



12 January 2024

ATTY. ROWENA CANDICE M. RUIZ
Executive Director V
Technical Support Office
Government Procurement Policy Board
Unit 2506 Raffles Corporate Center
F. Ortigas Jr. Rd. Pasig City

Attention: Monitoring Division

Dear Exec. Dir. Ruiz:

We are pleased to submit the DOST-Science and Technology Information Institute's (DOST-STII) **CERTIFICATE OF COMPLIANCE** for **Early Procurement Activities (EPA)** for **FY 2024**.

Also attached is the agency's **Indicative Annual Procurement Plan (APP)** for **FY 2024** as an indication that we have successfully undertaken **Early Procurement Activities (EPA)** for at least **91.69%** of the total value of the eligible Procurement Projects.

We hope that you find the documents in order.

Thank you.

Very truly yours,

ARLENE E. CENTENO
Officer-in-Charge, Office of the Director, DOST-STII

CERTIFICATION
Undertaking of Early Procurement Activities (EPA)

I hereby certify that **DOST-SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE** has successfully undertaken Early Procurement Activities for at least **91.69%** of the value of eligible Procurement Projects based on the agency's Indicative Annual Procurement Plan/s consistent with the National Expenditure Plan for Fiscal Year 2024 in the following amounts:

Description ¹	Total Amount (in PhP)
a. Total Amount in Indicative APP	Php 60,221,000.00
b. Less: Exclusions ²	Php 29,685,236.84
c. Total Value of eligible EPA projects [c=(a-b)]	Php 30,524,763.16
d. Amount of Successful ³ EPA projects	Php 27,986,683.16
e. Percentage of Successful EPA [e=d/c]*100]	91.69%

This Certification is being made in compliance with the General Administration and Support Services Target of the Guidelines on the Grant of the Performance-Based Bonus for the Fiscal Year 2023, of the Administrative Order No. 25 Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information, and Reporting Systems Memorandum Circular No. 2020-1, pursuant to the Implementation of EPA issued under Government Procurement Policy Board Circular No. 06-2019.

The undersigned attests to the accuracy of all information contained herein based on available records and information that can be verified with the **DOST-STII** and the Philippine Government Electronic Procurement System.

IN WITNESS HEREOF, I have hereunto affixed my signature on 12th day of January 2024 in Taguig City, Philippines.

ARLENE E. CENTENO
 Officer-in-Charge, Office of the Director, DOST-STII

SUBSCRIBED AND SWORN to before me this JAN 15 2024 in TAGUIG CITY, Philippines, with affiant exhibiting me his/her VMID ID: 006-0078-5413-0 issued on 2015 at MLA, PHILS.

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RACHEL W. COPANUT-PANGWI
 NOTARY PUBLIC UNTIL Dec. 31, 2025/TAGUIG CITY
 Not. Com. Appt. No. 29 (2024-2025)
 2/F, Pacura Bldg. 427 MLO, St., Lower Bicutan, Taguig City
 PTR No. A-6089421/1-3-2024, Taguig City
 IBP O.R. No. 327805-12/13/2023, RSM
 MCLE Comp. No. VII-0007104/11-22-2021
 ROLL No. 61627

¹ Amount and values refer to the Approved Budget for the Contract.

² GPPB Circular 06-2019 dated 17 July 2019

³ Section 4.2 of DBM Circular 2018-8 dated 30 July 2018 provides that "Early Procurement activities shall refer to pre-procurement conference until post-qualification of bids and recommendation by the Bids and Awards Committee (BAC) to award the contract to the winning bidder. Therefore EPA is considered successfully conducted if the necessary steps prior to the award were undertaken.



APPENDIX "1"

POSTING CERTIFICATION

This is to certify that the **DOST-Science and Technology Information Institute** has posted its **CERTIFICATION OF COMPLIANCE** for **EARLY PROCUREMENT ACTIVITIES (EPA) FY 2024** on **15 January 2024**, its agency website and can be accessible through this link: <https://stii.dost.gov.ph/transparency>.

This certification is being issued in compliance with GPPB Circular No. 02-2020, this 15 of January, 2024.


JONA M. BERNAL

Head, Bids and Awards Committee Secretariat