



## RESOLUTION NO. 20-2015

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### APPROVING THE NEW ANNUAL PROCUREMENT PLAN (APP) FORMAT

**WHEREAS**, Republic Act (RA) No. 9184, otherwise known as the “Government Procurement Reform Act” and its revised Implementing Rules and Regulations (IRR) took effect on 26 January 2003 and 2 September 2009, respectively;

**WHEREAS**, Section 7 of RA No. 9184 and its revised Implementing Rules and Regulations (IRR) mandates the preparation of the Annual Procurement Plan (APP) which should include procurements considered crucial to the efficient discharge of governmental functions;

**WHEREAS**, Executive Order (EO) No. 662<sup>1</sup> series of 2007, as amended, prescribes the contents of the APP, to wit: (i) name of project/procurement; (ii) project management office or end-user unit; (iii) general description of the project/procurement; (iv) procurement methods to be adopted; (v) time schedule for each procurement activity; (vi) source of funds; and (vii) budgetary estimate.

**WHEREAS**, the current prescribed APP format, as uploaded in the GPPB website, was approved by the GPPB on 29 February 2008;

**WHEREAS**, recognizing the importance of the APP, the Office of the President issued Administrative Order No. 46, Series of 2015<sup>2</sup> which included the submission of the APP to the Government Procurement Policy Board (GPPB) within the first month of the year (or for those, who have not submitted, to comply before the end of April), as one of the measures to speed up the procurement process;

**WHEREAS**, another documentary requirement is the submission of APP for Common-Use Supplies and Equipment (APP-CSE) to the Department of Budget and Management – Procurement Service (DBM-PS) pursuant to DBM Circular Letter No 2013-14 dated 29 November 2013;

**WHEREAS**, the submission of the APP-CSE to the DBM-PS is for the purpose of determining the quarterly cash requirements for common-use supplies, materials, and equipment of the agency and for the over-all management of the centralized procurement of common-use goods by the DBM-PS.

**WHEREAS**, the APP-CSE does not contain the information prescribed by EO No. 662;

**WHEREAS**, during the 4<sup>th</sup> Regular GPPB Meeting the GPPB-TSO recommended to the Board the issuance of a Circular reiterating the preparation and submission of the APP

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<sup>1</sup> “Enhancing Transparency Measures under Republic Act No. 9184 and Creating the Procurement Transparency Board”.

<sup>2</sup> Dated 30 March 2015.

containing all the procurements to be undertaken by the agencies in the format to be approved by the GPPB;

**NOW, THEREFORE**, for and in consideration of the foregoing, **WE**, the Members of the **GOVERNMENT PROCUREMENT POLICY BOARD**, by virtue of the powers vested on **US** by law, hereby **RESOLVE** to confirm, adopt and approve, as **WE** hereby confirm, adopt and approve the following:

1. **ISSUE** a Circular informing all procuring entities on the use of the revised APP format attached as Annex "A"; and
2. **REITERATE** the requirement of preparation of an APP in the format approved by the GPPB.

This Resolution shall take effect immediately.

**APPROVED** this 16<sup>th</sup> day of July 2015 at Pasig City, Philippines.

(Sgd.)

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**DEPARTMENT OF BUDGET AND  
MANAGEMENT**

(Sgd.)

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**NATIONAL ECONOMIC AND  
DEVELOPMENT AUTHORITY**

(Sgd.)

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**DEPARTMENT OF EDUCATION**

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**DEPARTMENT OF ENERGY**

(Sgd.)

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**DEPARTMENT OF FINANCE**

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**DEPARTMENT OF HEALTH**

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**DEPARTMENT OF THE INTERIOR  
AND LOCAL GOVERNMENT**

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**DEPARTMENT OF NATIONAL  
DEFENSE**

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**DEPARTMENT OF PUBLIC WORKS  
AND HIGHWAYS**

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**DEPARTMENT OF SCIENCE AND  
TECHNOLOGY**

(Sgd.)

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**DEPARTMENT OF TRADE AND  
INDUSTRY**

(Sgd.)

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**DEPARTMENT OF TRANSPORTATION  
AND COMMUNICATIONS**

(Sgd.)

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**PRIVATE SECTOR REPRESENTATIVE**

Attested by:

(Sgd.)

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**DENNIS S. SANTIAGO**  
*Board Secretary, GPPB*  
*Executive Director, GPPB-TSO*