



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

22 August 2001

DEPARTMENT ORDER) SUBJECT : **AMENDING DEPARTMENT**
144) **ORDER No. 2, Series of 2001 RE:**
Series of 2001) **GUIDELINES IN THE ELIGIBILITY**
8-22-01) **PROCESSING OF CONTRACTORS**
) **FOR CIVIL WORKS PROJECTS**

In response to requests from some quarters that District Engineering Offices (DEOs) be given wider participation in the selection of contractors and bidding of projects and considering that DEOs are not yet fully computerized and linked to the Central Office computer network, the following instructions and amendments to Department Order No. 2, series of 2001, re: **Guidelines in the Eligibility Processing of contractors for Civil Works Projects**, are hereby issued :

1. Contractors who are not yet registered in the DPWH Registry with capabilities only for prosecution of projects costing P15 Million and below may be allowed to submit their registration documents with the DEO who shall forward the same to Central Office Bids and Awards Committee Technical Working Group (CO BAC-TWG) for inclusion in the DPWH national registry. After the expiration of 5 days from receipt of the CO BAC-TWG of said documents and no notice of deficiency is received by the contractor concerned, registration is deemed completed .
2. Various steps in the bidding process described in DO. No. 2, series 2001, namely, (a) advertisement of the Invitation to Apply for Eligibility and to Bid , (b) issuance of bid documents to eligible contractors, (c) evaluation of bids including postqualification of the lowest evaluated bidders, (d) award of contract, and (e) approval of contract shall still remain as responsibilities of Implementing Offices (DEOs/ROs/PMOs), subject to the limits of their authorities.
3. In the case of the DEO's which have jurisdiction over projects costing P15 Million and below, the BAC of these offices shall continue to undertake the usual bidding process consisting of advertisement , receiving letter of intent from contractors, receiving bids from eligible contractors, evaluation of bids and resolution of awards including the screening/processing and approving of eligibility applications of contractors in the meantime that computerization of these district offices

which will provide the database of National Registry of Contractors has not been accomplished.

4. Contractors desiring to participate in the bidding of any project costing P15 Million and below in any DEO who wish to have their eligibilities screened by the CO BAC-TWG can submit their applications for eligibility (Form NR 003) to the latter office.
5. For projects costing above P15 Million, the eligibility screening shall be done only by the CO BAC-TWG, but the other phases of the bidding process shall still be undertaken by the concerned Implementing Office (RO/PMO). Applications for eligibility screening can either be submitted directly by applicant-contractors to the Central Office or to the concerned Implementing Office, which shall immediately and faithfully transmit such applications to the CO BAC-TWG. The corresponding result of such screening (Eligibility/Ineligibility Letters) shall be sent to the contractors and/or Implementing Office concerned.
6. The DEOs shall notify and allow all eligible contractors to participate in the bidding for any and all projects. In no case shall any eligible contractor be denied to secure bidding documents and to submit its bid proposal. Any infraction of this rule which is a transgression of the bidding process and tarnishes the integrity of the Department and the government as a whole will be severely dealt with accordingly.

Any questions or clarifications on the eligibility screening process herein delegated to DEOs or in any of the steps in the bidding process can be addressed directly to the CO BAC-TWG which shall respond to such queries immediately.

This Order shall take effect immediately and supersedes all Orders and other issuances or portions thereof inconsistent herewith. It shall be enforced while the DPWH computer network is not yet operational nationwide.

For compliance by all concerned.


SIMEON A. DATUMANONG
Secretary