ANNEX A GOVERNMENT PROCUREMENT POLICY BOARD Agency Procurement Compliance and Performance Indicator (APCPI) Self-Assessment Form

POLOMOLOK WATER DISTRICT
Date of Self Assessment: <u>18 February 2021</u>

ENGR. CECIL D. MIRASOL BAC - Chairperson

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation
PILLA	AR I. LEGISLATIVE AND REGULATORY FRAMEWORK				
ndic	ator 1. Competitive Bidding as Default Method of Procuremen	t			-
a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	94.66%	3.00		PMRs
.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	7.06%	0.00		PMRs
ndic	ator 2. Limited Use of Alternative Methods of Procurement				
.a	Percentage of shopping contracts in terms of amount of total procurement	2.19%	3.00		PMRs
.b	Percentage of negotiated contracts in terms of amount of total procurement Percentage of direct contracting in terms of amount of total	3.15%	3.00		PMRs
.c	procurement Percentage of greet contracting in terms of amount of total procurement Percentage of repeat order contracts in terms of amount of	0.00%	3.00		PMRs
	cotal procurement	0.00%	3.00		PMRs
.e	Compliance with Repeat Order procedures	n/a	n/a		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
ndic	ator 3. Competitiveness of the Bidding Process				
.a	Average number of entities who acquired bidding documents	3.18	1.00		Agency records and/or PhilGEPS records
.b	Average number of bidders who submitted bids	2.88	1.00		Abstract of Bids or other agency records
.c	Average number of bidders who passed eligibility stage	2.59	2.00		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		Cost Benefit Analysis, Work Plans, Technical Specifications included in bidding documents
-	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEME	Average I	2.27		
	ator 4. Presence of Procurement Organizations	W CAPACITY			
.a	Creation of Bids and Awards Committee(s)	Substantially Compliant	2.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training
.b	Presence of a BAC Secretariat or Procurement Unit	Substantially Compliant	2.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
					Co. Mineston of Training
ndic	ator 5. Procurement Planning and Implementation				
.a	An approved APP that includes all types of procurement	Compliant	3.00		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
	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
.c					
.C	star f. Hea of Courses and Floring I. P.				
ndic	ator 6. Use of Government Electronic Procurement System Percentage of bid opportunities posted by the PhilGEPS-	81.82%	2.00		Agency records and/or PhilGEPS records
		81.82%	2.00		Agency records and/or PhilGEPS records Agency records and/or PhilGEPS records



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ENGR. CECIL D. MIRASOL BAC - Chairperson

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			La ve
7.a	Presence of website that provides up-to-date procurement information easily accessible at no cost	Fully Compliant	3.00		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
		Average II	2.50		
PILLA	R III. PROCUREMENT OPERATIONS AND MARKET PRACTICES	Average ii	2.30		
Indic	ator 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	0.00%	0.00		APP (including Supplemental amendments, if any) and PMRs
8.b	Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding	100.00%	3.00		APP(including Supplemental amendments, if any)and PMRs
8.c	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe	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 variations to order amount to 10% or less
Indic	ator 9. Compliance with Procurement Timeframes				Ţ
9.a	Percentage of contracts awarded within prescribed period of action to procure goods	85.71%	0.00		PMRs
9.b	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects Percentage of contracts awarded within prescribed period of	100.00%	3.00		PMRs
9.c	action to procure consulting services	n/a	n/a		PMRs
Indic	ator 10. Capacity Building for Government Personnel and Priv	ate Sector Partic	cipants		
10 a	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis	Fully Compliant	3.00		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.c	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. Management of Procurement and Contract Managem	ant Pacards			
11.a	The BAC Secretariat has a system for keeping and maintaining procurement records	Fully Compliant	3.00		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 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 hours
Indica	ator 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



ANNEX A GOVERNMENT PROCUREMENT POLICY BOARD

Agency Procurement Compliance and Performance Indicator (APCPI) Self-Assessment Form

POLOMOLOK WATER DISTRICT

Date of Self Assessment: 18 February 2021

ENGR. CECIL D. MIRASOL BAC - Chairperson

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



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POLOMOLOK WATER DISTRICT
Date of Self Assessment: <u>18 February 2021</u>

ENGR. CECIL D. MIRASOL BAC - Chairperson

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation
		Average III	2.17		
PILLA	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	Fully Compliant	3.00		Verify copies of Invitation Letters to CSOs and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.)
ndic	ator 14. Internal and External Audit of Procurement Activities	s			
14.a	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	Below 60% compliance	0.00		Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations
1					
-	tor 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	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
Indic	ator 16. Anti-Corruption Programs Related to Procurement				
16.a	Agency has a specific anti-corruption program/s related to procurement	Fully Compliant	3.00		Verify documentation of anti-corruption program
		Average IV	1.80		
GRA	ND TOTAL (Avarege I + Average II + Average III + Average IV /	4)	2.18		

Summary of APCPI Scores by Pillar

APCPI Pillars	Ideal Rating	Agency Rating
Legislative and Regulatory Framework	3.00	2.27
Agency Insitutional Framework and Management Capacity	3.00	2.50
Procurement Operations and Market Practices	3.00	2.17
Integrity and Transparency of Agency Procurement Systems	3.00	1.80
Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4	3.00	2.18





ANNEX B GOVERNMENT PROCUREMENT POLICY BOARD CONSOLIDATED PROCUREMENT MONITORING REPORT

POLOMOLOK WATER DISTRICT

Period Covered: CY 2020

	Total Amount of Approved APP	Total Number of Procurement Activities	No. of Contracts Awarded	Total Amount of Contracts Awarded	No. of Failed Biddings	Total No. of Entities who Acquired Bid Docs	Total No. of Bidders who Submitted Bids	Total No. of Bidders who passed Eligibility Stage	No. of Bid Opportunities Posted at PhilGEPS	No. of Contract Award Posted at PhilGEPS	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
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12	Column 13	Column 14
1. Public Bidding*													
1.1. Goods	12,990,422.00	14	14	10,532,403.32	2	34	34	32	12	12	1	0	12
1.2. Works	93,695,823.15	3	3	94,829,702.06	0	20	15	12	3	3	0	0	3
1.3. Consulting Services	0.00	0	0	0.00	0	0	0	0	0	0	0	0	0
Sub-Total	106,686,245.15	17	17	105,362,105.38	2	54	49	44	15	15	1	0	15
2. Alternative Modes	斯尼斯斯克斯尼斯斯		拉尔里 森 医克雷克			的學習的意思			STEEL ST				
2.1.1 Shopping (52.1 a above 50K)	3,916,699.92	164	168	3,082,866.38						0			
2.1.2 Shopping (52.1 b above 50K)	1,477,358.00	35	38	1,319,491.10				Bridge Land Control	19	19			THE RESERVE AND ADDRESS OF THE PARTY OF THE
2.1.3 Other Shopping	194,700.00	5	5	180,270.00		P. D. C.	PARTIES NO.		THE REAL PROPERTY.	0		DESCRIPTION OF THE PERSON	
2.2.1 Direct Contracting (above 50K)						NUMBER OF STREET	PARTY NAMED IN	ENGLISH SOMETHING	DARKER DELIVER AND DESCRIPTION	0		ENTERED A CONTRACTOR AND ADDRESS OF THE PARTY OF THE PART	DESCRIPTION AND ADDRESS.
2.2.2 Direct Contracting (50K or less)								SWIFT STREET	POST PROPERTY AND ADDRESS.	0	BEAUTING CONTRACTOR	NO DESCRIPTION OF THE SEC.	PER PERSONAL PROPERTY.
2.3.1 Repeat Order (above 50K)					日子与作为社会企业企业	RESERVE SERVERS	OR STATE OF STREET	OR STREET		0		BASED STREET,	四次版的基本问题
2.3.2 Repeat Order (50K or less)					国际的国际的国际的	新加州的市场市场市场		STATE OF THE PARTY	DESCRIPTION OF STREET	0		DESCRIPTION OF SHAPE	网络斯斯斯斯斯
2.4. Limited Source Bidding					BEST BEST BOOK OF BOOK OF	A SECURITION OF STREET			0	0		STATE AND DESCRIPTION OF THE PARTY.	TO CHARLES SEEDING
2.5.1 Negotiation (Common-Use Supplies)	327,500.00	1	1	488,579.60	经验的证据的证据的证据	SANCHED AND DESCRIPTION	THE REPORT OF THE PARTY OF	ESCENION STANCE	THE SECOND CONTRACTOR	IN CONTRACTOR OF THE PARTY OF T			CONTRACTOR STREET
2.5.2 Negotiation (Recognized Government Printers)	140,000.00	1	1	194,800.00		I SANSKA SAN		SECRETARISM SECRETARISM		\$5500 M250 M350 F3	NAME OF TAXABLE PARTY.		STATE OF BELLEVISION
2.5.3 Negotiation (TFB 53.1)	3,053,682.00	8	8	3,172,788.60		BORDSON STREET			8	8	NEWSCOOL STREET		
2.5.4 Negotiation (SVP 53.9 above 50K)	4,525,471.88	17	18	3,403,751.58	原的及於放在上的市场和	EXPENSION CONTRACTOR	SEPTEMBER OF STREET		21	21	E-Control of the Control of the Cont		AND DESCRIPTION OF THE PARTY OF
2.5.5 Other Negotiated Procurement (Others above 50K)					THE RESIDENCE AND ADDRESS.	DESCRIPTION OF THE PROPERTY OF THE PERSON OF			DESCRIPTION OF THE PROPERTY OF THE PARTY OF	0			BUTCH STREET
2.5.6 Other Negotiated Procurement (50K or less)								PARTICIPATION OF THE PARTY OF T		0			CONTRACTOR OF THE PARTY OF THE
Sub-Total	13,635,411.80	231	239	11,842,547.26		MINISTER NEWSCOOLS		ESTREMENT CONTRACTOR	48	48			ENTEROPORTURAL DESIGNATION OF THE PARTY OF T
3. Foreign Funded Procurement**	RESIDENCE CONTRACTOR	DESCRIPTION OF THE PARTY OF THE	NAME OF TAXABLE PARTY.			TOPPOST NODESCONDENSION			Charles Manager and Company	MANUSCRIPTOR AND STREET			I REPORT FOR THE
3.1. Publicly-Bid	1.00	1	1	92,288,604.33	BUSINESS CONTRACTOR	5	3	2		MANAGER AND AND A			STATE OF THE PERSON NAMED IN
3.2. Alternative Modes	0.00	0	0	0.00		0	0	0		Market and American		Market College Street College	MATERIAL PROPERTY.
Sub-Total	1.00	1	1	92,288,604.33					Participation of the Control of the				AND REPORTS
4. Others, specify:		-		52,225,004.55									District Laboratory
TOTAL	120,321,657.95	249	257	209,493,256,97	SOUTH THE PARTY NAMED IN	ANTONIOSIA SI SENSI S	Control of the Contro	ENALGRECON CONTROL CONTROL	INTERNATIONAL PROPERTY AND INC.	Charles Alberta Statement	PARTICULAR DE LA CONTRACTOR DE LA CONTRA	CONTRACTOR DESCRIPTION OF THE PROPERTY OF THE	A STATE OF THE PARTY OF T

^{*} Should include foreign-funded publicly-bid projects per procurement type

ENGR. SECIL D. MIRASOL

BAC - Chariperson

ENGR. SOLITO T. TORCUATOR
Head of the Procuring Entity (HOPE)

1

^{**} All procurement using Foreign Funds excluding National Competitive Bidding (NCB) contracts; conversion to peso will be at BSP rates at the time the bids/quotations were submitted

Vo.	Assessment Conditions	Poor/Not Compliant (0)	Acceptable (1)	Satisfactory (2)	Very Satisfactory/Compliant (3
		0	1	2	3
_	AR I. LEGISLATIVE AND REGULATORY FRAMEWORK				
di	cator 1. Competitive Bidding as Default Method of Procurement				
1	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	Below 70.00%	Between 70.00-80.99%	Between 81.00-90.99%	Between 91.00-100%
2	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	Below 20.00%	Between 20.00- 39.99%	Between 40.00-50.00%	Above 50.00%
di	cator 2. Limited Use of Alternative Methods of Procurement				
3	Percentage of shopping contracts in terms of amount of total procurement	Above 7.00%	Between 5.00-7.00 %	Between 3.00-4.99 %	Below 3.00%
4	Percentage of negotiated contracts in terms of amount of total procurement	Above 15.00%	Between 9.00 -15.00%	Between 4.00-8.99%	Below 4.00%
5	Percentage of direct contracting in terms of amount of total procurement	Above 4.00%	Between 3.00-4.00%	Between 1.00-2.99%	Below 1.00%
6	Percentage of repeat order contracts in terms of amount of total procurement	Above 4.00%	Between 3.00-4.00%	Between 1.00-2.99%	Below 1.00%
7	Compliance with Repeat Order procedures	Not Compliant			Compliant
8	Compliance with Limited Source Bidding procedures	Not Compliant			Compliant
_	cator 3. Competitiveness of the Bidding Process				
	Average number of entities who acquired bidding documents	Below 3.00	3.00-3.99	4.00-5.99	6.00 and above
	Average number of bidders who submitted bids	Below 2.00	2.00-2.99	3.00-4.99	5.00 and above
1	Average number of bidders who passed eligibility stage	Below 1.00	1.00 - 1.99	2.00-2.99	3.00 and above
.2	Sufficiency of period to prepare bids	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
13	Use of proper and effective procurement documentation and technical specifications/requirements	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY cator 4. Presence of Procurement Organizations				
·	ator 4. Fresence of Procurement Organizations		T	T	T
14	Creation of Bids and Awards Committee(s)	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
15	Presence of a BAC Secretariat or Procurement Unit	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
	ator 5. Procurement Planning and Implementation				
	An annual ADD that is all the second	Not Compliant			Compliant
	An approved APP that includes all types of procurement				
16	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	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
17	Preparation of Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE) and Procurement of Common-Use Supplies and	Not Compliant Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant Compliant
.7	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	*	Partially Compliant	Substantially Compliant	

lo.	Assessment Conditions	Poor/Not Compliant (0)	Acceptable (1)	Satisfactory (2)	Very Satisfactory/Compliant (3)
		0	1	2	3
20	Percentage of contract award information posted by the PhilGEPS-registered Agency	Below 20.00%	Between 20.00- 50.99%	Between 51.00-80.00%	Above 80.00%
1	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	Below 20.00%	Between 20.00 - 50.99%	Between 51.00-80.00%	Above 80.00%
die	ator 7. System for Disseminating and Monitoring Procurement Information				
2	Presence of website that provides up-to-date procurement information easily accessible at no cost	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
3	Preparation of Procurement Monitoring Reports using the GPPB-prescribed format, submission to the GPPB, and posting in agency website	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
LLA	AR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES				
	ator 8. Efficiency of Procurement Processes				
4	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs	Below 40.00% or above 100.00%	Between 40.00- 60.99%	Between 61.00% -80.00%	Above 80.00%
5	Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding	Below 90.00%	Between 90.00- 92.99%	Between 93.00-95.00%	Above 95.00%
6	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
lic	ator 9. Compliance with Procurement Timeframes				
7	Percentage of contracts awarded within prescribed period of action to				
_	procure goods	Below 90.00%	Between 90.00 to 95.99%	Between 96.00 to 99.99%	100%
8	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects	Below 90.00%	Between 90.00 to 95.99%	Between 96.00 to 99.99%	100%
	Percentage of contracts awarded within prescribed period of action to procure consulting services	Below 90.00%	Between 90.00 to 95.99%	Between 96.00 to 99.99%	100%
lica	ator 10. Capacity Building for Government Personnel and Private Sector Partici	nante			
0	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
1	Percentage of participation of procurement staff in procurement training and/or professionalization program	Less than 60.00% Trained	Between 60.00-75.99% Trained	Between 76-90% of staff trained	Between 91.00-100% Trained
2	The procuring entity has open dialogue with private sector and ensures access to the procurement opportunities of the procuring entity	Not Compliant			Compliant
lies	stor 11 Management of December 14 Control Management				
- 1	Ator 11. Management of Procurement and Contract Management Records The BAC Secretariat has a system for keeping and maintaining procurement				
3	records	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
	Implementing Units has and is implementing a system for keeping and maintaining complete and easily retrievable contract management records	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
	itor 12. Contract Management Procedures				
ica					
5	Agency has defined procedures or standards in such areas as quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant

No. Assessment Conditions		Poor/Not Compliant (0)	Acceptable (1)	Satisfactory (2)	Very Satisfactory/Compliant (3)
		0	1	2	3
PILLAR IV. INTEGRITY AND TRANSF	PARENCY OF AGENCY PROCUREMENT SYSTEM				
Indicator 13. Observer Participatio	n in Public Bidding				
Observers are invited to atter	nd stages of procurement as prescribed in the	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
Indicator 14. Internal and External	Audit of Procurement Activities				
	ernal Audit Unit (IAU) that performs specialized	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
39 Audit Reports on procuremen	t related transactions	Below 60% compliance	Between 61-70.99% compliance	Between 71-89.99% compliance	Above 90-100% compliance
Indicator 15. Capacity to Handle Pr	rocurement Related Complaints				
	ficient procurement complaints system and has	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
ndicator 16. Anti-Corruption Prog	rams Related to Procurement				=======================================
41 Agency has a specific anti-corr	ruption program/s related to procurement	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant



Annex D

PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

POLOMOLOK WATER DISTRICT CY 2020

Sub-Indicators	Key Area for Development	Proposed Actions to Address Key Areas	Responsible Entity	Timetable	Resources Needed
1.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement				
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement				
2.a	Percentage of shopping contracts in terms of amount of total procurement				
2.b	Percentage of negotiated contracts in terms of amount of total procurement				
2.c	Percentage of direct contracting in terms of amount of total procurement				
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				
3.b	Average number of bidders who submitted bids				
3.c	Average number of bidders who passed eligibility stage				
3.d	Sufficiency of period to prepare bids				
	Use of proper and effective procurement documentation and technical specifications/requirements				
4.a	Creation of Bids 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		
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted		
6.a	Percentage of bid opportunities posted by the PhilGEPS- registered Agency		
6.b	Percentage of contract award information posted by the PhilGEPS- registered Agency		
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency		
7.a	Presence of website that provides up-to-date procurement information easily accessible at no cost		
7.b	Preparation of Procurement Monitoring Reports using the GPPB- prescribed format, submission to the GPPB, and posting in agency website		
8.a	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs		
8.b	Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding		
8.c	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe		
9.a	Percentage of contracts awarded within prescribed period of action to procure goods		
9.b	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects		
9.c	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.b	Percentage of participation of procurement staff in procurement training and/or professionalization program		
10 .c	The procuring entity has open dialogue with private sector and ensures access to the procurement opportunities of the procuring entity		



11.a	The BAC Secretariat has a system for keeping and maintaining procurement records		
11.b	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		
13.a	Observers are invited to attend stages of procurement as prescribed in the IRR		
14,a	Creation and operation of Internal Audit Unit (IAU) that performs specialized procurement audits		
14.b	Audit Reports on procurement related transactions		
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		

