



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
CENTRAL OFFICE
Manila

097.7 DPWH
09.16.2019

September 12, 2019

DEPARTMENT MEMORANDUM)
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CIRCULAR NO. 69)
)
Series of 2019 09.16.19)

FOR / TO : **Undersecretaries**
Assistant Secretaries
Service Directors
Bureau Directors
Regional Directors
Heads of UPMOs
District Engineers
BAC Chairpersons and Members
This Department

For information and guidance, attached is a copy of **GPPB RESOLUTION No. 16-2019**, re: **"APPROVAL OF THE USE OF DIGITAL SIGNATURE IN PROCUREMENT RELATED DOCUMENTS."**

A copy of said Resolution may also be downloaded from the **DPWH website**: <http://dpwhweb>. If an office cannot access the DPWH website, a hard copy may be obtained from the Records Management Division, HRAS, upon request.

For dissemination to all concerned.

MARICHU A. PALAFOX, CESO III
Assistant Secretary for Support Services

Encl: GPPB Resolution No. 16-2019

Cc: Office of the Secretary

12.1.1 CGSC/EDY/MNC/MVSG



APPROVAL OF THE USE OF DIGITAL SIGNATURE IN PROCUREMENT RELATED DOCUMENTS

WHEREAS, Republic Act (RA) No. 9184 otherwise known as the “Government Procurement Reform Act” took effect on 26 January 2003, while its 2016 revised Implementing Rules and Regulations (IRR) took effect on 28 October 2016;

WHEREAS, Section 63 of RA No. 9184 and its 2016 revised IRR authorizes the Government Procurement Policy Board (GPPB) to formulate public procurement policies, rules and regulations, and amend its IRR, whenever necessary;

WHEREAS, Section 3(c) of RA No. 9184 and its 2016 revised IRR mandates the adoption of a streamlined procurement process that will uniformly apply to all government procurement which shall be simple and made adaptable to advances in modern technology in order to ensure an effective and efficient method;

WHEREAS, during the Inter-Agency Technical Working Group (IATWG) Meeting on 14 December 2017, the Department of Information and Communications Technology (DICT) representative informed the Board of the Philippine National PKI (PNPKI) Certificate Policy where the Public Key Infrastructure (PKI) Service will be implemented and rolled out with the Commission on Audit (COA);

WHEREAS, on 12 March 2018, the DICT requested that it be allowed to present the salient features of the PKI to the IATWG and the COA;

WHEREAS, in the meeting held on 14 September 2018, the IATWG resolved to recommend to the Board to create a small Technical Working Group that will study the use of digitally signed documents in the procurement process;

WHEREAS, on 21 March 2019, representatives from the Government Procurement Policy Board-Technical Support Office (GPPB-TSO), the COA and the DICT met and agreed that the DICT will provide a copy of the PNPKI policies to the GPPB-TSO and conduct an appreciation seminar amongst GPPB-TSO employees;

WHEREAS, during the 5th Regular Meeting of the GPPB on 17 July 2019, the GPPB-TSO recommended that the Board approve the following:

1. **ALLOW** the use of digital signature in all GPPB issuances, such as Resolutions, Circulars, Policy Matter Opinions, and Minutes of the Meeting; and
2. **APPROVE** the use of digital signature in procurement-related documents and to **DIRECT** procuring entities to issue internal rules in the adoption of the use of digital signature in their procurement processes, including punishment for unauthorized and illegal use subject to the policy that will be issued by the DICT;

WHEREAS, after careful review and deliberation` the Board resolved to adopt the recommendation of the GPPB-TSO with modifications;

NOW, THEREFORE, for and in consideration of the foregoing, **WE**, the Members of the **GOVERNMENT PROCUREMENT POLICY BOARD**, by virtue of the powers vested on **US**, by law and other executive issuances, hereby **RESOLVE**, to confirm, adopt, and approve, as **WE** hereby confirm, adopt, and approve the following:

1. **ALLOW** the use of digital signature in all GPPB issuances, such as Resolutions, Circulars, Policy Matter Opinions, and Minutes of the Meeting;
2. **DIRECT** the GPPB-TSO, in coordination with the DICT, to conduct trainings or orientation and disseminate information on the use of digital signature as authorized herein;
3. **ALLOW the use of digital signature in all procurement-related documents**, including but not limited to: (a) Project Procurement Management Plan; (b) Annual Procurement Plan; (c) Request for Quotation; (d) Request for Proposal; (e) Philippine Bidding Documents; (f) Invitation to Bid; (g) Request for Expression of Interest; (h) Supplemental/Bid Bulletin; (i) Notice of Postponement of Bid Opening; (j) Notice of Eligibility or Ineligibility; (k) Notice of Short Listing; (l) Abstract of Quotations; (m) Abstract of Bids as Read; (n) Abstract of Bids as Calculated; (o) Bid Evaluation Report; (p) Notice to Bidder with the Lowest Calculated Bid; (q) Post-Qualification Report; (r) Notice of Post-disqualification; (s) Notice of Award; (t) Approval of Higher Authority; (u) Notice to Proceed; (v) Reply to Motion for Reconsideration and Protest; (w) Bids and Awards Committee (BAC) Resolutions; (x) Blacklisting Order; (y) Procurement Monitoring Report; and (z) Agency Procurement Compliance and Performance Indicators;
4. **REQUIRE** the BAC Secretariat to prepare the resolution and other procurement related documents for every procurement activity in advance of the meeting, and if majority of the members of the BAC present approves the said document/s, the approving BAC members shall immediately authorize the signing of the document/s using their digital signature, when applicable; and
5. **DIRECT** the GPPB-TSO to monitor the implementation of the use of digital signature and recommend to the Board when the use of digital signature shall be made mandatory.

This Resolution shall take effect immediately.

APPROVED this 17th day of July 2019 at Pasig City, Philippines.

SGD

**DEPARTMENT OF BUDGET AND
MANAGEMENT**

**NATIONAL ECONOMIC AND
DEVELOPMENT AUTHORITY**

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