CREATION OF A SPECIAL PHILIPPINE EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE (PH-EITI) BIDS AND AWARDS COMMITTEE, TECHNICAL WORKING GROUP AND SECRETARIAT

In the exigency of the service and in connection with the effective and expeditious implementation of the PH-EITI using funds both from the Government of the Philippines under the DOF Regular Fund and from the World Bank Multi-Donor Trust Fund (MDTF) with Grant Agreement No. TF017249 signed on 26 August 2014, a Special Bids and Awards Committee (SBAC), Technical Working Group and Secretariat, are hereby created pursuant to Sections 11 to 14 of Republic Act (RA) No. 9184, otherwise known as the “Government Procurement Reform Act”, as implemented by its Revised implementing Rules and Regulations, to coordinate, plan, handle, and implement all logistics and substantive related matters of the PH-EITI Secretariat’s Processes using the WB-MDTF Grant and the government funds.

The following officials and personnel shall constitute the SBAC, SBAC-TWG and SBAC Secretariat:

I. Special Bids and Awards Committee (SBAC)

1. Assistant Secretary Ma. Teresa S. Habitan Chairperson
2. Atty. Eleazar C. Cesista Vice-Chairperson
3. Mr. Rommel A. Rojales Member
4. Ms. Charmaine P. Bacagay Member
5. Director Elsa P. Agustin Provisional Member/Representative from the End-user

II. SBAC-Technical Working Group (TWG)

1. Ms. Febe J. Lim Head
2. Mr. Carlo V. Baloloy Vice-Head
3. Ms. Liceria Te Member
4. Mr. Michelangelo Aguinaldo Member
5. Ms. Sharon Feliza Ann P. Macagba Member
III. SBAC Secretariat

1. Ms. Lilia R. Tan  Head
2. Ms. Mary Ann D. Rodolfo  Vice-Head
3. Ms. Mary Grace E. Jurado  Member
4. Ms. Eusebia P. Guevarra  Member
5. Ms. Rizalyn C. Torrejas  Member
6. Ms. Ma. Ellaine Pajuelas  Member
7. Ms. Maritess Abraham  Member
8. Mr. Francis Argie Sanglay  Member

IV. OBSERVERS

1. Representative from the Philippines Chamber of Commerce and Industry (PCCI)
2. Representative from the Commission on Audit (COA)
3. Representative from the Procurement Watch Inc. (PWI)

The responsibilities of the SBAC, SBAC-TWG and SBAC-Secretariat shall be limited to the implementation of the PH-EITI and shall be as follows:

SBAC-TECHNICAL WORKING GROUP

The SBAC-TWG shall provide assistance to the SBAC in terms of technical, financial, legal and other aspects of the procurement at hand. As such, the SBAC-TWG shall:

1. Assist the aforesaid SBAC in the conduct of eligibility screening in the short-listing of prospective bidders in case of biddings for consulting services;
2. Assist the aforesaid in the evaluation of bids and prepare the accompanying reports for their consideration and approval;
3. Assist the aforesaid in the conduct of post-qualification activities and prepare the post-qualification report for their approval; and
4. Review bid documents and timelines of the procurement process to ensure compliance with the applicable laws, rules and regulations, including World Bank guidelines for transactions funded by the MDTF.

SBAC-SECRETARIAT

1. Prepares the lead Agency Procurement Plan from the consolidated submitted Project Procurement Plan to make them available for review as indicated in Section 7 of RA 9184 and submission to the Government Procurement Policy Board (GPPB) and Procurement Service - Department of Budget and Management (PS-DBM) for common-use supplies;
2. Assist the SBAC in preparation of the bidding documents, ensuring that the same reflects the requirements and these conform to the standards set forth by RA No. 9184 and the Bidding Documents prescribed by the GPPB or the World Bank guidelines, whichever may be applicable;

3. Prepares related bid documents such as but not limited to: request for quotation, advertise and/or post bidding opportunities, including bidding documents, supplemental bid bulletins, abstract of canvass and notices of awards;

4. Organize meetings and make all necessary arrangements for SBAC meetings and conference;

5. Prepares highlights of the meeting, supplemental/bid bulletins and resolutions of the SBAC;

6. Take custody of the procurement documents, vendor quotations and other records;

7. Manage the sale and distribution of bidding documents to interest bidders;

8. Assist in managing the procurement process;

9. Monitor procurement activities and milestone for proper reporting to relevant agencies when requires; and

10. Act as the central channel of communications for SBAC with end-users, PMOs, other units of the Sub-Committees, other Government Agencies, providers of goods, infrastructure projects and consulting services, observers and the general public.

The SBAC, SBAC-TWG and SBAC-Secretariat shall give utmost priority to SBAC assignments in relation to the smooth and effective PH-EITI implementation process over all other duties and responsibilities, until the requirements from the procurement at hand are completed and shall perform jury duty when so required.

All pending procurement processes pending with the regular BAC shall be deemed transferred to the SBAC upon the effectivity of this Order.

All administrative issuances or orders contrary to or inconsistent with this Order are hereby revoked or modified.

This order shall take effect immediately and all concerned shall be guided accordingly.

CESAR V. PURISIMA
Secretary of Finance
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