

DSWD-NCR Invites SWDAs to Apply as Conduit in the Implementation of Supplementary Feeding Program

Pursuant to the implementation of the COA Circular No. 2007-001 dated October 25, 2007 or the Revised Guidelines in the Granting, Utilization, Accounting and Auditing of the Funds Released to NGOs/POs, the DSWD-NCR is inviting all interested registered and licensed SWDA's to apply as project conduit in the implementation of the Supplementary Feeding Program under the congressional district of the Honorable Congressman Roman T. Romulo.

The Department of Social Welfare and Development, in its mandate to provide social welfare and development programs particularly through technical assistance and resource augmentation, is providing nutrition services to clients at the local level through the center-based and community-based services under the Protective Services Bureau, such as the Food for School and Supplementary Feeding Program in day care centers which were previously implemented nutrition programs of the Department.

Relative to this, DSWD-NCR is inviting a SWDA that could ably implement a Supplementary Feeding Program for 400 community based children ages 2-12 years old not enrolled in the LGU managed Day Care Centers and Supervised Neighborhood Play in the Lone District of Pasig City. Specifically, the implementing SWDA must have an experience and technical capabilities in the operation of the said program that will last for 120 days.

Interested SWDA should meet the following requirements:

1. Must be a registered and licensed with the DSWD and in operation for at least three years on the date of application for DSWD funding.
2. Has a valid Certificate of Registration with the Securities and Exchange Commission (SEC), and/or either with the Cooperative Development Authority (CDA) or the Department of Labor and Employment (DOLE), as the case may be, depending on the nature of the service required to be rendered.
3. Has complied with the reportorial requirements of the appropriate regulatory agency (e.g. SEC annual submission of Global Information System (GIS) and audited financial statement).
4. Has authenticated copy of the latest Articles of Incorporation or Articles of Cooperation as the case may be, showing the original incorporators/ organizers and the Secretary's Certificate of Filing with SEC/ Certificate of Approval by the CDA or by the DOLE.
5. Its purpose/mandate of existence per its Articles of Incorporation/Constitution and By-Laws covers the proposed project.
6. Disclosure by the SWDA of other related business, if any, and extent of ownership therein.
7. Has complete project proposal approved/signed by its officers which shall include the objectives, target beneficiaries, feasibility studies, risk assessment, designs, plans, blueprints, chart, and a logical framework analysis for monitoring and evaluation purposes that will aid the Selection Committee in evaluating the technical capability of the SWDA.
8. Has list and/or photographs of similar projects previously completed by the SWDA, if any, indicating the source of funds for their implementation.

9. Has a sworn affidavit of the SWDA Secretary that none of its incorporators, organizers, directors or officials is an agent of or related by consanguinity or affinity up to the fourth civil degree to the officials of DSWD authorized to process and/or approves the proposal, the MOA and the release of funds.
10. Has a three (3) year work and financial plan and details of proponents equity participation in the project duly approved by the SWDA Board of Trustees and three (3) years audited financial report/statement duly stamped by the Bureau of Internal Revenue (BIR), preceding the date of application in order to show the SWDA's sustainability of funds. For SWDA which has been in operation for less than three years, report of accomplishment or any equivalent proof certified by its President and Secretary that it had previously implemented similar projects shall be required, in addition to financial reports for the three years it has been in operation.
11. Has an annual accomplishment report submitted to DSWD as of the date preceding its registration with DSWD.
12. Has a written and functional monitoring and evaluation system to ensure that the assistance is received by the identified beneficiaries.
13. Its Board of Trustees and Members had acted upon/executed disciplinary action relative to the complaint (civil/administrative/criminal case) filed against any of its personnel/organization, if any.
14. Has no unliquidated cash advance from DSWD within 60 days after the completion of the previous project, if any.
15. Has not received any aid/grant/funding for the same proposed project from other funding agencies/donors for the requested period, unless, implementing agency provided and/or received partial funding or pledge to partially fund the project.
16. Shall submit a Resolution signed by its officers and board members or trustees stating that all of them (officers, board members or trustees) are aware of their NGO/PO transaction with the Department and that they are solidarily liable in case of non-liquidation, misappropriation or loss of the funds. Said Resolution shall form part of the MOA. It shall also submit an attestation that said officers and board members or trustees are the current set of officers of the NGO together with the addresses of their residence.
17. The NGO shall put up an equity to the project equivalent to 20% of the total project cost, which may be in the form of labor, land for the project site, facilities, equipment and the like, to be used in the project.

SWDA refers to a person, corporation or organization engaged in providing directly or indirectly social welfare and services and obtains its finances either totally or in part, from any agency or instrumentality of the government and/or from the community by direct or indirect solicitations and/or fund drives and/or endowment. (Pursuant to AO 17 series of 2008 which is "Rules and Regulations on the Registration and Licensing of SWDA's and Accreditation of SWD Programs and Services").

For interested SWDAs, deadline for submission of application and the above-mentioned requirements is on **December 6, 2013 at 12:00 noon** at the DSWD-NCR Regional Office located at #389 San Rafael St. cor. Legarda Sts., Quiapo, Manila. For further inquiries and clarifications, you may contact us at telephone numbers 734-8623. Our staff, Mr. Arnel Bautista of Special Project Section will be more than willing to assist you with the details on the implementation of the program.