



Department of Budget and Management
GOVERNMENT PROCUREMENT POLICY BOARD
TECHNICAL SUPPORT OFFICE

NPM No. 28-2012

27 March 2012

MS. IMELDA A. BERNALLES
Team Leader/State Auditor III
COMMISSION ON AUDIT – TEAM 9
AUDIT GROUP F – CAPIZ PROVINCE
Provincial Capitol Building
Roxas City, Capiz

**Re: Municipal Administrator as Chairman of the Bids
and Awards Committee**

Dear Ms. Bernalles:

We refer to your letter dated 20 February 2012 seeking clarification whether a Municipal Administrator who is holding a coterminous position can be appointed as Bids and Awards Committee (BAC) Chairman.

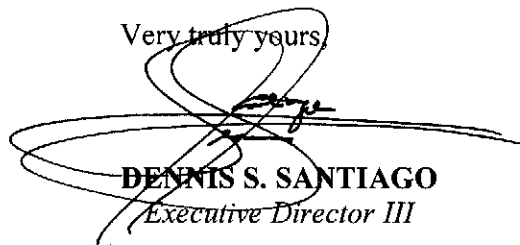
You state in your letter that the position of Municipal Administrator is included in the *plantilla* positions of the municipality and is coterminous with the appointing authority.

Please note that Section 11.2.2 of the Implementing Rules and Regulations of Republic Act 9184 refers to the term “permanent” as a *plantilla* position within the procuring entity concerned. The term “permanent” does not refer to whether the person holding the position is contractual, regular, appointed, or coterminous; rather, this refers to whether the position exists within the organizational structure of the procuring entity or not.¹

Accordingly, we reiterate the view stated in an earlier opinion² that a Municipal Administrator may be elected by the members of the BAC as their Chairman if such position is found in the *plantilla* of the municipality.

We hope that our advice provides sufficient guidance on the matter. Should you have further questions, please do not hesitate to contact us.

Very truly yours,



DENNIS S. SANTIAGO
Executive Director III

¹ Non Policy Matter (NPM) No. 24-2001 dated 26 December 2011 and NPM No. 79-2004 dated 3 June 2004.

² NPM No. 84-2007 dated 7 December 2007.