

Project Title

Annex A-4: List of Documentary Requirements for the approval of the changes in, withdrawals, or substitution of private partners or member-firms of a consortium

No.	Document (should be in searchable format)	Description/Remarks
1	Letter of the Head of LGU/LUC to the appropriate Approving Body submitting the change, withdrawal, or substitution for approval	The letter should indicate the following:
		a. project name
		b. list of all documents being submitted in support of the request
		c. certification that the submission is complete pursuant to the PPP Code and its IRR
2	Report on the proposed changes in, withdrawal, or substitution of private partner or consortium member	Summary of the LGU/LUC's due diligence on the changes in, withdrawal, or substitution of private partner or consortium member, which should include the following:
		a. List of the requested changes in, withdrawal, or substitution of private partner or consortium member
		b. Assessment on whether the change results in a change of control, as defined in Section 104 of the IRR, that will affect the private proponent's majority ownership and/or beneficial ownership
		c. In case of substitution of member-firms of a consortium, assessment on whether the substitutes are of equal or better qualifications/pre-qualifications as the original member
		d. Any other supporting document to justify the proposed changes in, withdrawal, or substitution of private partner or consortium member