

**ANNEX 6
GUIDELINE ON PHILGEPS POSTING**

Maintain/Update the PhilGEPS posting of all Invitations to Bids and awarded contracts pursuant to the Government Procurement Reform Act, Republic Act No. 9184, for transactions from January 1, 2024 to December 31, 2024, including the Early Procurement of FY 2024 Non-CSE items. Certificate of compliance to PhilGEPS is no longer necessary.

Agencies should track their status through PhilGEPS microsite: <http://data.philgeps.gov.ph/directory/pbb.aspx>.

Departments/agencies should ensure that the status of notices in the PhilGEPS system for all transactions for the period January 1, 2024 to December 31, 2024, including the Early Procurement of FY 2024 Non-CSE items, is **updated** on or before **January 31, 2025**. *Failed or cancelled bid status should still be updated in PhilGEPS.*

If the agency is unable to update the system or post the BAC Resolution, Notices of Award/Bid Results, Actual Approved/Awarded Contracts and Notices to Proceed/Purchase Orders for transactions above one million (P1,000,000) in the PhilGEPS due to factors that are outside the control of the agency, the agency should submit a letter to or inform PhilGEPS and submit a letter of explanation addressed to the AO25 IATF on or before January 31, 2025. Acceptance of explanation/justification shall be subject to the recommendation of PhilGEPS.

See the required actions for each status of Notice in PhilGEPS:

Status of Notice in PhilGEPS	Status of Award in PhilGEPS	Required Action
Closed / Closed – Pending Opening	Null	Identify specific bid result and explain the status of each line item. The justification should be signed by the Head of Procuring Entity and by the BAC Chair and submit to ao25secretariat@dap.edu.ph .
Closed / Closed – Pending Opening	Posted	Identify specific bid result for each line item and post the Notice to Proceed and Approved Contract in PhilGEPS In the event that the agency cannot post the NTP and Approved Contract in PhilGEPS, a justification for each item should be submitted. The justification should be signed by the Head of Procuring Entity and by the BAC Chair and submit to ao25secretariat@dap.edu.ph .
Awarded	Null	Identify specific bid result for each line item and post the Award Notice, Notice to Proceed, Approved Contract and BAC Resolution in PhilGEPS In the event that the agency cannot post the Award Notice, Notice to Proceed, Approved Contract and BAC Resolution in PhilGEPS, a justification for each item should be submitted. The justification should be signed by the Head of Procuring Entity and by the BAC Chair and submit to ao25secretariat@dap.edu.ph .
Awarded	Posted	Post the Notice to Proceed and Approved Contract in PhilGEPS. In the event that the agency cannot post the Notice to Proceed and Approved Contract in PhilGEPS, a justification for each item should be submitted. The justification should be signed

		by the Head of Procuring Entity and by the BAC Chair and submit to ao25secretariat@dap.edu.ph .
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If departments/agencies are unable to post, they must provide a justification signed by the Head of Procuring Entity and by the BAC Chair and submit to ao25secretariat@dap.edu.ph. Kindly follow the format below:

DEPARTMENT OF AGRICULTURE, RFO 5

San Agustin, Pili, Camarines Sur

The justification/s being issued in response to the non-compliance of posting of the following items on the PhilGEPS website as of January 29, 2025:

Reference No.	Notice Title	Line Item ID	Notice Status	Award Status	Remarks / Explanation
10531201	Catering Services for use during the conduct of Various Trainings in the AMIA Villages in Bicol Region (Per lot basis)				NOA, Perf Bond, Contract and NTP c/o Supplier
10558496	Catering Services for use during the conduct of Hybrid Provincial Demonstration Farm Farmers Field Day under Rice Program 2024 (Per Lot Basis)				NOA, Perf Bond, Contract and NTP c/o Supplier
10614381	Catering Services, Training Materials and Van Rental for the use of various training for Rice-based under Rice and AMIA Programs (Per lot basis)				NOA, Perf Bond, Contract and NTP c/o Supplier
10693302	INVITATION TO BID Catering Services,Supplies,Kits and Materials for use during the conduct of the Training for Institutional Development of Small Water Irrigation System Associations (SWISA) under Ric				NOA, Perf Bond, Contract and NTP c/o Supplier
11199811	Supply and Delivery of Various Agricultural Inputs for the establishment of Model Farm and Techno Demo for Corn, Cassava, Sorghum and Soybean Production under 2024 Corn Program Implementation (per lot				No Contract and Performance bond c/o Supplier
11199859	CATERING SERVICES, VAN RENTAL, SUPPLIES, KITS & MATERIALS FOR USE DURING THE CONDUCT OF CLUSTER DEVELOPMENT PLAN (CDP) FORMULATION, CAPACITY ENHANCEMENT TRAININGS AND MEETINGS UNDER THE RICE PROGRAM F				NOA, Perf Bond, Contract and NTP c/o Supplier

11222232	CATERING SERVICES, VAN RENTAL, SUPPLIES, ASSORTED VEGETABLE SEEDS, PLANTING MATERIALS, FERTILIZER AND CHEMICALS, VARIOUS AGRICULTURAL SUPPLIES, AND ANIMALS FOR USE DURING THE IMPLEMENTATION OF PALAYAM				NOA, Perf Bond, Contract and NTP c/o Supplier
11414219	Supply and delivery of Assorted Vegetable Seeds, Agri Supplies and Tools for the Implementation of OAP-PSS 2025-(Per lot basis) EPA Single Year				2025 Advance Bidding
11414618	Labor and Materials for the Construction of One (1) unit Organic Fertilizer Processing Facility, One (1) unit Chicken Production Facility and Three (3) units Vermi Composting Shed for implementation u EPA Single Year				2025 Advance Bidding
11415346	Supply and Delivery of Multi-Frequency Global Navigation Satellite System (GNSS)-Real-Time Kinematic Positioning (RTK) Equipment for use by RAED for implementation under Rice Program 2025 EPA Single Year				2025 Advance Bidding
11415385	Supply, Delivery and Installation of Two (2) units Ricemill (Single Pass) in the Province of Camarines Sur for implementation under Rice Program 2025 EPA Single Year				2025 Advance Bidding
11415453	RETROFITTING OF DA-CHUDS ADMINISTRATIVE BUILDING AT VIRAC, CATANDUANES under other R/D 2025 EPA Single Year				2025 Advance Bidding
11415666	Supply and Delivery of Various Post-Harvest Machineries for Cassava and Corn under Corn Program 2025 (per lot basis) EPA Single Year				2025 Advance Bidding

11415715	Supply and Delivery of Pneumatic Four-Row Planter, Two-Row Planter and Pump and Engine Set for Open Source (PISOS) under Corn Program 2025 (per lot basis) EPA Single Year				2025 Advance Bidding
11415754	Supply and Delivery of Corn Husker Sheller, Hammer Mill, and Silage/Forage Chopper under Corn Program 2024 (per lot basis)				Contract c/o Supplier
11436737	Supply and delivery of Various Machineries and Equipment for the Implementation under NOAP 2025 EPA Single Year				2025 Advance Bidding
11445663	Supply and Delivery of 27,000 bags Certified Palay Seeds for use during the implementation of Rice Program 2025 (Seed Reserve) EPA Single Year				2025 Advance Bidding
11445721	Supply and Delivery of 1,650 bags Hybrid Palay Seeds for use during the implementation of Rice Program 2025 (Seed Reserve) EPA Single Year				2025 Advance Bidding
11445869	Supply & Delivery of Assorted Vegetable Seeds for Lowland, Hot Pepper production, Gulayan sa Paaralan & Barangay and Gulayan ng Bayan under FY 2025 HVCDP (per lot basis) EPA Single Year				2025 Advance Bidding
11445891	Supply & Delivery of Various Agricultural Supplies for Gulayan sa Paaralan & Barangay and Gulayan ng Bayan under FY 2025 HVCDP (per lot basis) EPA Single Year				2025 Advance Bidding
11445907	Supply & Delivery of Various Planting Materials (Bamboo Propagules, Grafted Pili & Budded Calamansi) for Gulayan sa Bayan, Pili, Calamansi & Bamboo Production under FY 2025 HVCDP (per lot basis) EPA Single Year				2025 Advance Bidding
11445913	Supply & Delivery of Various Corn Seeds (Hybrid and OPV) For distribution to SAAD farmer beneficiaries under the Food Production and Livelihood Component for FY 2025 (per lot basis) EPA Single Year				2025 Advance Bidding

11468045	Food, Accommodation ,Van Rental, Training Supplies and Materials for use during the Training Writeshop for PGS Group Manual of Operations and Internal Standard and Training Writeshop on Organic Ag EPA Single Year				2025 Advance Bidding
11470542	Supply and Delivery of Brand New Pick-Up 4x4 for use of DA RFO 5 (CY 2025) EPA Single Year				2025 Advance Bidding
11476259	Lot 1 – Catering Services in Camarines Sur, Lot 2-Food and Accommodation in Catanduanes, Lot 3 – Food and Accommodation in Masbate, Lot 4 – Food and Accommodation in Sorsogon, Lot 5- Food and Accommod EPA Single Year				2025 Advance Bidding
11476338	Supply and delivery of various Agricultural Supplies for distribution to the SAAD beneficiaries under the Food Production and Livelihood package for FY 2025 implementation (per lot basis) EPA Single Year				2025 Advance Bidding
11476515	Supply and delivery of Assorted Vegetable Seeds for distribution to the SAAD-HVCDP & OAP beneficiaries under the Food Production and Livelihood package for FY 2025 implementation EPA Single Year				2025 Advance Bidding
11476554	Supply and delivery of Ube Root crops for implementation of Urban and Peri-Urban Agriculture Program FY 2025 EPA Single Year				2025 Advance Bidding
11476601	Supply & Delivery of Various Office Equipment, Technical and Scientific Equipment , and Other Machinery Equipment for use in Regulatory Division FY 2025” (per lot basis) EPA Single Year				2025 Advance Bidding
11476731	Labor and Materials for the Repair and Maintenance of Trucks (Plate no. JM 8484, JM 4523, JM 4525) for use under Rice Program 2024				NOA, Perf Bond, Contract and NTP c/o Supplier

11476837	CATERING SERVICES, ADVOCACY SHIRT AND VAN RENTAL FOR USE DURING THE CONDUCT OF THE AGRO-ENTERPRISE TRAINING FOR COMPOSTING FACILITY FOR BIODEGRADABLE WASTE (CFBW) BENEFICIARIES UNDER RICE PROGRAM 2024				NOA, Perf Bond, Contract and NTP c/o Supplier
11476980	Supply, Delivery and Installation of Two (2) units Recirculating Dryer in Camarines Sur for implementation under Rice Program 2025 EPA Single Year				2025 Advance Bidding
11477044	Supply and Delivery of Various Machineries and Equipment for implementation under Rice Program 2025 EPA Single Year				2025 Advance Bidding
11477081	Supply and delivery of various Equipment (Semi Expendable Agri Forestry Equipment, Other Machinery & equipment & Semi-Expendable Furniture & Fixture) for distribution to the SAAD HVCDP, Livestock and EPA Single Year				2025 Advance Bidding
11532879	Supply and Delivery of Soil Ameliorants for 66,157 has. for use during the implementation of Rice Program 2025 (Per Lot Basis) EPA Single Year				2025 Advance Bidding
11533140	Labor and Materials for the Construction of One (1) unit Building for Feed Mill Facility in Camarines Norte for implementation under Corn Program 2025 EPA Single Year				2025 Advance Bidding
11533200	Supply, Delivery, Installation and Testing of the Various Machineries and Equipment for the Feed Milling Facility in Camarines Norte for implementation under Corn Program 2025 (Per Lot Basis) EPA Single Year				2025 Advance Bidding
11533230	Supply and Delivery of Six (6) units Four-Wheel Drive Tractor for implementation under Corn Program 2025 (per lot basis) EPA Single Year				2025 Advance Bidding
11533286	Supply and delivery of Five (5) units Corn Combine Harvester for implementation under Corn Program 2025 EPA Single Year				2025 Advance Bidding

11533318	Supply, Delivery, Installation, and Testing of Corn Grits Mill Assembly for Corn Grits Processing Facility in Camarines for implementation under Corn Program 2025 EPA Single Year				2025 Advance Bidding
11533350	Labor and Materials for the Construction of One (1) unit Building for Corn Grits Processing Facility in Camarines Sur for implementation under Corn Program 2025 EPA Single Year				2025 Advance Bidding
11533441	Supply and Delivery of Various Poultry Animals and Animal Feeds for distribution in the AMIA Villages for the Enterprises Establishment under AMIA 2025 (per lot basis) EPA Single Year				2025 Advance Bidding
11533501	Meals and Accommodation for the conduct of Regional Corn Program Year-End Assessment in Camarines Sur under 2024 Corn Program				On Going Post Qua
11533949	Labor and Materials for the Construction of One (1) unit Warehouse for implementation under NOAP2025 EPA Single Year				2025 Advance Bidding
11534918	Supply and delivery of Various Machineries and Equipment for the Implementation under NOAP 2025-(Per lot basis EPA Single Year				2025 Advance Bidding
11535289	Supply and Delivery of Various Drugs and Biologics for use under Livestock and Poultry Program for FY 2025 EPA Single Year				2025 Advance Bidding
11535366	Supply and Delivery of Various Animal Feeds for use under Livestock and Poultry Program for FY 2025 EPA Single Year				2025 Advance Bidding
11535420	Supply and Delivery of Agricultural and Marine Supplies for use of the ILD for FY 2025 EPA Single Year				2025 Advance Bidding
11535514	Supply and Delivery of 100 heads Gilts for use under Livestock and Poultry Program				NOA, Perf Bond, Contract and NTP c/o Supplier
11535519	Supply and delivery of Various ICT Equipment for use of RSBSA for 2025 Project EPA Single Year				2025 Advance Bidding

11535833	Catering Services, Supplies/Materials and Starter Kit for the conduct of Various Trainings and Meetings under 4Ks Program for FY 2025 (Per lot basis) EPA Single Year				2025 Advance Bidding
11535956	Supply and Delivery of Laboratory Supplies for use of the ILD for FY 2025 EPA Single Year				2025 Advance Bidding
11536031	Calibration of Laboratory Glassware and Equipment of Integrated Laboratory Division for the Calendar Year 2025 EPA Single Year				2025 Advance Bidding
11536532	Supply and Delivery of Various Agricultural Products for distribution to various IP Farmers under 4Ks Program for FY 2025 (Per lot basis) EPA Single Year				2025 Advance Bidding
11536684	Supply & Delivery of Brush Cutter, Sack Sewing Machine and Drum Seeder under SAAD for FY 2025 (per lot basis) EPA Single Year				2025 Advance Bidding
11536766	Supply and delivery of various Agricultural Supplies and fertilizer for implementation of Urban and Peri-Urban Agriculture Program 2025 (per lot basis) EPA Single Year				2025 Advance Bidding
11536807	Supply and delivery of various other supplies for distribution to the SAAD HVCDP, Livestock and Corn beneficiaries under the Food Productions Livelihood Component under SAAD FY 2025 EPA Single Year				2025 Advance Bidding
11536934	Van Rental services for use during the conduct of various trainings, assessments, field validation and other activities of SAAD Program for FY2025 EPA Single Year				2025 Advance Bidding
11537009	Supply & Delivery of Complete Fertilizer, Urea Fertilizer, Herbicides and Insecticides for distribution to SAAD farmer beneficiaries under the Food Production and Livelihood Component for FY 2025 (per EPA Single Year				2025 Advance Bidding

11537033	Supply and delivery of Assorted Vegetable Seeds for implementation of Urban and Peri-Urban Agriculture Program 2025 (per lot basis) EPA Single Year				2025 Advance Bidding
11538182	Supply and Delivery of Various Fertilizer and Chemicals for Pili, Bamboo, Gabi & Malunggay Production, Buffer Stocking, Gulayan sa Paaralan & Barangay and Gulayan ng Bayan (per Lot Basis) under 2025 H EPA Single Year				2025 Advance Bidding
11538190	Labor and Materials for the Construction of 1 unit Solar Powered Irrigation System with Battery under 2025 HVCDP EPA Single Year				2025 Advance Bidding
11540072	Supply and delivery of One (1) set Portable Container Storage for use in RSBSA Project for 2025 EPA Single Year				2025 Advance Bidding
11541749	Provision of Fifty (50) Security Services to DA RFO 5 and other ROSEs for the period of Twelve (12) Months under 2025 Various Funds EPA Single Year				2025 Advance Bidding
11542894	Supply and Delivery of Various Animal Drugs and Biologics for use under Livestock and Poultry Program for FY 2024				NOA, Perf Bond, Contract and NTP c/o Supplier
11543949	Supply and Delivery of Various Animals (Small and Large Ruminants) for use under Livestock and Poultry Program for FY 2024				NOA, Perf Bond, Contract and NTP c/o Supplier
11545678	Procurement of Twenty Eight (28) Janitorial Services for DA RFO 5 For the period of February 2025 - January 2026 EPA Single Year				2025 Advance Bidding
11548904	Labor and Materials for the Construction of 4 units Solar Powered Irrigation System (SPIS) for Implementation under NOAP 2025 EPA Single Year				2025 Advance Bidding
11549416	Labor and Materials for the Construction of One (1) unit Chicken Layer House with Brooder Cage for Implementation under NOAP 2025 EPA Single Year				2025 Advance Bidding
11551545	Supply and Delivery of Various Office and Other Supplies under ILD for FY 2025 (Per lot basis) EPA Single Year				2025 Advance Bidding

11551819	Supply and Delivery of Chemical and Filtering Supplies for use of the Different Laboratories under 2025 Integrated Laboratory Division (Per lot basis) EPA Single Year				2025 Advance Bidding
11551997	Supply, Installation, Rehabilitation, Fabrication, Repair and Preventive Maintenance of Various Technical and Scientific Equipment of ILD for the Calendar Year 2025 EPA Single Year				2025 Advance Bidding
11554127	Supply and Delivery of 142,100 bags Hybrid Palay Seeds for use during the implementation of Rice Program 2025 (PSS-Seed Distribution) – Per Lot Basis EPA Single Year				2025 Advance Bidding
11554219	Supply and Delivery of Bio Fertilizer for use during the implementation of Rice Program 2025 (Per Lot Basis) EPA Single Year				2025 Advance Bidding
11555058	Supply and Delivery of Inorganic Fertilizer for use during the implementation of Rice Program 2025 EPA Single Year				2025 Advance Bidding
11555851	Supply and Delivery of ICT Equipment for the Mainstreaming in Climate Resilient Agriculture for Climate Information Services implementation in the AMIA Villages under 2025 AMIA Program EPA Single Year				2025 Advance Bidding
11555860	Supply and Delivery of Various Agricultural and Marine Inputs for implementation of 2025 Production Support Services under Corn Production Enhancement Program (CPEP) (per lot basis) EPA Single Year				2025 Advance Bidding
11555872	Supply and Delivery of Various Agricultural and Marine Inputs for Buffer stocks, Techno Demos and Model Farms for implementation under 2025 Corn Program - Production Support Services and ESETS (per I EPA Single Year				2025 Advance Bidding
11555878	Labor and Materials for the Construction of Dehydration Facility under 2025 HVCDP EPA Single Year				2025 Advance Bidding

11555908	Labor and Materials for the Repair and Improvement of Screenhouse and Tissue Culture Laboratory under 2025 HVCDP EPA Single Year				2025 Advance Bidding
11556574	Procurement of Fuel, Oils and Filters for use of DA RFO 5 Service Vehicles and Other Machineries for CY 2025 under 2025 Various Funds EPA Single Year				2025 Advance Bidding
11556588	Printing of Different Brochure, Flyers and Booklets under 2025 HVCDP EPA Single Year				2025 Advance Bidding

IN WITNESS WHEREOF, we have hereunto affixed our signatures on the 29th day of January 2025 at **Department of Agriculture, Region 5, San Agustin, Pili, Camarines Sur** Philippines.

Signed by:

Noted by:

LORENZO L. ALVINA

OIC, RTD for Research and Regulations
BAC Chairperson

RODEL P. TORNILLA, MABE

Regional Executive Director
Head of Procuring Entity


Date:

Date:


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IN WITNESS WHEREOF, we have hereunto affixed our signatures on the 29th day of January 2025 at **Department of Agriculture, Region 5, San Agustin, Pili, Camarines Sur Philippines.**


Signed by:

 Digitally signed
by Alvina
Lorenzo Lanuzo
Date:
2025.01.29
16:01:36 +08'00'

Noted by:

 Digitally signed
by Tornilla Rodel
Pamon
Date: 2025.01.29
16:36:25 +08'00'

LORENZO L. ALVINA

OIC, RTD for Research and Regulations
BAC Chairperson 

RODEL P. TORNILLA, MABE

Regional Executive Director
Head of Procuring Entity

Date:

Date: