



BAGONG PILIPINAS



Masaganang Agrikultura,
Maunlad na Ekonomiya

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
BUREAU OF AGRICULTURAL RESEARCH

RDMIC Bldg., Elliptical Road corner Visayas Avenue, Diliman, Quezon City 1104
(+632) 8461 2800 and (+632) 8461 2900 • r4d@bar.gov.ph

Reference No. 2024-08- 168
August 14, 2024

MEMORANDUM FROM THE DIRECTOR

TO : ALL DIVISION CHIEFS
ALL SECTION HEADS
ALL UNIT HEADS
ALL CONCERNED

SUBJECT : SUBMISSION OF 2025 PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

In the interest of the service and in compliance to Republic Act 9184 otherwise known as the Government Procurement Reform Act (GPRA) and as per Section 7.3 IRR of RA 9184 *“upon issuance of the budget call in the case of NGAs, SUCs, Constitutional Commissions or Offices, or similar document for GOCCs, GFIs and LGUs, the Procuring Entity shall prepare its Indicative Annual Procurement Plan for the succeeding calendar year to support its proposed budget taking into consideration the budget framework for that year in order to reflect its priorities and objectives”*, you are hereby instructed to submit your indicative Project Procurement Management Plan (PPMP) CY 2025 for your procurement that will be included in the Early Procurement Activity (EPA) for the CY 2025.

It is imperative that you submit your PPMP because under Rule II of Section 7 of the 2016 Revised IRR of RA 9184, *“No government procurement shall be undertaken unless it is in accordance with the Approved Annual Procurement Plan”*.

To prepare for Early Procurement Activities (EPA) for CY 2025, please observe the following guidelines:

1. **Format of Indicative PPMP:** The Procurement Unit will send an Indicative PPMP format to each office's respective email address to ensure uniformity in submission.
2. **Preparation of Indicative PPMP:** Each concerned office must prepare a complete Indicative PPMP CY 2025 for the procurement projects to be included in the EPA for CY 2025. This PPMP should specifically include activities planned for the 1st Quarter of CY 2025.
3. **Submission/Deadline:** Submit your Indicative PPMP to the Budget Section for evaluation and to ensure consistency with the agency's budget proposal and compliance with the existing budgeting rule as indicated in Section 7.3.4 IRR of RA 9184. The Budget Section will endorse evaluated PPMP's to the Procurement Unit strictly **on or before August 23, 2024 (Friday)** for consolidation into Indicative Annual Procurement Plan (APP) CY 2025.

J

Note: Early Procurement Activity (EPA) is applicable for procurement projects undertaken through Competitive Bidding and Alternative Methods of Procurement short of award **except** for the following modality (*Reference: GPPB Cir. 06-2019*):

- 1.4.1 Repeat Order (Sec. 51);
- 1.4.2 Shopping (Sec. 52);
- 1.4.3 Negotiated Procurement – Emergency Cases (Sec. 53.2);
- 1.4.4 Negotiated Procurement – Take Over of Contracts (Sec. 53.3); and
- 1.4.5 Negotiated Procurement – Small Value Procurement (Sec. 53.9)

Only projects intended for Early Procurement Activity (EPA) should be included in your Indicative PPMP. Non-submission or submission beyond the specified date shall automatically imply that you do not have procurement project to be included in the EPA.

4. **Posting of Indicative APP and Commencement of EPA:** The EPA will commence on **September 2024** after the consolidation and approval of the Indicative Annual Procurement Plan (APP) CY 2025. The approved Indicative APP CY 2025 will then be posted on the Bureau of Agricultural Research (BAR) website.

For your strict compliance.


JUNEL B. SORIANO, PhD.
Director



