

**[DENR ADMINISTRATIVE ORDER NO. 2008-14,
August 05, 2008]**

**GUIDELINES ON THE CONDUCT OF BIDDING AND AWARDING OF
CADASTRAL SURVEY PROJECTS CONTRACTS PURSUANT TO
R.A.9184**

Pursuant to the provisions of Republic Act No. 9184, the "Government Procurement Reform Act" and in accordance with DENR Administrative Order No. 2007-08, mandating the adoption of customized procedures in the conduct of bidding for government projects and pursuant to the Cadastral Act (Act 2259) dated February 11, 1913, the following guidelines are hereby issued for the compliance of all concerned in connection with the conduct of bidding of cadastral survey projects:

SECTION 1. Scope. These rules shall apply to the conduct of bidding and awarding Of cadastral survey projects of the DENR.

SEC. 2. Objectives. This Order aims to:

- a) set a standard bidding and awarding procedures in order to accelerate and facilitate the conduct of the cadastral survey of the entire country; and
- b) formulate a mechanism to support the regional bidding and awarding committee (RBAC) in the bidding and awarding of cadastral projects

SEC. 3. Definition of Terms. For the purpose of this Order, the following terms shall be used and mean as follows:

- a) Cadastral Survey - a survey made of extensive areas covering an entire municipality or city consisting of several or many parcels of land undertaken for the purpose of land registration.
- b) Bill of Quantities - a list of the specific items of the Work and their corresponding unit prices, lump sums, and/or provisional sums. It shall contain items of work for the construction, installation, testing, and commissioning of work to be done by the Contractor such as but not limited to establishment/recovery/conversion of main control points, manufacture and planting of monuments, reconnaissance and survey notification and other related survey activities.
- c) Lot Survey - the field execution of defining the boundaries of the lots by using appropriate surveying instruments.
- d) Political Boundary Survey - a survey showing the terrestrial extent or limit of a unit of government such as barangay, municipality and province.

- e) Project Control Survey - a survey made for the purpose of establishing main and subsidiary control points for reference in the conduct of all kinds of survey.
- f) Regular Cadastre - the conduct of cadastral survey which shall include the Project Control, Political Boundary and Lot Surveys.

SEC. 4, Creation of the Regional Technical Working Group for Cadastral (RTWG-CS), The Regional Executive Director (RED) shall create RTWG for cadastral survey (RTWG-CS) projects) through the issuance of Regional Special Order upon the recommendation of the RBAC. It shall to be composed of the following:

Chairman -	Chief, Surveys Division, Land Management Service
Members -	2 Geodetic Engineers from LMS
	1 Representative from Finance Division
	1 Representative from Legal Division

SEC. 5. Roles and Responsibilities of RTWG. The following shall be the responsibilities of RTWG:

- a) Recommend to the RBAC the terms of reference and evaluation criteria for the bidding and awarding of cadastral survey in accordance with the approved standards and specification; and
- b) Assist the RBAC in the eligibility screening and technical and financial evaluation and b) post qualification.

SEC 6- Bidding Observers. To enhance the transparency of the bidding process, the RRAC shall, in all stages of the bidding process, invite two (2) observers to sit in its oceedings namely: one (1) representative from the regional Geodetic Engineers of the Philippines (GEP)Association, an accredited organization by the Professional Regulation mmission (pRC), and one (1) from a non-government organization. However, a epresentative from Lands Management Bureau (LMB) may, at any time, attend as bidding observer.

Section 7. ScopeofWork. For purposes of bidding and awarding of contracts, the works may be divided under the following categories attached as "Annex 1 "*.

- a) Category "A" Projects are composed of Regular Cadastre
- b) Category "B" Projects are composed of Project Controls and Political Boundary surveys.
- c) Category "C" Projects are the conduct of lot surveys and the related activities such as sketching, monumenting, and land use mapping on a modular basis. Modular Projects are the conduct of lot survey and the related activities covering a single barangay.

SEC. 8. Cadastral Project Costing. The total cadastral cost inclusive of all administrative costs shall not exceed the approved yearly budget ceiling. In