



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
Manila

097.13 DPWH
10-22-2012

DEPARTMENT ORDER

OCT 22 2012

NO. 77
Series of 2012 ^{KCKBA}
X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X

SUBJECT : AMENDMENT TO D.O. NO. 24, SERIES OF 2007
RE: OMNIBUS LEVELS OF AUTHORITIES OF DPWH
KEY OFFICIALS "ANNEX A" FOR PROCUREMENT
OF GOODS

In accordance with the increase in the thresholds for shopping and small value procurement (alternative methods of procurement) under Annex "H" of the revised IRR of RA 9184, the delegated authorities of key DPWH officials are partially amended as follows:

1. Approval of Purchase Requests (applicable for "shopping" and "small value procurement").

Director, AMMS	-	not exceeding ₱ 100,000.00
District Engineers	-	
Regional Directors	-	not exceeding ₱ 500,000.00
Undersecretary for Support Services	-	

2. Approval of Purchase Order (P.O.) for procurement and work order (W.O.) conducted through shopping and small value method **not exceeding ₱ 500,000.00.**

District Engineers
Regional Directors
Undersecretary for Support Services

This order supersedes Annex "A" (Goods, Supplies/Other Services) section C.3 *Alternative Method of Procurement* of D.O. No. 24, series of 2007, and shall take effect immediately.


ROGELIO L. SINGSON
Secretary



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ANNEX "H"
THRESHOLDS FOR SHOPPING AND SMALL VALUE PROCUREMENT

1. Shopping [Section 52.1. (a)]. When there is an unforeseen contingency requiring immediate purchase, the amount shall not exceed the following:

- a) For NGAs, GOCCs, GFIs, and SUCs, One Hundred Thousand Pesos (P100,000).
b) For LGUs, in accordance with the following schedule:

DOF Classification of LGUs	Maximum Amount (in Philippine Peso)		
	Province	City	Municipality
1 st Class	100,000	100,000	50,000
2 nd Class	100,000	100,000	50,000
3 rd Class	100,000	80,000	50,000
4 th Class	80,000	60,000	50,000
5 th Class	60,000	50,000	50,000
6 th Class	50,000	50,000	50,000

In the case of *barangays*, Fifty Thousand Pesos (P50,000).

2. Shopping [Section 52.1. (b)] and Small Value Procurement [Section 53.9]. Procurement shall not exceed the following:

- a) For NGAs, GOCCs, GFIs, and SUCs, Five Hundred Thousand Pesos (P500,000).
b) For LGUs, in accordance with the following schedule:

DOF Classification of LGUs	Maximum Amount (in Philippine Peso)		
	Province	City	Municipality
1 st Class	500,000	500,000	100,000
2 nd Class	500,000	500,000	100,000
3 rd Class	500,000	400,000	100,000
4 th Class	400,000	300,000	50,000
5 th Class	300,000	200,000	50,000
6 th Class	200,000	100,000	50,000

In the case of *barangays*, Fifty Thousand Pesos (P50,000).

3. For Foreign-funded Procurement, the thresholds shall be determined in each case, taking into account the nature of the goods, works, or assignment, by agreement between the GOP and the foreign government/foreign or international financing institution.

"Annex A"

OMNIBUS LEVELS OF AUTHORITIES OF DPWH KEY OFFICIALS

DELEGATED AUTHORITY	District		Regional		Services		PMO		Bureau		Procurement Office for CW Head	Assistant Secretary	Under-secretary
	BAC	District Engineer	BAC	Director	Division Chief	Director	Assistant Proj. Dir.	Project Director	Assist. Director	Director			
C. GOODS/SUPPLIES/OTHER SERVICES													
1 Project Procurement Management Plan (PPMP)		Approve No Limit		Approve No Limit		Approve Quantity for Office		Approve Quantity for Office		Approve Quantity for Office			
2 Annual Procurement Plan		Approve No Limit (District Consolidated)		Approve No Limit (Regional Consolidated)		AMMS Consolidate						Designated Usecc CO Consolidated Approve	
C.1 Public Bidding for Supplies (Non-Infra) & Equipment (All)*													
3 Purchase Request		Approve P1M		Approve P2M									Usecc AMMS** Approve P3M
4 Advertisement	Approve P1M		Approve P2M									BAC Approve No Limit	
5 Abstract of Bids	Approve P1M		Approve P2M									BAC Approve No Limit	
6 Notice of Post-Qualification/ Dis-Qualification		Approve P1M		Approve P2M								BAC Recommend	Usecc AMMS** Approve P3M
7 Resolution of Awards	Recommend	Approve P1M	Recommend	Approve P2M								BAC Recommend	Usecc AMMS** Approve P3M
8 Notice of Award & Notice to Losing Bidders	Approve P1M		Approve P2M									BAC Approve No Limit	
9 Contract		Approve P1M		Approve P2M								BAC Recommend	Usecc AMMS** Approve P3M
10 Notice to Proceed		Approve P1M		Approve P2M									Usecc AMMS Approve No Limit

* with certification from DBM that they do not have it available

** Provided that Usecc of AMMS is not the BAC Chairman (per RA 9184)

"Annex A"
OMNIBUS LEVELS OF AUTHORITIES OF DPWH KEY OFFICIALS

DELEGATED AUTHORITY	District		Regional		Services		PMO		Bureau		Procurement Office for CW Head	Assistant Secretary	Under-secretary
	BAC	District Engineer	BAC	Director	Division Chief	Director	Assistant Prof. Dir.	Project Director	Assist. Director	Director			
C 2 Public Bidding for Infra Related Goods/Supplies/Other Services													
For stocking purposes (e.g. for routine maintenance)		Approve P750T		Approve P1M									
For approved projects by Administration													
3 Infra-related Goods (except equipment lease)	Recommend	Approve	Recommend	Approve									
4 Equipment Lease													
a Exemption to lease equipment		Request		Approve									
b Authority to lease		Request		Below 60 days Approve 60 Days and Above** Indorse									Usec BOE Approve 60 Days and Above**
c Advertisement	Approve												
d Abstract of Bids	Approve												
e Notice of Post-Qualification/ Dis-Qualification		Approve											
f Resolution of Awards*	Recommend	Approve P600T		Approve P1.5M						BOE Recommend			Usec BOE Approve
g Notice of Award & Notice to Losing Bidders	Approve												
h Lease Contract Agreement*		Approve P600T		Approve P1.5M						BOE Recommend			Usec BOE Approve
For approved projects by Administration through Pakyaw Contract													
3 Labor "Pakyaw" Contract	Recommend P500T	Approve P500T	Recommend P500T	Approve P500T								Assec Operations Recommend	Usec Operations Approve P2M

* Limit 30% of P2M and P5M for Districts and Regions respectively for equipment

** calendar day

"Annex A"

OMNIBUS LEVELS OF AUTHORITIES OF DPWH KEY OFFICIALS

DELEGATED AUTHORITY	District		Regional		Services		PMO		Bureau		Procurement Office for CW Head	Assistant Secretary	Under-secretary
	BAC	District Engineer	BAC	Director	Division Chief	Director	Assistant Proj. Dir.	Project Director	Assist. Director	Director			
C 3 Alternative Method of Procurement													
3 Purchase Request		Approve <P250T		Approve <P250T		AMMS Approve P50T							Usec AMMS Approve <P250T
4 Abstract of Bids	Approve <P250T		Approve <P250T									BAC Approve No Limit	
5 Purchase Order/Work Order	Approve <P250T	Approve <P250T		Approve <P250T									Usec AMMS* Approve <P250T
C 4 Rental of Service Vehicles													
a Less than 15 days (rental)	Recommend	Approve	Recommend	Approve		Recommend		Recommend		Recommend		BAC for Goods Recommendation	Usec Concerned
b More than 15 days but less than 1 Year (rental) - Subject to DBM Clearance													
b1 Request DBM Clearance	Recommend	Indorse	Recommend	Indorse		Recommend		Recommend		Recommend		BAC for Goods Recommendation	Usec Concerned Indorse
b2 Procurement	Recommend	Approve	Recommend	Approve		Recommend		Recommend		Recommend		BAC for Goods Recommendation	Usec Concerned Approve
c Greater than 1 year (rent to own) - Subject to DBM Clearance													
c1 Request DBM Clearance	Recommend	Indorse	Recommend	Indorse		Recommend		Recommend		Recommend		BAC for Goods Recommendation	Usec Concerned Indorse
c2 Procurement	Recommend	Approve	Recommend	Approve		Recommend		Recommend		Recommend		BAC for Goods Recommendation	Usec Concerned Approve
C 5 Light and Heavy Equipment Maintenance													
a Light and Heavy Equipment maintenance/parts	Recommend P1M Land Based	Approve P1M Land Based	Recommend P3M Land Based Water Based (RES should be provisional member of Regional BAC)	Approve P3M Land Based P6M Water Based									BAC for Goods Approve No Limit (BOE should be provisional member)
b Light and Heavy Equipment Rehabilitation/parts			Recommend P3M Land Based Water Based (RES should be provisional member of Regional BAC)	Approve P3M Land Based P6M Water Based									BAC for Goods Approve No Limit (BOE should be provisional member)
Other Activities													
14 Failure of Bidding	Recommend	Approve	Recommend	Approve							Recommend	BAC Recommendation	
15 Blacklisting (Suites)	Recommend	Indorse	Recommend	Indorse							Recommend	BAC Recommendation	

* Provided that Usec of AMMS is not the BAC Chairman (per RA 9184)