



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



**CIRCULAR LETTER**

No. 2020 - 2  
January 8, 2020

**TO : All Heads of Departments, Agencies, Other Executive Offices, the Constitutional Offices, and Government-Owned/Controlled Corporations**

**SUBJECT : Budget Fora on Procurement and FY 2021 Budget Preparation**

- 1.0 The Department of Budget and Management shall conduct a fora at the Philippine International Convention Center (PICC) on the following schedule:

Schedule	Activity	Attendees
<b>January 14, 2020, Tuesday</b> 8:30 A.M to 5:00 P.M.	FY 2020 Procurement Forum	Budget/accounting officers, members of the Bids and Awards Committee, its Secretariat and Technical Working Group, end-user representatives, and other personnel involved in procurement of NGAs, GFIs and GOCCs
<b>January 15, 2020, Wednesday,</b> 8:00 A.M to 12:00 N.N.	FY 2021 Budget Forum	Heads of budget, accounting and planning units of NGAs
<b>January 15, 2020, Wednesday</b> 1:00 to 5:00 P.M.		Heads of budget, accounting and planning units of GOCCs

- 2.0 In the interest of attaining a conducive environment for learning given the limited capacity of the venue, **only three (3) slots/seats per agency** will be made available for the expected attendees.
- 3.0 For the guidance of all concerned.

  
**WENDEL E. AVISADO**  
Secretary

