



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE OF AWARD

JAN 21 2025

ATTY. GIL CARLOS R. PUYAT IV

President

APO Production Unit, Inc.

2nd Floor, PIA Building, Visayas Avenue

Brgy. Vasra, Quezon City

Dear **President Puyat:**

We are pleased to inform you that the contract for the Project, "Printing of FY 2026 Budget Documents," in the amount of Twenty-Three Million Three Hundred Twenty One Thousand Eighty Eight Pesos (P23,321,088.00), is hereby awarded to the APO Production Unit, Inc.

Thank you and God Bless.

Very truly yours,

AMENAH F. PANGANDAMAN
Secretary

Conforme:

ATTY. GIL CARLOS R. PUYAT

President

11 FEB 2025

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement made and entered into this 28 FEB 2025 2025 by and between the following:

The **DEPARTMENT OF BUDGET AND MANAGEMENT**, a government agency duly organized and existing under the laws of the Republic of the Philippines with principal office address at General Solano St., San Miguel, Manila, represented herein by its **SECRETARY, AMENAH F. PANGANDAMAN**, hereinafter called the **"DBM"**;

-and-

The **APO PRODUCTION UNIT, INC.**, a government agency duly organized and existing under the laws of the Republic of the Philippines with office address at 2nd Floor, PIA Building, Visayas Avenue, Brgy. Vasra, Quezon City, represented by its **PRESIDENT GIL CARLOS R. PUYAT**, hereinafter called the **"APO"**;

Collectively, the **"Parties"**;

WITNESSETH:

WHEREAS, the DBM, particularly its Budget Technical Bureau (BTB), determined the need to procure services for the printing of the FY 2026 Budget Documents, specifically the (i) National and Corporate Budget Calls for FY 2027; (ii) NEP Volumes I, II, and III for FY 2026; (iii) Budget of Expencitures and Sources of Financing (BESF Tables) for FY 2026; (iv) President's Budget Message (PBM) for FY 2026; (v) Technical Notes on the Proposed Budget (BESF Text) for FY 2026; (vi) Staffing Summary for FY 2026; (vii) Fiscal Risks Statements for FY 2026; and the (viii) General Appropriations Act (GAA) Volumes 1A, 1B, 1C, and 2 for FY 2026;

WHEREAS, the FY 2025 Annual Procurement Plan of the DBM includes the Project, "Printing of the FY 2026 Budget Documents," with an Approved Budget for the Contract of Twenty-Three Million Three Hundred Twenty One Thousand Eighty Eight Pesos (P23,321,088.00);

WHEREAS, Section 25 of the General Provisions of the FY 2025 General Appropriations Act (GAA), RA No. 11936, provides, among others, that all agencies of the government shall engage the services of the National Printing Office (NPO), Bangko Sentral ng Pilipinas (BSP), and APO as Recognized Government Printers (RGPs) for the printing of accountable forms and sensitive, high quality or high volume requirements;

WHEREAS, considering that the Budget Documents fall under the category of accountable forms and/or sensitive, high quality and high volume printing requirement of the DBM and in accordance with the Guidelines on the Procurement

of Printing Services,¹ on October 10, 2024, the DBM-Bids and Awards Committee (BAC) issued Requests for Quotation (RFQs) to APO, BSP and NPO to determine which RGP is the most capable in performing the printing services required for the Project;

WHEREAS, after careful review and evaluation of the quotations submitted by APO and NPO, the DBM-BAC found that APO is the most capable RGP to perform the required printing services, with the most advantageous terms for the DBM;

WHEREAS, APO submitted an Offer to Print² for the Budget Documents in the total amount of P23,321,088.00 and a Certification which states the following:

1. that APO, as an RGP, has the mandate to undertake the printing of the Budget Documents;
2. that APO owns or has access to the necessary tools and equipment to exercise and fulfill its mandate;
3. that APO has the absorptive capacity to undertake the aforementioned printing requirements of the DBM; and
4. that APO shall not engage the services of sub-contractors;

WHEREAS, item 4.5 of the Guidelines on the Procurement of Printing Services provides that the procuring entity shall then engage the services of the appropriate RGP through an Agency-to-Agency Agreement pursuant to Section 53.5³ of the 2016 Revised Implementing Rules and Regulations (IRR) of RA No. 9184;

WHEREAS, item 6 (d) of the Implementing Guidelines on Agency-to-Agency Agreements, issued by the Government Procurement Policy Board (GPPB) through Resolution No. 018-2007 dated May 31, 2007, provides that the use of Agency-to-Agency Agreement shall be subject to the prior approval of the Secretary, as the Head of the Procuring Entity (HoPE), upon recommendation of the BAC;

WHEREAS, in accordance with Section V.D.5(c) (iii) of Annex "H" of the 2016 Revised IRR of RA No. 9184, the DBM-BAC, through Resolution No. 2024-85, recommended to the Secretary of the DBM as the HoPE, that the contract for the Project, "Printing of the FY 2026 Budget Documents," in the amount of P23,321,088.00 be awarded to APO through an Agency-to-Agency Agreement, pursuant to Section 53.5 of the same IRR of RA No. 9184;

WHEREAS, the aforesaid recommendation of the DBM-BAC was subsequently approved by the Secretary of the DBM as the HoPE;

NOW, THEREFORE, for and in consideration of the foregoing premises and the mutual covenants, stipulations and agreements, the Parties have agreed, as they do hereby agree, and bind themselves as follows:

¹ Appendix 20 of the 2016 Revised IRR of RA No. 9184

² Annex B

³ Agency-to-Agency. Procurement of Goods, Infrastructure Projects and Consulting Services from another agency of the GoP, such as the DBM-PS, which is tasked with a centralized procurement of Common-Use Supplies for the GoP in accordance with Letters of Instruction No. 755 and EO No. 359, s. 1989.

1. The following documents shall form and be read and construed as part of this Memorandum of Agreement (MOA):

- Annex A – Technical Specifications
- B – Submitted Offer to Print
- C – Submitted Certification
- D – Notice of Award

2. In consideration of the payments to be made by the DBM pursuant to this MOA, APO hereby covenants with the DBM to print and deliver the Budget Documents in accordance with the following Technical Specifications specified in Annex A.

3. Further, APO warrants the following:

- i. that APO, as an RGP, has the mandate to undertake the printing of the Budget Documents;
- ii. that APO owns or has access to the necessary tools and equipment to exercise and fulfill its mandate;
- iii. that APO has the absorptive capacity to undertake the aforementioned printing requirements of the DBM; and
- iv. that APO shall not engage the services of sub-contractors.

4. The DBM hereby covenants to pay APO, upon satisfactory completion of the printing and delivery of the Budget Documents, the amount of Twenty-Three Million Three Hundred Twenty One Thousand Eighty Eight Pesos (P23,321,088.00).

5. The period for the performance of the obligations under this MOA shall not go beyond the validity of the appropriation for this Project.

6. Entire Agreement. The Parties agree that this MOA, including the attached Annexes, contains their full agreement and supersedes all previous agreements, either written or oral, if there are any. No agreements, understandings, commitments, discussions, warranty, representations or other covenants, whether oral or written, between the Parties are included in this MOA, including the attached Annexes, except as set forth herein.

7. Confidentiality. The Parties shall not divulge or disclose to third persons any information obtained in the course of this MOA. Any disclosure shall be subject to the written consent of the Parties concerned.

In the performance of obligations under this MOA, therefore, the Parties hereby agree to observe all relevant provisions of the Data Privacy Act of 2012 (RA No. 10173), its implementing rules and regulations, and all relevant issuances of the National Privacy Commission. Any unauthorized disclosure of herein information shall subject the erring Party to the applicable administrative and penal provisions provided under the said law.

8. Governing Law. This MOA shall be governed by and construed in accordance with the laws of the Republic of the Philippines. Any action brought to enforce or interpret this MOA shall be brought to the courts of the City of Manila to the exclusion of all other courts.

9. Good Faith. The Parties undertake to act in good faith with respect to each other's rights under this MOA and to adopt all reasonable measures to ensure the realization of the objectives of this MOA.

IN WITNESS WHEREOF, the Parties hereto have signed this MOA on this ____ day of _____, 2025 at General Solano St., San Miguel, Manila, Philippines.

**DEPARTMENT OF BUDGET AND
MANAGEMENT**

By:

AMENAH F. PANGANDAMAN
Secretary

APO PRODUCTION UNIT, INC.

By:

GIL CARLOS R. PUYAT
President

SIGNED IN THE PRESENCE OF:

MA. CECILIA M. NARIDO
Director IV
DBM-Budget Technical Bureau

Dominic P. Tajon
Sales & Marketing Manager

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
QUEZON CITY) S.S.

BEFORE ME, a Notary Public for and in the City of QUEZON CITY, Philippines on this 28 FEB 2025 day of 2025, personally appeared the following:

NAME	VALID ID	VALID UNTIL
AMENAH F. PANGANDAMAN	DBM ID No.	

GIL CARLOS R. PUYAT _____

known to me to be the same persons who executed the foregoing instrument and who acknowledged to me that the same is their free and voluntary act and deed and of the entities they respectively represent.

This MOA for the Printing of the FY 2026 Budget Documents was signed by the Parties, and their material witnesses on each and every page thereof.

WITNESS MY HAND AND SEAL this 28 FEB 2025 day of 2025.

Doc. No 41;
Page No 87;
Book No 443;
Series of 2025.

ATTY. JASON G. DE BELEN
Roll No. 36259
Adm. No. NP-003 Notary Public
Notary Public for Quezon City
My Commission expires on December 31, 2025
No. 7M Panay Ave. cor. Sgt. Borromeo St., Q.C.
IBP No. 492597; Q.C., 1-2-2025
PTR No. 7009622; Q.C., 1-2-2025
MCLE VII-0019570; 5-30-22



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE TO PROCEED

FEB 26 2025

ATTY. GIL CARLOS R. PUYAT

President

APO Production Unit, Inc.

2nd Floor, PIA Building, Visayas Avenue

Brgy. Vasra, Quezon City

Dear **President Puyat**:

This is to inform your agency that the performance of the obligations specified in the attached Memorandum of Agreement for the Project, "Printing of FY 2026 Budget Documents," shall commence upon receipt of this Notice to Proceed in accordance with Section 37.4 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 (the Government Procurement Reform Act).

Thank you and God Bless.

Very truly yours,

LEONIDO J. PULIDO III
Assistant Secretary

28 FEB 2025

I acknowledge receipt and acceptance of this Notice on _____.

Name of Authorized Representative: _____
Atty. Gil Carlos R. Puyat
PRESIDENT

Signature: _____