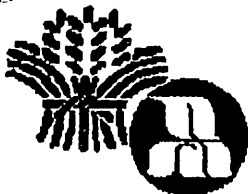


*sample format
not attached of 20149 2014*



Republic of the Philippines
Department of Agriculture
NATIONAL IRRIGATION ADMINISTRATION
Quezon City

OFFICE ADDRESS: NATIONAL GOVERNMENT CENTER
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QUEZON CITY, PHILIPPINES

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MC No. 32 s. 2004

MEMORANDUM CIRCULAR

**TO : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS,
DEPARTMENT / REGIONAL / OPERATION / PROJECT MANAGERS,
PROVINCIAL IRRIGATION OFFICERS, IRRIGATION
SUPERINTENDENTS AND ALL OTHERS CONCERNED**

SUBJECT : CONSTRUCTOR'S PERFORMANCE EVALUATION SYSTEM

Pursuant to the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 regarding the Evaluation of Contractors Performance, the National Irrigation Administration is mandated to evaluate the performance of its contractors undertaking infrastructure projects awarded by NIA regardless of contract amount and funding source using the NEDA-Approved Constructors Performance Evaluation System (CPES) Guidelines.

CPES evaluation shall be done at least twice; once during construction and finally upon completion of each contract. The evaluation shall be undertaken by Constructor's Performance Evaluators (CPEs) duly Accredited by the Construction Industry Authority of the Philippines, Philippine Domestic Construction Board (CIAP PDCB).

In compliance with the said IRR, the NIA CPES Implementing Unit (CPES-IU) is hereby established under the supervision of the Construction Management Department, Project Development and Implementation Sector (CMD-PDI) to oversee the strict implementation of the above cited guidelines.

The NIA CPES-IU shall undertake the following activities/functions:

- a. Prepare and update on a monthly basis the list of NIA Irrigation project contracts nationwide. From these list, to be consolidated from the data to be submitted by the Regional Offices (RIOs) and Project Management Offices (PMOs), the NIA CPES-IU shall determine the frequency and tentative dates of field visit and evaluation of the contracts by the duly accredited CPE team.
- b. The CPES-IU shall organize a team of CPEs to be fielded to undertake evaluation of the constructor's performance from among the list of CPEs already accredited by the CIAP.

- c. Organize training of CPEs to be handled by the Construction Industry authority of the Philippines, Philippine Domestic Construction Board (CIAP-PDCB).
- d. Supervise the conduct of the Performance Evaluation of Constructors based on the implementing guidelines for Irrigation and Flood Control projects.
- e. Review and consolidate the reports prepared by the CPEs such as accomplished rating sheet, Constructor's Performance Summary Report and Corrective action Plan and submit the reports to CIAP-PDCB.
- f. The CPES-IU shall submit to CIAP-PDCB an authenticated copy of the Constructor/s performance Summary Report on a Regular Basis.
- g. The CPES-IU shall serve as the Agency's data bank of all CPES information and documents pertaining to its project and constructors.

The CPES rating and other information shall be used for the following purposes:

- a. pre-qualification/eligibility screening of contractors
- b. awarding of contracts
- c. project monitoring and control
- d. issuance of Certificate of Completion
- e. policy formulation/review
- f. industry planning
- g. granting of incentives/Awards
- h. and improve performance of contractors in the prosecution of government project

In line with this endeavor, all Project Management Offices (PMOs) and Regional Offices including Provincial Irrigation Offices, Operation Managers and Irrigation Superintendents, shall submit a Project Status Report of all infrastructure contracts under their jurisdiction on a monthly basis. Said report shall be submitted to Central Office, Attn: The Head, NIA CPES-IU. Attached for ready reference is the sample format.

To ensure continuous implementation of CPES, all concerned offices are required to include in their Project' Engineering and Administrative Overhead Cost the budget for the implementation of CPES pursuant to NEDA Board Resolution No. 18 (s.2002).

This Circular shall take effect immediately.



JESUS EMMANUEL M. PARAS
Administrator

August 27, 2004