



Republic of the Philippines
Department of Environment and Natural Resources

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21 FEB 2023

MEMORANDUM

FOR : ALL END-USER UNITS/CONCERNED OFFICES
DENR Central Office

FROM : The Undersecretary for Legal and Administration

SUBJECT : **SUBMISSION OF PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) FOR CY 2024**

In accordance with Rule II Section 7.2 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 (Government Procurement Reform Act), **no procurement shall be undertaken unless it is in accordance with the approved Annual Procurement Plan (APP).**

In compliance therewith, all end-user units are hereby directed to submit to the BUDGET DIVISION their respective Project Procurement Management Plan (PMMP) for their different Program Activities and Projects (PAPs) for the year 2024 **on or before 03 March 2023**, using the prescribed format/template.

The submitted PPMPs, shall then be evaluated by the Budget Division and if warranted, include in the Department's budget proposal for the year 2024 for approval of the Secretary of her duly authorized representative. After the budget proposal has been approved, the Budget Division shall furnish copy of the Department's budget proposal as well as the corresponding PPMPs to the Bids and Awards Committee (BAC) Secretariat for consolidation into the proposed APP for approval of the Secretary or her duly authorized representative from which the BAC shall undertake procurement in accordance with the IRR of RA 9184.

Further, in compliance with Rule II Section 7.4 of the 2016 Revised IRR of RA No. 9184, **changes to the individual PPMPs and the consolidated APP may be undertaken every six (6) months** or as often as may be required by the Head of Procuring Entity (HoPE). The respective end-user or implementing units of the Procuring Entity shall be responsible for the changes to the PPMPs through a Supplemental PPMP (SPPMP), while the BAC Secretariat shall be responsible for the consolidation of these SPPMPs into an Updated/Supplemental APP, which shall be subjects to the approval of the Secretary or her duly authorized representative and shall likewise be submitted to the GPPB in July of the current year and January of the following year.

To control the frequency of submission of SPPMP, each end-user or implementing units shall be limited to submit a maximum of three (3) SPPMPs, otherwise, a justification or explanation approved by the HoPE must be attached to the SPPMPs.

For reference, the following PPMP forms may be downloaded through this google drive link: https://drive.google.com/drive/folders/1BdcNaIgoYoljulTO_UG1OUKFsby_DW9v.

1. PPMP-CSE (PS-DBM Form)
2. PPMP Non CSE (GPPB Form)
3. SPPMP Form

For the information and compliance of all end-user units.

ATTY. ERNESTO D. ADOBO, JR., *CESO I*