



Republic of the Philippines
GOVERNMENT PROCUREMENT POLICY BOARD
TECHNICAL SUPPORT OFFICE



FOR : NATIONAL GOVERNMENT AGENCIES, DEPARTMENTS, BRANCHES, BUREAUS, OFFICES or INSTRUMENTALITIES, including GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS (GOCCs), GOVERNMENT FINANCIAL INSTITUTIONS (GFIs), STATE UNIVERSITIES AND COLLEGES (SUCs) and LOCAL GOVERNMENT UNITS (LGUs)

FROM : GOVERNMENT PROCUREMENT POLICY BOARD – TECHNICAL SUPPORT OFFICE

SUBJECT : SUBMISSION OF ANNUAL PROCUREMENT PLAN FOR FY 2020

DATE : 17 DECEMBER 2019

This is to remind all Procuring Entities, including their respective regional offices, bureaus, and other operating units, that upon approval of the General Appropriations Act (GAA), corporate budget or appropriation ordinances, the final and approved FY 2020 APP must be submitted to the GPPB on or before **31 January 2020**.

Preferably, the APP may be sent through email address app@gppb.gov.ph. The list of procuring entities that have submitted their APP may be viewed in the GPPB website for the information of all concerned.

In preparing the APP, please be guided of the following:

- a. APPs must be prepared in the prescribed format as provided under **GPPB Circular No. 06-2019**. The updated form is readily available at GPPB website;
- b. APPs submitted prior to the approval of GAA, corporate budget or appropriation ordinances are considered only as Indicative APP.
- c. All successfully submitted/sent APPs through GPPB emails are automatically responded to by way of an email acknowledgment. If no acknowledgment and/or response was received within the day, please contact us to confirm receipt. **Otherwise, failure to receive the automatic email acknowledgment would mean non-submission to the GPPB. No other proof of email submission will be entertained.**

For further clarifications or concerns, please do not hesitate to contact us at telephone no. **(02) 7-900-6741 to 44**.

We highly appreciate your compliance with the procurement law, rules, and regulations, and your continued support to the procurement reform initiatives of government.

(SGD)
ROWENA CANDICE M. RUIZ
Executive Director V