



**BAC Resolution Delegating the Conduct of Shopping and Small Value
Procurement to the DOT-National Capital Region (DOT-NCR) General Services
Unit**

Resolution No. 2025-004

WHEREAS, subject of the prior approval of the Head of the Procuring Entity (HoPE) and whenever justified by the conditions provided in the Revised IRR of RA 9184 (Government Procurement Act) the Procuring Entity may in order to promote economy and efficiency, resort to any alternative mode of procurement provided in Rule XI (Alternative Methods of Procurement) of the Revised IRR of 9184. In all instances, the procuring entity shall ensure that the most advantageous price for the government is obtained;

WHEREAS, Negotiated Procurement is a method of procurement of goods, infrastructure, projects and consulting services, whereby the procuring entity directly negotiates a contract with a technically, legally and financially capable supplier, contractor or consultant in any of the cases enumerated under Section 52 (Shopping) and Section 53.9 (Small Value Procurement) of Rule XVI of the 2016 Revised IRR of R.A. 9184;

WHEREAS, Shopping, is a method of procurement of goods, whereby the procuring entity simply requests for the submission of price quotations for readily available of-the-shelf goods or ordinary/regular equipment to be procured directly from suppliers of known qualifications when there is unforeseen contingency requiring immediate purchase: Provided, however; That the amount shall not exceed Two Hundred Thousand Pesos (P200,000.00); or in procurement of ordinary or regular office supplies and equipment not available in Procurement Service-DBM involving an amount not exceeding One Million Pesos (PhP1,000,000.00));

WHEREAS, Small Value Procurement, is defined as a procurement which does not fall under shopping and the amount involved does not exceed One Million Pesos (PhP 1,000,000.00) or within the threshold as maybe provided for the Government Procurement Policy Board (GPBB) in the future. Provided, however, that the procuring entity shall draw up a list of at least three (3) suppliers, contractors, or consultants of known qualifications which will be invited to submit proposals, in the case of goods and infrastructure projects, or curriculum vitae, in the case of consulting services;

WHEREAS, Annex "H" on the Consolidated Guidelines for the Alternative Methods of Procurement of the Revised Implementing Rules and Regulations (IRR) of the Republic Act No. 9184 provides the conduct of Shopping and Negotiated Procurement under Emergency Cases, small Value Procurement and Lease of Real Property and Venue may be delegated to the End-User unit or any other appropriate bureau, committee, or support unit duly authorized by the BAC through a Resolution approved by the HopE;

NOW, THEREFORE, WE, the Members of the DOT Bids and Awards Committee, hereby **Resolve**, as it is hereby **Resolved**:

- a) To delegate the conduct of Shopping and small Value Procurement for those were the approved budget is Fifty Thousand Pesos (Php 50,000.00) and below to the DOT-NCR General Services Unit (GSU); Provided, however, that in the performance of the tasks delegated under the Resolution, the GSU shall strictly observe the requirements under Section 52, 53.9 and Appendix 18, of the revised IRR of R.A. 9184; Provided, further, that there be no splitting of contracts which is defined as the breaking up of contracting to smaller quantities and amounts, or dividing contact implementation into artificial phases or subcontracts, for the purpose of making it all fall below the threshold for shopping or Small Value Procurement, or evading or circumventing the requirement of public bidding;
- b) For purposes of reporting and monitoring, DOT-NCR GSU shall inform the BAC Secretariat about any Small Value Procurement activities at all time, and to provide a copy of all documentation relative to this;

- c) To recommend for approval by the Head of Procurement Entity (HoPE) of DOT-NCR the delegation of the DOT NCR BAC to the DOT-NCR General Services Unit the conduct of Shopping and Small Value Procurement for those procurement with the **APPROVED BUDGET IS FIFTY THOUSAND PESOS (Php 50,000.00) and below** as provided for in this Resolution starting this January 21, 2025.

Resolved this **21st day of January 2025**.

Recommending Approval:

 IVANNOVICH T. AGOTE BAC Vice Chairperson	 VICTORIA MARGARITA V. PAJE BAC Chairperson	 MAY MENDOZA-RAMOS Member
 MARVIN N. MALACAMAN BAC Member		 KIM DARRYL L. MENOR BAC Member

APPROVED / DISAPPROVED:


SHARLENE ZABALA-BATIN
Assistant Secretary for TDRG and concurrent
Regional Director for DOT- NCR