

#### Republic of the Philippines DEPARTMENT OF JUSTICE BUREAU OF CORRECTIONS NBP Reservation, 1776 Muntinlupa City TEL.NO. (02) 807-23-68



#### 12 FEBRUARY 2021

#### ATTY. ROWENA CANDICE M. RUIZ

Executive Director V
Government Procurement Policy Board
Unit 2506 raffles Corporate Center
F. Ortigas Center, Pasig City

Madam,

Greetings of Peace!

Respectfully submitted the attached BuCor **APCPI** for the period of **January 1 to December 31, 2020** in compliance with the requirement for the yearly submission of the Agency Procurement Compliance and Performance Indicators (APCPI) System to the Government Procurement Policy Board.

Kindly acknowledge upon receipt of this document. Thank you!

Truly Yours,

USEC GERALD O. BANTAG Director General,

Bureau of Corrections

"Reforming Lives, Community Thrives"



# Republic of the Philippines DEPARTMENT OF JUSTICE BUREAU OF CORRECTIONS

NBP Reservation, 1776 Muntinlupa City TEL.NO. (02) 807-23-68



FOR

USEC GERALD Q BANTAG

Director General

SUBJECT

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE

INDICATORS (APCPI) SYSTEM JANUARY- DECEMBER 2020

DATE

12 FEBRUARY 2021

 References: Resolution attached from Government Procurement Policy Board, Resolution No. 11-2020 re: Approving the Electronic Submission of Annual Procurement Plans, Procurement Monitoring Reports and Agency Procurement Compliance and Performance Indicators Results, and Posting and Extension of Deadline for Submission of Annual Procurement Plans and Porcurement Monitoring Reports.

- In view of the above reference, respectfully submitting the herewith attached Agency Procurment Compliance and Performance Indicators (APCPI) System January-December 2020.
- 3. The GPPB resolved and approved the following through Resolution No. 11-2020: (1) Approve the mandatory submission of APPs, PMRs and APCPI Results through electronic mail, in both Microsoft Excel and PDF file; (2) Allow the GPPB-TSO to discontinue: (i) the receipt of the printed APPs. PMRs and APCPI Results that will be submitted by PEs; and (3) Approve the Circular providing Guidelines in the Posting and Submission of APPs, PMRs and APCPI Results and the template for the abovementioned certification.

4. For your information and approval.

CTCSUPT JOHN PAUL O SANTOS, P Chairperson, Bids and Awards Committee

"Reform<del>ing Li</del>ves, Community Thrives"

### ANNEX B GOVERNMENT PROCUREMENT POLICY BOARD CONSOLIDATED PROCUREMENT MONITORING REPORT

Name of Agency: Build Au OF CORRECTIONS

	Total Amount of Approved APP	Total Number of Procurement Activities	No. of Contracts forerided	Total Amount of Cantouts Awarded	tio. of Falled Riddings	Total No. of Entities wha Auguined Bid Docs	Tistal No. of Hidders who Submitted Bids	Total No. of Bibles who peemd fligibility Rage	No. of Bid Opportunities Posted at PISIGEPS	No. of Contract Assert Posted at FhANGEPS	Testel No. OF Contracts that incurred regative ofcpage	Total No. of contracts with amendments to order or varieties unders	No. of Castracto Assertial within prescribed timefrance
Laborat S.	Colored L	Colome 3	Colomo A	Column 5	1200,000.0	Colorest 7	Calumn 8	Littery	Latery 18	Summer JJ.	Cottomo LS.	Lifere III	Sibmi Id
1. Public Bidding*	Drawn Walls to	DESIDE TO		Children Street			ALC: UNKNOWN			STATE OF THE STATE OF		STREET, STREET	<b>SERVICION DE L'ADRES</b>
1.1. Goods	1,254,303,480.00	24	11	120,559,592.05	13	13	35	28	28	11		0	
1.2. Works	1.144,903,745.12	7	7	909,428,153.72	8	40.	40	33	7	7		- a	7
J.A. Consulting Services													
Sub-Total	2,399,207,223.12	9.1	18	1,530,367,763.77		78	78	39	11	18	2		18
2. Alternative Modes	SOMETHING CONTRACTOR	GENERAL SERVICE SERVIC				CANADA VANCONIA	出版が監督を		No. of the last		CONTRACTOR DO	The state of the s	Output The Park No.
2.1,15hopping (52.1 a above 501)	943,195.55	9	2	463,993.53		ATTENDED TO SERVICE OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TO SERVICE OF THE PERSON NAMED			The state of the state of	3			
2.1.25hopping (52.1 b above 90%)	2,455,493.00	9	4	2,167,517.00		2000年の日本の		-	9	4	A COLUMN	AND DESCRIPTION OF THE PERSON NAMED IN	Laboration in the laboration i
2.3.3 Other Shopping	\$7,071.45	1	0	0.06	M PU TO SERVICE	HE SERVES		A LOUIS DE LA CONTRACTOR DE LA CONTRACTO	Control of the last	.0	Comments of		
2.2.1 Direct Contracting Discove (iDt)	94,201,450.00	. 1	1	82,243.00				の記念を	A THE PARTY OF THE	1			
2.3.3 Direct Contracting (SCK or less)	14,000.00	- O	0	0.00		State of the last	The second second	STATE OF THE PARTY	A CONTRACTOR OF THE PARTY OF TH	0 -	Section 2 in case of the last	A STATE OF THE STA	
2.3.1 Repeat Order (above 50K)	3,455,868.00	1	1	1,459,688.00			ALC: N	ATTICK TO	The same	7	Contract of the last of the la	THE PARTY OF THE P	
2.3.2 Repeat Order (SOK or less)	9.00	0	0	0.00					The Later of the l	0			
2.4. Limited Source Hidding	0.00		ū	0.00	THE RESIDENCE AND RESIDENCE		TO MESSAGE		0	ä	Contract of the last of the la		
2.5.1 Regutiation (Common-Use Supplies)	10,209,596.06	4	4	5,826,565.66	利けまれれる	THE RESERVE OF THE PERSON NAMED IN		TO THE REAL PROPERTY.	THE RESERVE TO BE SHOULD B	OCCUPANT OF THE PARTY			THE PARTY
2.5.2 Nagotistion (Recognised Dovernment Printers)	0.00	Q.	0	0.40		AND DESCRIPTION		Company of the last	( measurement)	COMMERCIAL PROPERTY.		CONTRACTOR OF THE PARTY OF THE	
2.5.3 Seguitation (196.53.1)	0.00		1	1.00	AND PERSONAL PROPERTY.	MINISTER STATE	AND DESCRIPTION OF THE PERSON NAMED IN	Committee Commit	0	0	THE RESERVE OF THE PERSON NAMED IN	No. of Lots of	Section 1
2.5.4 Negotiation (SVP \$3.5 above 100)	17,263,372.70	53	23	8,358,433-54				STATE OF THE PARTY.	33	D)			
2.5.5 Other Negotiated Proguement (Others above 50K)	625,918,267.28	56	40	667,400,466.50		1000年			STATE OF THE PARTY.	40			
2.5.6 Other Negotiated Procurement (SIX or less)	40,000.00	1	0	0.00		1000000			THE REAL PROPERTY.	0		The second second	
Sub-Total	738,602,521.04	138	76	487,760,715.25		STATE OF THE PARTY.			. 62	12.	Total Control		A THE PARTY NAMED IN
3. Foreign Funded Procurement <sup>ind</sup>	Water transporter	MATERIAL CONTRACTOR	THE RESERVE OF THE PERSON NAMED IN	S. S		A CONTRACTOR OF THE PARTY OF TH	HALLESON.	<b>从四层的</b>	-	THE REAL PROPERTY.			
3.1. Funkcy-Bid	0.00	0	0	0.00	The last of the la	- 6	0	ä			Call Land Co.		Charles and the
3.2. Alternative Modes	0.00		0	0.00	STATE OF THE PARTY OF	0	0	0	CONTRACTOR DE	William William	Marie Control of the last of t	COLUMN TO STREET	No. of Concession, Name of Street, or other Persons, Name of Street, or ot
Sob-Total	8.90			0.00	CONTRACTOR OF THE PERSON OF TH	A TOWNS OF STREET	MINETED NAME	THE RESERVE NO.	COLUMN TWO IS NOT THE OWNER.	Commission	Contract to the last	Children Holles	<b>PRINCIPLE</b>
4. Others, specify:					CONTRACTOR OF THE PARTY OF THE	Recognition (No.	HOSE BENE	TOTAL PROPERTY.	Section 1997	COLUMN TO SERVICE STATE OF THE PERSON NAMED IN COLUMN TO SERVICE STATE OF THE PERSON NAMED STATE OF THE PERSON NAMED STATE OF THE PERSON NAMED STATE OF THE PERSON NAM	Control of the last	CONTRACTOR OF THE PARTY OF THE	Out of the last
TOTAL	3,115,808,744.18	369	94	1,608,128,401.02	THE REAL PROPERTY.	PRODUCTION OF THE PARTY.	NAME OF STREET	Section 1985	STATE OF THE PERSON NAMED IN	CH X I I I	Control of the last	CONTRACTOR OF STREET	

<sup>\*</sup> Should include fernige-funded publicly-hid projects per procument type

(Heart BAC Secretarion)

GTCSS PT JOS AND CANTOS, Ph. D. LI.S., CSP

JUST COMPALD & BUSTANS

<sup>\*\*</sup> All proviousment using Foreign Funds excluding National Compatible BMding (NCR) contracts; convenien to peak will be at #SF rates at the time the bids/quantations were substitled

Name of Agenc	y. Bureau of Corrections	Date:	
Name of Respo	ndent: CTCSUPT JOHN PAUL O SANTOS	Position:	BAC CHAIRPERSON
	a check ( < ) mark inside the box beside each condition/requiremen at is asked. Please note that all questions must be answered comp	그 마스 그리고 있다면 가득하다 하나 하는 것이 되는 것이 되었다면 하다면 하는데 되었다.	hen fill in the corresponding blanks
1. Do you have	an approved APP that includes all types of procurement, given the	following conditions? (5a)	
x	Agency prepares APP using the prescribed format		
x	Approved APP is posted at the Procuring Entity's Website please provide link: https://www.bucor.gov.ph/transparency/APP	%202020%2002072020.pdf?	fbclid=twAR3TXh
×	Submission of the approved APP to the GPPB within the prescribe please provide submission date: 31-Jan-20	ed deadline	
	are an Annual Procurement Plan for Common-Use Supplies and Eq ommon-Use Supplies and Equipment from the Procurement Servic		
x	Agency prepares APP-CSE using prescribed format		
×	Submission of the APP-CSE within the period prescribed by the D its Guidelines for the Preparation of Annual Budget Execution Plan please provide submission date: 12-Nov-19	1	agement in
x	Proof of actual procurement of Common-Use Supplies and Equip	oment from DBM-PS	
3. In the conduc	of procurement activities using Repeat Order, which of these cond	ditions is/are met? (2e)	
x	Original contract awarded through competitive bidding		
X	The goods under the original contract must be quantifiable, divisit four (4) units per item	ole and consisting of at least	
x	The unit price is the same or lower than the original contract awar advantageous to the government after price verification	ded through competitive biddi	ng which is
x	The quantity of each item in the original contract should not exceed	ed 25%	
x	Modality was used within 6 months from the contract effectivity da original contract, provided that there has been a partial delivery, in within the same period		
4. In the conduc	ct of procurement activities using Limited Source Bidding (LSB), while	ch of these conditions is/are m	et? (2f)
	Upon recommendation by the BAC, the HOPE issues a Certificati	on resorting to LSB as the pro	per modality
	Preparation and Issuance of a List of Pre-Selected Suppliers/Congovernment authority	sultants by the PE or an identi	fied relevant
	Transmittal of the Pre-Selected List by the HOPE to the GPPB		
	Within 7cd from the receipt of the acknowledgement letter of the in procurement opportunity at the PhäGEPS website, agency website place within the agency		
5. In giving your	prospective bidders sufficient period to prepare their bids, which of	these conditions is/are met? (	3d)
x	Bidding documents are available at the time of advertisement/pos Agency website;	ting at the PhilGEPS website of	or
х	Supplemental bid bulletins are issued at least seven (7) calendar	days before bid opening;	

×	Minutes of pre-bid conference are readily available within five (5) days.							
6. Do you prepare proper and effective procurement documentation and technical specifications/requirements, given the the following conditions? (3e)								
x	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							
×	No reference to brand names, except for items/parts that are compatible with the existing fleet or equipment							
×	-	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 the	se condit	ions is/are present?				
For BAC: (4a	)							
x	Office Order creating the Bids an please provide Office Order No.							
x	There are at least five (5) memb							
	please provide members and the	ir resp	ective tra					
150	Name/s			Date of RA 9184-related training				
-	CTCSUPT JOHN PAUL O SANTOS			30/01/2020				
	CTINSP RIC A ROCACURBA							
	ATTY MELENCIO FAUSTINO			30/01/2020				
-	MR MANUEL SESCAR JR CTSUPT VIRGINIA MANGAWIT			30/01/2020				
-	CCINSP EDUARDO GOGORZA			30/01/2020				
	PROVISIONAL MEMBERS FROM THE EN	ID US		30/01/2020				
	a salaa saas							
x	Members of BAC meet qualificat	ons						
×	Majority of the members of BAC	are tra	ined on F	R.A. 9184				
For BAC Sec	cretariat: (4b)							
				to the state of the decimal to the state of				
×		newA t	ds Comm	ittee Secretariat or designing Procurement Unit to				
	act as BAC Secretariat		0 476 6	2020				
	please provide Office Order N	10 N	O. 476 S	. 2020				
	The Head of the BAC Secretaria	st moat	s the min	imum qualifications				
х	please provide name of BAC			Mr. William M. Terrado				
	preuse prosesse manne or error	000,110		THE PERSON NO. 1 CONTROL OF THE PERSON NO.				
x	Majority of the members of BAC	Secre	tariat are	trained on R.A. 9184				
لتنا	please provide training date:		30/01/20					
8. Have you co	inducted any procurement activities	on an	y of the f	ollowing? (5c)				
if YES, please mark at least one (1) then, answer the question below.								
		_						
	Computer Monitors, Desktop		Paints a	nd Varnishes				
	Computers and Laptops							
_		×	Food ar	nd Catering Services				
x	Air Conditioners							
	· ·	$\Box$	Training	Facilities / Hotels / Venues				
×	Vehicles			and I leinely				
			loilets	and Urinals				
	Fridges and Freezers		Taxtilos	/ Uniforms and Work Clothes				
	Conjum	х	i wanes	2 Committee and 110th Committee				

Do you use gre	een technical specifications for the procurement activity/ies of the non-CSE item/s?
	Yes X No
<ol><li>In determining these conditions</li></ol>	whether you provide up-to-date procurement information easily accessible at no cost, which of is/are met? (7a)
x	Agency has a working website please provide link: www.bucor.gov.ph
×	Procurement information is up-to-date
x	Information is easily accessible at no cost
	with the preparation, posting and submission of your agency's Procurement Monitoring Report, anditions is/are met? (7b)
x	Agency prepares the PMRs
x	PMRs are promptly submitted to the GPPB please provide submission dates: 1st Sem - 08-Jul-20 2nd Sem - 25-Jan-21
x	PMRs are posted in the agency website please provide link:tst semister - https://www.bucor.gov.ph/transps:ency/PMR-Jan-June2020-07082020.pdf?fbclid=lwAR3egIBRpQH-
x	PMRs are prepared using the prescribed format
	f procurement activities to achieve desired contract outcomes and objectives within the target/allotted timeframe, anditions is/are met? (8c)
	There is an established procedure for needs analysis and/or market research
x	There is a system to monitor timely delivery of goods, works, and consulting services
x	Agency complies with the thresholds prescribed for amendment to order, variation orders, and contract extensions, if any, in competitively bid contracts
12. in evaluating	the performance of your procurement personnel, which of these conditions is/are present? (10a)
×	Personnel roles, duties and responsibilities involving procurement are included in their individual performance commitment/s
x	Procuring entity communicates standards of evaluation to procurement personnel
×	Procuring entity and procurement personnel acts on the results and takes corresponding action
	following procurement personnel have participated in any procurement training and/or professionalization program ree (3) years? (10b)
	Date of most recent training: 30-Jan-20
	Head of Procuring Entity (HOPE)
x	Bids and Awards Committee (BAC)
x	BAC Secretariat/ Procurement/ Supply Unit
x	BAC Technical Working Group
х	End-user Unit/s
x	Other staff

14. Which of the following is/are practised in order to ensure the private sector access to the procurement opportunities of the procuring entity? (10c)

	Forum, dialogues, meetings and the like (apart from pre-bid conferences) are conducted for all prospective bidders at least once a year
Х	The PE promptly responds to all interested prospective bidders' inquiries and concerns, with available facilities and various communication channels

	g whether the BAC Secretariat has a system for keeping and maintaining procurement records, onditions is/are present? (11a)					
x	There is a list of procurement related documents that are maintained for a period of at least five years					
х	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					
×	The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel					
	g whether the Implementing Units has a system for keeping and maintaining procurement records, anditions is/are present? (11b)					
×	There is a list of contract management related documents that are maintained for a period of at least five years					
х	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					
x	The documents are properly filled, segregated, easy to retrieve and accessible to authorized users and audit personnel					
	g if the agency has defined procedures or standards for quality control, acceptance and inspection and services, which of these conditions is/are present? (12a)					
×	Agency has written procedures for quality control, acceptance and inspection of goods, services and works					
Have you prod	cured infrastructure projects through any mode of procurement for the past year?					
×	Yes No					
If YES, plea	se answer the following:					
x	Supervision of civil works is carried out by qualified construction supervisors  Name of Civil Works Supervisor: CTSO2 ANGELO CASTILLO					
	Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only)  Name of CPES Evaluator:					
	l it take for your agency to release the final payment to your supplier/service provider or contractor/consultant,once complete? (12b) days					
19. When inviting Observers for the following procurement activities, which of these conditions is/are met? (13a)  A. Eligibility Checking (For Consulting Services Only)  B. Shortlisting (For Consulting Services Only)  C. Pre-bid conference  D. Preliminary examination of bids  E. Bid evaluation  F. Post-qualification						
х	Observers are invited to attend stages of procurement as prescribed in the IRR					
x	Observers are allowed access to and be provided documents; free of charge, as stated in the IRR					
	Observer reports, if any, are promptly acted upon by the procuring entity					

The second secon	nd operating your Internal Audit Unit (IAU) that performs specialized procurement audits, ditions 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 rec 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)
	No procurement related recommendations received
	ng whether the Procuring Entity has an efficient procurement complaints system and has the capacity rocedural requirements, which of conditions is/are present? (15a)
×	The HOPE resolved Protests within seven (7) calendar days per Section 55 of the IRR
x	The BAC resolved Requests for Reconsideration within seven (7) calendar days per Section 55 of the IRR
х	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)
×	Agency has a specific office responsible for the implementation of good governance programs
×	Agency implements a specific good governance program including anti-corruption and integrity development
	Assert implements enabling solicise and procedures in piece for detection and prevention of committon

Name of Agency:	Name of Evaluator:
Date of Self Assessment:	Position:

No.	Assessment Conditions	Agency Score	APCP! Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation
MLL	AR I. LEGISLATIVE AND REGULATORY FRAMEWORK				The to be miles in the season in
adi	cetor 1. Competitive Bidding as Default Method of Procuremen	et			
.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	69.92%	0.00		PMRs
d.	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	20.00%	1.00		PMRs
-di	cator 2. Limited Use of Alternative Methods of Procurement		STATE OF THE PARTY.		
-	Percentage of shopping contracts in terms of amount of				1
à	total procurement	0.16%	3.00		PMRs
b.	Percentage of negotiated contracts in terms of amount of total procurement	29.69%	0.00		PMRs
ε.	Percentage of direct contracting in terms of amount of total procurement	0.01%	3,00		PMRs
ď	Percentage of repeat order contracts in terms of amount of total procurement	0.22%	3.00		PMRs
ė	Compliance with Repeat Order procedures	Compliant	3.00		Procurement documents relative to conduct of Repeat Order
,f	Compliance with Limited Source Bidding procedures	n/a	n/a		Procurement documents relative to conduct of Limited Source Bidding
die	rator 3. Competitiveness of the Bidding Process			Na.	
	Average number of entitles who acquired bidding		4.55		
b.	documents  Average number of bidders who submitted bids	2.52	1.00		Agency records and/or PhiliGEPS records
c	Average number of bidders who passed eligibility stage	1.26	1.00		Abstract of Bids or other agency records  Abstract of Bids or other agency records
4	Sufficiency of period to prepare bids	Fully	3.00		Agency records and/or PhiliGEPS records
.0	Use of proper and effective procurement documentation and technical specifications/requirements	Compliant Fully Compliant	3.00		Cost Benefit Analysis, Work Plans, Technical Specifications included in bidding documents
					browing succements
_		Average 1	1.75		
-	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEME ator 4. Presence of Procurement Organizations	NT CAPACITY			
.a	Creation of Bids and Awards Committee(s)	Fully Compliant	5.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training
b	Presence of a BAC Secretarist or Procurement Unit	Fully Compliant	8.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
_					
vdic	cator S. Procurement Planning and Implementation				
a	An approved APP that includes all types of procurement	Compliant	8.00		Copy of APP and its supplements (if any)
,b	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	Fully Compliant	3,00		APP, APP-CSE, PMR
Æ	Existing Green Specifications for GPPB-identified non-CSE items are adopted	Not Compliant	0.00		ITBs and/or RFCs clearly Indicate the use of green technical specifications for the procurement activi
	Percentage of bid opportunities posted by the PhilGEPS-				1
å	registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
b	Percentage of contract award information posted by the PhilGEPS-registered Agency	100.00%	3,00		Agency records and/or PhilGEPS records
ix	Percentage of contract awards procured through alternative methods posted by the PhiliGEPS-registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
					•

Name of Agency:	Name of Evaluator:
Dete of Self Assessment:	Position:

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Subindicators	Supporting information/Documentation (Not to be included in the Evaluation
Indic	ator 7. System for Disseminating and Monitoring Procuremen	t Information			L Leave of the statement of the Commentation
7.a	Presence of website that provides up-to-date procurement information easily accessible at no cost	Fully Compliant	1.00		Identify specific procurement-related portion in the agency website and specific website links
7.b	Preparation of Procurement Monitoring Reports using the 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
DO L	AR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES	Average II	2.70		
	ator 8. Efficiency of Procurement Processes				
8,6	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs	51.61%	1.00		APP (including Supplemental amendments, if any) and PMRs
8.6	Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding	58.06%	0.00		APP(including Supplemental amendments, if any)and PMRs
8.c	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe	Not Compliant	2.00		Agency Procedures/Systems for the conduct of needs analysis or market research, munitoring of timely delivery of goods, works, or services  Contracts with amendments and variations to order amount to 10% or less
Indic	ator 9. Compliance with Procurement Timeframes				
9.a	Percentage of contracts awarded within prescribed period of action to procure goods	100.00%	3.00		PMRs
9.b	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects	100.00%	3.00		PMRs
9.c	Percentage of contracts awarded within prescribed period of action to procure consulting services	n/a	n/a		PMRs
india	ator 10. Capacity Building for Government Personnel and Privi	ata Cartas Dantis	ina mts		
10.a	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis	Fully Compilant	8.00		Samples of forms used to evaluating procurement performance on top of or incorporated within the regular assessment for Procurement Personnel
10.b	Percentage of participation of procurement staff in procurement training and/or professionalization program	0.00%	0.00		Ask for copies of Office Orders, training modules, list of participants, schedules of actual training conducted
10.€	The procuring entity has open dialogue with private sector and ensures access to the procurement opportunities of the procuring entity	Compliant	3.00		Ask for copies of documentation of activities for bidders
Indic	ator 11. Menagement of Procurement and Contract Managem	ent Records			
11.a	The BAC Secretariat has a system for keeping and maintaining procurement records	Fully Compliant	±.00		Verify actual procurement records and time it took to retrieve records (should be no more than two hours) Refer to Section 4.1 of User's Manual for list of procurement-related documents for record-keeping and maintenance.
11.b	Implementing Units has and is implementing a system for keeping and mointaining 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 hours
tion di	atom 13 Contract Management Research				
	Agency has defined procedures or standards in such areas as quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Fully Compliant	3.00		Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation formsz

Name of Agency:	Name of Evaluator:
Detw of Self Assessment:	Position:

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be included in the Evaluation
12.b	Timely Payment of Procurement Contracts	On or before 30 days	3.00		Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
		Average III	2.01		

Name of Agancy:	Name of Evaluator:
Date of Self Assessment:	Position:

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicetors and Subindicators	Supporting Information/Documentation (Not to be included in the Evaluation
PYLL	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCURE	MENT SYSTEM			
Indi	cator 13. Observer Participation in Public Bidding				
13.a	Observers are invited to attend stages of procurement as prescribed in the IRR	Substantially Compliant	2.00		Verify copies of Invitation Letters to CSOs and professional associations and COA (List and average number of CSOs and PAs [invited shall be noted.)
indic	ator 14. Internal and External Audit of Procurement Activitie	\$			
14.8	Creation and operation of Internal Audit Unit (IAU) that performs specialized procurement audits	Not Compliant	0.00		Verify copy of Order or show actual organizational chart showing IAU, auidt reports, action plans and IAU recommendations
14.b	Audit Reports on procurement related transactions	Between 71- 89,99% compliance	2.00		Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations
			Carrier !		
India	rator 15. Capacity to Handle Procurement Related Complaints				To the second second
15.a	The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements	Fully Compliant	3.00		Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and Complaints; Office Orders adopting mesures to address procurement-related complaints
India	cetor 16. Anti-Corruption Programs Related to Procurement	10.00			
16.8	Agency has a specific anti-corruption program/s related to procurement	Fully Compliant	3.00		Verify documentation of anti-corruption program
	Managemen	Average IV	1.67		
GRA	ND TOTAL (Average I + Average II + Average III + Average IV	/4)	2.05		

### Summary of APCPI Scores by Pillar

APCPI Pillers	Ideal Rating	Agency Rating
Legislative and Regulatory Framework	3.00	1.79
Agency Institutional Framework and Management Capacity	3,00	2.7
Procurement Operations and Market Practices	3.00	2.0
Integrity and Transparency of Agency Procurement Systems	3.00	1.63
Total (Piller I+Piller II+Piller III+ PillerIV)/4	3.00	2.05

#### Agency Rating



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L. December of Completed and Market School Programs (Completed School Progr	6 Percentage of repeat order contribute to terms of amount of folial procurement	Above 4.00%	Between 9,00-4,00%	Between 1.00-2.00%	Britise LOOK						
And the Complete of the Michigan Services  And Antique control of the Complete	J. Koradone with Squar Date previous	Not Compliant	The state of the s		Compliant						
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#### Annex D

#### PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

#### Name of Agency: BUREAU OF CORRECTIONS - NBP

Period: 2020

Sub-Indicators	Key Area for Development	Proposed Actions to Address Key Areas	Responsible Entity	Timetable	Resources Needed
La	Percentage of competitive fidding and limited source bidding contracts in terms of amount of total proceedants.	*Conduct Strategic Planning and ensure that the timelines in the APP are followed to prevent fund transfer and failure of bids *Request end-user to submit on time their Purchase Request	End User, BAC, Bac Secretariet, HOPE	First Quarter of the year	Approved PPMP, APP
1.5	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	*To request end-user to submit on time on their Purchase Request   *To follow guidelines on procurement procedures and timelines based on Revised  RR of RA 9184  *To  prepare additional guidelines, if necessary, for effectiveness of the  procurement.	End-User, Bac Secretarist, BAC Members and HOPE	First Quarter of the year, within the procurement timeline	Approved PPMP, APP, GPPB, Revised IRR of RA 9184
2.a	Percentage of shopping contracts in terms of amount of total procurement				
2.6	Percentage of negotiated contracts in terms of amount of total procurement	*Review procedures on procurement of Negotiated projects *Conduct strategic Planning and ensure that the timelines in the APP are followed to prevent fund transfer and failure of bids.	End User, BAC, Bac Secretariat, HCPF	First Quarter of the year, within the procurement timeline	Approved APP
2.ε	Percentage of direct contracting in terms of amount of total procurement				
2.6	Percentage of regeat order contracts in terms of amount of total procurement				
2,0	Compliance with Repeat Order procedures		*		
2.1	Compliance with Limited Source Bidding procedures				
3.4	Accesses number of emities who acquired bidding documents	<ul> <li>Posting of ITB/RFQ in the PhildEPS and BuCor Website</li> <li>Encourage more bidders to join by sending ITB/RFQ, thru email, to qualified suppliers</li> </ul>	BAC Secretariat, TWG and Prospective Bidden	During advertisement and before conduct of eligibility stage	PhilGEPS, BuCor Website, Email/s
2.11	Average number of lidders who submitted bids	<ul> <li>Posting of ITB/RFQ in the PhiKIEPS and BuCor Website</li> <li>Encourage more hidders to join by sending ITB/RFQ, thru email, to qualified suppliers</li> </ul>	BAC Secretartat, TWG and Prospective Bidden	During advertisement and before conduct of eligibility stage	PhilGEPS, BuCor Wobsite, Email/s
3.4	Average number of hidders who passed eligibility stage	Posting of ETB/RFQ in the PhilGEPS and BuCor Website     Encourage hidders to check carefully thier documents before submissions	BAC Secretariat, TWG and Prospective Biddens	Ouring advertisement and before conduct of eligibility stage	PhiliGEPS, BuCor Website, Email/s
3.d	Sufficiency of period to prepare bids				
3.e	Use of proper and effective procurement documentation and technical specifications/requirements				
4.a	Creation of Blds and Awards Committee(s)				

4.b	Presence of a BAC Secretariat or Procurement Unit				
5.a	An approved APP that includes all types of procurement				
5.b	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				
Se	Existing Green Specifications for GPPB-silentified non-CSE Iterm are adopted	*Encourage end-user to request for items that qualify with the Green Specifications and to procure more items that are environmentally friendly, *Crient the End-user and BAC on the impact of compliance with green specifications to the agency's performance	End-user, Bac Secretariat, BAC Members and HOPE	Annually and/or before preparing end-user's PPMF and Purchase Request	Revised IRS of RA 9184, Issuance of Memorandum pertaining to apply specifications on green procurement
6.a	Percentage of bid opportunities posted by the PhilGEPS- registered Agency				
6.Ь	Percentage of contract award Information posted by the PhiliGEPS registered Agency				
6.6	Percentage of contract awards procured through alternative methods posted by the PhiRGEPS-registered Agency				
7,4	Presence of website that provides up-to-data procurement information easily accessible at no cost.				
7.h	Preparation of Procurement Monitoring Reports using the GPPB- prescribed format, submission to the GPPB, and posting in agency website				
10	Pércentage of total number of contracts signed against total number of procurement projects done through competitive bidding	*Conducts supplier's forum, internive monitoring of procurement activities and maximum required timelines * Full consideration of inputs in the next procurement planning	TWG, BAC Secretariat and BAC Members	Quarterly and/or as the need arises	Approved PPMP, APP, GPPB, Revised IHR of RA 9184
6.4	Planned procurement activities sobseved desired contract uncornes and objectives within the target/allorted timeframe	*Conduct annual strategic planning involving end-user, TWG, PMO in the preparation of the technical specifications attached to the PPMP	End-user/PMO, BAC Secretariat, BAC Members	Annually and/or before advertisement	Approved PPMP, APP, GPPB, Revised IRR of RA 9184
9.4	Percentage of contracts awarded within prescribed period of action to procure goods				
9.6	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects				
9.6	Percentage of contracts awarded within prescribed period of action to procure consulting services				
10.a	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis				
10.5	Percentago of aucticipation of procurement staff in procurement training and/or professionalization grogram.	Encourage attending trainings and seminars workshop	Budget office, Accounting office, End-users, TWG, BAC Secretarial, BAC Members and HCPE	First Quarter of the year and/or as the need arises	BuCor's based on approved Budget/Fund

10.c	The procuring entity has open dialogue with private sector and ensures access to the procurement apportunities of the procuring entity.				
11.4	The BAC Secretarist has a system for keeping and maintaining procurement records				
11.6	Implementing Units has and is implementing a system for keeping and maintaining complete and easily retrievable contract management records				
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				
12.b	Timely Payment of Procurement Contracts				
1±a	Observers are involved to attend stages of procurement as prescribed in the IRB.	Use of all forms of communications to encourage observers the importance of their attendance	Bac Secretarial, BAC Members and HOPE	Eligibility Checking, Shortlisting, Pre-bid Conference, Preliminary, Examination of Bids, Bid Evaluation, and post- qualification and/or as the need arises.	Travel Expenses for Observers to be Invited
14.a	Creation and operation of internal Audit Unit (VAU) that partiums specialized proceedings and the	*Suggest to the HoPE the creation of IAU *To conduct audit on procurement system and transactions	End-oners, TWG, BAC Secretariat, BAC Members, HOPE and COA	MAG TITLE PROOF OF THESE	Approved PPMP, APP, PMR and BAC Reports
14.6	Audit Reports on procurement related transactions		End-users, TWG, BAC Secretariat, BAC Members, HOPE and COA	ARA The need arms	Approved PPMP, APP, PMR and BAC Reports
15.a	The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements				
16.a	Agency has a specific anti-corruption program/s related to procurement				