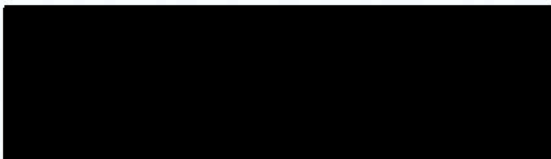


NPM No. 66-2015

12 October 2015



Re: Accountable Forms; Local Government Units

Dear [REDACTED]:

This refers to your letter requesting for opinion on whether the printing of accountable forms of the local government unit can be done through competitive bidding or through direct contracting.


Procurement of Accountable Forms

Government Procurement Policy Board (GPPB) Resolution 05-2010¹ (Guidelines) provides that procuring entities should resort to public bidding for all their printing and publication expenditures. Nonetheless, for printing services involving *Accountable Forms* and Sensitive High Quality/Volume requirements, procuring entities are required to source such service from any of the three (3) Recognized Government Printers (RGPs) through an Agency-to-Agency Agreement pursuant to Section 53.5 of the revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184².

While the General Appropriations Act (GAA) and the IRR of RA 9184 require the procurement of services of an RGP for the printing of accountable forms, competition is still observed in the selection process, as the laws and the rules did not specify a particular RGP to provide the printing services. This is to ensure that the PE is engaging the services of the most capable RGP at the most advantageous terms to the former.

Selection and Engagement of RGP

Section 4.4 of the Guidelines provides for the procedure in the selection of RGP, which reads:

4.4. Thereafter, the procuring entity shall send a Request for Quotation (RFQ) to the RGPs. The quotations received will be evaluated by the procuring entity 

¹ Guidelines on the Procurement of Printing Services.

² NPM No. 88-2012, 16 July 2012.

to determine which among the RGPs is most capable in performing the printing service in the most advantageous terms for the procuring entity.

Upon determination by the Procuring Entity which among the RGPs is the most capable in performing the printing service in the most advantageous terms, it shall engage the services of the appropriate RGP through an Agency-to-Agency Agreement pursuant to Section 53.5 of the IRR of RA 9184,³ *i.e.*, the proper mode in the selection and engagement of the appropriate RGP, which is initiated through the issuance of a Request for Quotation, and the eventual engagement of the RGP is through Agency-to-Agency Agreement.

We hope this opinion issued by 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.

(sgd.)

~~DENNIS S. SANTIAGO~~

~~Executive Director V~~

llskp

³ Section 4.5, Guidelines