



Republic of the Philippines
Department of Education
Schools Division of Benguet

DepEd-Benguet Division

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RELEASED

November 20, 2023

DIVISION MEMORANDUM

No. 427 s.2023

SUBMISSION OF 2024 PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

1. Pursuant to RA 9184 and Section 7.2 of its Implementing Rules and Regulations (2016), **“no procurement shall be undertaken unless it is in accordance with the approved Annual Procurement Plan (APP), including approved changes thereto.”**
2. In addition, Section 7.3.2 of the IRR states that in the preparation of the APP, the end-user or implementing units of the Procuring Entity shall formulate their respective **Project Procurement Management Plans (PPMPs)** for their different programs, activities, and projects.
3. Relative to the foregoing statements, each SDO functional division (OSDS, CID, and SGOD) is required to prepare their PPMP for CY 2024. The PPMP shall include:
 - a. Information on whether PAPs will be contracted out, implemented by administration in accordance with the guidelines issued by the GPPB, or consigned;
 - b. The type and objective of contract to be employed;
 - c. The extent/size of contract scopes/packages;
 - d. The procurement methods to be adopted, and indicating if the procurement tasks are to be outsourced as provided in Section 7.3. of the IRR;
 - e. The time schedule for each procurement activity and contract implementation; and
 - f. The estimated budget for the general components of the contract.
4. Each SDO functional division is responsible for the alignment of their PPMPs to the 2024 DAIP and shall ensure that careful and judicious planning was seriously considered before the plan shall have been submitted for consolidation and final approval.



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5. Effective CY 2024, the Bids and Awards Committee Secretariat shall not accept requests for procurement of PAPs without the attached approved PPMPs.
6. Access to the PPMP template shall be through this link:
<https://tinyurl.com/v7xmx37m>
7. Duly signed hard copies of the PPMPs from each SDO functional divisions shall be submitted on or before **December 18, 2023** to Ms. Mahal Rifani, BAC Secretariat Head. Soft copies shall be forwarded through E-mail at mahal.rifani@deped.gov.ph for her consolidation.
8. Immediate dissemination of and compliance with this Memorandum is directed.


SALLY L. BANAKEN-ULLALIM CESO V
Schools Division Superintendent

OSDS/SLBU/cfm/rabb



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