

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

**NPM No. 78-2014**

21 October 2014

**MS. TERESA LAPUT**  
*Barangay Treasurer*  
**BARANGAY POBLACION,**  
Tabuelan, Cebu

**Re: Pre-Bid Conference**

Dear Ms. Laput:

This refers to your letter sent through electronic mail (email) seeking our opinion on the following issues:

- a. Is it still necessary to conduct a pre-bid conference if the Approved Budget for the Contract (ABC) of the procurement project is below PhP 2,000,000.00; and
- b. What is the minimum period of posting from the date of publication?
- c. If the 1<sup>st</sup> bidding failed, how many days is the posting requirement from the date of publication for the 2<sup>nd</sup> bidding?

**Pre-Bid Conference for Procurement  
Project Below PhP2,000,000.00**

A pre-bid conference must be held for contracts with ABC of at least One Million Pesos (PhP1,000,000.00). For contracts with ABCs of less than PhP 1 million, pre-bid conferences may or may not be conducted at the discretion of the Bids and Awards Committee (BAC). Section 22.1 of the IRR of RA 9184 provides that:

For contracts to be bid with an approved budget of One Million Pesos (PhP 1,000,000.00) or more, the BAC shall convene at least one (1) pre-bid conference to clarify and/or explain any of the requirements, terms, conditions, and specifications stipulated in the Bidding Documents. For contracts to be bid with an approved budget of less than One Million Pesos (PhP 1,000,000.00), pre-bid conferences may be conducted at the discretion of the BAC. Subject to the approval of the BAC, a pre-bid conference may also be conducted upon written request of any prospective bidder.

Thus, if the ABC is below PhP 2,000,000.00 but at least PhP 1,000,000.00, the conduct of at least one (1) pre-bid conference is required. However, if the ABC is below PhP 1,000,000.00, pre-bid conference may be conducted at the discretion of the BAC.

**Posting of Invitation to Bid (IB)/  
Request for Expression of Interest (REI)**

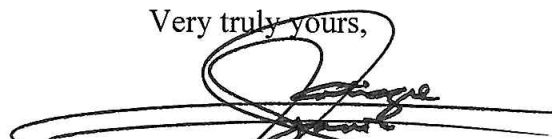
The requirement for the posting of the IB/REI is provided under Section 21.2.1 of the IRR of RA 9184, which states, that the IB and REI shall be advertised at least once in a newspaper of general nationwide circulation that has been regularly published for at least two (2) years before the date of the advertisement, subject to the threshold requirements under Section 21.2.2<sup>1</sup> of the revised IRR. Moreover, the IB/REI shall be posted continuously in the PhilGEPS website, the website of the procuring entity, if available, at any conspicuous place in the procuring entity's premises, and the website prescribed by the foreign government/foreign or international financing institution, if applicable, for seven (7) calendar days starting on the date of advertisement.

As regards your query on how many days are required for the posting of the IB for the 2<sup>nd</sup> bidding after the 1<sup>st</sup> public bidding failed, it bears stressing that the requirement under Section 21.2.1 of the IRR of RA 9184 would still apply. Thus, the IB/REI shall be posted for a minimum of seven (7) calendar days from the date of advertisement.

In view of the foregoing, we reiterate that if the ABC of the procurement project is below Php 2,000,000.00 but at least PhP 1,000,000.00, a pre-bid conference is required. However, if the ABC is below Php 1,000,000.00, a pre-bid conference may be conducted at the option of the BAC. We wish to stress that the Invitation to Bid/Expression of Interest shall be posted continuously in the PhilGEPS website, the website of the procuring entity, if available, at any conspicuous place in the procuring entity's premises for seven (7) calendar days reckoned from the date of advertisement.

We hope that this opinion issued by the GPPB-TSO provided sufficient guidance on the matter. Note that this is 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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<sup>1</sup> Section 21.2.2 Advertisement of the Invitation to Bid/Request for Expression of Interest in a newspaper of general nationwide circulation provided in Section 21.2.1(a) shall not be required for contracts to be bid with an approved budget of Two Million Pesos (P2,000,000.00) and below for the procurement of goods, Five Million Pesos (P5,000,000) and below for the procurement of infrastructure projects, and One Million Pesos (P1,000,000.00) and below or those whose duration is four (4) months or less for the procurement of consulting services.

01/20/15

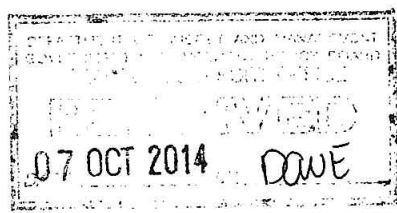
-----Original Message-----

From: [tingcathgallo@yahoo.com.ph](mailto:tingcathgallo@yahoo.com.ph) [mailto:[tingcathgallo@yahoo.com.ph](mailto:tingcathgallo@yahoo.com.ph)]

Sent: Monday, October 06, 2014 10:17 AM

To: [agency@philgeps.gov.ph](mailto:agency@philgeps.gov.ph)

Subject: Inquiry



Dear Administrator,

Hi Good morning!

Regarding a Pre-bid Conference, I would like to ask if the ABC is below PHP 2M, still necessary to conduct a pre-bid conference?

Another concern, Am I correct that the minimum period of posting from the Publish Date to the Closing Date is seven(7) days? if the 1st Publication is failure and then i publish for the 2nd time how many days to count for the 2nd Closing Date?

Thank You. . .

Regards,  
TERESA LAPUT  
[tingcathgallo@yahoo.com.ph](mailto:tingcathgallo@yahoo.com.ph)

Barangay Treasurer  
Poblacion, Tabuelan, Cebu

*Jan/Don,*  
*please prepare OPINION.*  
*At least one (1) pre-*  
*bid Conference for ABC* *TRF.*  
*of at least P 1M, less* *DSS*  
*from that, no need, vis 2M.*