



**EXECUTIVE ORDER NO. 04
SERIES OF 2024**

**AN EXECUTIVE ORDER CREATING A DESIGN AND BUILD COMMITTEE FOR THE
CONSTRUCTION OF THE NEW PASIG CITY HALL**

WHEREAS, Republic Act No. 9184, otherwise known as An Act providing for the Modernization, Standardization, and Regulation of the Procurement Activities of the Government and for Other Purposes, was enacted to promote transparency in the procurement process and in the implementation of procurement contracts;

WHEREAS, pursuant to Republic Act No. 9184, the Government Procurement Policy Board formulated Guidelines for the Procurement and Implementation of Contracts for Design and Build Infrastructure Projects, with Design and Build Projects defined therein as infrastructure projects where the procuring entity awards a single contract for the architectural / engineering design and construction to a single firm, partnership, corporation, joint venture or consortium;

WHEREAS, the City Government of Pasig is set to undertake a massive infrastructure project involving the demolition of the current City Hall located at Caruncho Avenue, Barangay San Nicolas, Pasig City, in order to construct a new City Hall which will house the various units, offices, and departments, and ensure the steady, efficient, and continuous flow of services for the constituents of Pasig City;

WHEREAS, pursuant to the Guidelines for the Procurement and Implementation of Contracts for Design and Build Infrastructure Projects, there may be created a Design and Build Committee ("Committee") composed of highly technical personnel experienced in the field of architecture, engineering, and construction in the particular type of project to be bid, who shall assist the Procurement Management Office in the preparation of the conceptual design and performance specifications and parameters, review of detailed engineering design and supervision of the project, assist the Bids and Awards Committee (BAC) and the Technical Working Group (TWG) in the evaluation of technical proposals in accordance with the criteria set in the bid documents, among other duties conferred by law;

WHEREAS, the Committee shall formulate the rules and regulations for carrying out appropriate measures in implementing their duties and responsibilities as mentioned in the preceding paragraph;

NOW, THEREFORE, I, VICTOR MA REGIS N. SOTTO, Mayor of the City of Pasig, by virtue of the powers vested in me by law, do hereby order:

SECTION 1. COMPOSITION – The Committee is hereby created to be composed of the following:

Chairperson : *City Administrator*
OFFICE OF THE CITY ADMINISTRATOR





- Vice - Chairperson : *Head*
CITY ENGINEERING DEPARTMENT
- Secretariat : *Head or Representative*
CITY LEGAL OFFICE
- Members : *Representative*
OFFICE OF THE CITY MAYOR
- Head or Representative*
CITY PLANNING AND DEVELOPMENT OFFICE
- Head or Representative from Planning, Programming, and Construction*
CITY ENGINEERING DEPARTMENT
- Head or Representative*
OFFICE OF THE BUILDING OFFICIAL
- Observers : *Representative*
CIVIL SOCIETY ORGANIZATION
- Representative*
CIVIL SOCIETY ORGANIZATION

SECTION 2. DUTIES AND RESPONSIBILITIES OF THE CHAIRPERSON. – The Chairperson shall exercise the following duties and responsibilities:

- a. Call and preside over the meetings of the Committee; and
- b. Ensure that the duties and responsibilities of the Committee are implemented.

SECTION 3. FUNCTIONS OF THE COMMITTEE. – The Committee shall, in coordination with the Procurement Management Office:

- a. Take charge of the preparation of the conceptual design, performance specifications and parameters, review of detailed engineering design;
- b. Take charge of evaluating technical proposals in accordance with the criteria set in the bid documents;
- c. Ensure compliance with the requirements such as the warranty for the complete satisfactory and faithful performance of all works in accordance with the approved design; and
- d. Assist in contract implement guidelines for the procurement of the projects, which shall comply with Annex “E” under Implementing Rules and Regulations of Republic Act No. 9184.



SECTION 4. HONORARIUM. – The Chairperson, Vice-Chairperson, Members, and Observers along with the Secretariat, shall be entitled to a per diem of PHILIPPINE PESO: ONE THOUSAND PESOS (PHP 1,000.00) for each convention or meeting attended.

SECTION 5. SEPARABILITY CLAUSE – If, for any reason, any provision of this Executive Order is declared unconstitutional or contrary to law, the other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.

SECTION 6. REPEALING CLAUSE – All Ordinances, Decrees, Orders, Resolutions and Rules and Regulations or parts thereof which are inconsistent with this Executive Order are hereby deemed repealed, amended or modified accordingly.

SECTION 7. DISSEMINATION – Copies of this Executive Order shall be furnished, within seventy-two (72) hours from its issuance to the Office of the President and the Metro Manila Development Authority for information and guidance, pursuant to Sec. 445 (1) (xii) of the Local Government Code as amended.

Done this 28th day of February 2024, at the City of Pasig, Metro Manila


VICTOR MA REGIS N. SOTTO
City Mayor

