



Republic of the Philippines  
**GOVERNMENT PROCUREMENT POLICY BOARD  
TECHNICAL SUPPORT OFFICE**

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**ADVISORY NO. 05 – 2023**

**FOR : ALL PROCURING ENTITIES**

**SUBJECT : INVITATION TO SCHEDULE GOVERNMENT PROCUREMENT TRAINING FOR FY 2024: STRENGTHENING EFFICIENCY AND TRANSPARENCY**

**DATE : 22 December 2023**

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- 1.0 The Government Procurement Policy Board – Technical Support Office (GPPB-TSO) recognizes the challenges encountered in public procurement and the need for continuous improvement in the process. To assist your Office in initiating your procurement journey, we would like to extend an invitation to all government instrumentalities to schedule government procurement training sessions for FY 2024 as early as today. By doing this, your Office may advance your procurement planning and facilitate higher budget utilization rates by the end of FY 2024.
- 2.0 To expedite the processing of your agency's training request, we kindly request the submission of the following documents through our online platform at Procurement Professionals Online Hub (PRO Hub) or <https://learning.gppb.gov.ph>:
  - 2.1 Signed Request Letter by the Head of Procuring Entity
  - 2.2 Signed Conforme
  - 2.3 Indicative Program of Activities containing the modules chosen
- 3.0 Additionally, please be ready to provide information relating to your Annual Procurement Plan (APP), the predominant type of procurement undertaken, the most frequently employed procurement modality, contact information for both the BAC and BAC Secretariat, as well as a minimum of three encountered procurement issues, among other relevant factors. This information will be used to assess your specific training needs.
- 4.0 The PRO Hub serves as the government procurement's central learning management platform where you may not only submit training application, but also view the training calendar to check for updates on in-house training sessions, and as we move forward, access self-paced courses at your convenience.
- 5.0 Kindly ensure that the training request is submitted 45 working days before your proposed training schedule as requests falling outside this lead time shall not be accommodated. This timeframe allows the GPPB-TSO to meticulously organize your course, identify appropriate and available Resource Persons for module discussions, and secure the necessary permissions from their respective heads of agencies for their participation as lecturers. We shall greatly appreciate adherence to this timeline.

- 6.0 Further, we are excited to share with you that the GPPB-TSO will soon introduce an in-house, face-to-face training program at its training facilities by March of 2024, providing an optimal learning environment. More details about this program will be available soon. Please check our website at [www.gppb.gov.ph](http://www.gppb.gov.ph) or our social media platforms in Facebook, YouTube, and Twitter @GovernmentProcurementPH for updates.
- 7.0 For inquiries and clarifications, you may contact the Capacity Development Division of the GPPB-TSO through electronic mail at [training@gppb.gov.ph](mailto:training@gppb.gov.ph) or telephone (02) 7900-6740-41, 43-44 local 112, Monday to Friday, 8:00 AM – 5:00 PM.
- 8.0 For the information of all concerned.



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**MA. JOZZENNE CLAIRE M. BELTRAN-CARANDING**  
*Officer-in-Charge*