



**CERTIFICATE OF COMPLIANCE**

*Pursuant to Republic Act No. 11032: An Act Promoting Ease of Doing Business and Efficient Delivery of Government Services, amending for the purpose Republic Act No. 9485, otherwise known as the Anti-Red Tape Act of 2007, and for Other Purposes*

I, **ELISA MAY ARBOLEDA-CUEVAS**, Filipino, of legal age, **EXECUTIVE DIRECTOR** of the **DEPARTMENT OF BUDGET AND MANAGEMENT - PROCUREMENT SERVICE**, the person responsible and accountable in ensuring compliance with Section 6 of the Ease of Doing Business and Efficient Government Service Delivery Act of 2018, hereby declare and certify the following facts:

- 1) The **DEPARTMENT OF BUDGET AND MANAGEMENT - PROCUREMENT SERVICE** including its *11 Regional Depots* has established its service standards known as the Citizen's Charter that enumerates the following:
  - a. Vision and mission of the agency;
  - b. Government services offered;
    - i. Comprehensive and uniform checklist of requirements for each type of application or request;
    - ii. Step-by-step procedure to obtain a particular service;
    - iii. Person responsible for each step;
    - iii. Maximum time needed to conclude the process;
    - iv. Document/s to be presented by the applicant or requesting party, if necessary;
    - v. Amount of fees, if necessary; and
  - c. Procedure for filing complaints.
- 2) The Citizen's Charter is posted as an information billboard through interactive information kiosks, electronic billboards, posters, tarpaulins standees, or any other readable materials that could be easily understood by the public.
- 3) The Citizen's Charter is posted at the main entrance of the office or at the most conspicuous place of all the said service offices.
- 4) The Citizen's Charter is written either in English, Filipino, and/or in the local dialect and published as an information material.
- 5) The Citizen's Charter is uploaded on the agency's website through a tab or link specifically for the Citizen's Charter, located at the most visible space or area of the website, or as a link under the Transparency Seal.
- 6) There is an established Client Satisfaction Measurement per service in the respective offices.

This certification is being issued to attest to the accuracy of all the foregoing based on available records and information that can be verified.

**IN WITNESS WHEREOF**, I have hereunto set my hand this *15th* of *November*, 2019 in *Manila*, Philippines.

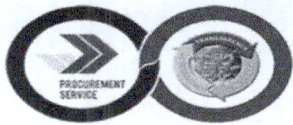
*[Signature]*  
 ELISA MAY ARBOLEDA-CUEVAS  
 EXECUTIVE DIRECTOR

06 DEC 2019 CITY OF MANILA

**SUBSCRIBED AND SWORN** to before me this \_\_\_ of \_\_\_ in city/province), Philippines, with affiant exhibiting to me his/her (government-issued ID) issued on (date of issuance) at (place of issuance).

*[Signature]*  
**ATTY. RICKEE GERALD D. BRIEVA**  
 NOTARY PUBLIC / ADMINISTERING OFFICER  
 ROLL NO. 65624 IBP LIFETIME NO. 015244  
 MCLE COMPLIANCE NO. VI-0004604/04-14-2022  
 PTR NO. 7946146 For 2019 MLA 11/22/2018  
 NATARIAL COMM. NO. 2019-025 UNTIL DEC. 31, 2020  
 818 BALAYA ST. TONDO, MANILA

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 Page No. 38  
 Book No. XV  
 Series of 2019



Abigail Ann Alicdan &lt;aoalicdan@ps-philgeps.gov.ph&gt;

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**Fwd: ED May proof of identification**

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**Maria Lucila M Belandres** <mlbelandres@ps-philgeps.gov.ph>  
To: Abigail Ann Alicdan <aoalicdan@ps-philgeps.gov.ph>

Tue, Mar 19, 2019 at 5:20 PM

Hi Ahbbie,

Reverting to you the official proof of identification of Ms. May for all PS Contracts:

Diplomatic (Red) Passport No: S0009919  
Issued on March 1, 2018  
Place of Issue: Manila

Thank you.

**Very Truly Yours,****Lou M. Belandres**  
**Executive Assistant III**  
**Procurement Service**  
RR Road Cristobal St., Paco, Manila, Philippines 1007  
phone : +632-6897750 local 4028  
telefax : +632-5639368  
website : [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)

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