



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
OFFICE OF THE SECRETARY  
MANILA

097.13 DPWH

04-30-2003

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DEPARTMENT ORDER )

NO. 107 )  
Series of 2003 )

SUBJECT : CREATION OF COMMITTEE ON  
DPWH-CO FOOD OUTLET  
SERVICES

A Committee on DPWH-Central Office Food Outlet Service is hereby created to replace the Ad HOC Committee to Oversee Canteen Concession Services created under D.O. No. 234, s. 2002.

1. Composition

The new committee shall be composed of the incumbents or officers-in-charge performing the functions of the following positions :

Chairman : Director III, Administrative and Manpower Management Service (AMMS)

Members : Chief, Contract Letting and Litigation Division, Legal Service  
Chief, Personnel Division, AMMS  
Chief Accountant, Comptrollership and Financial Management Service  
Chief, Supply and Property Management Division, AMMS  
Chief, Facilities and Maintenance Division, AMMS  
President or Representative, DPWH-CO Employees Association

2. Geographical Coverage

The Committee shall be responsible for recommending to management food outlets that will operate in the DPWH-CO offices in Port Area, Manila. These include the DPWH Head Office on Bonifacio Drive and DPWH-CO Compound on 2<sup>nd</sup> Street, as well as the DPWH Employees' Quarters.

3. Principles

The Committee shall be guided by the following principles:

- 3.1 Protection of the interest of consumers, particularly officials and employees of DPWH-CO and field personnel on official business in the Central Office. This shall include giving due consideration to the variety of their needs, food preferences and dispensable incomes.
- 3.2 Protection of the interest of the Department, including due compensation for space, utilities and other resources. Under no circumstances should a food outlet or vendor be allowed to use the resources of the Department free of charge.

3.3 Fair competition among bidders, and among the service providers once the bids are awarded.

4. **Functions**

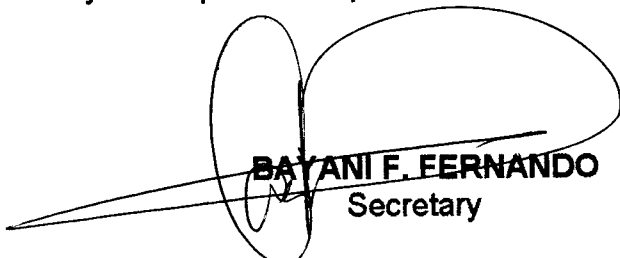
The Committee is tasked to undertake the following in coordination with organic units of the Department :

- 4.1 Initial market research to determine service specifications
- 4.2 Public bidding
- 4.3 Continuous post monitoring to ensure compliance with contract
- 4.4 Continuous market research to recommend improvements in service specifications for succeeding biddings.

5. **Secretariat**

In discharging its functions, the Committee shall be assisted by a Secretariat composed of DPWH employees to be designated by the Chairman.

This Order shall take effect immediately. It supersedes previous issuances inconsistent herewith.

  
**BAYANI F. FERNANDO**  
Secretary



