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

Name of Agency: PhilHealth Regional Office IV-B Date of Self Assessment: May 3, 2019

Name of Evaluator: <u>Napoleon M. Arago, Jr.</u> Position: <u>Administrative Officer IV</u>

	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation
ILL	AR I. COMPLIANCE WITH LEGISLATIVE AND REGULATORY FRA	MEWORK			
Idi	cator 1. Competitive Bidding as Default Procurement Method				1
1	(a) Percentage of public bidding contracts in terms of amount of total procurement	0.44%	0.00		PMRs
2	(b) Percentage of public bidding contracts in terms of volume of total procurement	0.09%	0.00		PMRs
d	cator 2. Limited Use of Alternative Methods of Procurement		6913		
3	(a) Percentage of Shopping contracts in terms of amount of total procurement	0.00%	3.00		PMRs
4	(b) Percentage of Negotiated Procurement in terms of amount of total procurement	99.50%	0.00		PMRs
5	(c) Percentage of Direct Contracting in terms of amount of total procurement	0.07%	3.00		PMRs
6	(d) Percentage of Repeat Order contracts in terms of amount of total procurement	0.00%	3.00		PMRs
7	(e) Percentage of Limited Source contracts in terms of amount of total procurement	0.00%	3.00		PMRs
8	(f) 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	Compliant	3.00		APP, APP-CSE, PMR
di	cator 3. Competitiveness of the Bidding Process		the second second		
9	(a) Average number of entities who acquired bidding	1.20	0.00		Agency records and/or PhilGEPS records
10	documents (b) Average number of bidders who submitted bids	1.20	0.00		Abstract of Bids or other agency records
1	(c) Average number of bidders who passed eligibility stage	0.20	0.00		Abstract of Bids or other agency records
12	(d) Sufficient period to prepare bids	Fully Compliant	3.00		Agency records and/or PhilGEPS records
1		compilant			
		Average I	1.50		
ILL	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM	Average I	1.50		
ILL		Average I	1.50 3.00		
ILL ndi	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM cator 4. Presence of Procurement Organizations	Average I IENT CAPACITY Fully			
di 3	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM cator 4. Presence of Procurement Organizations (a) Creation of Bids and Awards Committee(s) (b) Creation of a BAC Secretariat or Procurement Unit	Average I IENT CAPACITY Fully Compliant Fully	3.00		Organizational Chart; and Certification of Training Verify copy of Order creating BAC Secretariat; Organizational Chart; and
4 di	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM cator 4. Presence of Procurement Organizations (a) Creation of Bids and Awards Committee(s) (b) Creation of a BAC Secretariat or Procurement Unit cator 5. Procurement Planning and Implementation	Average I TENT CAPACITY Fully Compliant Fully Compliant	3.00		Organizational Chart; and Certification on Training Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
4 di	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM cator 4. Presence of Procurement Organizations (a) Creation of Bids and Awards Committee(s) (b) Creation of a BAC Secretariat or Procurement Unit cator 5. Procurement Planning and Implementation (a) APP is prepared for all types of procurement	Average I TENT CAPACITY Fully Compliant Compliant Compliant	3.00 3.00 3.00		Organizational Chart; and Certification on Training Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
.3 .4	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM cator 4. Presence of Procurement Organizations (a) Creation of Bids and Awards Committee(s) (b) Creation of a BAC Secretariat or Procurement Unit cator 5. Procurement Planning and Implementation (a) APP is prepared for all types of procurement cator 6. Use of Philippine Government Electronic Procurement	Average I TENT CAPACITY Fully Compliant Compliant Compliant	3.00 3.00 3.00		Organizational Chart; and Certification of Training Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training Copy of APP and its supplements (if any
4 di	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM cator 4. Presence of Procurement Organizations (a) Creation of Bids and Awards Committee(s) (b) Creation of a BAC Secretariat or Procurement Unit cator 5. Procurement Planning and Implementation (a) APP is prepared for all types of procurement cator 6. Use of Philippine Government Electronic Procuremen (a) Percentage of bid opportunities posted by the Phil-GEPs- registered Agency	Average I TENT CAPACITY Fully Compliant Compliant Compliant t System (PhilG 8.80%	3.00 3.00 3.00 EPS) 0.00		Organizational Chart; and Certification of Training Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training Copy of APP and its supplements (if any Agency records and/or PhilGEPS records
4 di di di	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM cator 4. Presence of Procurement Organizations (a) Creation of Bids and Awards Committee(s) (b) Creation of a BAC Secretariat or Procurement Unit cator 5. Procurement Planning and Implementation (a) APP is prepared for all types of procurement cator 6. Use of Philippine Government Electronic Procuremen (a) Percentage of bid opportunities posted by the Phil-GEPs- registered Agency (b) Percentage of contract award information posted by the Phil-GEPs-registered Agency	Average I IENT CAPACITY Fully Compliant Fully Compliant Compliant t System (PhilG	3.00 3.00 3.00 EPS)		Organizational Chart; and Certification of Training Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training Copy of APP and its supplements (if any Agency records and/or PhilGEPS records
4 di di di .5	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM cator 4. Presence of Procurement Organizations (a) Creation of Bids and Awards Committee(s) (b) Creation of a BAC Secretariat or Procurement Unit cator 5. Procurement Planning and Implementation (a) APP is prepared for all types of procurement (a) Percentage of bid opportunities posted by the Phil-GEPs-registered Agency (b) Percentage of contract award information posted by the Phil-GEPs-registered Agency (c) Percentage of contract-awards procured through alternative methods posted by the Phil-GEPs-registered	Average I TENT CAPACITY Fully Compliant Compliant Compliant t System (PhilG 8.80%	3.00 3.00 3.00 EPS) 0.00		Organizational Chart; and Certification of Training Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training Copy of APP and its supplements (if any Agency records and/or PhilGEPS records Agency records and/or PhilGEPS records
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4 ddi 5 ddi 6 7 8 8 ddi 19 0	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM cator 4. Presence of Procurement Organizations (a) Creation of Bids and Awards Committee(s) (b) Creation of a BAC Secretariat or Procurement Unit cator 5. Procurement Planning and Implementation (a) APP is prepared for all types of procurement (a) Percentage of bid opportunities posted by the Phil-GEPs-registered Agency (b) Percentage of contract award information posted by the Phil-GEPs-registered Agency (c) Percentage of contract awards procured through alternative methods posted by the Phil-GEPs-registered Agency (a) Presence of website that provides up-to-date procurement information easily accessible at no cost (b) Preparation of Procurement Monitoring Reports using the prescribed format, prompt submission to GPPB, and posting in agency website	Average I TENT CAPACITY Fully Compliant Fully Compliant Compliant t System (PhilGI 8.80% 0.00% 7.11% nt Information Fully Compliant Fully Compliant Fully Compliant Average II	3.00 3.00 3.00 EPS) 0.00 0.00 0.00 3.00		Organizational Chart; and Certification o Training Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training Copy of APP and its supplements (if any) Agency records and/or PhilGEPS records Agency records and/or PhilGEPS records Agency records and/or PhilGEPS records Identify specific procurement-related portion in the agency website and speci website links Copy of PMR and received copy that it
44 44 44 15 15 15 10 10 10 10	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM cator 4. Presence of Procurement Organizations (a) Creation of Bids and Awards Committee(s) (b) Creation of a BAC Secretariat or Procurement Unit cator 5. Procurement Planning and Implementation (a) APP is prepared for all types of procurement (a) Percentage of bid opportunities posted by the Phil-GEPs-registered Agency (b) Percentage of contract award information posted by the Phil-GEPs-registered Agency (c) Percentage of contract-awards procured through alternative methods posted by the Phil-GEPs-registered Agency (c) Percentage of contract-awards procured through alternative methods posted by the Phil-GEPs-registered Agency (c) Percentage of contract-awards procured through alternative methods posted by the Phil-GEPs-registered Agency (c) Percentage of contract-awards procured through alternative methods posted by the Phil-GEPs-registered Agency (c) Percentage of contract-awards procured through alternative methods posted by the Phil-GEPs-registered Agency (c) Percentage of Contract-awards procured through alternative methods posted by the Phil-GEPs-registered Agency (d) Presence of website that provides up-to-date procurement information easily accessible at no cost (b) Preparation of Procurement Monitoring Reports using the prescribed format, prompt submission to GPPB, and posting in agency website	Average I TENT CAPACITY Fully Compliant Fully Compliant Compliant t System (PhilGI 8.80% 0.00% 7.11% nt Information Fully Compliant Fully Compliant Fully Compliant Average II	3.00 3.00 3.00 EPS) 0.00 0.00 0.00 3.00 3.00		Organizational Chart; and Certification of Training Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training Copy of APP and its supplements (if any Agency records and/or PhilGEPS records Agency records and/or PhilGEPS records Agency records and/or PhilGEPS records Identify specific procurement-related portion in the agency website and spec website links Copy of PMR and received copy that it

GOVERNMENT PROCUREMENT POLICY BOARD

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

Name of Agency: PhilHealth Regional Office IV-B Date of Self Assessment: May 3, 2019

Name of Evaluator: <u>Napoleon M. Arago, Jr.</u> Position: <u>Administrative Officer IV</u>

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation
	tage of total number of contracts awarded against per of procurement activities done through public	20.00%	0.00		APP(including Supplemental amendments if any)and PMRs
(c) Percen	tage of failed biddings and total number of ent activities conducted	40.00%	0.00		APP (including Supplemental Amendments, if any) and PMRs
ndicator 9. Co	mpliance with Procurement Timeframes				1
	ntage of contracts awarded within prescribed				
24 procurem	ent time frames to procure goods as indicated in of the IRR	100.00%	3.00	4	PMRs
25 procurem	ntage of contracts awarded within prescribed ent time frames to procure infrastructure projects ed in Annex "C" of the IRR	n/a	n/a		PMRs
26 procurem	trage of contracts awarded within prescribed ent time frames to procure consulting services as in Annex "C" of the IRR	n/a	n/a		PMRs
ndicator 10. C	apacity Building for Government Personnel and Pr	ivate Sector Par	ticipants		
(a) There i	s a system within the procuring entity to evaluate mance of procurement personnel	Fully Compliant	3.00		Ask BAC Secretariat Head, verify Office Orders on training of Procurement Staff
28 (b) Percen annual pro	tage of participation of procurement staff in ocurement training	Between 91.00- 100%	3.00		Ask for copies of Office Orders, training modules, list of participants, schedules of actual training conducted
29 (c) Agenc public pro	y has actvities to inform and update entities on curement	Not Compliant	0.00		Ask for copies of documentation of activities for bidders
adicator 11 A	Appagement of Prosurement and Contract Manage	mant Bacarda			
30 (a) The BA	cator 11. Management of Procurement and Contract Manag (a) The BAC Secretariat has a system for keeping and maintaining procurement records		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 fo record-keeping and maintenance.
	menting Unit has and is implementing a system for nd maintaining 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
ndicator 12. C	ontract Management Procedures				1
32 quality co	has well defined procedures and standards for ntrol, acceptance and inspection, supervision of d evaluation of contractors' performance	Fully Compliant	3.00		Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation formsz
33 amendme	v complies with the thresholds prescribed for nt to order, variation orders, advance payment, ge in publicly bid contracts.	Fully Compliant	3.00		Specific procurement contract with amendment to order, variation order or with negative slippage
34 (c) 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	2.00		
PILLAR IV. INT	EGRITY AND TRANSPARENCY OF AGENCY PROCURE		4.100		
	Observer Participation in Public Bidding				
35 (a) Observ	ers are invited to all stages of every public bidding	Not Compliant	0.00		Verify copies of Invitation Letters to CSOs and professional associations and COA (List and average number of CSOs and PA
36 (b) Attend	ance of Observers in public bidding activities	100.00%	3.00		invited shall be noted.) PMRs and Abstract of Bids
ndicator 14. In	nternal and External Audit of Procurement Activitie	s			
	on and operation of internal audit unit as d by DBM (Circular Letter No. 2008-5, April 14,	n/a	n/a		Verify copy of Order or show actual organizational chart showing IAU, auidt reports, action plans and IAU recommendations
	y Action on Prior Year's Audit Recommendations n procurement related transactions	Above 90- 100% compliance	3.00		Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations
Indicator 15. C	apacity to Handle Procurement Related Complaint				

GOVERNMENT PROCUREMENT POLICY BOARD

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

Name of Agency: PhilHealth Regional Office IV-B Date of Self Assessment: May 3, 2019

Name of Evaluator: <u>Napoleon M. Arago, Jr.</u> Position: <u>Administrative Officer IV</u>

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and Complaints; Office Orders adopting mesures to address procurement-related complaints	
39	(a) The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements	Partially Compliant	1.00			
ndi	cator 16. Anti-Corruption Programs Related to Procurement					
	(a) Agency has a specific anti-corruption program/s related to procurement	Substantially Compliant	2.00		Verify documentation of anti-corruption program	
		Average IV	1.80			
GRA	AND TOTAL (Avarege I + Average II + Average III + Average IV	/ 4)	1.79			

* APCPI Rating is based on the APCPI Rating System found in Annex C of the User's Guide. Please use this rating system for the self-assessment. After completing the assessment, identify those Indicators with ratings of between 0 to 2 and formulate a procurement capacity development plan called the APCPI Action Plan based on the attached format and submit to GPPB for monitoring.

* For sub-indicators that are not applicable to your specific agency, please write the word Not Applicable in the second column and do not put a rating

Summary of APCPI Scores by Pillar

APCPI Pillars	Ideal Rating	Agency Rating
Pillar I: Compliance with Legislative and Regulatory Framework	3.0000	1.50
Pillar II: Agency Insitutional Framework and Management Capacity	3.0000	1.88
Pillar III: Procurement Operations and Market Practices	3.0000	2.00
Pillar IV. Integrity and Transparency of Agency Procurement Systems	3.0000	1.80
Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4	3.0000	1.79

ANNEX B GOVERNMENT PROCUREMENT POLICY BOARD CONSOLIDATED PROCUREMENT MONITORING REPORT (Page 1 of 2)

Name of Agency: PhilHealth Regional Office IV-B

Period Covered: CY 2018

	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
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11
1. Public Bidding*	tent in a second		an de la	A Contraction of the						
1.1. Goods	40,037,035.79	5	1	174,464.00	2	6	6	1	3	
1.2. Works			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1							
1.3. Consulting Services										
Sub-Total	40,037,035.79	5	1	174,464.00	2	6	6	1	3	0
2. Alternative Modes		and the second second	ALL AND SHE	18	V Service Marrie				A SHAPPART SHAP	Sec. Sec.
2.1.1 Shopping (52.1 b above 50K)					C. C. Street Barrier	ころのことの	ON THE OWNER AND THE			
2.1.2 Shopping (Others)					A. 14	the state of the La	al appression of the second	1200 Care Sold	d of Parts of	A STEPANE
2.2. Direct Contracting	811,684.00	1	1	26,400.00		Contraction Carlo Int	n services	Active sectors and	Star deals cause	
2.3. Repeat Order					State of the state of the	and the second second			and the second second	And A. China
2.4. Limited Source Bidding					140 Sa 200	Participation in the second		Setter glasses		Constant Constant
2.5.1 Negotiation (Common-Use Supplies)	2,407,344.82	8	8	1,483,108.47				halfs, Statist	at a state of the	
2.5.2 Negotiation (TFB 53.1)					1		ANT STRATE	and the second second		A STATISTICS
2.5.3 Negotiation (SVP 53.9 above 50K)	24,095,344.39	745	745	16,044,231.30	A Description	1.2000 2.00	C. Pare Distant	No. of Concession, Name	63	53
2.5.4 Negotiation (Others)	36,457,694.55	354	354	22,187,259.47		No. Property			for a state of the second	64
Sub-Total	63,772,067.76	1,108	1,108	39,740,999.24	Rate & Carry State		her man in	and a second	63	117
3. Foreign Funded Procurement**		S- 220	(all and a state of the	Contraction of the second	Part - State - St		all all pala	and the second second		
3.1. Publicly-Bid					and the second second				「日本」がある。「「「「」」」」」」	
3.2. Alternative Modes						8			STL TRUCK (C. TLUR)	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Sub-Total	0.00	0	0	0.00		Real Property and	R. Marsher		P. C. G. P. Starting	1200
4. Others, specify:					to all the second	a discussion and the		A DECEMBER OF DECEMBER	Some of the second s	
TOTAL	103,809,103.55	1.113	1,109	39,915,463.24			The second second	Turning and the other	And a state of the second	1000

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

** 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

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ANNEX B GOVERNMENT PROCUREMENT POLICY BOARD CONSOLIDATED PROCUREMENT MONITORING REPORT (Page 2 of 2)

Name of Agency: PhilHealth Regional Office IV-B

Period Covered: CY 2018

	Total No. Of Contracts that incurred negative slippage	Total No. of contracts with amendments to order or variation orders	Ave. No. of Days for Approval of Resolution/Issuance of Notice of Award	No. of Contracts with Observers Attending	No. of Contracts with COA Observers Attending	Ave. No.of Days to Resolve Requests for Reconsiderations / Protests	No. of Contracts Awarded within prescribed timeframes
	Column 12	Column 13	Column 14	Column 15	Column 16	Column 17	Column 18
1. Public Bidding*		CONTRACT STREET				the second second	Para and
1.1. Goods	0	1	11 days	1	1	7	1
1.2. Works							
1.3. Consulting Services							
Sub-Total	0	1	N/A	1	1	7	1
2. Alternative Modes	The same the same same			and the second second	and the second second second		
2.1.1 Shopping (52.1 b above 50K)	Real Property Control of State				and the second second		and the second
2.1.2 Shopping (Others)							
2.2. Direct Contracting	La Barrera	the second second second	Contraction of the second s				4
2.3. Repeat Order					at a second s		1
2.4. Limited Source Bidding		1				the second s	Constant and a second
2.5.1 Negotiation (Common-Use Supplies)	the second s	and the second second		the second second second	The second second	- A CHARTEN	
2.5.2 Negotiation (TFB 53.1)	82 5 - SVP 63	in a surface of the state					
2.5.3 Negotiation (SVP 53.9 above 50K)		a len statut		Caller and a second			
2.5.4 Negotiation (Others)		AN A COLORADOR			e Land Strates and		1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-
Sub-Total				and the second			A COMPANY OF A COMPANY
3. Foreign Funded Procurement**	and the second s		End States and States and				
3.1. Publicly-Bid		the state of the party				CONTRACTOR NO.	The second second
3.2. Alternative Modes	DE TRACTORIO		Man and a second se		Contraction of the second	STARLES AND ADDRESS	to an entry and
Sub-Total	2					Senter Park I have	State Balance
4. Others, specify:				- Contract of the second second		in the second	1977
TOTAL		the second second		A SHOT OF THE ACT	N APPENDING TO THE OWNER	the state of the s	March In Street

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

** 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

Certified Correct by:

NAPOLEON M. ARAGO, JR. Administrative Officer IV, ASS

Recommending Approval: ARACELI J. LAINE Division Chief IV/MSD

Inprover CIRILO C. BALMACEDA cting Regional Vice-President

ANNEX C

APCPI Revised Scoring and Rating System

No.	Assessment Conditions	Poor/Not Compliant (0)	Acceptable (1)	Satisfactory (2)	Very Satisfactory/ Compliant (3) 3	
-		0	1	2		
PILL	AR I. COMPLIANCE WITH LEGISLATIVE AND REGULATORY FRAMEWORK					
ndia	cator 1. Competitive Bidding as Default Procurement Method					
1	(a) Percentage of public bidding contracts in terms of amount of total procurement		0.70	0.81	0.91	
2	(b) Percentage of public bidding contracts in terms of volume of total procurement		0.20	0.40	0.50	
ndia	cator 2. Alternative Methods of Procurement					
3	(a) Percentage of Shopping contracts in terms of amount of total procurement		0.06	0.05	0.03	
4	(b) Percentage of Negotiated Procurement in terms of amount of total procurement		0.12	0.08	0.03	
5	(c) Percentage of Direct Contracting in terms of amount of total procurement		0.04	0.03	0.01	
6	(d) Percentage of Repeat Order contracts in terms of amount of total procurement		0.04	0.03	0.01	
7	(e) Percentage of Limited Source contracts in terms of amount of total procurement		0.04	0.03	0.01	
8	(f) 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			Compliant	
ndia	cator 3. Competitiveness of the Bidding Process					
_	(a) Average number of entities who acquired bidding documents		3	4.00	6.00	
10	(b) Average number of bidders who submitted bids		2	3.00	5.00	
	(c) Average number of bidders who passed eligibility stage		1	2.00	3.00	
	(d) Sufficient period to prepare bids	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant	
	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY					
	cator 4. Presence of Procurement Organizations	Nu Contra I	0.11.11.00		5 H 6 H 1	
_	(a) Creation of Bids and Awards Committees (BACs) (b) Creation of a BAC Secretariat or Procurement Unit	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant	
14	(b) creation of a BAC Secretariat or Procurement Unit	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant	

	Assessment Conditions	Poor/Not Compliant (0)	Acceptable (1)	Satisfactory (2)	Very Satisfactory/ Compliant (3) 3	
		0	1	2		
ndia	ator 5. Procurement Planning and Implementation					
15	(a) APP is prepared for all types of procurement	Not Compliant			Compliant	
ndia	ator 6. Use of Philippine Government Electronic Procurement System (PhilGE	Ps)				
16	(a) Percentage of bid opportunities posted by the Phil-GEPs-registered Agency		0.71	0.81	0.93	
17	(b) Percentage of contract award information posted by the Phil-GEPs- registered Agency		0.20	0.51	0.80	
18	(c) Percentage of contract awards procured through alternative methods posted by the Phil-GEPs-registered Agency		0.20	0.51	0.80	
ndic	ator 7. System for Disseminating and Monitoring Procurement Information					
19	(a) Presence of website that provides up-to-date procurement information easily accessible at no cost	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant	
20	(b) Preparation of Procurement Monitoring Reports using the prescribed format, prompt submission to GPPB, and posting in agency website	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant	
-	AR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES ator 8. Efficiency of Procurement Processes					
	ator 8. Efficiency of Procurement Processes				- 4	
ndic 21	ator 8. Efficiency of Procurement Processes (a) Percentage of total amount of procurement awarded against total amount of approved APPs	1.00	0.40	0.61	0.80	
	 ator 8. Efficiency of Procurement Processes (a) Percentage of total amount of procurement awarded against total amount of approved APPs (b) Percentage of total number of contracts awarded against total number of procurement activities done through public bidding 	1.00	0.40 0.90	0.61 0.93	0.80	
ndia 21 22	 ator 8. Efficiency of Procurement Processes (a) Percentage of total amount of procurement awarded against total amount of approved APPs (b) Percentage of total number of contracts awarded against total number of 	1.00			0.95	
21 22 23	 ator 8. Efficiency of Procurement Processes (a) Percentage of total amount of procurement awarded against total amount of approved APPs (b) Percentage of total number of contracts awarded against total number of procurement activities done through public bidding (c) Percentage of failed biddings and total number of procurement activities 	1.00	0.90	0.93		
ndic 21 22 23 ndic	 ator 8. Efficiency of Procurement Processes (a) Percentage of total amount of procurement awarded against total amount of approved APPs (b) Percentage of total number of contracts awarded against total number of procurement activities done through public bidding (c) Percentage of failed biddings and total number of procurement activities conducted ator 9: Compliance with Procurement Timeframes (a) Percentage of contracts awarded within the prescribed period to procure 	1.00	0.90	0.93	0.95	
ndic 21 22 23 ndic 24	 ator 8. Efficiency of Procurement Processes (a) Percentage of total amount of procurement awarded against total amount of approved APPs (b) Percentage of total number of contracts awarded against total number of procurement activities done through public bidding (c) Percentage of failed biddings and total number of procurement activities conducted ator 9: Compliance with Procurement Timeframes 	1.00	0.90	0.93	0.95	
ndic 21 22 23 23 24 25	 ator 8. Efficiency of Procurement Processes (a) Percentage of total amount of procurement awarded against total amount of approved APPs (b) Percentage of total number of contracts awarded against total number of procurement activities done through public bidding (c) Percentage of failed biddings and total number of procurement activities conducted ator 9: Compliance with Procurement Timeframes (a) Percentage of contracts awarded within the prescribed period to procure goods as indicated in Annex "C" of the IRR (b) Percentage of contracts awarded within the prescribed period to procure 	1.00	0.90 0.10 0.90	0.93 0.08 0.96	0.95	
ndic 21 22 23 23 24 25 26	 ator 8. Efficiency of Procurement Processes (a) Percentage of total amount of procurement awarded against total amount of approved APPs (b) Percentage of total number of contracts awarded against total number of procurement activities done through public bidding (c) Percentage of failed biddings and total number of procurement activities conducted ator 9: Compliance with Procurement Timeframes (a) Percentage of contracts awarded within the prescribed period to procure goods as indicated in Annex "C" of the IRR (b) Percentage of contracts awarded within the prescribed period to procure infrastructure projects as indicated in Annex "C" of the IRR (c) Percentage of contracts awarded within the prescribed period to procure infrastructure projects as indicated in Annex "C" of the IRR (c) Percentage of contracts awarded within the prescribed period to procure infrastructure projects as indicated in Annex "C" of the IRR 		0.90 0.10 0.90 0.90	0.93 0.08 0.96 0.96	0.95	

Vo.	Assessment Conditions	Poor/Not Compliant (0)	Acceptable (1)	Satisfactory (2)	Very Satisfactory/ Compliant (3)	
		0	1	2	3	
28	(b) Percentage of participation of procurement staff in annual procurement training	Less than 60.00% Trained	Between 60.00-75.99% Trained	Between 76.00-90.99% Trained	Between 91.00-100%	
29	(c) Agency has actvities to inform and update entities on public procurement	Not Compliant			Compliant	
ndic	ator 11. Management of Procurement and Contract Management Records					
30	(a) The BAC Secretariat has a system for keeping and maintaining procurement records	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant	
31	(b) Implementing Units has and is implementing a system for keeping and maintaining contract management records	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant	
ndic	ator 12. Contract Management Procedures					
32	(a) Agency has well defined procedures and standards for quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant	
33	(b) Agency complies with the thresholds prescribed for amendment to order, variation orders, advance payment, and slippage in publicly bid contracts.	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant	
34	(c) Timely payment of procurement contracts	After 45 days	Between 38-45 days	Between 31-37 days	On or before 30 days	
ndic	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEMS ator 13. Observer Participation in Public Bidding	After 45 days	Between 38-45 days	Between 31-37 days		
ndic	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEMS		Between 38-45 days	Between 31-37 days	On or before 30 days	
ndic 35 36	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEMS eator 13. Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities				Compliant	
ndic 35 36	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEMS rator 13. Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities rator 14. Internal and External Audit of Procurement Activities				Compliant	
ndic 35 36	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEMS cator 13. Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities cator 14. Internal and External Audit of Procurement Activities (a) Creation and operation of internal audit unit as prescribed by DBM (Circular Letter No. 2008-5, April14, 2008)		0.70 Partially Compliant	0.80 Substantially Compliant	Compliant 0. Fully Compliant	
PILLA ndic 35 36	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEMS rator 13. Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities rator 14. Internal and External Audit of Procurement Activities (a) Creation and operation of internal audit unit as prescribed by DBM	Not Compliant	0.70	0.80	Compliant 0.	
PILL/ ndic 35 36 ndic 37 38	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEMS cator 13. Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities cator 14. Internal and External Audit of Procurement Activities (a) Creation and operation of internal audit unit as prescribed by DBM (Circular Letter No. 2008-5, April14, 2008) (b) Agency Action on Prior Year's Audit Recommendations (APYAR) on	Not Compliant Not Compliant	0.70 Partially Compliant Between 61-70.99%	0.80 Substantially Compliant Between 71-89.99%	Compliant 0. Fully Compliant Above 90-100%	
21111 andic 35 36 andic 37 38 andic 39	 AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEMS Cator 13. Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities Cator 14. Internal and External Audit of Procurement Activities (a) Creation and operation of internal audit unit as prescribed by DBM (Circular Letter No. 2008-5, April14, 2008) (b) Agency Action on Prior Year's Audit Recommendations (APYAR) on procurement related transactions Cator 15. Capacity to Handle Procurement Related Complaints (a) The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements 	Not Compliant Not Compliant	0.70 Partially Compliant Between 61-70.99%	0.80 Substantially Compliant Between 71-89.99%	Compliant 0. Fully Compliant Above 90-100%	
PILL/ andic 35 36 37 38 38 38	 AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEMS Cator 13. Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities Cator 14. Internal and External Audit of Procurement Activities (a) Creation and operation of internal audit unit as prescribed by DBM (Circular Letter No. 2008-5, April14, 2008) (b) Agency Action on Prior Year's Audit Recommendations (APYAR) on procurement related transactions Cator 15. Capacity to Handle Procurement Related Complaints (a) The Procuring Entity has an efficient procurement complaints system and 	Not Compliant Not Compliant Below 60% compliance	0.70 Partially Compliant Between 61-70.99% compliance	0.80 Substantially Compliant Between 71-89.99% compliance	Compliant 0. Fully Compliant Above 90-100% compliance	

Annex D

PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Name of Agency: PhilHealth Regional Office IV-B

Period: CY 2017

ndicators	Key Area for Development	Proposed Actions to Address Key Areas	Responsible Entity	Timetable	Resources Needed
PMR	Preparation of Procurement Monitoring Report	Record procurement transactions after completion of each activity	Procurement Unit/BAC Secretariat	Continuing activity	Copy of procurement documents
APP	Execution of Annual Procurement Plan	Regular monitoring of APP againts actual procurement	Procurement Unit	Quarterly	APP, Procurement reports
PhilGEPS Posting	Posting of each alternative mode of procurement (with ABC of above Php50,000.00)	Regular posting of invitation and award	Procurement Unit	Within 3 days upon receipt of approved PR and perfected PO and JO	Copy of procurement documents
Training	Capability building of procurement staff	Include training for procurement staff in the annual training plan	Procurement Unit/BAC	Scheduled Budget Call	Budget Allocation
Observers	Invitation of observers in all stages of procurement	Invite observers in all the procurement activities	BAC Secretariat	Every bidding activity	
					14
					-

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATOR (APCPI) QUESTIONNAIRE

Name of Agency: Name of Respondent:					prporation IV-B	Date: Positic	on:	May 2, 2019 Administrative Officer IV
struction: Put a prresponding b					eside each cond	ition/requireme	ent	met as provided below and then fill in the
Do you prepa	re an Ar	nual Pro	ocurem	ent Plan for	all types of proc	urement? (5a))	
V	Yes			No				
					Common-Use S nt from the Proc			pment (APP-CSE) and (2f)
V	Yes			No				
In giving your	prospe	ctive bido	lers su	fficient perio	od to prepare the	ir bids, which	of t	hese conditions is/are met? (3d)
lane and the second		docume website;		e available at	t the time of adv	ertisement/pos	stin	g at the PhilGEPS website or
	Suppler	mental bi	d bulle	tins are issu	ued at least seve	n (7) calendar	da	ys before bid opening;
V	Minutes	of pre-b	id con	ference are r	readily available	within three (3	3) d	ays.
In creating you	ur BAC	and BAC	Secre	etariat which	of these conditi	ons is/are pres	sen	17
or BAC: (4a)								
V	Office C	order crea	ating th	ne Bids and	Awards Commit	tee:		
V	There a	re at leas	st five	(5) members	s of the BAC;			
V	Membe	rs of BAC	C meet	qualification	ns; and/or			
V	Majority	of the m	embei	s of BAC are	e trained on R.A	9184		
or BAC Secreta	ariat: (41	D)						
the second se		order crea			wards Committe	e Secretariat (or c	lesigning Procurement Unit to
	The He	ad of the	BAC	Secretariat m	neets the minimu	um qualification	ns	
	Majority	of the m	ember	s of BAC Se	ecretariat are tra	ined on R.A. 9	184	1
In determining ese conditions				up-to-date p	procurement info	mation easily	aco	cessible at no cost, which of
V .	Agency	has a wo	orking	website				
V	Procure	ment info	ormatio	on is up-to-d	ate			
V	Informa	tion is ea	isily ac	cessible at r	no cost			
In complying which of these complete					ubmission of you	r agency's Pro	ocur	rement Monitoring Report,
	Agency	prepares	s the P	MRs				
	PMRs a	are promp	otly sul	omitted to the	e GPPB			
V	PMRs a	are poste	d in the	e agency we	ebsite			
	PMRs a							

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATOR (APCPI) QUESTIONNAIRE

7. In evaluating	g the performance of your procurement personnel, which of these conditions is/are present? (10a)
1	There is a written procedure within the procuring entity in evaluating the performance of procurement personnel
Ń	Procuring entity communicates standards of evaluation to procurement personnel
V	Procuring entity acts on the results and takes corresponding action
8. Have all of	your procurement staff participated in annual procurement training? (10b)
	Please indicate how many of your procurement staff participated in annual procurement training 6 out of 6
9. How often d	o you conduct dialogue to inform and update bidders on the procurement regulations? (10c)
-	0 times/year
	ing whether the BAC Secretariat has a system for keeping and maintaining procurement records, conditions is/are present? (11a)
2	There is a list of procurement related documents that are maintained for a period of at least five years
	The documents are kept in a duly designated and secure location with hard copies kept in appropriate filing cabinets and soft copies in dedicated computers
$\overline{\checkmark}$	The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel
	ning whether the Implementing Units has a system for keeping and maintaining procurement records, conditions is/are present? (11b)
1	There is a list of contract management related documents that are maintained for a period of at least five years
V	The documents are kept in a duly designated and secure location with hard copies kept in appropriate filing cabinets and soft copies in dedicated computers
V	The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel
	ing if the agency has well defined and written procedures for quality control, acceptance and inspection s and services, which of these conditions is/are present? (12a)
V	Agency has written procedures for quality control, acceptance and inspection of goods, services and works
n/a	Supervision of civil works is carried out by qualified construction supervisors
n/a	Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only)
	ing whether your agency complies with the thresholds prescribed for amendments to order, variation be payment, and slippage in publicly bid contracts, which of these conditions is/are met? (12b)
n/a	Amendments to order or variation orders, if any, are within ten percent (10%) of the original contract price
n/a	Advance payment(s) made does/do not exceed fifteen percent (15%) of the contract amount
V	Goods, works and services are timely delivered

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATOR (APCPI) QUESTIONNAIRE

14. How long it will take for your agency to release the final payment to your supplier/service provider, contractor/consultant? (12c) 30 days

15. Do you invite Observers in all stages of procurement? (13a)

10. 00 900 11	the observers in an stages of production inter (1947
	(please mark all applicable stages)
V	Ads/Post of IAEB
N	Pre-bid Conference
V	Eligibility Check
V	Submission/Opening of Bids
V	Bid Evaluation
V	Post Qualification
	Notice of Award
	Contract Signing/Approve Purchase Order
	Notice to Proceed
	g and operating your Internal Audit Unit as prescribed by the DBM (Circular Letter No. 2008-5, 8), which set of conditions were present? (14a)
n/a	Office Order creating the Internal Audit Unit as prescribed by the DBM (Circular Letter No. 2008-5, April 14, 2008)
n/a	Conduct of regular audit of procurement processes and transactions by internal audit unit
n/a	Internal audit recommendations on procurement-related matters are implemented within 6 months of the submission of the auditor's report

17. Are COA recommendations responded to or implemented within six months of the submission of the auditors' report? (14b)

> Yes (percentage of COA recommendations responded to or implemented within six months) %



No procurement related recommendations received

18. In determining whether the Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements, which of conditions is/are present? (15a)



 \checkmark

The BAC and the HOPE resolved Requests for Reconsideration and Protests within seven (7) calendar days as per Section 55 of the IRR and decisions

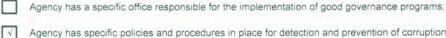


Decisions on Protests are submitted to GPPB

Procuring entity acts upon and adopts specific measures to address procurement-related complaints, referrals, subpoenas by the Omb, COA, GPPB or any guasi-judicial/quasi-administrative body

19. In determining whether agency has a specific anti-corruption program/s related to procurement, which of these conditions is/are present? (16a)

Agency has a specific good governance program including anti-corruption and integrity development;



V

Agency has specific policies and procedures in place for detection and prevention of corruption associated with procurement.