



097.13 - DPWH
09-10-2001

Republika ng Pilipinas
KAGAWARAN NG PAGAWAIN AT LANSANGANG PAMBAYAN
TANGGAPAN NG KALIHIM
Maynila

10 September 2001

DEPARTMENT ORDER) SUBJECT: Monitoring of Procurements for Foreign Assisted Projects

NO. 159)
Series of 2001 09/10/2001)

An Outcome Indicator for the Department under the World Bank First National Roads Improvement Project (NRIMP-1) is to reduce the time to procure foreign-assisted projects from 300 days to 225 days by 2003.

The Road Information and Management Support System (RIMSS) Office will be gathering statistics to ensure the compliance of the Department with this measure. Therefore all offices involved with the processing of foreign assisted project documents shall utilize the attached routing slip and upon completion send it to the RIMSS Project Office for tracking and reporting, viz:

1. Civil Works Pre-Bid Routing Slip – Annex “A”
2. Civil Works Post-Bid Routing Slip – Annex “B”
3. Maintenance Pre-Bid Routing Slip – Annex “C”
4. Maintenance Post-Bid Routing Slip – “Annex “D”

This Order shall supersede all previous Department Orders and other issuances or portions thereof inconsistent herewith, and shall take effect immediately.

For compliance.


SIMEON A. DATUMANONG
Secretary

909
7/20/2001

Type of Contract: Civil Works		Project Name: _____			
Fund Source: Foreign Lending Institutions		Project Number: _____			
		Document: _____			
Pre-Bid Activity	Office	Target Days	Date/Time In	Date/Time Out	Remarks
1. Prepare and Finalize Design and Bidding Documents	IO, Consultant	In accordance with contract			
2. Approve Final Design	Consultant	2 – 3 days			
3. Review Design	BOD	1 month			
4. Prepare Blueprints and Bind Bidding Documents	Consultant	1 –2 weeks			
5. Submit required number of copies of Bidding Documents and Blueprints together with the Engineer's Estimate to the IO	Consultant	Same day			
6. Forward Engineer's Estimate, copies of the plan and Bidding Documents to BOC	IO	Same Day			
7. Forward Quantity Estimates and copies of the plans to BOD	IO	Same Day			
8. Transmit Bidding Documents and Plans to BAC	IO	Same Day			
9. Issue Bidding Documents and Plans to Bidders	BAC	Dependent upon Lending Institution rules for Pre-Qualification/Eligibility			
10. Forward Routing Slip to RIMSS PO	IO	1 day			

Type of Contract: Civil Works		Project Name: _____			
Fund Source: Foreign Lending Institutions		Project Number: _____			
		Document: _____			
Post-Bid Activity	Office	Target Days	Date/Time In	Date/Time Out	Remarks
1. Evaluate Bid	IO/Consultant	1 – 2 weeks			
2. Deliberation and approval of Resolution of Award	BAC	14 days			
3. Approve Resolution of Award	Secretary	2 – 3 days			
4. Forward Resolution of Award to Lending Institution for Review and Concurrence	IO	Same Day			
5. Issue Notice of Award upon concurrence of the Lending Institution	IO	Same day			
6. Finalize Contract (excluding Performance Security)	IO	7 days			
7. Sign Contract	Contractor	1 day			
8. Issuance of CAF	Accounting	1 – 2 days			
9. Review and Endorse (hold endorsement to Legal until Performance Security is provided by IO)	BOC	3 days			
10. Review and Endorse	Legal Service	3 – 5 days			
11. Review and Endorse	Undersecretary	1 – 2 days			
12. Approve and Return to IO	Secretary	2 – 3 days			
13. Issue Notice to Proceed	IO	Same day			
14. Forward Routing Slip to RIMSS PO	IO	Same day			

DD No. 159 S. 2001

Annex "C"

Type of Contract: Maintenance Fund Source: World Bank		Project Name: _____ Project Number: _____ Document: _____			
Pre-Bid Activity	Office	Target Days	Date/Time In	Date/Time Out	Remarks
1. Prepare and Finalize Drawings	District, Consultant	1 month			
2. Approve Drawings	District Engineer	1 – 2 days			
3. Approve Drawings	Consultant	1 day			
4. Approve Drawings	Regional Director	1 – 2 days			
5. Prepare Blueprints	Consultant, Outside Service	2 – 3 days			
6. Prepare Standard Bidding Documents	Districts, BOM, and Consultants	1 week			
7. Binding of Bidding Documents	Consultant	2 – 3 days			
8. Transmit to BAC	Consultant	Same Day			
9. Issue Bidding Documents	BAC	Upon Successful Eligibility Processing			
10. Forward Routing Slip to RIMSS PO	BOM	1 day			

Type of Contract: Maintenance		Project Name: _____			
Fund Source: World Bank		Project Number: _____			
		Document: _____			
Post-Bid Activity	Office	Target Days	Date/Time In	Date/Time Out	Remarks
1. Evaluate Bid	Consultant/BOM	1 – 2 weeks			
2. Deliberation and approval of Resolution of Award	BAC	14 days			
3. Approve Resolution of Award	Secretary	2 – 3 days			
4. Issue Notice of Award	BOM	Same day			
5. Finalize Contract (excluding Performance Security)	BOM	7 days			
6. Sign Contract	Contractor	1 day			
7. Issuance of CAF	Accounting	1 – 2 days			
8. Review and Endorse (hold endorsement to Legal until Performance Security is provided by BOM)	BOC	3 days			
9. Review and Endorse	Legal Service	3 – 5 days			
10. Review and Endorse	Undersecretary	1 – 2 days			
11. Approve and Return to IO	Secretary	2 – 3 days			
12. Issue Notice to Proceed	BOM	Same day			
13. Forward Routing Slip to RIMSS PO	BOM	Same day			