

Republic of the Philippines
GOVERNMENT PROCUREMENT POLICY BOARD
TECHNICAL SUPPORT OFFICE

ADVISORY 01 -2024

FOR: ALL PROCURING ENTITIES

SUBJECT: NOTICE ON THE IMPLEMENTATION AND MANDATORY USE OF THE ENHANCED ONLINE BLACKLISTING PORTAL

DATE: 3 April 2024

- 1.0 This is to inform all Procuring Entities (PEs) on the implementation and mandatory use of the Enhanced Online Blacklisting Portal (eOBP) which shall immediately replace the alternative platforms stated in Advisory 04-2023¹.
- 2.0 All PEs are enjoined to register in the eOBP even without a Blacklisting Order (BO) to be posted as all requests for registration will undergo validation. PEs shall register through this link: <https://onlineblacklistingportal.gppb.gov.ph>.
- 3.0 For PEs with approved accounts² in the old OBP, their access has been automatically migrated to the eOBP, while PEs with pending³ registration at the time when system downtime transpired shall be notified accordingly regarding the next steps of their registration.
- 4.0 The following references pertaining to the access and use of the eOBP are available for access of any interested parties:

DOCUMENT	WHERE TO ACCESS
OBP User’s Manual	https://onlineblacklistingportal.gppb.gov.ph/eobp-users-guide.pdf
Terms and Conditions	https://onlineblacklistingportal.gppb.gov.ph/termsandcondition.pdf
eOBP Validation Form	See Annex “A”
Frequently Asked Questions	See Annex “B”

- 5.0 In view of the online status of the eOBP, beginning 3 April 2024, issuing PEs shall resume posting of their respective BOs in the CBR through the eOBP, and shall discontinue submission of the said BOs to the GPPB nor to its Technical Support Office (TSO). Hence, requests for copies or clarifications received by the GPPB-TSO on the BOs posted on the indicated date and henceforth shall be referred to the concerned PE.
- 6.0 We likewise reiterate that the GPPB-TSO does not issue any certification that an entity is not blacklisted. Interested parties may instead refer to the CBR which is accessible through the link below:

<https://onlineblacklistingportal.gppb.gov.ph/>
- 7.0 Pursuant to Administrative Order No. 34, s. 2020⁴ dated 23 October 2020, the CBR shall also be posted on the official website and social media account of PEs for easy access and monitoring of the public. Thus, PEs should reflect the link of the CBR on said platforms.

¹ Item 3.0 of GPPB-TSO Advisory 04-2023 dated 12 October 2023
² PEs who already have an approved account in old OBP will be notified by the eOBP Handling Officer via electronic mail and shall be requested to update their password.
³ PEs who have pending registration in the Old OBP shall be notified by the eOBP Handling Officer via electronic mail to re-register in the eOBP.
⁴ Directing Strict Compliance by All Agencies and Instrumentalities of the Executive Department with Transparency, Accountability and Good Governance Policies and Measures in the Procurement Process

- 8.0 Lastly, BOs must be posted in the CBR within three (3) calendar days from the date of its effectivity.
- 9.0 For inquiries and/or clarification/s, you may contact the PMD through telephone number (02) 5322 - 6BAC (6222), Monday to Friday, 7:00am – 4:00pm or email us at monitoring@gppb.gov.ph.
- 10.0 For the information and compliance of all concerned.

ROWENA CANDICE M. RUIZ
Executive Director V



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REGISTRATION TO THE ENHANCED ONLINE BLACKLISTING PORTAL
VALIDATION FORM

This form shall be submitted through monitoring@gppb.gov.ph upon receipt of confirmation of receipt of registration in the eOBP. This information to be provided in the form shall be used for the validation of provided information prior to approval of registration in the eOBP.

Form with multiple rows for inputting agency name, official user details, BAC Chairperson info, and HR office verification details.

We hereby attest to the accuracy of the information indicated in this form and we allow the GPPB-TSO, through its Performance Monitoring Division, to conduct the necessary procedures to verify, validate, or confirm the details and documents submitted in relation to the OBP registration.

Name and Signature
Head, BAC Secretariat

Name and Signature
BAC Chairperson

5 Section 5.2 of GPPB Circular No. 03-2020 dated 25 June 2020 provides that "the HoPE shall designate the PE's official user in the eOBP upon recommendation of the Bids and Awards Committee (BAC), through an office order or any equivalent document".

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FREQUENTLY ASKED QUESTIONS AND ANSWERS

1.0 Q: What happened to the accounts already enrolled in the old OBP?

A: PEs with approved accounts in the old OBP shall now have their access automatically migrated to the eOBP. They will be notified by the eOBP Handling Officer via electronic mail and shall be requested to update their password.

2.0 Q: What happened to the registration requests in the old OBP that are still pending when the system downtime transpired?

A: PEs whose registrations are still pending when the system downtime transpired shall be notified accordingly regarding the next steps of their registration. They will be notified by the eOBP Handling Officer via electronic mail to re-register in the eOBP.

3.0 Q: Is there an updated link where PE can register to the eOBP?

A: PEs can access and register to eOBP through this link: <https://onlineblacklistingportal.gppb.gov.ph>.

4.0 Q: Who can register in the eOBP? Can 2 or more users register?

A: One registration per Procuring Entity (PE) shall be allowed in the eOBP and only one user (the official user duly authorized by the Head of the Procuring Entity, as recommended by the Bids and Awards Committee) can request for registration. At the option of the PE, an alternate user may be designated and his/her inclusion in the eOBP account of the PE shall be done by the official user.

5.0 Q: What are the requirements for the conduct of registration validation?

A: Upon registration, the details, together with the copies of the following validation documents, shall be subjected to validation by the GPPB-TSO.

1. BAC Resolution recommending to the Head of the Procuring Entity the official user for the eOBP;
2. Office Order, or any equivalent document issued by the HoPE, which designates the representative as the PE's official user;
3. Agency ID of the official user; and
4. Filled out Validation Form accessible through this link: [eOBP Validation Form](#)

Above-mentioned documents must be submitted to monitoring@gppb.gov.ph after conduct of registration.

6.0 Q: Should the official government email address (@gov.ph) be used to enroll in the eOBP?

A: The e-mail address to be registered does not necessarily have to end with ".gov.ph" but must be an official e-mail address used by the Procuring Entity (PE). The e-mail address must always be accessible to the PE regardless if users are changed to avoid delays in posting.

7.0 Q: Is the request for registration automatically approved?

A: No. The request for registration including the copy of the authorization document shall be verified by the GPPB-TSO. This is the reason why Procuring Entities are encouraged to register in the eOBP even before they have to issue a Blacklisting Order.

8.0 Q: Can PEs still submit Blacklisting Orders to the GPPB for inclusion in the Consolidated Blacklisting Report?

A: No. The Procuring Entity (PE) must post the issued Blacklisting Order (BO) in the Consolidated Blacklisting Report through the OBP. BOs submitted to the GPPB and its TSO shall be returned to the concerned PE.

9.0 Q: Once posted, can details of the Blacklisting Order still be changed?

A: No. Any modification in the posting due to error in encoding of the details and/or attaching the correct Blacklisting Order (BO) is not allowed in the system. For any corrections, the official/alternate user shall remove incorrectly posted BO then encode the correct details as a “new” posting, subject to the approval of the Bids and Awards Committee (BAC). The correct BO together with the copy of the BAC’s approval, shall be uploaded as one file for this purpose.

10.0 Q: In case of re-posting after temporary removal, does the PE need to revise its Blacklisting Order to adjust the end date of the period of penalty?

A: No, issuance of another Blacklisting Order is not necessary. Instead, the Procuring Entity will only have to upload the copy of the lawful order to support the reposting and the adjustment of end date of the period of suspension.⁶

11.0 Q: Can the status of the Blacklisted Entity be updated in the eOBP?

A: Blacklisting Orders which are already posted and included in the Consolidated Blacklisting Report (CBR) are no longer available for edits, such as correcting or changing the details of the blacklisting. However, Users are allowed to update the status of the Blacklisted Entity under the following conditions:

1. Temporary or permanent removal of the Blacklisted Entity in the CBR upon receipt of an order from any judicial or quasi-judicial body;
2. Reposting the name of the Blacklisted Entity upon the lapse of the temporary removal stipulated in an order, provided that no other order is issued to extend the temporary removal or require its permanent removal; or
3. The Blacklisted Entity is automatically delisted in the CBR due to lapse of period of penalty, for which the status must be updated in the OBP for records purposes.

12.0 Q: In case of temporary removal, will it automatically be added back in the Consolidated Blacklisting Report once the period of temporary removal lapses?

A: No. There is no automatic re-posting of the blacklisted entity upon lapse of the temporary removal period, thus, the Procuring Entity must ensure to update the status of the blacklisted entity.

In case of lapse of the Order of the Temporary Removal or receipt of an Order overturning the permanent removal, the Procuring Entity must update the status of the entity to ‘Posted’ and upload the copy of the order, as applicable. If “re-posting” is due to lapse of

⁶ Section 7.5 of GPPB Circular 03-2020 provides that period of suspension shall be adjusted by adding the number of days the Blacklisted Entity was temporarily removed from the CBR in order to fully serve the one (1) year or two (2) years penalty, as the case may be.

the temporary removal period, re-upload the copy of the order (e.g., Temporary Restraining Order) and indicate that adjusted period is due to said order.

13.0 Q: Can the Blacklisted Entity request GPPB and its TSO to delist its name from the CBR?

A: Blacklisting Orders which are already posted and included in the Consolidated Blacklisting Report (CBR) are no longer available for edits, such as correcting or changing the details of the blacklisting. However, Users are allowed to update the status of the Blacklisted Entity under the following conditions:

1. Temporary or permanent removal of the Blacklisted Entity in the CBR upon receipt of an order from any judicial or quasi-judicial body;
2. Restoring the name of the Blacklisted Entity upon the lapse of the temporary removal stipulated in an order, provided that no other order is issued to extend the temporary removal or require its permanent removal; or
3. The Blacklisted Entity is automatically delisted in the CBR and that the status must be updated in the OBP for records purposes.

14.0 Q: Can the same e-mail address be used by the Official and Alternate Users?

A: The official and alternate users must use different e-mail addresses to ensure that at least one of the accounts will be accessible to the Procuring Entity in case of loss of access. The system does not allow for the use of similar e-mail addresses.

15.0 Q: Does the inclusion of an alternate user also undergo the same validation process as the official user?

A: No. The Official User may add an Alternate User subject to the authority of the Head of the Procuring Entity in accordance with Section 4.4 of GPPB Circular No. 03-2020. Note that adding of the Alternate User will no longer be subjected to GPPB-TSO's validation and approval, hence, will be the sole responsibility of the Procuring Entity through the Official User.

16.0 Q: May the Blacklisted Entity request GPPB and its TSO to delist its name from the CBR?

A: No. The GPPB or its TSO does not have the authority to delist or remove a blacklisted entity from the Consolidated Blacklisting Report (CBR). The rules instead provide that the removal (whether temporary or permanent) of the Blacklisted Entity from the CBR, through the OBP, shall be done by the Procuring Entity, through its official or alternate user, upon receipt of a lawful order issued by a judicial or quasi-judicial body pursuant to GPPB Resolution No. 14-2020.

17.0 Q: Is it recommended to designate the head of the BAC Secretariat as an eOBP user?

A: It is the prerogative of the Bids and Awards Committee (BAC) since they are the body who will recommend the official and alternate users to the HoPE. The BAC may refer to Section 5.2 of GPPB Circular 03-2020 for the qualifications of the official and alternate users that should be considered.