**( CSO Operating for more than 3 years )**

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|  | **Name of Partner (CSOs / NGOs)** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **Remarks** |
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**Legends:**

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| 1. **Duly accomplished Application Form and Information Sheet** | 1. **Certificate of Registration (attach photocopy) from either SEC, CDA, DSWD, or other government agencies** |
| 1. **Authenticated copy of the latest Articles of Incorporation, or the Articles of Cooperation, as the case may be, showing the original /organizers and the Secretary’s Certificate for incumbent officers, together with the certificate of filing with SEC/certificate of Approval by the CDA and the General Information Sheet in the case of SEC registration** | 1. **Organizational Structure of the Proponent and List of Officers with address and Bio-data** |
| 1. **Omnibus Sworn Statement (attached Form from CHR)** | 1. **Financial reports for the years it has been in operation and existing active bank account/s through a photocopy/scanned copy of bank book with complete bank account information of the organization (bank account name, number and branch)** |
| 1. **Undertaking from the Head of the organization to put up equity of at least 20% of project cost (attached Form from CHR)** | 1. **Certificate of Good Standing from the Government Agency from which the organization received public funds (if any)** |
| 1. **Printed copy of its PhilGEPS Online Registration or Class A Documents such as Mayors Permit, Tax Clearance, Audited Financial Statements, and Philippine Contract0ors Accreditation Board License and Registration** |  |

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| **Endorsed for Accreditation by the CHR Bids and Awards Committee:** | | |
| **Project Development Office, PMD** | **PRINCESS S. MOLLENO**  **Division Chief, PMD** | **Head, Procuring Entity** |

**( CSO Operating for less than 3 years )**

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|  | **Name of Partner (CSOs / NGOs)** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **Remarks** |
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**Legends:**

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| --- | --- |
| 1. **Duly accomplished Application Form and Information Sheet** | 1. **Certificate of Registration (attach photocopy) from either SEC, CDA, DSWD, or other government agencies** |
| 1. **Authenticated copy of the latest Articles of Incorporation, or the Articles of Cooperation, as the case may be, showing the original /organizers and the Secretary’s Certificate for incumbent officers, together with the certificate of filing with SEC/certificate of Approval by the CDA and the General Information Sheet in the case of SEC registration** | 1. **Organizational Structure of the Proponent and List of Officers with address and Bio-data** |
| 1. **Omnibus Sworn Statement (attached Form from CHR)** | 1. **Financial reports for the years it has been in operation and existing active bank account/s through a photocopy/scanned copy of bank book with complete bank account information of the organization (bank account name, number and branch)** |
| 1. **List and/or photographs of similar projects and their status, the applicant or proponent is implementing or has previously undertaken including sources of funds (if any)** | 1. **Printed copy of its PhilGEPS Online Registration or Class A Documents such as Mayors Permit, Tax Clearance, Audited Financial Statements, and Philippine Contract0ors Accreditation Board License and Registration** |

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| **Endorsed for Accreditation by the CHR Bids and Awards Committee:** | | |
| **Project Development Office, PMD** | **PRINCESS S. MOLLENO**  **Division Chief, PMD** | **Head, Procuring Entity** |

**( CSO Renewal of Accreditation )**

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|  | **Name of Partner (CSOs / NGOs)** | **1** | **2** | **3** | **4** | **5** | **Remarks** |
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**Legends:**

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| --- | --- |
| 1. **Duly accomplished Application Form and Information Sheet** | 1. **Certificate of Registration (attach photocopy) from either SEC, CDA, DSWD, or other government agencies** |
| 1. **Authenticated copy of the latest Articles of Incorporation, or the Articles of Cooperation, as the case may be, showing the original /organizers and the Secretary’s Certificate for incumbent officers, together with the certificate of filing with SEC/certificate of Approval by the CDA and the General Information Sheet in the case of SEC registration** | 1. Financial Reports, preferably audited by an independent Certified Public Accountant, for the **past year preceding the date of expiration of accreditation** |
| 1. **Printed copy of its PhilGEPS Online Registration or Class A Documents such as Mayors Permit, Tax Clearance, Audited Financial Statements, and Philippine Contract0ors Accreditation Board License and Registration** |  |

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| **Endorsed for Accreditation by the CHR Bids and Awards Committee:** | | |
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