



Republic of the Philippines
MINISTRY OF PUBLIC WORKS,
MPW BUILDING, Bonifacio Drive, Port Area, Manila

OFFICE of the SECRETARY

25 April 1980

MINISTRY ORDER) SUBJECT : Delineation of Functional
) Responsibilities in Prequalification,
NO. 80-29) Bidding, Awards and Contracting for
) MMINUTE Projects
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In connection with the implementation of projects under the Metro Manila Infrastructure, Utilities and Engineering (MMINUTE) Program which is partly funded by a World Bank Loan and administered by a Special Program Management Office, the following officials are hereby authorized to discharge the functions indicated below:

A. Deputy Minister

1. Approve plans, specifications, estimates, tender documents, and programs of work for MMINUTE projects costing not more than ₱5,000,000 each.
2. Enter into contract, based on approved awards, for MMINUTE projects costing more than ₱5,000,000 each.
3. Award and approve MMINUTE contracts involving amounts not exceeding ₱5,000,000.
4. Approve change orders, extra work orders, supplemental agreements, suspension or extension of contract time for MMINUTE contracts whose original contract costs do not exceed ₱5,000,000 each.

B. Assistant Secretary for Planning and Administration

1. Enter into contract, based on approved awards, for MMINUTE projects costing more than ₱2,000,000 each.
2. Award and approve MMINUTE contracts involving amounts not exceeding ₱2,000,000 each.
3. Approve change orders, extra work orders, supplemental agreements, suspension or extension of contract time for MMINUTE contracts whose original contract costs do not exceed ₱2,000,000 each.

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C. Executive Committee for MMINUTE

1. Approve plans, specifications, estimates and programs of work for MMINUTE projects costing not more than ₦2,000,000 each.
2. Review and recommend for approval plans, specifications, estimates, and programs of work for MMINUTE projects costing more than ₦2,000,000 each.
3. Review and recommend for approval change orders, extra work orders, supplemental agreements, suspension or extension of contract time for all MMINUTE contracts.

D. Prequalification, Bidding and Awards Committee (PBAC) for MMINUTE

1. Approve and issue tender documents for MMINUTE projects.
2. Prequalify contractors for MMINUTE projects.
3. Conduct bidding for MMINUTE projects.
4. Evaluate bids for MMINUTE projects and recommend awards for approval of the official concerned.
5. Upon approval by the official concerned of the awards for MMINUTE contracts, issue notices of the same to the contractors concerned.
6. Review MMINUTE contracts for approval of the Assistant Minister for Planning and Administration, Deputy Minister, or Minister as the case may be.

E. Program Director, MMINUTE/PROGRESS

1. Review and recommend for approval plans, specifications, estimates, tender documents, and programs of work for MMINUTE projects costing more than ₦500,000 each.
2. Approve plans, specifications, estimates, tender documents, and programs of work for MMINUTE projects costing not more than ₦500,000 each based on guidelines issued by the Executive Committee and higher authorities.
3. Enter into contract for MMINUTE projects costing not more than ₦500,000 each.
4. Issue Change Orders for MMINUTE contracts based on approval of higher authorities.

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F. Project Manager for MMINUTE

Assist the Program Director in the above functions and act as Chairman of the Working Group of PBAC for MMINUTE projects.

The above functions shall be performed in accordance with the provisions of P.D. 1594 and its Implementing Rules and Regulations, the pertinent Public Work Acts, and other relevant laws, rules and regulations.

This Order takes effect immediately.


BERNARD P. CANLAS
ACTING MINISTER