



3. Alternative Mode Procurement

The Procurement Department conducts various Alternative Mode of Procurement for the procurement of Infrastructure Projects.

Office or Division:	Procurement Department			
Classification:	Simple			
Type of Transaction:	G2C - Government to Citizen			
Who may avail:	Contractors / Bidders			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Document Requests List (DRL)		PhilGEPS website		
Accomplished Request for Quotations (RFQ)		Procurement Department		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
	Prepares Prior Resolution (<i>Sec. 48 and 17, RA 9184</i>)	None	Two (2) days	Technical Working Group
	Prepares Request for Quotation (RFQ) (<i>Annex H, RA 9184</i>)	None	One (1) day	Technical Working Group, BAC Secretariat
	Posting of Request for Quotation (RFQ) in PhilGEPS Website and Agency Website	None	One (1) day	Technical Working Group, BAC Secretariat
Submission of all the requirements	Submission of Request for Quotation	None	Two (2) hours	Documentation and Administrative Services Division Staff
	Preparation of Quotation Checklist	None	One (1) day	Technical Working Group
	Opening of Quotations, evaluation of the submitted quotations. Recording, encoding and virtual posting of Abstract of Quotations as Read. *Issuance of Notice of Failure if applicable / necessary	None	Four (4) hours	Bids Infra, BAC Secretariat, Technical Working Group
TOTAL			Five (5) Days & Six (6) Hours	