



RESOLUTION NO. 08-2017

APPROVING THE ISSUANCE OF A CIRCULAR ON THE REVISED PROCUREMENT MONITORING REPORT (PMR) FORM

WHEREAS, Republic Act (RA) No. 9184 entitled “An Act Providing for the Modernization, Standardization and Regulation of the Procurement Activities of the Government and for Other Purposes,” took effect on 26 January 2003, while its 2016 Revised Implementing Rules and Regulations (IRR) took effect on 28 October 2016;

WHEREAS, Section 63 of RA 9184 and its 2016 Revised IRR authorizes the Government Procurement Policy Board (GPPB) to formulate public procurement policies, rules and regulations, and amend, whenever necessary, its IRR;

WHEREAS, Section 12.2 of the 2016 Revised IRR of RA 9184 states that “[t]he BAC shall be responsible for ensuring that the Procuring Entity abides by the standards set forth by the Act and this IRR, and it shall prepare a Procurement Monitoring Report (PMR) in the form prescribed by the GPPB. The PMR shall cover all procurement activities specified in the APP, whether ongoing and completed, from the holding of the pre-procurement conference to the issuance of notice of award and the approval of the contract, including the standard and actual time for each major procurement activity. The PMR shall be approved and submitted by the HoPE to the GPPB in printed and electronic format within fourteen (14) calendar days after the end of each semester. The PMR shall likewise be posted in accordance with E.O. 662, s. 2007, as amended”;

WHEREAS, Section 13.1 of the 2016 Revised IRR of RA 9184 provides that to enhance the transparency of the process, the BAC shall, during the eligibility checking, shortlisting, pre-bid conference, preliminary examination of bids, bid evaluation, and post-qualification, invite, in addition to the representative of the COA, at least two (2) observers, who shall have no right to vote, to sit in its proceedings;

WHEREAS, for purposes of ease of monitoring and to conform with the provisions of Sections 12.2 and 13.1 of the 2016 Revised IRR of RA 9184, the GPPB - Technical Support Office (TSO) recommended to the GPPB, during its Special Meeting on 10 March 2017, the revision of the PMR Form, thus;

1. Provide separate rows for Completed and On-going Procurement Activities;
2. Revise “IAEB” Column to Invitation to Bid “IB”;
3. Change “Acceptance/Turnover” column to “Inspection & Acceptance”;
4. For the “Date of Receipt of Invitation of Observers” column, revise the “Delivery/Acceptance” sub-column to “Delivery/Completion/ Acceptance” and add the parenthetical phrase “(If applicable)”, which will only be accomplished if an agency opted to invite observers during contract implementation; and

5. Delete the following sub-columns:

- 5.1 Pre-Procurement Conference;
- 5.2 Notice of Award; and
- 5.3 Contract Signing.

WHEREAS, after due deliberation and careful review, the GPPB approved the Revised Procurement Monitoring Report Form, as presented by the GPPB-TSO, to be circulated through the issuance of a GPPB Circular;

NOW, THEREFORE, for and in view of all the foregoing, **WE**, the Members of the **GOVERNMENT PROCUREMENT POLICY BOARD**, by virtue of the powers vested on **US** by law and other executive issuances, hereby **RESOLVE** to confirm, adopt, and approve, as **WE** hereby confirm, adopt, and approve the Revised Procurement Monitoring Report Form, as presented by the GPPB-TSO, to be circulated through the issuance of the attached GPPB Circular;

This Resolution shall take effect immediately.

APPROVED this 10th day of March 2017 at Pasig City, Philippines.

(SGD)

**DEPARTMENT OF BUDGET AND
MANAGEMENT**

**NATIONAL ECONOMIC AND
DEVELOPMENT AUTHORITY**

(SGD)

(SGD)

DEPARTMENT OF EDUCATION

DEPARTMENT OF ENERGY

(SGD)

DEPARTMENT OF FINANCE

DEPARTMENT OF HEALTH

(SGD)

**DEPARTMENT OF INFORMATION AND
COMMUNICATIONS TECHNOLOGY**

**DEPARTMENT OF THE INTERIOR
AND LOCAL GOVERNMENT**

(SGD)

(SGD)

**DEPARTMENT OF NATIONAL
DEFENSE**

**DEPARTMENT OF PUBLIC WORKS
AND HIGHWAYS**

(SGD)

**DEPARTMENT OF SCIENCE AND
TECHNOLOGY**

(SGD)

**DEPARTMENT OF TRADE AND
INDUSTRY**

(SGD)

DEPARTMENT OF TRANSPORTATION

PRIVATE SECTOR REPRESENTATIVE



Unit 2506 Raffles Corporate Center,
F. Ortigas Jr. Road, Ortigas Center,
Pasig City, Philippines 1605

CIRCULAR 03-2017

10 March 2017

TO : Heads of Departments, Bureaus, Offices and Agencies of the National Government, including State Universities and Colleges, Government Owned and/or Controlled Corporations, Government Financial Institutions, and Local Government Units

SUBJECT : Revised Procurement Monitoring Report (PMR) Form

1.0 Purpose

This Circular is being issued to inform all procuring entities of the Revised Procurement Monitoring Report (PMR) Form.

2.0 Coverage

All Departments, Bureaus, Offices and Agencies of the National Government, including State Universities and Colleges, Government-Owned and/or Controlled Corporations, Government Financial Institutions, and Local Government Units.

3.0 Legal Background

3.1 Pursuant to Section 12.2 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, “[t]he BAC shall be responsible for ensuring that the Procuring Entity abides by the standards set forth by the Act and this IRR, and it shall prepare a Procurement Monitoring Report (PMR) in the form prescribed by the GPPB. The PMR shall cover all procurement activities specified in the APP, whether ongoing and completed, from the holding of the pre-procurement conference to the issuance of notice of award and the approval of the contract, including the standard and actual time for each major procurement activity. The PMR shall be approved and submitted by the HoPE to the GPPB in printed and electronic format within fourteen (14) calendar days after the end of each semester. The PMR shall likewise be posted in accordance with E.O. 662, s. 2007, as amended.”

3.2 Section 13.1 of the 2016 Revised IRR of RA 9184 provides that to enhance the transparency of the process, the BAC shall, during the eligibility checking,

shortlisting, pre-bid conference, preliminary examination of bids, bid evaluation, and post-qualification, invite, in addition to the representative of the COA, at least two (2) observers, who shall have no right to vote, to sit in its proceedings.

4.0 Approval of Revised PMR Form

4.1 For ease of monitoring and to be consistent with the provisions of Section 12.2 and 13.1 of the 2016 Revised IRR of RA 9184, the following are the changes in the PMR Form, thus:

4.1.1 Provide separate rows for Completed and On-going Procurement Activities;

4.1.2 Revise “IAEB” Column to Invitation to Bid “IB”;

4.1.3 Change “Acceptance/Turnover” column to “Inspection & Acceptance”;

4.1.4 For the “Date of Receipt of Invitation of Observers” column, revise the “Delivery/Acceptance” sub-column to “Delivery/Completion/Acceptance” and add the parenthetical phrase “(If applicable)”, which will only be accomplished if an agency opted to invite observers during contract implementation; and

4.1.5 Delete the following sub-columns:

4.1.5.1 Pre-Procurement Conference;

4.1.5.2 Notice of Award; and

4.1.5.3 Contract Signing.

4.2 The Revised PMR Form, attached as **Annex “A**, shall be uploaded and made available at the GPPB website.

5.0 This Circular shall take effect immediately.

6.0 For guidance and compliance.

(SGD)

BENJAMIN E. DIOKNO

Chairperson

