Name of Agency: CARLOS HILADO MEMORIAL STATE COLLEGE

51,914,019.26 97,205,234.46 149,119,253.72

66,858,011.01

26,974,735.39 39,883,275.62

Total Amount of Approved App

Total Number of Procurement Activities

No. of Contracts Awarded

Total Amount of Contracts Awarded

No. of Falled Biddings

Total No. of Entities who Acquired Bid Docs

Bidders who Submitted Bids

Total No. of Bidders who passed Eligibility Stage

No. of Bid Opportunities Posted at PhilGEPS

Contract Award Posted at PhilGEPS No. of

Total No. Of
Contracts that
incurred negative
slippage

Total No. of contracts with amendments to order or variation orders

No. of Contracts Awarded within prescribed timeframes

Period Covered: CY 2018

GOVERNMENT PROCUREMENT POLICY BOARD CONSOLIDATED PROCUREMENT MONITORING REPORT

ing Foreign Funds excluding National Competitive Bidding (NCB) contracts; conversion to peso will be at BSP rates at the time the bids/quotations were submitted

Adm. Ass. limember-BAC Secretariat

Sub-Trace Modes Sub-Trace 4. Others, specify: 10TAL 216,2: Should include foreign-funded publich-bid projects per procurement type 4. All procurement using Foreign Funds excluding a serious per procurement type	2.5.2 Negotiation (Common-Use Supplies) 2.5.2 Negotiation (Recognized Government Printers) 2.5.3 Negotiation (TFB 5.3.1) 2.5.4 Negotiation (TSP 3.3.9 above 50K) 2.5.5 Other Negotiated Procurement (Others above 50K) 2.5.6 Other Negotiated Procurement (SOK or less) 3.5 Other Negotiated Procurement (SOK or less) 3.1 Publick-total 3.1 Publick-total 3.1 Publick-total	2.2.1 Direct Contracting (above 50K) 2.2.2 Direct Contracting (SSK or less) 2.3.1 Repeat Order (above 50K) 2.3.2 Repeat Order (SOK or less) 2.4.2 United Source Bidding 2.4. United Source Bidding
0.00 216,277,350.64	24,618,775.37 3,115,592.48 16,751,544.01 5,656,000.00 67,158,096.92	2,522,127.73 3,031,601.20 1,694,159.00
2,158	14 6 319 2 2,085	532 20 34
1,901	14 3 287 2 2 1,855	493 20 34
0.00 97,055,585.62	1,290,058.32 1,464,281.77 7,717,424.00 5,642,583.00 30,197,574.61	8,347,883.65 2,174,128.24 2,843,353.30 618,862.33
9	6 319	1,157
993	3 3 287 2	682

Name of Agency		CARLOS HILADO	MEMORIAL ST	TATE COLLEGE	Date:	28-Mar	-19
Name of Respon	ndent:				Position:		
Instruction: Put according to who	a check (√ at is asked	() mark inside the box	k beside each c questions musi	ondition/requirement met t be answered complete	et as provided below and	then fill in the corres	oonding blanks
1. Do you have	an approve	ed APP that includes	all types of pro	curement, given the fol	lowing conditions? (5a)		
1	Agency p	repares APP using th	ne prescribed fo	ormat			
1		APP is posted at the ovide link: www.chr		ity's Website			
1		on of the approved A provide submission of		B within the prescribed	deadline		
2. Do you prepa Procure your Co	re an Annu ommon-Use	ial Procurement Plan e Supplies and Equip	for Common-U ment from the I	Jse Supplies and Equipor Procurement Service?	ment (APP-CSE) and (5b)		
1	Agency p	repares APP-CSE us	ing prescribed	format			
1	its Guidel		ion of Annual B	f prescribed by the Department of the Department	artment of Budget and N issued annually	lanagement in	
/	Proof of a	actual procurement of	f Common-Use	Supplies and Equipme	nt from DBM-PS		
3. In the conduc	t of procure	ement activities usinç	Repeat Order	, which of these condition	ons is/are met? (2e)		
	Original o	contract awarded thro	ugh competitive	e bidding			
		ls under the original on nits per item	contract must be	e quantifiable, divisible	and consisting of at leas	t	
		price is the same or lo			through competitive bid	dding which is	
	The quan	tity of each item in th	e original contr	act should not exceed 2	25%		
	original c				stated in the NTP arising ection and acceptance of		
4. In the conduc	t of procure	ement activities usinç	g Limited Sourc	e Bidding (LSB), which	of these conditions is/ar	e met? (2f)	
	Upon rec	ommendation by the	BAC, the HOPI	E issues a Certification	resorting to LSB as the p	proper modality	
		on and Issuance of a ent authority	List of Pre-Sele	ected Suppliers/Consult	ants by the PE or an ide	ntified relevant	
	Transmitt	tal of the Pre-Selecte	d List by the HO	OPE to the GPPB			
	procurem				by the GPPB, the PE po f available and at any co		

5. In giving your prospective bidders sufficient period to prepare their bids, which of these conditions is/are met? (3d)

/	Bidding documents are available at the time of advertisement/posting at the PhilGEPS website or Agency website;	
1	Supplemental bid bulletins are issued at least seven (7) calendar days before bid opening;	
1	Minutes of pre-bid conference are readily available within five (5) days.	
6. Do you preparthe following cor	are proper and effective procurement documentation and technical specifications/requirements, given the nditions? (3e)	
1	The end-user submits final, approved and complete Purchase Requests, Terms of Reference, and other documents based on relevant characteristics, functionality and/or performance requirements, as required by the procurement office prior to the commencement of the procurement activity	
1	No reference to brand names, except for items/parts that are compatible with the existing fleet or equipment	
1	Bidding Documents and Requests for Proposal/Quotation are posted at the PhilGEPS website, Agency website, if applicable, and in conspicuous places	
7. In creating yo	our BAC and BAC Secretariat which of these conditions is/are present?	
For BAC: (4a)		
1	Office Order creating the Bids and Awards Committee please provide Office Order No.: SO No. 1, S. 2018	_
1	There are at least five (5) members of the BAC please provide members and their respective training dates: Name/s Date of RA 9184-related training	
A. F	ROSALINDA S. TUVILLA, LLB May 30-31, 2018	
В. С	DR. EDWIN H. BUGNA May 30-31, 2018	
C. N	MR. ROY C. RAMOS May 30-31, 2018	
D. D	DR. MARISSA S. QUEZON May 30-31, 2018	
E. D	DR. SERGIO NICOLAS C. SOBREPENA May 30-31, 2018	
F. E	ENGR. JUN-JUN M. MARQUEZ May 30-31, 2018	
G		
1	Members of BAC meet qualifications	
1	Majority of the members of BAC are trained on R.A. 9184	
For BAC Secr	retariat: (4b)	
1	Office Order creating of Bids and Awards Committee Secretariat or designing Procurement Unit to act as BAC Secretariat please provide Office Order No.: SO No. 1 S. 2018	
7	The Head of the BAC Secretariat meets the minimum qualifications please provide name of BAC Sec Head: DR. PERLA G. GUILLENA	_
1	Majority of the members of BAC Secretariat are trained on R.A. 9184 please provide training date: May 30-31, 2018	
	nducted any procurement activities on any of the following? (5c) e mark at least one (1) then, answer the question below.	
	Computer Monitors, Desktop // Paints and Varnishes	

	Computers and Laptops	_						
	Air Conditioners	Ц	Food and Catering Services					
	Vehicles		Training Facilities / Hotels / Venues					
	Fridges and Freezers		Toilets and Urinals					
	Copiers		Textiles / Uniforms and Work Clothes					
Do you use on		o nroc	urement activity/ies of the non-CSE item/s?					
Do you doe gi	- All (1997)	proc	diement activitynes of the non-coal items?					
	Yes	Ш	No					
	g whether you provide up-to-date p is/are met? (7a)	orocui	rement information easily accessible at no cost, which of					
7	Agency has a working website please provide link: www.chmso	edu.	ph					
1	Procurement information is up-to-	-date						
1	Information is easily accessible at	t no c	ost					
	with the preparation, posting and onditions is/are met? (7b)	subm	ission of your agency's Procurement Monitoring Report,					
1	Agency prepares the PMRs							
1	PMRs are promptly submitted to to please provide submission dates:		PPB st Sem - <u>12-Jul-18</u> 2nd Sem - <u>14-Jan-19</u>					
1	/ PMRs are posted in the agency website please provide link: www.chmsc.edu.ph							
1	PMRs are prepared using the pre	scribe	ed format					
	of procurement activities to achieve onditions is/are met? (8c)	e desi	red contract outcomes and objectives within the target/allotted timeframe,					
1	There is an established procedure	e for r	needs analysis and/or market research					
1	There is a system to monitor time	ly del	livery of goods, works, and consulting services					
1	Agency complies with the thresholif any, in competitively bid contra		rescribed for amendment to order, variation orders, and contract extensions,					
12. In evaluating	the performance of your procurer	nent p	personnel, which of these conditions is/are present? (10a)					
1	Personnel roles, duties and respo commitment/s	nsibil	ities involving procurement are included in their individual performance					
1	Procuring entity communicates st	anda	rds of evaluation to procurement personnel					
1	Procuring entity and procurement	t pers	onnel acts on the results and takes corresponding action					

13. Which of the following procurement personnel have participated in any procurement training and/or professionalization program within the past three (3) years? (10b)

	Date of most recent training: 5/31/2018
1	Head of Procuring Entity (HOPE)
1	Bids and Awards Committee (BAC)
1	BAC Secretariat/ Procurement/ Supply Unit
1	BAC Technical Working Group
1	End-user Unit/s
1	Other staff
14. Which of the procuring entity?	following is/are practised in order to ensure the private sector access to the procurement opportunities of the (10c)
1	Forum, dialogues, meetings and the like (apart from pre-bid conferences) are conducted for all prospective bidders at least once a year
1	The PE promptly responds to all interested prospective bidders' inquiries and concerns, with available facilities and various communication channels

15. In determin	ing whether the BAC Secretariat has a system for keeping and maintaining procurement records, conditions is/are present? (11a)
	and to the present: (11a)
	There is a list of procurement related documents that are maintained for a period of at least five years
1	The documents are kept in a duly designated and secure location with hard copies kept in appropriate filing cabinets and electronic copies in dedicated computers
1	The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel
16. In determini which of these of	ng whether the Implementing Units has a system for keeping and maintaining procurement records, conditions is/are present? (11b)
7	There is a list of contract management related documents that are maintained for a period of at least five years
1	The documents are kept in a duly designated and secure location with hard copies kept in appropriate filing cabinets and electronic copies in dedicated computers
1	The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel
17. In determinir of goods, works	ng if the agency has defined procedures or standards for quality control, acceptance and inspection and services, which of these conditions is/are present? (12a)
1	Agency has written procedures for quality control, acceptance and inspection of goods, services and works
Have you proc	cured Infrastructure projects through any mode of procurement for the past year?
1	Yes No
If YES, plea	se answer the following:
1	Supervision of civil works is carried out by qualified construction supervisors Name of Civil Works Supervisor: ENGR. DIOSCORO MARANON
	Agency implements CPES for its works projects and uses results to check contractors' qualifications
	(applicable for works only) Name of CPES Evaluator:
18. How long will documents are co	(applicable for works only) Name of CPES Evaluator: it take for your agency to release the final payment to your supplier/service provider or contractor/consultant once.
9.When inviting A. Eli B. Sh C. Pre D. Pre E. Bio	(applicable for works only) Name of CPES Evaluator: it take for your agency to release the final payment to your supplier/service provider or contractor/consultant, once
19.When inviting A. Eli B. Sh C. Pre D. Pre E. Bid F. Pos	(applicable for works only) Name of CPES Evaluator: it take for your agency to release the final payment to your supplier/service provider or contractor/consultant, once omplete? (12b) Observers for the following procurement activities, which of these conditions is/are met? (13a) gibility Checking (For Consulting Services Only) ortlisting (For Consulting Services Only) e-bid conference eliminary examination of bids I evaluation
19.When inviting A. Eli B. Sh C. Pre D. Pre E. Bid F. Pos	(applicable for works only) Name of CPES Evaluator: it take for your agency to release the final payment to your supplier/service provider or contractor/consultant, once omplete? (12b) Observers for the following procurement activities, which of these conditions is/are met? (13a) gibility Checking (For Consulting Services Only) ortlisting (For Consulting Services Only) e-bid conference eliminary examination of bids I evaluation st-qualification

which set of co	nditions were present? (14a)
	Creation of Internal Audit Unit (IAU) in the agency Agency Order/DBM Approval of IAU position/s:
	Conduct of audit of procurement processes and transactions by the IAU within the last three years
	Internal audit recommendations on procurement-related matters are implemented within 6 months of the submission of the internal auditor's report
21. Are COA re report? (14b)	commendations responded to or implemented within six months of the submission of the auditors'
	Yes (percentage of COA recommendations responded to or implemented within six months)
1	No procurement related recommendations received
22. In determini to comply with p	ng whether the Procuring Entity has an efficient procurement complaints system and has the capacity procedural requirements, which of conditions is/are present? (15a)
n/a	The HOPE resolved Protests within seven (7) calendar days per Section 55 of the IRR
1	The BAC resolved Requests for Reconsideration within seven (7) calendar days per Section 55 of the IRR
n/a	Procuring entity acts upon and adopts specific measures to address procurement-related complaints, referrals, subpoenas by the Omb, COA, GPPB or any quasi-judicial/quasi-administrative body
23. In determinir conditions is/are	ng whether agency has a specific anti-corruption program/s related to procurement, which of these present? (16a)
1	Agency has a specific office responsible for the implementation of good governance programs
1	Agency implements a specific good governance program including anti-corruption and integrity development
1	Agency implements specific policies and procedures in place for detection and prevention of corruption



Secretary Competence Noting as Defectal Method of Processions Processing of Competence Medicing as Defectal Method of Processions Processing of Competence Medicing as Defectal Method of Processions Processing of Competence Medicing as Defectal Method of Processions Processing of Competence Medicing as Defectal Method of Processions Processing of Competence Medicing as Defectal Method of Processions Processing of Competence Medicing Association (Procession According to Procession According to National According to Procession According to National Accord	The Market of Default Method of Incorporates 1	1 Peneral Pere Indicator 3 Perc Indicator 4 Perc 5 Perc 6 Perce 7 Company 8 Com 1 Average 1 Aver	P. Competitive Bidding as Default Method of Procurement recentage of competitive Bidding and limited source bidding contracts in mis of amount of total procurement recentage of competitive bidding and limited source bidding contracts in mis of volume of total procurement recentage of competitive bidding and limited source bidding contracts in mis of volume of total procurement of total procurement contage of shopping contracts in terms of amount of total procurement centage of negotiated contracts in terms of amount of total procurement centage of direct contracting in terms of amount of total procurement centage of direct contracting in terms of amount of total procurement plance with Repeat order contracts in terms of amount of total procurement plance with Repeat Order contracts in terms of amount of total procurement plance with Repeat Order contracts in terms of amount of total procurement plance with Repeat Order contracts in terms of amount of total procurement plance with Repeat Order contracts in terms of amount of total procurement plance with Repeat Order contracts in terms of amount of total procurement plance with Repeat Order contracts in terms of amount of total procurement plance with Repeat Order contracts in terms of amount of total procurement plance with Limited Source Bidding procedures 3. Competitiveness of the Bidding Process 4. Competitiveness of the Bidding Process 5. Competitiveness of the Bi	Below 70.00% Below 20.00% Above 7.00% Above 15.00% Above 4.00% Not Compliant Not Compliant Below 3.00 Below 2.00 Below 1.00	Between 70.00-80.99% Between 20.00-39.99% Between 6.00-7.00 % Between 11.00-15.00% Between 3.00-4.00% Between 3.00-4.00%	Between 81.00-90.99% Between 40.00-50.00% Between 4.00-5.99 % Between 6.00-10.99% Between 1.00-2.99%	Between 91.00-100 Above 50.00% Below 4.00%
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Name of Evaluator:	2001210101 JUST 1
Position:	

	Assessment Conditions	Agency Score	APCPI Rating	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation
Ind	LAR I. LEGISLATIVE AND REGULATORY FRAMEWORK			indicators and Subindicators	(Not to be Included in the Evaluation
	icator 1. Competitive Bidding as Default Method of Procurem	ent			
1.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	69.81%	0.00	Conduct a root cause analysis wh biddings failed. Prepare corrective actions (e.g. thorough market research; review and adjust ABC with provision for contingencies. Implement corrective action.	y e PMRs
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	2.44%	0.00	Meet with end-users; classify items according to category (standardization); consolidate items category for bidding to reduce the use of alternative mode of procurement.	PMRs
ndi	cator 2. Limited Use of Alternative Methods of Procurement				
2.a	Percentage of shopping contracts in terms of amount of total procurement	11.09%	0.00	Orient end-users on the use of shopping as an AMP only based on instances provided by law and consolidate similar items for bidding	PMRs
l.b	Percentage of negotiated contracts in terms of amount of total procurement	15.48%	0.00	Conduct a root cause analysis why biddings failed. Prepare corrective actions (e.g. thorough market research; review and adjust ABC with provision for contingencies. Implement corrective action.	PMRs
.c	Percentage of direct contracting in terms of amount of total procurement	3.62%	1.00	Consolidate requests for bulk procurement of goods with patent and exclusivity to retain and maintain the usefulness and performance of the equipment.	PMRs
.d	Percentage of repeat order contracts in terms of amount of total procurement	0.00%	3.00		PMRs
.e	Compliance with Repeat Order procedures	n/a	n/a		Procurement documents relative to
.f	Compliance with Limited Source Bidding procedures	n/a	n/a		conduct of Repeat Order Procurement documents relative to conduct of Limited Source Bidding
dic	ator 3. Competitiveness of the Bidding Process				conduct of Elimited Source Bidding
	Average number of entities who acquired bidding documents	1.32	0.00	Call for dialogue with prospective bidders/suppliers on bid opportunities.	Agency records and/or PhilGEPS records
b	Average number of bidders who submitted bids	1.23	0.00	Call for dialogue with prospective bidders/suppliers on bid opportunities.	Abstract of Bids or other agency records
с	Average number of bidders who passed eligibility stage	1.04	1.00	Call for dialogue/orientation with	Abstract of Bids or other agency records
d	Sufficiency of period to prepare bids	Fully Compliant	3.00		Agency records and/or PhilGEPS records
e	Use of proper and effective procurement documentation and technical specifications/requirements	Fully Compliant	3.00	7	Cost Benefit Analysis, Work Plans, Technical Specifications included in bidding documents

Name of Evaluator:	
Position:	No. of the last of

No.	The state of the s	Agency Score	APCPI Rating*	Comments/Findings to the	Supporting Information/Documentation
PILLA	R II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMEN	IT CAPACITY	Lumpana array (Tara)	Indicators and SubIndicators	(Not to be Included in the Evaluation
Indic	ator 4. Presence of Procurement Organizations				
4.a	Creation of Bids and Awards Committee(s)	Fully Compliant	3.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training
4.b	Presence of a BAC Secretariat or Procurement Unit	Fully Compliant	3.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
ndica	ator 5. Procurement Planning and Implementation				
5.a	An approved APP that includes all types of procurement	Compliant	3.00		Copy of APP and its supplements (if any)
5.b	Preparation of Annual Procurement Place Common-Use Supplies and Equipment (APP-CSE) and Procurement of Common-Use Supplies and Equipment from the Procurement Service	Fully Compliant	3.00		APP, APP-CSE, PMR
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted	Compliant	3.00		ITBs and/or RFQs clearly indicate the use of green technical specifications for the procurement activi
Indi	icator 6. Use of Government Electronic Procurement System				
6.а	Percentage of bid opportunities posted by the PhilGEPS- registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	75.72%	2.00		Agency records and/or PhilGEPS records
-			OR PERSONAL PROPERTY.		

Name of Evaluator:	
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No					
	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation
	cator 7. System for Disseminating and Monitoring Procurem	ent Information		marcators and Submidicators	(Not to be included in the Evaluation
7.a	Presence of website that provides up-to-date procurement information easily accessible at no cost Preparation of Procurement Monitoring Reports using the	Fully Compliant	3.00		Identify specific procurement-related portion in the agency website and speci website links
7.b	GPPB-prescribed format, submission to the GPPB, and posting in agency website	Fully Compliant	3.00		Copy of PMR and received copy that it was submitted to GPPB
PILL	AR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES	Average II	2.90		
Indi	cator 8. Efficiency of Procurement Processes				
8.a	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs	44.88%	1.00		APP (including Supplemental amendment if any) and PMRs
3.b	Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding	63.01%	0.00	Conduct a root cause analysis why biddings failed. Prepare corrective actions (e.g. thorough market research; review and adjust ABC with provision for contingencies. Implement corrective action.	APP(including Supplemental amendments if any)and PMRs
.c	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe	Fully Compliant	3.00		Agency Procedures/Systems for the conduct of needs analysis or market research, monitoring of timely delivery of goods, works, or services
					Contracts with amendments and variation to order amount to 10% or less
dic	ator 9. Compliance with Procurement Timeframes				
	Percentage of contracts awarded within prescribed period of action to procure goods	100.00%	3.00		PMRs
	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects	100.00%	3.00		PMRs
С	Percentage of contracts awarded within prescribed period of action to procure consulting services	n/a	n/a		PMRs
dica	tor 10. Capacity Building for Government Personnel and Priv	ate Sector Particip	ante		
- 4			Janes		The state of the s
1	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis	Fully Compliant	3.00	ļ	Samples of forms used to evaluating procurement performance on top of or ncorporated within the regular assessment for Procurement Personnel
_	Percentage of participation of procurement staff in procurement training and/or professionalization program	100.00%	3.00	ľ	Ask for copies of Office Orders, training modules, list of participants, schedules of actual training conducted
.C	he procuring entity has open dialogue with private sector nd ensures access to the procurement opportunities of the rocuring entity	Compliant	3.00	A	usk for copies of documentation of civities for bidders
lica	or 11. Management of Procurement and Contract Manageme	ent Records			
Т	he BAC Secretariat has a system for keeping and naintaining procurement records	Fully Compliant	3.00	ti n R li	rerify actual procurement records and me it took to retrieve records (should be o more than two hours) efer to Section 4.1 of User's Manual for st of procurement-related documents for ecord-keeping and maintenance.

Name of Evaluator:	Contract Contract Contract
Position:	

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentatio (Not to be Included in the Evaluation
11.b	Implementing Units has and is implementing a system for keeping and maintaining complete and easily retrievable contract management records	Fully Compliant	3.00		Verify actual contract management records and time it took to retrieve records should be no more than two hour
Indic	cator 12. Contract Management Procedures				
12.a	Agency has defined procedures or standards in such areas as quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Substantially Compliant	2.00		Verify copies of written procedures for quality control, acceptance and inspection CPES evaluation formsz
12.b	Timely Payment of Procurement Contracts	On or before 30 days	3.00		Ask Finance or Accounting Head of Agenc for average period for the release of payments for procurement contracts
		Average III	2.50		

Name of Agency: CARLOS HILADO MEMORIAL STATE COLLEGE Date of Self Assessment:

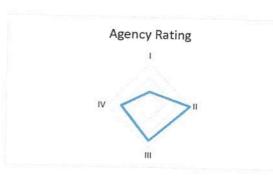
Name of Evaluator:	
Position:	

No.	Assessment Conditions	Aganau Cara		Comments/Findings to the	T
PILL		Agency Score	APCPI Rating*	Indicators and SubIndicators	Supporting Information/Documentation
Ind	LAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCURE dicator 13. Observer Participation in Public Bidding	MENT SYSTEM			(Not to be Included in the Evaluation
	and patient in Fabric blading	T			
13.a	prescribed in the IRR	Fully Compliant	3.00		Verify copies of Invitation Letters to CSOs and professional associations and COA (List and average number of CSOs and PA: invited shall be noted.)
ndic	cator 14. Internal and External Audit of Procurement Activitie	es			
14 a	Croation	Not Compliant	0.00	Issue Special Order for Internal Audit Unit	Verify copy of Order or show actual organizational chart showing IAU, auidt reports, action plans and IAU
l4.b	Audit Reports on procurement related transactions	Above 90- 100% compliance	3.00		Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations
ndic	cator 15. Capacity to Handle Procurement Related Complaints				
15.a	The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements		3.00		Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and Complaints; Office Orders adopting mesures to address procurement-related complaints
ndica	ator 16. Anti-Corruption Programs Related to Procurement				Complaints
6.a	Agency has a specific anti-corruption program/s related to procurement	Fully Compliant	3.00		Verify documentation of anti-corruption
	/	Average IV	2.00		program
KAN	ND TOTAL (Avarege I + Average II + Average III + Average IV / 4)	2.10		

Summary of APCPI Scores by Pillar

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APCPI Pillars	Ideal Rating	Agency Rating
Legislative and Regulatory Framework	3.00	1.00
Agency Insitutional Framework and Management Capacity	3.00	2.90
Procurement Operations and Market Practices	3.00	2.50
Integrity and Transparency of Agency Procurement Systems	3.00	2.00
Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4	3.00	2.10



Annex D

PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Name of Agency: CARLOS HILADO MEMORIAL STATE COLLEGE

Period: CY 2018

Sub-Indicators	Sub-Indicators Key Area for Development	Proposed Actions to Address Key Areas	Responsible Entity	Timetable	Resources Needed
1. d	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	Conduct a root cause analysis why biddings failed. Prepare corrective actions (e.g. thorough market research; review and adjust ABC with provision for contingencies. Implement corrective action.		7 days from 1st failure	Venue, snacks
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	Meet with end-users: classify items according to category (standardization); consolidate items category for bidding to reduce the use of alternative mode End-user, TWG and BAC Sec of procurement.	End-user, TWG and BAC Sec	1 month after submission of indicative APP	New Computer and Supplies
2.a	Percentage of shopping contracts in terms of amount of total procurement	Orient end-users on the use of shopping as an AMP only based on instances provided by law and consolidate similar items for bidding	BAC and End-users	Update 2019 APP	Venue, snacks
2.b	Percentage of negotiated contracts in terms of amount of total procurement	Conduct a root cause analysis why biddings failed. Prepare corrective actions (e.g. thorough market research; review and adjust ABC with provision for contingencies. Implement corrective action.	End-user, TWG and BAC	7 days from 1st failure	
2.c	Percentage of direct contracting in terms of amount of total procurement	Consolidate requests for bulk procurement of goods with patent and exclusivity to retain and maintain the usefulness and performance of the equipment.	BAC/BAC Sec	Effective June 2019	
2.d	Percentage of repeat order contracts in terms of amount of total procurement				
2.e	Compliance with Repeat Order procedures				
2.f	Compliance with Limited Source Bidding procedures				
3,a	Average number of entities who acquired bidding documents	Call for dialogue with prospective bidders/suppliers on bid opportunities.	BAC/BAC Sec	Effective June 2019	Venue, snacks
3.b	Average number of bidders who submitted bids	Call for dialogue with prospective bidders/suppliers on bid opportunities.	BAC/BAC Sec	Effective June 2019	Venue, snacks
3.c	Average number of bidders who passed eligibility stage	Call for dialogue/orientation with prospective bidders/suppliers regarding eligibility requirements.	BAC/BAC Sec	Effective June 2019	Venue, snacks
3.d	Sufficiency of period to prepare bids				
a.e	Use of proper and effective procurement documentation and technical specifications/requirements				
4.a	Creation of Bids and Awards Committee(s)				

10.b	10.a	9.c	9.b	9.2	8.0	03.	7.b	7.a	6.0	6.b	6	L/s	5	ur	4
											6.a	5.0	5.b	5.a	4.b
Percentage of participation of procurement staff in procurement training and/or professionalization program	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis	Percentage of contracts awarded within prescribed period of action to procure consulting services	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects	Percentage of contracts awarded within prescribed period of action to procure goods	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe	Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding	Preparation of Procurement Monitoring Reports using the GPPB- prescribed format, submission to the GPPB, and posting in agency website	Presence of website that provides up-to-date procurement information easily accessible at no cost	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	Percentage of contract award information posted by the PhilGEPS-registered Agency	Percentage of bid opportunities posted by the PhilGEPS- registered Agency	Existing Green Specifications for GPPB-identified non-CSE Items adopted	Preparation of Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE) and Procurement of Common-Use Supplies and Equipment from the Procurement Service	An approved APP that includes all types of procurement	Presence of a BAC Secretariat or Procurement Unit
						Conduct a root cause analysis why biddings failed. Prepare corrective actions (e.g. thorough market research; review and adjust ABC with provision for contingencies. Implement corrective action.			See to it that items such as books, journals & magazines by "Line Item" shall be classified by "Lots" (as to category) to minimize the procurement activities, hence, award of contract shall be posted thoroughly.						
						End-user, TWG and BAC			BAC Sec						
						7 days from 1st failure			Effective June 2019						

7	D D	15.a s		14.b	14.a			12.b	12.a		11.b	11.a	10.6
procurement	Agency has a specific anti-corruption program/s related to	system and has the capacity to comply with procedural requirements	The Propuring Softs. Associated transactions	Audit Reports on pro-	Creation and operation of internal Audit Unit (IAU) that performs specialized procurement audits	prescribed in the IRR	Observers are invited to attend stages of	Timely Payment of Procurement Contracts	quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Agency has defined procedures or standards in such areas	keeping and maintaining complete and easily retrievable contract management records	procurement records	ensures access to the procurement opportunities of the procuring entity The BAC Countries of the control of th
					Issue Special Order for Internal Audit Unit				The College Units concerned are in the process of preparing/formulating defined procedures or standards on the mentioned areas.				
					HOPE				BAC/CAO				
					Effective June 2019				Effective 2019				