



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT

May 5, 2020

Usec. LLOYD CHRISTOPHER A. LAO

OIC-Executive Director

Procurement Service, RR Road, Cristobal St., Paco Manila

Dear **Usec Lao**,

This refers to your letter requesting clarification on the posting and submission of documents as part of the Transparency Seal requirements for FY 2019.

Per Letter of Instructions No. 755, the Procurement Service (PS) is under the direct administrative supervision of the Department of Budget and Management and considered as income-generating agency. Moreover, PS does not receive any allotment under the General Appropriations Act. This shall categorize PS as an attached agency under the **DBM coverage**, and therefore, the Budget and Financial Accountability Reports (BFARs) will not be applicable to PS.

Below are list of documents/information that need to be present in the Transparency Seal of your website as your requirements:

- Mandate, Mission, Vision, Name of Officials with designation and contact information
- Financial Statement FY 2019
- Annual Report for FY 2019
- Approved Budget from DBM for FY 2019
- Annual Procurement Plan (CSE 2019, Non-CSE 2019, Indicative Non-CSE 2020)
- System Ranking Delivery Units and Individuals for FY 2019
- QMS Certification

Upon validation of the above-mentioned requirements, we find you **COMPLIANT** for the Transparency Seal requirements for FY 2019. This recommendation shall be communicated to AO25 Secretariat for their reference and consolidation.

Truly yours,

CLARITO ALEJANDRO D. MAGSINO

Assistant Secretary and Chief Information Officer

cc: AO25 Secretariat