the main lines of work of the Organization. Its duty is to set the programmes and the budget of UNESCO. It also elects the Members of the Executive Board and appoints, every four years, the Director- General. UNACOM and its partner agencies are expected to present relevant Philippine policy statements to the 41st GenCon in November 2021. The Philippines will also attend UNESCO sessions in Education, Science and Technology, Social and Human Sciences, Culture and Communication and Information as well as the side events and meetings relevant to the Philippines. GenCon serves as the venue for UNACOM to meet and update their counterparts in UNESCO and other National Commissions to strengthen global cooperation and generate potential partnerships.
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Promotion of Creative Cities and other UNESCO-Inscribed Sites in the Philippines in the Country's Campaign for the Reelection Bid to the UNESCO Executive Board (2022 – 2026) and as part of celebrating the International Year for Creative Economy for Sustainable Development Goals									
	Production of eco-friendly bag featuring our local textiles/intangible cultural heritage	UNACOM	Small Value Procurement	June to December	GoP	600,000	600,000	0	Carrying huge responsibilities that are coupled with greater influence to UNESCO's agenda and programs, the Philippines seeks to renew and further strengthen its commitment to the Organization by bidding for a re-election as member of the UNESCO Executive Board for the term 2022 – 2026. This has been a continuing collaboration of UNACOM and the DFA-Permanent Delegation to UNESCO (Permdel) to maximize the visibility of the country through many avenues and vigorously sending our promotional materials that are proven to give more attention and interest to what the country could offer. Doing so amid the pandemic when mobility remains restricted requires more intensive campaign efforts. With the need to highlight the most recent inscriptions of the Philippines while also taking inspiration from the current celebration of the International Year for Creative Economy of Sustainable Development and its on-going efforts to promote cultural heritage and environmental conservation, UNACOM will promote the UNESCO Creative Cities of Baguio and Cebu, as well as selected UNESCO-inscribed sites and elements in the Philippines, in the campaign materials for the Philippines' reelection bid to the UNESCO EB Board. Direct contracting, tapping of Researchers, creatives, writers, content proofreaders/editors, project implementers, resource persons are expected to contribute to the success of this endeavor.
	Production of desk calendar with wooden stand featuring UNESCO-inscribed sites and UNESCO International Days	UNACOM	Small Value Procurement	June to December	GoP	300,000	300,000	0	
	Production of Philippine-based local delicacy with ingredients from one of the UNESCO- inscribed Creative City enclosed in customized boxes that feature UNESCO Creative Cities of the Philippines and necessary information in relation to the reelection bid	UNACOM	Direct Contracting	June to December	GoP	360,000	360,000	0	
	Local and international courier expenses	UNACOM	Small Value Procurement	September to December	GoP	550,000	550,000	0	

UNESCO Clubs programmes and projects with GAD component									
	Newsletter and GAD promotional, information materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	September to December	GoP	80,000	80,000	0	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.
	Professional fee	UNACOM	Small Value Procurement	September to December	GoP	10,000	10,000	0	
Production of World Heritage Maps (collaboration between Culture and CI sector)									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	July to December	GoP	200,000	200,000	0	In support of the celebration of International Decade for Indigenous Languages, the PH NatCom will translate the World Heritage Map, and maps of World Heritage Sites in the Philippines from UNESCO in several Philippine languages. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Local courier expenses	UNACOM	Small Value Procurement	July to December	GoP	20,000	20,000	0	

Cascading of Climate Change Adaptation Framework/Plans/Policies with GAD component (collaboration among Culture, Natural Sciences and Social and Human Sciences)									
	Catering/Meals	UNACOM	Small Value Procurement	September to December	GoP	20,000	20,000	0	UNACOM will provide a platform for dialogue and synchronize framework/plans/policies for Climate Change Adaptation involving the relevant government agencies, academe, youth, and the marginalized sectors.
	Professional fee	UNACOM	Highly Technical Consultant	September to December	GoP	100,000	100,000	0	Consultant/Researchers, writers, content proofreaders/editors, project manager/implementers, resource persons, are expected to contribute to the success of this endeavor.
Website Development of UNACOM Programmes and Projects & Updating and innovation of UNACOM Web Pages									
	Development of front- and back-end of UNACOM programmes and projects such as the STEP Programme, PhilBRNet, and Decade of Ocean Science for Sustainable Development	UNACOM	Small Value Procurement	September to December	GoP	500,000	500,000	0	UNACOM will engage the services of a web developer and content manager to enable the further promotion of UNACOM programmes and projects through design, development and innovation of new and existing websites.
Sustainable Development Goal (SDG) 4 programmes and projects with focus on girls and women (GAD)/marginalized sectors									
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	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.
	Travel fare expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	40,000	40,000	0	
	Professional fee	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	

Education for Sustainable Development (ESD) and Global Citizenship Education programmes and projects									
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	Recognizing the increasing importance of ESD after the adoption of SDGs, UNACOM aligns with UNESCO in scaling up the promotion of the programme 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.
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	
	Promotional and	UNACOM	Small Value Procurement	January to December	GoP	80,000	80,000		
	Professional fee	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	
Futures of Education programmes and projects - Role of Women (GAD)									
	Catering/Meals	UNACOM	Small Value Procurement	September to December	GoP	10,000	10,000	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.
	Travel expenses (local	UNACOM	Small Value Procurement	September to December	GoP	10,000	10,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	September to December	GoP	40,000	40,000		
	Professional fee	UNACOM	Small Value Procurement	September to December	GoP	10,000	10,000	0	
Student Entrepreneurship Promotion (STEP) Programme									
	Catering/Meals	UNACOM	Small Value Procurement	July to December	GoP	50,000	50,000	0	The Student Entrepreneurship Promotion (STEP) Programme aims to equip university students from multi-disciplinary backgrounds with the relevant entrepreneurial, employable, and soft skills towards businesses management in their respective communities. UNACOM will continue to strengthen its partnership with German Commission for UNESCO and other concerned partners in its engagement with Bicol University and other relevant bodies to continue the implementation of the Programme. UNACOM may also assist Bicol University in coming up with an online platform and printed copies of STEP modules. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Travel fare expenses (local)	UNACOM	Small Value Procurement	July to December	GoP	10,000	10,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	July to December	GoP	40,000	40,000	0	
	Professional fee for AVP Production	UNACOM	Small Value Procurement	July to December	GoP	120,000	120,000	0	

Lifelong Learning Programmes and Projects

	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000		<p>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. 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.</p>
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000		
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	100,000	100,000		
	Training	UNACOM	Small Value Procurement	January to December	GoP	70,000	70,000		

Man and Biosphere (MAB) Programme with GAD component

	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	March to December	GoP	10,000	10,000	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. In 2021, UNACOM will also drum up the promotion of the 50th Anniversary of the MAB Programme through online and printed materials. 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.
	Professional fee	UNACOM	Small Value Procurement	March to December	GoP	10,000	10,000	0	

UNESCO Global Geoparks Programme with GAD component									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	July to December	GoP	10,000	10,000	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.
Intergovernmental Oceanographic Commission with GAD component									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	February to December	GoP	10,000	10,000	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. Consultant/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	February to December	GoP	850,000	850,000	0	
	International courier expenses	UNACOM	Small Value Procurement	February to December	GoP	100,000	100,000	0	

National Conference/Webinars on Ocean Science Featuring Women Empowerment and Climate Change Adaptation									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	July to December	GoP	5,000	5,000	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 featuring women empowerment and climate change adaptation.. 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. 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	July to December	GoP	30,000	30,000	0	
Research project for a National Ocean Science Report									
	Professional fee	UNACOM	Small Value Procurement	September to December	GoP	50,000	50,000	0	The Philippines, as a UNESCO Member State is expected to contribute to the Global Ocean Science Report (GOSR) which identifies and quantifies the key elements of ocean science at the national, regional and global scales, including workforce, infrastructure and publications. This is the first collective attempt to systematically highlight opportunities as well as capacity gaps to advance international collaboration in ocean science and technology. This report is a resource for policymakers, academics, and other stakeholders seeking to harness the potential of ocean science to address global challenges. In line with this, UNACOM/NCMS will lead a series of consultation meetings and tap a team of researchers, practitioners, coordinators and project implementers to come up with a national ocean science report guided by UNESCO IOC (through its forms and templates). Writers, content proofreaders/editors, project implementers, resource persons, are also expected to contribute to the success of this endeavor.

World Heritage (WH) Programme with GAD component

	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	80,000	80,000	0	UNACOM will provide technical support and assistance to existing and tentative sites and properties on the World Heritage List. Updating of the tentative list and related activities will be supported by UNACOM. Experts and concerned UNACOM personnel will ensure coordination with relevant sites stakeholders for the continuation of crafting SOC reports for sites. UNACOM will also conduct meetings, research/study and collaboration in line with its monitoring and troubleshooting functions for UNESCO designated and inscribed sites. 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 and Training of Trainers for Periodic Reporting. UNACOM will continue to facilitate works and correspondences to ensure full Philippine participation in World Heritage Periodic Reporting (2020-2022). Updating of promotional materials on WHS and processes involved will be undertaken. 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.
	Travel fare 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	50,000	50,000	0	
	Professional fee	UNACOM	Highly Technical Consultant	January to December	GoP	100,000	100,000	0	

Intangible Cultural Heritage (ICH) Programme with GAD component

	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	July to December	GoP	20,000	20,000	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 and Regional Training-Workshop for the Multinational nomination of ICH elements in Southeast Asia. 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 preparatory meetings for the hosting of UNESCO Capacity Building for Safeguarding ICH in Emergencies 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.
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UNESCO Creative Cities Programme with GAD component									
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	80,000	80,000	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 Cities, having been designated as UNESCO Creative Cities for Crafts and Folk Art, and Design, respectively. UNACOM will host/partner/collaborate for a Creative Cities' Networking events, including efforts of the Philippine Creative Cities Network, for in support of national and local related events, such as the Cebu Design Week 2021 and Baguio's Ibagiw Festival 2021. 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. Consultant/Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Travel fare 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	30,000	30,000	0	
	Professional fee	UNACOM	Highly Technical Consultant	January to December	GoP	250,000	250,000	0	
2005 Convention on the Diversity of Cultural Expressions/Celebration of International Year of Creative Economy									
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	40,000	40,000	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. As also in line with the celebration of the International Year of Creative Economy for Sustainable Development, UNACOM shall also support activities for the implementation of the 2030 Culture Indicators project. 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
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	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.

Management of Social Transformations (MOST) Programme with GAD component									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	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.
Memory of the World (MOW) Programme and Memory of the World Committee for Asia and the Pacific (MOWCAP) with GAD component									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	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.

Media and Information Literacy (MIL) and Information for All Programme (IFAP) with GAD component									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	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. 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.
International Day for Universal Access to Information 2021 Celebration									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	100,000	100,000	0	Recognizing the significance of access to information, the 74th UN General Assembly proclaimed 28 September as the International Day for Universal Access to Information (IDUAI) at the UN level in October 2019. The theme of the 2021 IDUAI, "What We Know About our Right to Know," will highlight the role of access to information laws and their implementation to build back strong institutions for the public good and sustainable development, as well as to strengthen the right to information and international cooperation in the field of implementing this human right. UNACOM will collaborate with the Freedom of Information - Project Management Office in implementing activities for the celebration of IDUAI 2021 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.
Subtotal						6,277,000	6,277,000	0	

PRINTING AND OTHER PUBLICATIONS

UNACOM Annual/Milestone Report Publication 2020

Catering/Meals	UNACOM	Small Value Procurement	June to November	GoP	40,000	40,000	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.
Publication, distribution, and promotion	UNACOM	Small Value Procurement	June to November	GoP	100,000	100,000	0	
Professional fee	UNACOM	Small Value Procurement	June to November	GoP	50,000	50,000	0	
Subtotal					190,000	190,000	0	

OTHER PROCUREMENT


Cloud hosting (web hosting)	UNACOM	Shopping	January to December	GoP	23,000	23,000	0	
Newspaper issues	UNACOM	Shopping	January to December	GoP	25,000	25,000	0	
Internet Service Provider	UNACOM	Shopping	January to December	GoP	90,000	90,000	0	
Video-conferencing applications	UNACOM	Shopping	January	GoP	90,000	90,000		Zoom, Microsoft Teams
Covid-19 response essentials	UNACOM	Shopping	January to March	GoP	350,000	350,000	0	Hand gloves, alcohol, KN95 Mask, 3-ply surgical mask, thermoscanner, face shield with bag, air purifier with HEPA filter, sneeze guard, disinfectant spray, handy spray, portable UV lamp sterilizer, UV disinfection bags, face masks with filters
Computer accessories	UNACOM	Shopping	January to December	GoP	20,000	20,000	0	headphones, earphones, speakers, web camera and other accessories
Computer parts and peripherals	UNACOM	Shopping	October to November	GoP	60,000	60,000	0	
UNACOM Letterhead	UNACOM	Small Value Procurement	February to March	GoP	55,000	55,000	0	
Green screen	UNACOM	Small Value Procurement	March	GoP	25,000	25,000	0	
Replacement of 5 pieces of New Rubber Tires for UNACOM Service Car SJA 113 (4 tires plus 1 reserve)	UNACOM	Small Value Procurement	June to July	GoP	26,000	26,000	0	
Electric fans (stand fans & floor fans)	UNACOM	Shopping	July to August	GoP	26,000	26,000	0	
Emergency Kits	UNACOM	Small Value Procurement	July to August	GoP	85,000	85,000	0	
Laptops	UNACOM	Shopping	July to August	GoP	149,999	149,999		10 units of Laptop
Canva Pro Application	UNACOM	Shopping	July to August	GoP	30,000	30,000	0	4 licenses of Canva Pro Application Software

Printers	UNACOM	Shopping	September to October	GoP	24,000	24,000		4 units
Repair and maintenance for UNACOM Service Vehicles	UNACOM	Small Value Procurement	June to September	GoP	60,000	60,000	0	
Repair and maintenance of office machinery/equipment	UNACOM	Small Value Procurement	September to October	GoP	60,000	60,000	0	
Adobe licenses	UNACOM	Shopping	December	GoP	240,000	240,000	0	4 Adobe Creative Cloud licenses (1 year subscription)
Photocopier Rental for January 2021 to 31 December 2021	UNACOM	Small Value Procurement	November to December	GoP	132,000	132,000	0	Rental Coverage will be from 02 January 2021 to 31 December 2021
Subtotal					1,570,999	1,570,999	0	
Grand Total					8,037,999	8,037,999	0	

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