



## BIDS COMMITTEE

Resolution No. 2015-07

**Subject: Infrastructure Projects**

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Pursuant to the authority of the Bids Committee to promulgate policies, rules and procedures relating to procurement, the following resolutions were passed:

1. Unless exempted by the President in writing, all infrastructure projects of the University, including campus development projects, need to go through the bidding process.
2. To reduce the need for changes in the design, a sign-off on the concept, design and other material information related to the project by the end-users must be secured by the office implementing the project.
  - 2.1 For purposes of this resolution, the term end-users shall be understood to mean the head of the office primarily benefitting from the project, and the next-in-rank administrator.
  - 2.2 When the project covers multiple end-users, all significant end-users and next-in-rank administrator must be consulted by the office implementing the project.
  - 2.3 When the project involves common areas such that the primary beneficiaries are universal, the sign-off must be executed by the following:
    - 2.3.1 Associate Vice Chancellor for Facilities Management
    - 2.3.2 All concerned Vice Presidents / Vice Chancellors
    - 2.3.3 The Chancellor

Resolved on **04 December 2015** at Alfred A. Xerez Burgos St. Conference Room.

  
**NILO L. PACHECO JR.**  
 Chair, Bids Committee

  
**EDWIN P. SANTIAGO**  
 Member

  
**BR. ROBERTO O. CASINGAL FSC**  
 Member

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### WITNESSES

  
**MICHELLE D. ANG**  
 Director, RMCA

  
**KAREN R. HEBRON**  
 AVC for Campus Services

  
**ELVIRA D. TANG**  
 Director, Procurement Office

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### APPROVAL

  
**DR. GERARDO C. JANAIRÓ**  
 Chancellor

  
**BR. RAYMUNDO B. SUPLIDO FSC**  
 President