

## Overview

# REPEAT ORDER



**Procurement of goods from previous winning bidder whenever there arises a need to replenish the goods procured under a contract previously awarded through bidding.**

### APPLICABILITY

- ☒ GOODS
- ☐ INFRA
- ☐ CONSULTING

*(Reference: RA No. 12009, IRR Section 33)*

## Conditions

# REPEAT ORDER

Shall be subject to the post-qualification process prescribed in the Bidding Documents and **ALL** of the following conditions:



Goods **previously procured through Competitive Bidding or Bidding in nature;**



Availed **within 6 months from date of NTP.** Except in special circumstances as approved by the GPPB;



Unit price must be **equal to or lower than that provided in original contract and the prevailing market price; and**



Shall **not exceed 25% of the quantity of each item** in the original contract.

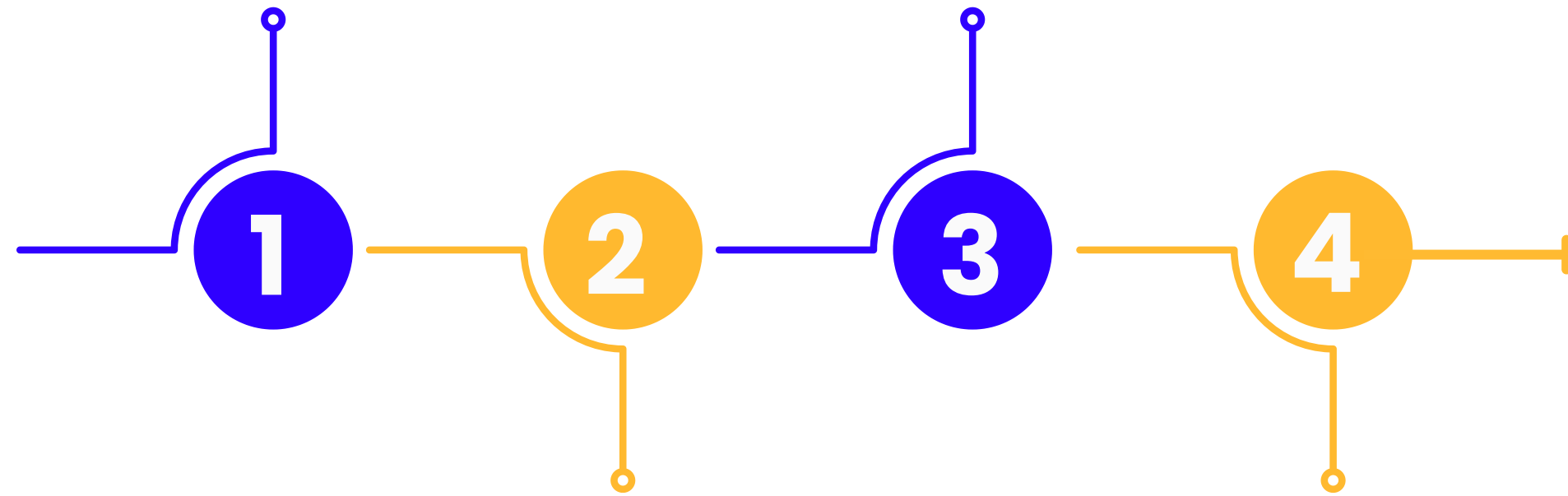
*(Reference: RA No. 12009, IRR Section 33)*

## Process Flow

# REPEAT ORDER

**Determine need to  
replenish goods**

**Prepare Purchase  
Request**



**Confirm if ALL conditions of Repeat Order  
can be met, and that unit price is:**  
1. **Equal or lower** than that provided in the  
original contract; and  
2. **Lower** than the prevailing market price

**BAC recommends  
Award of Contract to  
HoPE**

*(Reference: RA No. 12009, IRR Section 33)*