



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF PUBLIC WORKS AND COMMUNICATIONS
OFFICE OF THE SECRETARY
M A N I L A

September 4, 1973

DEPARTMENT ORDER)

NO. 41

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SUBJECT: Improving Operations of
the DPWTC as Regards
Programming of projects,
Preparation of Government
Estimates and Prequalifi-
cation of contractors.

Pursuant to existing laws and in order to improve and strengthen the operations of the DPWTC, as well as, the agencies concerned with the implementation of our infrastructure program, the following policies are hereby promulgated for the guidance of all concerned:

1. PROGRAMMING OF PROJECTS

The final scheduling of projects approved for implementation in any fiscal year shall be made by the Department. This will insure the judicious programming and timely start of various project categories, which are under the jurisdiction and supervision of the different bureaus under the Department, which are complementary and integrable with each other based on total systems planning. This will give practical application of the concept of area development where all projects in a given area will be matched, integrated and implemented on a priority basis. This integrated scheduling of project implementation will, consequently, simplify the budgeting and funding process, not to mention the maximization of the projects' impact on development efforts. Optimum coordination of efforts within the Department, as well as, with other Departments' programs can thus be better achieved and the monitoring process simplified.

2. PREPARATION OF GOVERNMENT ESTIMATES

Considering that the Office of the Secretary shall have to review and approve public works contracts entered into by the agencies under it, the DPWTC should be represented in the Government Estimating Committee of each agency and such representative should actively participate in the actual estimating process. Furthermore, the Committee must include a representative from the Office of the Regional



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Directors, who are expected to be more knowledgeable about actual field conditions in their respective areas.

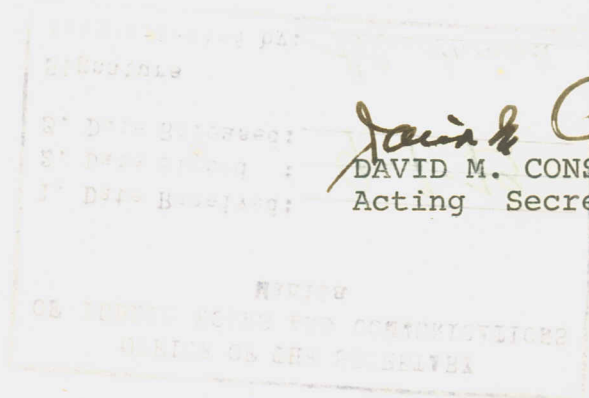
The Government Estimating Committee should start preparing the Government Estimate two weeks before the opening of bids and complete the same prior to the date the bids are opened.

3. PREQUALIFICATION OF CONTRACTORS

Prequalification of contractors should be made on a department-wide basis in order to insure that consideration shall be given all possible factors that could affect a contractor's capabilities. The need for this department-wide participation is further dictated by the legal requirement that contracts shall be approved by the Secretary. It is quite difficult for the Secretary to properly exercise this responsibility knowing that the contractor does not meet with department-wide standards although he may be prequalified by the bureau concerned.

For this reason, a representative of this Office should also be included in the Prequalification Committee of the agencies under this Department.

All previous orders, memoranda and circulars inconsistent herewith are hereby deemed repealed.



9/10/73

(020.01 General)