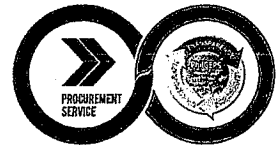




Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE

RR Road, Cristobal Street, Paco, Manila, Philippines 1007
Trunk line: 689-7750 Direct line: 563-9365 & 563-9395



CERTIFICATE OF COMPLIANCE

Pursuant to Republic Act 9485: An Act to Improve Efficiency in the Delivery of Government Service to the Public by Reducing Bureaucratic Red Tape, Preventing Graft and Corruption, and Providing Penalties Therefor

I, **BINGLE B. GUTIERREZ**, Filipino, of legal age, **Executive Director** of the **Procurement Service** being responsible and accountable in ensuring compliance with Section 6 of Anti-Red Tape Act of 2007 and Rule IV of its Implementing Rules and Regulations, hereby declare and certify the following facts:

- 1) The Procurement Service has established its updated service standards known as the PS Citizen's Charter as a result of the 2017 reorganization activities.
- 2) The Charter includes the following:
 - a. Vision and mission of the agency
 - b. Frontline services offered
 - c. Step-by-step procedure in availing of frontline services
 - d. Employee responsible for each step
 - e. Time needed to complete the procedure
 - f. Required documents
 - g. Procedure for filing complaints
- 3) The PS Citizen's Charter is posted as information billboards in all service officer of the Procurement Service that deliver frontline services.
- 4) The PS Citizen's Charter is positioned at the main entrance of the office or at the most conspicuous places of all the said service offices.
- 5) The PS Citizen's Charter is written in English and published as an information material.
- 6) The Citizen's Charter is uploaded in the website of the Procurement Service and accessible to the public.
- 7) The Procurement Service has undertaken self-assessment and reporting of improvements in the existing PS Citizens Charter.
- 8) The PS Citizen's Charter shows the process improvements, specifically on the streamlining of procedures and shortened turnaround time, on the most availed frontline services:

Frontline Service	Process Improvement	Action Taken to Improve Process	Results/Benefits
How to requisition supplies from Procurement Service?	<p>Merging of offices with related functions</p> <p>Creation of ten (10) Procurement Division and ten (10) Bids and Awards Committees (BACs) to undertake various procurement activities of the office</p>	The PS is currently undergoing a reorganization to streamline its processes thereby improving its service and minimizing transaction time; improved and fasttracked hiring process	<p>Improved processes</p> <p>Increased capacity to undertake procurement requirements of the government, thereby de-clogging agency procurement backlogs and enhancing their budget and project absorptive capacity</p>
	Creation of organic positions for PS Regional Depots		Depot strengthening and modernization (PS to assume full management of its depots) to better serve government agencies in the regions including those in geographically isolated areas
	Streamlined processes	Streamlining of processes on the implementation and utilization of the virtual store (VS)	Faster procurement and ordering process for common supplies and equipment (CSE), easier payment process on orders thru the eWallet, real-time stock level and prices are readily available, no agency allotment/reservation due to limited stock, and walk-in ordering of CSE in depots through the VS Kiosk
	Provide learning and development programs like Supply Chain Management, Customer Excellence, Procurement trainings and the like	Implementation of the PS Training Plan	Enhanced knowledge and skills on customer relations, supply chain, procurement law and its IRR, and other procurement related learning processes, including soft and technical skills for PS human resource

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

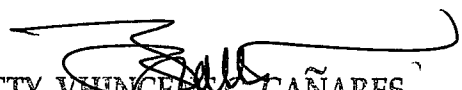
IN WITNESS WHEREOF, I have hereunto set my hand this OCT 01 of 2018 2018 in Manila, Philippines.



BINGLE B. GUTIERREZ
Executive Director
Procurement Service

SUBSCRIBED AND SWORN to before me this OCT 01 2018 in Manila, Philippines, with affiant exhibiting to me his/her (MIN) issued on _____ at _____.

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ATTY. VINCENT G. CAÑARES
NOTARY PUBLIC FOR MANILA
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Paco, Manila
Commission No. 2018-093 (2018-2019)
Roll No. 62181
IBP Lifetime No. 016721
PTR No. 6014069
MCLE Compliance No. 4007520