



DEC 11 2015

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

097. 1300WH
12-14-2015

DEPARTMENT ORDER)
NO. **184**)
Series of 2015)

SUBJECT: Amendment to Department Order No. 24, Series of 2007 Omnibus Levels of Authorities of Officials of the Department of Public Works and Highways for Procurement of Goods

In the interest of the service and in order to ensure the highest efficiency for all public works and highways operations, particularly in the implementation of infrastructure projects and the delivery of frontline service of the Department, the exercise of authorities with corresponding accountabilities in the Department shall be decentralized to the extent possible. However, the levels of authorities delegated herein shall not in any way prevent the Secretary from exercising directly such authorities and they may also be modified, expanded, or withdrawn by the Secretary at any time as public interest so demands.

The levels of authorities for Procurement of Goods are hereby amended as prescribed in the attached matrix (Annex A).

This Order shall take effect immediately upon publication and supersedes the following issuances:

1. Department Order (DO) 77 series of 2012, Amendment to D.O. No. 24, Series of 2007 RE: Omnibus Levels of Authorities of DPWH Key Officials "ANNEX A" for Procurement of Goods.
2. Annex A Section V (Procurement) Item C. GOODS/SUPPLIES/OTHER SERVICES of DO 24 Series of 2007, Amended Omnibus Levels of Authorities of Officials of the Department of Public Works and Highways.


ROGELIO L. SINGSON
Secretary

4.5.1 MNP/BEY

Department of Public Works and Highways
Office of the Secretary



WIN5P01308

OMNIBUS LEVELS OF AUTHORITIES OF DPWH KEY OFFICIALS

DELEGATED AUTHORITY		District		Regional		Service		Bureau		UPMO		Assistant Secretary	Under-secretary
		BAC	District Engineer	BAC	Director	Division Chief	Director	Assistant Director	Director	Project Manager	Director		
V	PROCUREMENT												
3	GOODS/SUPPLIES/OTHER SERVICES												
3.1	Project Procurement Management Plan (PPMP)		Approve No Limit		Approve No Limit		Approve No Limit		Approve No Limit		Approve No Limit	Approve No Limit	Approve No Limit
3.2	Annual Procurement Plan (APP)		Approve No Limit (Consolidated)		Approve No Limit (Consolidated)		PrS (Consolidated)						Support Services Approve No Limit**
3.3	Public Bidding for Supplies (Non-Infra) & Office Equipment (All)*												
3.3.1	Purchase Request (PR)		Approve P3M		Approve P5M		Approve P5M		Approve P5M		Approve P5M	Concerned Asec Approve P10M	Concerned Usec Approve No Limit
3.3.2	Advertisement	Approve P3M		Approve P5M								BAC Approve No Limit	
3.3.3	Abstract of Bids	Approve P3M		Approve P5M								BAC Approve No Limit	
3.3.4	Notice of Post-Qualification/ Dis-Qualification		Approve P3M		Approve P5M							BAC Approve No Limit	
3.3.5	Resolution of Award	Recommend	Approve P3M	Recommend	Approve P5M							BAC Recommend	Support Services Approve P10M**
3.3.6	Notice of Award & Notice to Losing Bidders	Approve P3M		Approve P5M								BAC Approve No Limit	
3.3.7	Contract	Recommend	Approve P3M	Recommend	Approve P5M							BAC Recommend	Support Services Approve P10M**
3.3.8	Notice to Proceed		Approve P3M		Approve P5M								Support Services Approve No Limit**

* with certification from DBM that they do not have it available

** Provided that Usec of Support Services is not a BAC Chairman (per RA 9184).

OMNIBUS LEVELS OF AUTHORITIES OF DPWH KEY OFFICIALS

DELEGATED AUTHORITY		District		Regional		Service		Bureau		UPMO		Assistant Secretary	Under-secretary
		BAC	District Engineer	BAC	Director	Division Chief	Director	Assistant Director	Director	Project Manager	Director		
3.4	Public Bidding for Infra Related Goods/Supplies/Other Services												
3.4.1	For stocking purposes (e.g. for routine maintenance)		Approve P750T		Approve P1M								
3.5	For approved projects by Administration												
3.5.1	Infra-related Goods (except equipment lease)	Recommend	Approve	Recommend	Approve								
3.5.2	Equipment Lease												
3.5.2.1	Exemption to lease equipment		Request		Approve								
3.5.2.2	Authority to lease		Request		Below 60 days Approve 60 days and Above Indorse**								Usec BOE Approve 60 days and Above**
3.5.2.3	Advertisement	Approve											
3.5.2.4	Abstract of Bids	Approve											
3.5.2.5	Notice of Post-Qualification/ Dis-Qualification		Approve										
3.5.2.6	Resolution of Award*	Recommend	Approve P600T		Approve P1.5M				BOE Recommend				Usec BOE Approve
3.5.2.7	Notice of Award & Notice to Losing Bidders	Approve											
3.5.2.8	Lease Contract Agreement*		Approve P600T		Approve P1.5M				BOE Recommend				Usec BOE Approve
3.6	For approved projects by Administration through Pakyaw Contract												
3.6.1	Labor "Pakyaw" Contract	Recommend P500T	Approve P500T	Recommend P500T	Approve P500T							Asec Operations Recommend	Usec Operations Approve P2M

* limit 30% of P2M and P5M for Districts and Regions respectively for equipment.

** calendar day

OMNIBUS LEVELS OF AUTHORITIES OF DPWH KEY OFFICIALS

DELEGATED AUTHORITY		District		Regional		Service		Bureau		UPMO		Assistant Secretary	Under-secretary
		BAC	District Engineer	BAC	Director	Division Chief	Director	Assistant Director	Director	Project Manager	Director		
3.7	Alternative Method of Procurement												
3.7.1	Purchase Request		Approve P500T		Approve P500T		Approve P250T		Approve P250T		Approve P250T	Support Services Approve P500T*	Support Services Approve P1M*
3.7.2	Abstract of Bids	Approve <500T		Approve <500T								BAC Approve No Limit	
3.7.3	Purchase Order/Work Order		Approve P500T		Approve P500T								Support Services Approve P1M*
3.8	Rental of Service Vehicles												
3.8.1	Less than 15 days (rental)	Recommend	Approve	Recommend	Approve		Recommend		Recommend		Recommend	BAC for Goods Recommends	Usec Concerned
3.8.2	More than 15 days but less than 1 Year (rental) - Subject to DBM Clearance												
3.8.2.1	Request DBM Clearance	Recommend	Indorse	Recommend	Indorse		Recommend		Recommend		Recommend	BAC for Goods Recommend	Usec Concerned Indorse
3.8.2.2	Procurement	Recommend	Approve	Recommend	Approve		Recommend		Recommend		Recommend	BAC for Goods Recommend	Usec Concerned Approve
3.8.3	Greater than 1 year (rent to own) - Subject to DBM Clearance												
3.8.3.1	Request DBM Clearance	Recommend	Indorse	Recommend	Indorse		Recommend		Recommend		Recommend	BAC for Goods Recommend	Usec Concerned Indorse
3.8.3.2	Procurement	Recommend	Approve	Recommend	Approve		Recommend		Recommend		Recommend	BAC for Goods Recommend	Usec Concerned Approve

* Provided that Asec/Usec of Support Services is not a BAC Chairman (per RA 9184).

OMNIBUS LEVELS OF AUTHORITIES OF DPWH KEY OFFICIALS

DELEGATED AUTHORITY		District		Regional		Service		Bureau		UPMO		Assistant Secretary	Under-secretary
		BAC	District Engineer	BAC	Director	Division Chief	Director	Assistant Director	Director	Project Manager	Director		
3.9	Light and Heavy Equipment Maintenance												
3.9.1	Light and Heavy Equipment maintenance/parts	Recommend P1M Land Based	Approve P1M Land Based	Recommend P3M Land Based P6M Water Based (RES should be provisional member of Regional BAC)	Approve P3M Land Based P6M Water Based							BAC for Goods Approve No Limit (BOE Should be provisional member)	
3.9.2	Light and Heavy Equipment Rehabilitation/parts			Recommend P3M Land Based P6M Water Based (RES should be provisional member of Regional BAC)	Approve P3M Land Based P6M Water Based							BAC for Goods Approve No Limit (BOE Should be provisional member)	
3.10	Other Activities												
3.10.1	Failure of Bidding	Recommend	Approve	Recommend	Approve		PrS Recommend					BAC Recommend	
3.10.2	Blacklisting (Strikes)	Recommend	Indorse	Recommend	Indorse		PrS Recommend					BAC Recommend	
3.11	Negotiated Procurement (PSDBM)												
3.11.1	Purchase Request		Approve No Limit		Approve No Limit		HRAS Approve P100T					Support Services Approve P2.5M	Support Services Approve P5M
3.11.2	Agency Purchase Request		Approve No Limit		Approve No Limit		HRAS Approve P100T					Support Services Approve P2.5M	Support Services Approve P5M