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

097. 13 DPWH
02-28-2018

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**DEPARTMENT ORDER** )
)
**NO.** _____**33**_____ )
)
**Series of 2018** _gov.28.18_ )

**SUBJECT: Revised Contract ID Coding Scheme for All Infrastructure Project Contracts of the Department**

In line with the on-going effort to establish consistent information across all information systems implemented in the Department and to ensure flexibility in order to meet workload demands, the Contract Identification numbering scheme is hereby amended as follows:

YYRD9999, where:

YY — refers to the first year of funding in the GAA, NOT the year of bidding

R — refers to Central Office or the Region for the Implementing Office (IO), irrespective of the Procuring Entity

D — refers to the DEO who will be the IO, irrespective of the Procuring Entity. The value zero (0) if the IO is Central Office or Regional Office

9999 — A running number starting from 0001 for every Procuring Entity every funding year, with the exception being if the Procuring Entity is different from the IO. **If the Procuring Entity and the IO are different, the IO should provide the Contract ID to avoid potential duplication. This is essential for Project and Contract Management Application (PCMA) to access the contract for the IO.**

The code assigned to Central Office, Region and District Engineering Offices is provided as an attachment to this Department Order. Procurement Service (PrS) is responsible for issuing and updating of these codes.

The Bids and Awards Committee (BAC) of each Implementing Office shall be responsible for assigning the Contract ID to preclude duplication within its area of jurisdiction. If the IO is the Central Office, the Procurement Service (PrS) shall be responsible for assigning the Contract ID.

This Order supersedes D.O. No. 172 Series of 2016 and shall take effect for projects to be implemented from 2018 onwards.

**MARK A. VILLAR**
Secretary

Department of Public Works and Highways
Office of the Secretary

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12.1.1  EED/MNC/MVSG

Annex A

## TABLE 1 – Central Office and Region Codes (Geographic)

| REGION | CODE | REGION | CODE |
|---|---|---|---|
| Region I | A | Region IX | J |
| Region II | B | Region X | K |
| Region III | C | Region XI | L |
| Region IV-A | D | Region XII | M |
| Region IV-B | E | Region XIII | N |
| Region V | F | NCR | O |
| Region VI | G | CAR | P |
| Region VII | H | ARMM | Q |
| Region VIII | I | Central Office | Z |

## TABLE 2 – District Engineering Office Codes

| DISTRICT | CODE | DISTRICT | CODE |
|---|---|---|---|
| **REGION I** | | | |
| Ilocos Norte 1st DEO | A | La Union 2nd DEO | F |
| Ilocos Norte 2nd DEO | B | Pangasinan 1st DEO | G |
| Ilocos Sur 1st DEO | C | Pangasinan 2nd DEO | H |
| Ilocos Sur 2nd DEO | D | Pangasinan 3rd DEO | I |
| La Union 1st DEO | E | Pangasinan 4th DEO | J |
| **REGION II** | | | |
| Batanes DEO | A | Isabela 3rd DEO | G |
| Cagayan 1st DEO | B | Isabela 4th DEO | H |
| Cagayan 2nd DEO | C | Nueva Vizcaya DEO | I |
| Cagayan 3rd DEO | D | Nueva Vizcaya 2nd DEO | J |
| Isabela 1st DEO | E | Quirino DEO | K |
| Isabela 2nd DEO | F | | |
| **REGION III** | | | |
| Bataan 1st DEO | A | Pampanga 2nd DEO | H |
| Bataan 2nd DEO | B | Pampanga 3rd DEO | I |
| Bulacan 1st DEO | C | Tarlac 1st DEO | J |
| Bulacan 2nd DEO | D | Tarlac 2nd DEO | K |
| Nueva Ecija 1st DEO | E | Zambales 1st DEO | L |
| Nueva Ecija 2nd DEO | F | Zambales 2nd DEO | M |
| Pampanga 1st DEO | G | Aurora DEO | N |
| **REGION IV-A** | | | |
| Batangas 1st DEO | B | Quezon 2nd DEO | J |
| Batangas 3rd DEO | C | Quezon 1st DEO | K |
| Batangas 4th DEO | D | Quezon 4th DEO | L |
| Batangas 2nd DEO | E | Quezon 3rd DEO | M |
| Cavite DEO | F | Rizal 1st DEO | N |

| DISTRICT | CODE | DISTRICT | CODE |
|---|---|---|---|
| Cavite 2nd DEO | G | Rizal 2nd DEO | O |
| Laguna 1st DEO | H | Laguna 3rd DEO | P |
| Laguna 2nd DEO | I | Cavite Sub DEO | Q |
| **REGION IV-B** | | | |
| Marinduque DEO | A | Palawan 2nd DEO | F |
| Mindoro Occidental DEO | B | Palawan 3rd DEO | G |
| Mindoro Oriental DEO | D | Romblon DEO | H |
| Palawan 1st DEO | E | Southern Mindoro DEO | I |
| **REGION V** | | | |
| Albay 1st DEO | A | Masbate 1st DEO | I |
| Albay 2nd DEO | B | Masbate 2nd DEO | J |
| Camarines Norte DEO | C | Sorsogon 1st DEO | K |
| Camarines Sur 1st DEO | D | Sorsogon 2nd DEO | L |
| Camarines Sur 2nd DEO | E | Masbate 3rd DEO | M |
| Camarines Sur 3rd DEO | F | Camarines Sur 5th DEO | N |
| Camarines Sur 4th DEO | G | Albay 3rd DEO | O |
| Catanduanes DEO | H | | |
| **REGION VI** | | | |
| Aklan DEO | A | Iloilo City DEO | J |
| Antique DEO | B | Negros Occidental 1st DEO | K |
| Capiz 1st DEO | D | Negros Occidental 2nd DEO | L |
| Guimaras DEO | E | Negros Occidental 3rd DEO | M |
| Iloilo 1st DEO | F | Negros Occidental 4th DEO | N |
| Iloilo 2nd DEO | G | Bacolod City DEO | O |
| Iloilo 3rd DEO | H | Capiz 2nd DEO | P |
| Iloilo 4th DEO | I | | |
| **REGION VII** | | | |
| Bohol 1st DEO | A | Cebu City DEO | H |
| Bohol 3rd DEO | B | Cebu 5th DEO | I |
| Bohol 2nd DEO | C | Negros Oriental 1st DEO | J |
| Cebu 1st DEO | D | Negros Oriental 2nd DEO | K |
| Cebu 2nd DEO | E | Negros Oriental 3rd DEO | L |
| Cebu 3rd DEO | F | Siquijor DEO | M |
| Cebu 4th DEO | G | Cebu 6th DEO | N |
| **REGION VIII** | | | |
| Biliran DEO | A | Northern Samar 1st DEO | H |
| Eastern Samar DEO | B | Northern Samar 2nd DEO | I |
| Leyte 1st DEO | C | Samar 1st DEO | J |
| Leyte 2nd DEO | D | Samar 2nd DEO | K |
| Leyte 3rd DEO | E | Southern Leyte DEO | L |
| Leyte 4th DEO | F | Tacloban City DEO | M |
| Leyte 5th DEO | G | | |

| DISTRICT | CODE | DISTRICT | CODE |
|---|---|---|---|
| **REGION IX** | | | |
| Zamboanga City DEO | A | Zamboanga Sibugay 2nd DEO | F |
| Zamboanga del Norte 1st DEO | B | Zamboanga del Sur 2nd DEO | G |
| Zamboanga del Norte 2nd DEO | C | Isabela City DEO | H |
| Zamboanga del Norte 3rd DEO | D | Zamboanga Sibugay 1st DEO | I |
| Zamboanga del Sur 1st DEO | E | | |
| **REGION X** | | | |
| Bukidnon 1st DEO | A | Lanao del Norte 1st DEO | G |
| Bukidnon 2nd DEO | B | Cagayan de Oro City 1st DEO | H |
| Bukidnon 3rd DEO | C | Misamis Occidental 1st DEO | I |
| Cagayan de Oro City 2nd DEO | D | Misamis Occidental 2nd DEO | J |
| Camiguin DEO | E | Misamis Oriental 1st DEO | K |
| Lanao del Norte 2nd DEO | F | Misamis Oriental 2nd DEO | L |
| **REGION XI** | | | |
| Compostela Valley DEO | A | Davao Occidental DEO | E |
| Davao City DEO | B | Davao Oriental 1st DEO | F |
| Davao del Norte DEO | C | Davao Oriental 2nd DEO | G |
| Davao del Sur DEO | D | Davao City 2nd DEO | H |
| **REGION XII** | | | |
| Cotabato City DEO | A | Sarangani DEO | E |
| South Cotabato 2nd DEO | B | Sultan Kudarat 1st DEO | F |
| Cotabato 1st DEO | C | South Cotabato DEO | G |
| Cotabato 2nd DEO | D | Sultan Kudarat 2nd DEO | H |
| **REGION XIII** | | | |
| Agusan del Norte DEO | A | Surigao del Norte 1st DEO | F |
| Agusan del Sur 1st DEO | B | Surigao del Norte 2nd DEO | G |
| Agusan del Sur 2nd DEO | C | Surigao del Sur 1st DEO | H |
| Butuan City DEO | D | Surigao del Sur 2nd DEO | I |
| Dinagat Island DEO | E | | |
| **NCR** | | | |
| Malabon-Navotas DEO | A | Quezon City 1st DEO | F |
| Metro Manila 1st DEO | B | Quezon City 2nd DEO | G |
| Metro Manila 2nd DEO | C | South Manila DEO | H |
| Metro Manila 3rd DEO | D | Las Pinas-Muntinlupa DEO | I |
| North Manila DEO | E | | |
| **CAR** | | | |
| Abra DEO | A | Ifugao 1st DEO | G |
| Apayao 1st DEO | B | Mt.Province DEO | I |
| Apayao 2nd DEO | C | Ifugao 2nd DEO | J |
| Baguio City DEO | D | Upper Kalinga DEO | K |
| Benguet 1st DEO | E | Lower Kalinga DEO | L |
| Benguet 2nd DEO | F | Mt. Province 2nd DEO | M |

**Example 1:** For a contract with Funding under 2018 GAA to be implemented by the Central Office

| **18Z00001** | 18 | = | GAA Funding Year |
| | Z | = | Code of the Central Office |
| | 0 | = | Since contract will be implemented by the Central Office |
| | 0001 | = | Running number provided by the implementing office |

**Example 2:** For a contract with Funding under 2018 GAA to be implemented by the Regional Office I

| **18A00001** | 18 | = | GAA Funding Year |
| | A | = | Code of Region I |
| | 0 | = | Since contract will be implemented by the Regional Office |
| | 0001 | = | Running number provided by the implementing office |

**Example 3:** For a contract with Funding under 2018 GAA to be implemented by the Batangas 1$^{st}$ DEO

| **18DB0001** | 18 | = | GAA Funding Year |
| | D | = | Code of Region IV-A where the Implementing Office, Batangas 1$^{st}$ DEO, is located. |
| | B | = | Code of Batangas 1$^{st}$ DEO (the Implementing Office) |
| | 0001 | = | Running number provided by the implementing office |

**Example 4:** For a contract with Funding under 2018 GAA **to be implemented by Regional Office III and to be bid in Batangas 1$^{st}$ DEO**

| **18C00001** | 18 | = | GAA Funding Year |
| | C | = | Code of Region III |
| | 0 | = | Since contract will be implemented by the Regional Office (Irrespective of the Bidding Office) |
| | 0001 | = | Running number provided by the implementing office which is the Regional Office III |

**Example 5:** For a contract with Funding under 2018 GAA **to be implemented by Capiz 2$^{nd}$ DEO and to be bid in Regional Office VI**

| **18GP0001** | 18 | = | GAA Funding Year |
| | G | = | Code of Region VI where the Implementing Office, Capiz 2$^{nd}$ DEO, is located. |
| | P | = | Code of Capiz 2$^{nd}$ DEO (the Implementing Office) |
| | 0001 | = | Running number provided by the implementing office which is the Capiz 2$^{nd}$ DEO |