

PROCUREMENT POINT PERSON

A. Background:

Considering the end-user's role in the preparation and submission of the Project Procurement Management Plan (PPMP) and required documentary requirements for procurement, the Chairperson of the Central Office Bids and Awards Committee (COBAC) issued Department Memoranda No. 2010-0040 and No. 2010-0112 to request the different offices within the DOH Central Office to submit names of the designated Procurement Point Person to serve as the contact person of the Procurement Service/COBAC Secretariat.

B. Composition:

The following DOH personnel have been designated by their respective offices as the Procurement Point Persons:

I. OFFICE OF THE SECRETARY

A. Office of the Secretary

1. Ms. Ma. Carmel S. de Leon

B. Legal Service

2. Ms. Rosanna Esteban

C. Internal Audit Service

3. Mr. Ramilo Barango
4. Mr. John Paul Casihan

II. POLICY AND STANDARDS DEVELOPMENT- HEALTH REGULATION

D. Bureau of Health Facilities and Services

5. Atty. Rodel Flores
6. Ms. Teresa Salgado

E. Bureau of Health Devices and Technology/CDRRHR

7. Ms. Priscilla San Juan
8. Ms. Susan Villar

III. POLICY AND STANDARDS DEVELOPMENT - SERVICE DELIVERY

F. National Epidemiology Center

9. Dr. Agnes Segarra
10. Dr. Juan Lopez

G. National Center for Disease Prevention and Control

11. Engr. Elmer Benedictos
12. Ms. Luzviminda Garcia
13. Ms. Vivencia Martinez

H. National Center for Facility Health Development

14. Engr. Maximo Adan

I. National Center for Health Promo

- 15. Mr. Brian Aviguetero
- 16. Ms. Jenny Santos

J. Philippine National Aids Council

- 17. Mr. Efren Chanliongco Jr.
- 18. Ms. Virginia Evangelista

K. Health Emergency and Management Staff

- 19. Engr. Aida Barcelona
- 20. Ms. Merlina Villamin

IV. FIELD IMPLEMENTATION AND COORDINATION OFFICE

- 21. Ms. Ethel Jardinero
- 22. Mr. Verlin Reyes

V. SECTORAL MANAGEMENT CLUSTER OFFICE

- 23. Ms. Evelyn Glifonea

L. Bureau of Internal Health Cooperation

- 24. Ms. Josefina delos Reyes, BIHC
- 25. Ms. Nelia Mojica, BIHC

M. Health Human Resource Development Bureau

- 26. Ms. Rizalina Alonzo

N. Health Policy Development Planning Bureau

- 27. Ms. Ma. Cecilia Pangindian

O. Bureau of Local Health Development

- 28. Mr. Alex Medel
- 29. Ms. Riza Santiago

P. Information Management Service

- 30. Ms. Emily Flores
- 31. Mr. Michael Oliveros

VI. OFFICE FOR SPECIAL CONCERNS AND PROJECT

- 32. Dir. Edwin Sanchez

VII. INTERNAL MANAGEMENT SUPPORT OFFICE

- 33. Ms. Grace Agar-Miel
- 34. Mr. Lyndon Gerald Adelino

Q. Administrative Service

- 35. Ms. Liwayway Tamse
- 36. Mr. Arnel Taal

R. Finance Service

37. Ms. Ma. Victoria Atienza

38. Ms. Arlene Sarte

III. Function:

The Procurement Point Person shall have the following functions:

1. Ensure prompt submission of the PPMP and other documentary requirements such as but not limited to Purchase Request/Terms of Reference, Certificate of Availability of Funds, Clearance.
2. Inform the PS/COBAC Secretariat of any changes on PPMP once submitted.
3. Ensures that there are no overlaps/duplication in PPMP
4. Follow-up status of procurements of respective offices.
5. Perform other similar or analogous functions