

NPM No. 69-2015

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MR. REYNALDO E. GASPAR, JR.
Computer Programmer III
COMMISSION ON HUMAN RIGHTS (CHR)
– INFORMATION SYSTEMS MANAGEMENT OFFICE (ISMO)
SAAC Building, Commonwealth Avenue
UP Complex, Diliman,
Quezon City

Re: Small Value Procurement

Dear Mr. Gaspar:

This refers to your electronic mail inquiring on the guidelines to be used in case only one (1) supplier submitted a quotation, even after the deadline for submission of quotation has been extended, for a procurement project undertaken through Small Value Procurement (SVP) in accordance with Section 53.9 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

We wish to stress that the Government Procurement Policy Board (GPPB) has issued the *Guidelines for Shopping and Small Value Procurement*¹ (*Guidelines*), which prescribes the general procedures for alternative mode of procurement through: (1) Shopping of readily available off-the-shelf goods, or ordinary/regular equipment under Section 52.1(a) and (b); and, (2) SVP of goods, infrastructure projects, and consulting services under Section 53.9 of the IRR. Thus, procuring entities are mandated to observe these *Guidelines* in the conduct of their procurement activities through alternative modalities of procurement.

We would like to reiterate our earlier position on the matter² where we opined that in procurement activities conducted through SVP, award of contract may be made even if only one (1) supplier submitted a quotation in response to the Request for Quotation of the Procuring Entity (PE), provided that the PE invited at least three (3) suppliers to submit quotations, and that the submission complies with the specifications and terms and conditions required by the PE.

While Section 3(f) of the *Guidelines* specifically provides that “for Shopping under Section 52.1(b), at least three (3) price quotations must be obtained,” such *Guidelines* does not impose the same requirement in procurement through SVP under Section 53.9 of the IRR

¹ GPPB Resolution No. 09-2009, dated 23 November 2003.

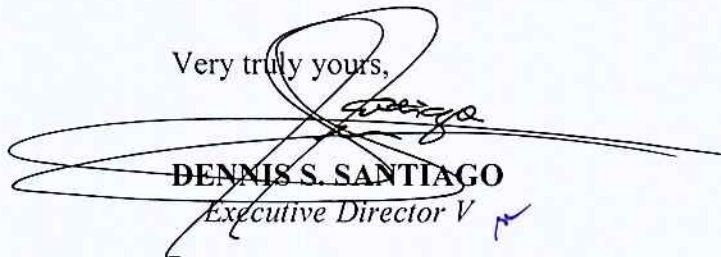
² NPM 097-2014

of RA 9184 or even in procurement through Shopping under Section 52.1(a) of the IRR of RA 9184 relative to unforeseen contingency.

Accordingly, in SVP, it is mandatory to send the Request for Quotation to at least three (3) prospective bidders/proponents and invite them to submit proposals; but it is not necessary to actually receive 3 quotations on the day of the deadline for submission of quotations. It is enough that the procuring entity receives at least one (1) bid/proposal on the day of the deadline for submission of quotations. Thus, if the lone proposal already complies with the technical, legal and financial requirements of the procuring entity, the contract can be awarded to the lone offeror, without the necessity of waiting for two (2) more quotations. After all, the rules provide that “[t]he procuring entity shall draw up a list of at least three (3) suppliers, contractors, or consultants of known qualifications which will be invited to submit proposals.”³

We hope that this opinion issued by the GPPB-TSO provided sufficient guidance on the matter. Note that this is being issued on the basis of particular facts and situations presented, and may not be applicable given a different set of facts and circumstances. Should there be other concerns, please do not hesitate to contact us.

Very truly yours,



DENNIS S. SANTIAGO
Executive Director V

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³ Section 53.9.1, IRR of RA 9184.