



Republic of the Philippines  
Department of Agriculture

## SUGAR REGULATORY ADMINISTRATION

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### JUSTIFICATION

#### On the “Closed” Status of the PhilGEPS posting for the Supply and Delivery of Various Grocery Items for Food Pack Distribution

##### Background

Relative to the Invitation to Bid (ITB) published under PhilGEPS with Reference Number 9263232 for the **Supply and Delivery of Various Grocery Items for Food Pack Distribution** (Bid Reference No. 2022-COB-02), the Bid Notice Abstract was prepared and posted in the PhilGEPS on 21 November 2022 including the Philippine Bidding Documents (PBD) at an Approved Budget for the Contract (ABC) of ₱2,925,000.00.

However, upon checking of the Bid Notice Abstract in the GEPS the next day, 22 November 2022, the posted ABC of ₱2,925,000.00 was found to be incorrect, having unintentionally based the ABC on the previous Purchase Request submitted to the RBAC. The correct ABC should have been posted as **₱4,500,000.00**.

The matter was immediately referred to the RBAC Secretariat Head. Since cancellation of the Bid Opportunity will result to the postponement of the procurement activity schedules, and, in view of time constraints, a Notice of Erratum signed by the RBAC Chairperson was posted as a Bid Supplement in the GEPS including the revised copy of the PBD to make clarifications on the discrepancy. This was likewise posted in the SRA website and the Bid Bulletin Board of SRA-Bacolod.

During the Prebid Conference conducted on 01 December 2022, attended by three (3) prospective bidders, the RBAC Chairperson presented and emphasized the correct ABC in the amount of **₱4,500,000.00**. The rest of the proceedings were smoothly conducted with strict adherence to R.A. 9184.

##### Issue

The Committee, after post-qualification/evaluation, recommended the awarding of the contract to the Lowest Calculated Responsive Bidder. The award was approved by the HoPE. Considering, however, that the **contract price of ₱4,468,387.50 is higher as compared** with the initially posted ABC of ₱2,925,000.00, the system automatically rejected the posting of the award.

##### Actions and Recommendations

- A) On 21 December 2022, the Government Procurement Policy Board – Technical Support Office was consulted on the matter and as advised by Mr. Jun Guillermo of the GPPB, **a justification, to be signed by the Committee and the HoPE, may be prepared concerning the unintentional error.** This is for documentation purposes and for the ready reference of the Commission on Audit (COA). He recommended further to seek instructions from PhilGEPS, the concerned entity.



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- B) The PhilGEPS Customer Service was contacted verbally, via phonecall. In view of the inability to post the award, Mr. Marjun David, its representative, recommended the following:
- 1) A **written justification** must be attached together with the pertinent documents of the project.
  - 2) The rest of the processes are to be proceeded, provided that the **RBAC Resolution Recommending Approval to Award the Contract, Notice of Award, Contract Agreement and Notice to Proceed must be posted at the agency's web portal and in conspicuous places for transparency purposes.**
- C) The PhilGEPS Agency Team, in response to the email, likewise instructed to **post the award on the agency's website and bulletin board and to prepare a justification on the non-updating of the "Closed" PhilGEPS posting status** whenever it is to be questioned.

### Justification

Bid Notice Abstracts include "Status" of procurement opportunities for projects posted in the PhilGEPS website. Status refers to the bid notice whether *In Preparation, Pending, Active, Closed, and Awarded*. To describe further:

- A Bid Notice Abstract when being prepared and not yet posted is "In Preparation" status.
- It is in the "Pending" status when already posted.
- The following day it is automatically published and is already in the "Active" status, as in open to all interested parties.
- It is indicated as "Closed" when the Bid Opportunity is no longer available, when the bid opening was already conducted.
- Upon approval of the HoPE, the award is required to be posted to update the status to "Awarded."

There are certain conditions, however, set in the GEPS posting system which, when finalized, can no longer be amended, as was the case with the ITB published under PhilGEPS with Reference Number 9263232 for the **Supply and Delivery of Various Grocery Items for Food Pack Distribution** (Bid Reference No. 2022-COB-02), as follows:

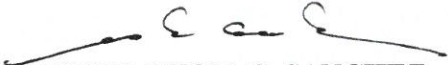
- The error in the ABC was not amended since, once "Active," the Bid Notice Abstract can no longer be edited. Thus, to proceed with the procurement activities without delay, a Notice of Erratum was published in the PhilGEPS, the SRA Website and the Bid Bulletin Board of SRA-Bacolod.
- In view of the higher Contract Price (₱4,468,387.50) as compared with the unintentionally posted ABC (₱2,925,000.00), the "Status" from "Closed" to "Awarded" remained un-updated. Thus, RBAC Resolution No. 2022-16 Recommending Approval to Award the Contract for the supply and delivery of Various Grocery Items for Food Pack Distribution to Lopue's San Sebastian Corporation, the Notice of Award, the Contract Agreement and the Notice to Proceed are posted in the SRA Website and in the Bid Bulletin Board of SRA-Bacolod.

This is issued in compliance with the instructions of GPPB-TSO and PhilGEPS in relation to the "Closed" Status of the PhilGEPS posting for the Supply and Delivery of Various Grocery Items for Food Pack Distribution.




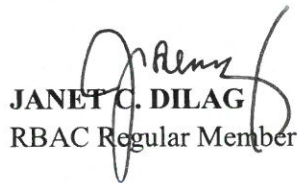
23<sup>rd</sup> of December 2022.

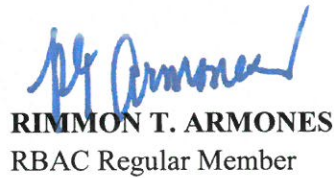
Prepared by:

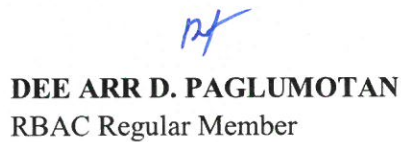
  
**MARIA LUCIA C. SANCHEZ**  
RBAC Secretariat Head

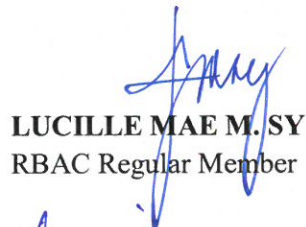
Conforme:

  
**ATTY. IGNACIO S. SANTILLANA**  
RBAC Chairperson

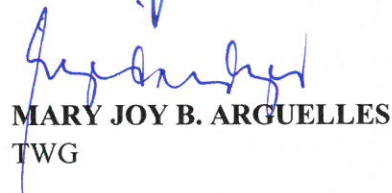
  
**JANET C. DILAG**  
RBAC Regular Member

  
**RIMMON T. ARMONES**  
RBAC Regular Member

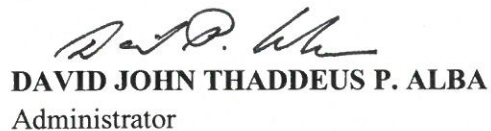
  
**DEE ARR D. PAGLUMOTAN**  
RBAC Regular Member

  
**LUCILLE MAE M. SY**  
RBAC Regular Member

  
**FELICIDAD B. LOPEZ**  
Provisional Member/Requisitioner

  
**MARY JOY B. ARGUELLES**  
TWG

Noted:

  
**DAVID JOHN THADDEUS P. ALBA**  
Administrator