

PHILGEPS PRIVACY POLICY

Privacy Notice to Bidders/Suppliers

We value your privacy and personal data. Thus, we would like you to know that the personal information we will collect from you will be kept safe and secure.

This Privacy Statement explains how we may collect, use, protect, share, and store your information on as you participate in all government procurement activities organized by government procuring entities.

If you receive any similar communication or solicitation, for any purpose or activity, or if any PS official or personnel initiates any act violative of the above cited law, you can report this to PS management. You will be assisted by our Legal Division and information may be provided by sending an email to legal@ps-philgeps.gov.ph.

What We May Collect From You

As you participate in government procurement activities, the following personal information may be collected from you:

- Company profile, including name, address, business license, permits and other relevant documents;
- Government issued IDs;
- Financial information (such as audited Financial Statements, income, expenses, balances, investments, tax, insurance, etc.);
- Ongoing, awarded, and finished contracts containing your personal information; and
- Specimen signature;

How We Use Your Information

We may use your personal information to:

- process your certificate of registration to participate in all government procurement activities;
- approve your request for account on the Philippine Government Electronic Procurement System (PhilGEPS);
- process and evaluate your bidding proposal/s;
- communicate with you about procurement-related matters, including schedule of pre-bidding conference and other updates on bidding process;
- enforce the legal terms on actions related to procurement activities;

- prevent fraud or potentially illegal activities in the procurement process; and
- establish, exercise, or defend legal claims;

How We Share Your Information

As the government promotes transparency and accountability in all its procurement activities, your personal information may be viewed by other bidders/suppliers who are registered in the PhilGEPS portal.

How We Protect Your Information

To ensure that the personal information collected from you are secure from unwarranted access, only authorized personnel, such as the staff of our Customer Service, the end-users, as well as other procurement entities registered in the PhilGEPS portal, are allowed to view your information in the PhilGEPS portal. However, only personnel who are directly involved in processing your participation in the bidding activities are allowed to handle your personal information.

How Long Do We Store the Information

For winning bidders, your bidding proposals, containing your personal information are kept and secured by the BAC Secretariat until the completion of your projects and programs.

Effectivity of the Privacy Notice

This Privacy Notice is effective from June 1, 2019 and will remain in effect unless otherwise amended by Procurement Service (PS).

The PS holds the authority to modify this Notice through official directives and issuances, to which you will be duly noted through personal contact information on you have provided to us.

Do you have complaints, concerns, or questions?

If you have any complaints, concerns, or questions regarding the collection and processing of your personal information, please call the office at 8-640-6920 to 8-640-6921

Thank you!