

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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)		
<b>PILLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK</b>							
<b>Indicator 1. Competitive Bidding as Default Method of Procurement</b>							
1.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	92.23%	3.00		PMRs		
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	9.69%	0.00		PMRs		
<b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>							
2.a	Percentage of shopping contracts in terms of amount of total procurement	3.93%	3.00		PMRs		
2.b	Percentage of negotiated contracts in terms of amount of total procurement	0.00%	3.00		PMRs		
2.c	Percentage of direct contracting in terms of amount of total procurement	3.82%	1.00		PMRs		
2.d	Percentage of repeat order contracts in terms of amount of total procurement	0.01%	3.00		PMRs		
2.e	Compliance with Repeat Order procedures	n/a	n/a		Procurement documents relative to conduct of Repeat Order		
2.f	Compliance with Limited Source Bidding procedures	Not Compliant	0.00		Procurement documents relative to conduct of Limited Source Bidding		
<b>Indicator 3. Competitiveness of the Bidding Process</b>							
3.a	Average number of entities who acquired bidding documents	3.14	1.00		Agency records and/or PhilGEPS records		
3.b	Average number of bidders who submitted bids	2.59	1.00		Abstract of Bids or other agency records		
3.c	Average number of bidders who passed eligibility stage	2.59	2.00		Abstract of Bids or other agency records		
3.d	Sufficiency of period to prepare bids	Fully Compliant	3.00		Agency records and/or PhilGEPS records		
3.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		
		<b>Average I</b>	<b>1.92</b>				
<b>PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY</b>							
<b>Indicator 4. Presence of Procurement Organizations</b>							
4.a	Creation of Bids and Awards Committee(s)	Fully Compliant	3.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training		
4.b	Presence of a BAC Secretariat or Procurement Unit	Fully Compliant	3.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training		
<b>Indicator 5. Procurement Planning and Implementation</b>							
5.a	An approved APP that includes all types of procurement	Compliant	3.00		Copy of APP and its supplements (if any)		
5.b	Preparation of Annual Procurement 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		
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted	Compliant	3.00		ITBs and/or RFQs clearly indicate the use of green technical specifications for the procurement activity		
<b>Indicator 6. Use of Government Electronic Procurement System</b>							

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Name of Agency: \_\_\_\_\_  
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Name of Evaluator: \_\_\_\_\_  
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)
6.a	Percentage of bid opportunities posted by the PhilGEPS-registered Agency	22.00%	0.00		Agency records and/or PhilGEPS records
6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	0.00%	0.00		Agency records and/or PhilGEPS records

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Name of Evaluator: \_\_\_\_\_  
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)
<b>Indicator 7. System for Disseminating and Monitoring Procurement Information</b>					
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
		<b>Average II</b>	<b>2.40</b>		
<b>PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES</b>					
<b>Indicator 8. Efficiency of Procurement Processes</b>					
8.a	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs	90.09%	3.00		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	86.36%	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	0.00		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
<b>Indicator 9. Compliance with Procurement Timeframes</b>					
9.a	Percentage of contracts awarded within prescribed period of action to procure goods	0.00%	0.00		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
<b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b>					
10.a	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis	Partially Compliant	1.00		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
<b>Indicator 11. Management of Procurement and Contract Management Records</b>					
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
<b>Indicator 12. Contract Management Procedures</b>					

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Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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.a	Agency has defined procedures or standards in such areas as quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Substantially Compliant	2.00		Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation formsz
12.b	Timely Payment of Procurement Contracts	On or before 30 days	3.00		Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
		Average III	1.75		

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Name of Evaluator: \_\_\_\_\_  
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)
<b>PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>					
<b>Indicator 13. Observer Participation in Public Bidding</b>					
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.)
<b>Indicator 14. Internal and External Audit of Procurement Activities</b>					
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, audit 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
<b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>					
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 measures to address procurement-related complaints
<b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>					
16.a	Agency has a specific anti-corruption program/s related to procurement	Fully Compliant	3.00		Verify documentation of anti-corruption program
		<b>Average IV</b>	<b>1.50</b>		
<b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>			<b>1.89</b>		

**Summary of APCPI Scores by Pillar**

APCPI Pillars	Ideal Rating	Agency Rating
I Legislative and Regulatory Framework	3.00	1.92
II Agency Institutional Framework and Management Capacity	3.00	2.40
III Procurement Operations and Market Practices	3.00	1.75
IV Integrity and Transparency of Agency Procurement Systems	3.00	1.50
<b>Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4</b>	<b>3.00</b>	<b>1.89</b>

Agency Rating

I

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Name of Agency: **DMMMSU-NLUC**

Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_

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)		
<b>PILLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK</b>							
<b>Indicator 1. Competitive Bidding as Default Method of Procurement</b>							
1.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	31.38%	0.00		PMRs		
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	3.92%	0.00		PMRs		
<b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>							
2.a	Percentage of shopping contracts in terms of amount of total procurement	27.47%	0.00		PMRs		
2.b	Percentage of negotiated contracts in terms of amount of total procurement	28.73%	0.00		PMRs		
2.c	Percentage of direct contracting in terms of amount of total procurement	12.42%	0.00		PMRs		
2.d	Percentage of repeat order contracts in terms of amount of total procurement	0.00%	3.00		PMRs		
2.e	Compliance with Repeat Order procedures	n/a	n/a		Procurement documents relative to conduct of Repeat Order		
2.f	Compliance with Limited Source Bidding procedures	n/a	n/a		Procurement documents relative to conduct of Limited Source Bidding		
<b>Indicator 3. Competitiveness of the Bidding Process</b>							
3.a	Average number of entities who acquired bidding documents	1.12	0.00		Agency records and/or PhilGEPS records		
3.b	Average number of bidders who submitted bids	0.96	0.00		Abstract of Bids or other agency records		
3.c	Average number of bidders who passed eligibility stage	0.88	0.00		Abstract of Bids or other agency records		
3.d	Sufficiency of period to prepare bids	Fully Compliant	3.00		Agency records and/or PhilGEPS records		
3.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		
		<b>Average I</b>	<b>0.82</b>				
<b>PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY</b>							
<b>Indicator 4. Presence of Procurement Organizations</b>							
4.a	Creation of Bids and Awards Committee(s)	Fully Compliant	3.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training		
4.b	Presence of a BAC Secretariat or Procurement Unit	Fully Compliant	3.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training		
<b>Indicator 5. Procurement Planning and Implementation</b>							
5.a	An approved APP that includes all types of procurement	Not Compliant	0.00		Copy of APP and its supplements (if any)		
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	Not Compliant	0.00		APP, APP-CSE, PMR		
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted	Compliant	3.00		ITBs and/or RFQs clearly indicate the use of green technical specifications for the procurement activity		
<b>Indicator 6. Use of Government Electronic Procurement System</b>							

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Name of Evaluator: \_\_\_\_\_

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)
6.a	Percentage of bid opportunities posted by the PhilGEPS-registered Agency	66.67%	0.00		Agency records and/or PhilGEPS records
6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	0.00%	0.00		Agency records and/or PhilGEPS records

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No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be included in the Evaluation)
<b>Indicator 7. System for Disseminating and Monitoring Procurement Information</b>					
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	Substantially Compliant	2.00		Copy of PMR and received copy that it was submitted to GPPB
		<b>Average II</b>	<b>1.70</b>		
<b>PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES</b>					
<b>Indicator 8. Efficiency of Procurement Processes</b>					
8.a	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs	70.99%	2.00		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	53.85%	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	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
<b>Indicator 9. Compliance with Procurement Timeframes</b>					
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
<b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b>					
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	#VALUE!	#VALUE!		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
<b>Indicator 11. Management of Procurement and Contract Management Records</b>					
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
<b>Indicator 12. Contract Management Procedures</b>					



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Name of Agency: **DMMMSU-NLUC**

Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_

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.a	Agency has defined procedures or standards in such areas as quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Substantially Compliant	2.00		Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation formsz
12.b	Timely Payment of Procurement Contracts	On or before 30 days	3.00		Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
		Average III	#VALUE!		

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Date of Self Assessment: \_\_\_\_\_

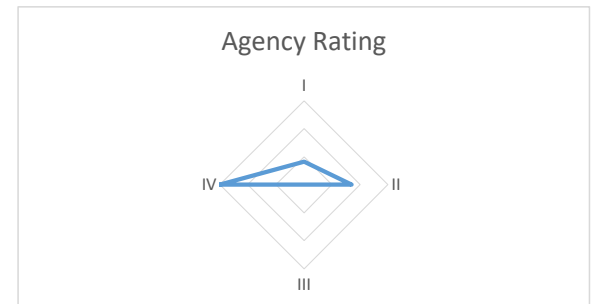
Name of Evaluator: \_\_\_\_\_

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)
<b>PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>					
<b>Indicator 13. Observer Participation in Public Bidding</b>					
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.)
<b>Indicator 14. Internal and External Audit of Procurement Activities</b>					
14.a	Creation and operation of Internal Audit Unit (IAU) that performs specialized procurement audits	Fully Compliant	3.00		Verify copy of Order or show actual organizational chart showing IAU, audit reports, action plans and IAU recommendations
14.b	Audit Reports on procurement related transactions	Above 90-100% compliance	3.00		Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations
<b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>					
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 measures to address procurement-related complaints
<b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>					
16.a	Agency has a specific anti-corruption program/s related to procurement	Fully Compliant	3.00		Verify documentation of anti-corruption program
		<b>Average IV</b>	<b>3.00</b>		
<b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>			<b>#VALUE!</b>		

**Summary of APCPI Scores by Pillar**

APCPI Pillars	Ideal Rating	Agency Rating
I Legislative and Regulatory Framework	3.00	0.82
II Agency Institutional Framework and Management Capacity	3.00	1.70
III Procurement Operations and Market Practices	3.00	#VALUE!
IV Integrity and Transparency of Agency Procurement Systems	3.00	3.00
<b>Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4</b>	<b>3.00</b>	<b>#VALUE!</b>



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Name of Agency: DMMMSU-MLUC

Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_

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)		
<b>PILLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK</b>							
<b>Indicator 1. Competitive Bidding as Default Method of Procurement</b>							
1.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	54.87%	0.00		PMRs		
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	0.84%	0.00		PMRs		
<b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>							
2.a	Percentage of shopping contracts in terms of amount of total procurement	14.63%	0.00		PMRs		
2.b	Percentage of negotiated contracts in terms of amount of total procurement	20.50%	0.00		PMRs		
2.c	Percentage of direct contracting in terms of amount of total procurement	10.00%	0.00		PMRs		
2.d	Percentage of repeat order contracts in terms of amount of total procurement	0.00%	3.00		PMRs		
2.e	Compliance with Repeat Order procedures	n/a	n/a		Procurement documents relative to conduct of Repeat Order		
2.f	Compliance with Limited Source Bidding procedures	n/a	n/a		Procurement documents relative to conduct of Limited Source Bidding		
<b>Indicator 3. Competitiveness of the Bidding Process</b>							
3.a	Average number of entities who acquired bidding documents	3.63	1.00		Agency records and/or PhilGEPS records		
3.b	Average number of bidders who submitted bids	2.75	1.00		Abstract of Bids or other agency records		
3.c	Average number of bidders who passed eligibility stage	2.75	2.00		Abstract of Bids or other agency records		
3.d	Sufficiency of period to prepare bids	Fully Compliant	3.00		Agency records and/or PhilGEPS records		
3.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		
		<b>Average I</b>	<b>1.18</b>				
<b>PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY</b>							
<b>Indicator 4. Presence of Procurement Organizations</b>							
4.a	Creation of Bids and Awards Committee(s)	Not Compliant	0.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training		
4.b	Presence of a BAC Secretariat or Procurement Unit	Not Compliant	0.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training		
<b>Indicator 5. Procurement Planning and Implementation</b>							
5.a	An approved APP that includes all types of procurement	Not Compliant	0.00		Copy of APP and its supplements (if any)		
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	Not Compliant	0.00		APP, APP-CSE, PMR		
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted	Compliant	3.00		ITBs and/or RFQs clearly indicate the use of green technical specifications for the procurement activity		
<b>Indicator 6. Use of Government Electronic Procurement System</b>							

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**Name of Evaluator:** \_\_\_\_\_

**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)
6.a	Percentage of bid opportunities posted by the PhilGEPS-registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	49.72%	1.00		Agency records and/or PhilGEPS records

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

Name of Agency: DMMMSU-MLUC

Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_

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)
<b>Indicator 7. System for Disseminating and Monitoring Procurement Information</b>					
7.a	Presence of website that provides up-to-date procurement information easily accessible at no cost	Not Compliant	0.00		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	Partially Compliant	1.00		Copy of PMR and received copy that it was submitted to GPPB
		<b>Average II</b>	<b>1.10</b>		
<b>PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES</b>					
<b>Indicator 8. Efficiency of Procurement Processes</b>					
8.a	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs	95.58%	3.00		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
<b>Indicator 9. Compliance with Procurement Timeframes</b>					
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
<b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b>					
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
<b>Indicator 11. Management of Procurement and Contract Management Records</b>					
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
<b>Indicator 12. Contract Management Procedures</b>					

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

Name of Agency: DMMMSU-MLUC

Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_

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.a	Agency has defined procedures or standards in such areas as quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Partially Compliant	1.00		Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation formsz
12.b	Timely Payment of Procurement Contracts	After 45 days	0.00		Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
		Average III	2.33		

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

Name of Agency: DMMMSU-MLUC

Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_

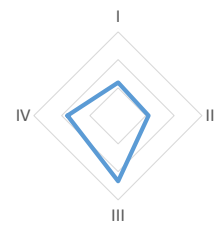
Position: \_\_\_\_\_

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation)
<b>PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>					
<b>Indicator 13. Observer Participation in Public Bidding</b>					
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.)
<b>Indicator 14. Internal and External Audit of Procurement Activities</b>					
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, audit 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
<b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>					
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 measures to address procurement-related complaints
<b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>					
16.a	Agency has a specific anti-corruption program/s related to procurement	Fully Compliant	3.00		Verify documentation of anti-corruption program
		<b>Average IV</b>	<b>1.80</b>		
<b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>			<b>1.60</b>		

**Summary of APCPI Scores by Pillar**

APCPI Pillars	Ideal Rating	Agency Rating
I Legislative and Regulatory Framework	3.00	1.18
II Agency Institutional Framework and Management Capacity	3.00	1.10
III Procurement Operations and Market Practices	3.00	2.33
IV Integrity and Transparency of Agency Procurement Systems	3.00	1.80
<b>Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4</b>	<b>3.00</b>	<b>1.60</b>

**Agency Rating**



**ANNEX A  
GOVERNMENT  
PROCUREMENT  
Agency  
Procurement**

Name of Agency: DMMMSU-SLUC  
Date of Self Assessment: AUGUST 1, 2018

Name of Evaluator: FLORIBETH P CUISON  
Position: Chancellor

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Comments	Supporting Information/Documentation (Not to be Included in the Evaluation)
<b>PILLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK</b>						
<b>Indicator 1. Competitive Bidding as Default Method of Procurement</b>						
1	1.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	28.34%	0.00		PMRs
2	1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	1.13%	0.00		PMRs
<b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>						
3	2.a	Percentage of shopping contracts in terms of amount of total procurement	52.14%	0.00		PMRs
4	2.b	Percentage of negotiated contracts in terms of amount of total procurement	16.54%	0.00		PMRs
5	2.c	Percentage of direct contracting in terms of amount of total procurement	2.98%	2.00		PMRs
6	2.d	Percentage of repeat order contracts in terms of amount of total procurement	0.00%	3.00		PMRs
7	2.e	Compliance with Repeat Order procedures	n/a	n/a		Procurement documents relative to conduct of Repeat Order
8	2.f	Compliance with Limited Source Bidding procedures	n/a	n/a		Procurement documents relative to conduct of Limited Source Bidding
<b>Indicator 3. Competitiveness of the Bidding Process</b>						
9	3.a	Average number of entities who acquired bidding documents	3.25	1.00		Agency records and/or PhilGEPS records
10	3.b	Average number of bidders who submitted bids	3.25	2.00		Abstract of Bids or other agency records



11	3.c	Average number of bidders who passed eligibility stage	2.75	2.00		Abstract of Bids or other agency records
12	3.d	Sufficiency of period to prepare bids	Substantially Compliant	2.00		Agency records and/or PhilGEPS records
13	3.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
			<b>Average I</b>	<b>1.36</b>		
<b>PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY</b>						
<b>Indicator 4. Presence of Procurement Organizations</b>						
14	4.a	Creation of Bids and Awards Committee(s)	Fully Compliant	3.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training
15	4.b	Presence of a BAC Secretariat or Procurement Unit	Fully Compliant	3.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
<b>Indicator 5. Procurement Planning and Implementation</b>						
16	5.a	An approved APP that includes all types of procurement	Not Compliant	0.00		Copy of APP and its supplements (if any)
17	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	Not Compliant	0.00		APP, APP-CSE, PMR
18	5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted	Compliant	3.00		ITBs and/or RFQs clearly indicate the use of green technical specifications for the procurement activity
<b>Indicator 6. Use of Government Electronic Procurement System</b>						
19	6.a	Percentage of bid opportunities posted by the PhilGEPS-registered Agency	1.45%	0.00		Agency records and/or PhilGEPS records
20	6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
21	6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	20.64%	1.00		Agency records and/or PhilGEPS records
<b>Indicator 7. System for Disseminating and Monitoring Procurement Information</b>						
22	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

23	7.b	Preparation of Procurement Monitoring Reports using the GPPB-prescribed format, submission to the GPPB, and posting in agency website	Partially Compliant	1.00			Copy of PMR and received copy that it was submitted to GPPB
			Average II	1.70			
<b>PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES</b>							
<b>Indicator 8. Efficiency of Procurement Processes</b>							
24	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
25	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
26	8.c	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe	Not Compliant	0.00			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
<b>Indicator 9. Compliance with Procurement Timeframes</b>							
27	9.a	Percentage of contracts awarded within prescribed period of action to procure goods	100.00%	3.00			PMRs
28	9.b	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects	100.00%	3.00			PMRs
29	9.c	Percentage of contracts awarded within prescribed period of action to procure consulting services	n/a	n/a			PMRs
<b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b>							
30	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 or forms used to evaluating procurement performance on top of or incorporated within the regular assessment for Procurement Personnel
31	10.b	Percentage of participation of procurement staff in procurement training and/or professionalization program	100.00%	3.00			Ask for copies of Office Orders, training modules, list of participants, schedules of actual training conducted
32	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
<b>Indicator 11. Management of Procurement and Contract Management Records</b>							

33	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.
34	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
Indicator 12. Contract Management Procedures						
35	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
36	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	2.42		
PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM						
Indicator 13. Observer Participation in Public Bidding						
37	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.)
Indicator 14. Internal and External Audit of Procurement Activities						
38	14.a	Creation and operation of Internal Audit Unit (IAU) that performs specialized procurement audits	Substantially Compliant	2.00		Verify copy of Order or show actual organizational chart showing IAU, audit reports, action plans and IAU recommendations
39	14.b	Audit Reports on procurement related transactions	Above 90-100% compliance	3.00		Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations
Indicator 15. Capacity to Handle Procurement Related Complaints						

40	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 measures to address procurement-related complaints
<b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>						
41	16.a	Agency has a specific anti-corruption program/s related to procurement	Not Compliant	0.00		Verify documentation of anti-corruption program
			<b>Average IV</b>	<b>2.00</b>		
<b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>				<b>1.87</b>		

#### Summary of APCPI Scores by Pillar

APCPI Pillars		Ideal Rating	Agency Rating
Pillar I	Legislative and Regulatory Framework	3.00	1.36
Pillar II	Agency Institutional Framework and Management Capacity	3.00	1.70
Pillar III	Procurement Operations and Market Practices	3.00	2.42
Pillar IV	Integrity and Transparency of Agency Procurement Systems	3.00	2.00
<b>Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4</b>		<b>3.00</b>	<b>1.87</b>

Back to  
"how to fill up"



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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)
<b>PILLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK</b>					
<b>Indicator 1. Competitive Bidding as Default Method of Procurement</b>					
1.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	0.00%	0.00		PMRs
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	0.00%	0.00		PMRs
<b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>					
2.a	Percentage of shopping contracts in terms of amount of total procurement	58.97%	0.00		PMRs
2.b	Percentage of negotiated contracts in terms of amount of total procurement	0.00%	3.00		PMRs
2.c	Percentage of direct contracting in terms of amount of total procurement	41.03%	0.00		PMRs
2.d	Percentage of repeat order contracts in terms of amount of total procurement	0.00%	3.00		PMRs
2.e	Compliance with Repeat Order procedures	n/a	n/a		Procurement documents relative to conduct of Repeat Order
2.f	Compliance with Limited Source Bidding procedures	n/a	n/a		Procurement documents relative to conduct of Limited Source Bidding
<b>Indicator 3. Competitiveness of the Bidding Process</b>					
3.a	Average number of entities who acquired bidding documents	n/a	n/a		Agency records and/or PhilGEPS records
3.b	Average number of bidders who submitted bids	n/a	n/a		Abstract of Bids or other agency records
3.c	Average number of bidders who passed eligibility stage	n/a	n/a		Abstract of Bids or other agency records
3.d	Sufficiency of period to prepare bids	n/a	n/a		Agency records and/or PhilGEPS records
3.e	Use of proper and effective procurement documentation and technical specifications/requirements	Substantially Compliant	2.00		Cost Benefit Analysis, Work Plans, Technical Specifications included in bidding documents
		<b>Average I</b>	<b>1.14</b>		
<b>PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY</b>					
<b>Indicator 4. Presence of Procurement Organizations</b>					
4.a	Creation of Bids and Awards Committee(s)	Not Compliant	0.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training
4.b	Presence of a BAC Secretariat or Procurement Unit	Not Compliant	0.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
<b>Indicator 5. Procurement Planning and Implementation</b>					
5.a	An approved APP that includes all types of procurement	Not Compliant	0.00		Copy of APP and its supplements (if any)
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	Not Compliant	0.00		APP, APP-CSE, PMR
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted	n/a	n/a		ITBs and/or RFQs clearly indicate the use of green technical specifications for the procurement activity
<b>Indicator 6. Use of Government Electronic Procurement System</b>					
6.a	Percentage of bid opportunities posted by the PhilGEPS-registered Agency	0.00%	0.00		Agency records and/or PhilGEPS records
6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency	n/a	n/a		Agency records and/or PhilGEPS records
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	0.00%	0.00		Agency records and/or PhilGEPS records

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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)
<b>Indicator 7. System for Disseminating and Monitoring Procurement Information</b>					
7.a	Presence of website that provides up-to-date procurement information easily accessible at no cost	Not Compliant	0.00		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	Not Compliant	0.00		Copy of PMR and received copy that it was submitted to GPPB
		<b>Average II</b>	<b>0.00</b>		
<b>PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES</b>					
<b>Indicator 8. Efficiency of Procurement Processes</b>					
8.a	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs	62.65%	2.00		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	n/a	n/a		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	0.00		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
<b>Indicator 9. Compliance with Procurement Timeframes</b>					
9.a	Percentage of contracts awarded within prescribed period of action to procure goods	n/a	n/a		PMRs
9.b	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects	n/a	n/a		PMRs
9.c	Percentage of contracts awarded within prescribed period of action to procure consulting services	n/a	n/a		PMRs
<b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b>					
10.a	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis	Not Compliant	0.00		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	Not Compliant	0.00		Ask for copies of documentation of activities for bidders
<b>Indicator 11. Management of Procurement and Contract Management Records</b>					
11.a	The BAC Secretariat has a system for keeping and maintaining procurement records	Not Compliant	0.00		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	Not Compliant	0.00		Verify actual contract management records and time it took to retrieve records should be no more than two hours
<b>Indicator 12. Contract Management Procedures</b>					
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	Not Compliant	0.00		Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation formsz
12.b	Timely Payment of Procurement Contracts	After 45 days	0.00		Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
		<b>Average III</b>	<b>0.22</b>		

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

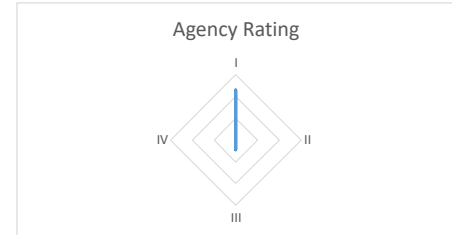
Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)
<b>PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>					
<b>Indicator 13. Observer Participation in Public Bidding</b>					
13.a	Observers are invited to attend stages of procurement as prescribed in the IRR	n/a	n/a		Verify copies of Invitation Letters to CSOs and professional associations and COA (List and average number of CSOs and PAS invited shall be noted.)
<b>Indicator 14. Internal and External Audit of Procurement Activities</b>					
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, audit 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
<b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>					
15.a	The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements	Not Compliant	0.00		Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and Complaints; Office Orders adopting measures to address procurement-related complaints
<b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>					
16.a	Agency has a specific anti-corruption program/s related to procurement	Not Compliant	0.00		Verify documentation of anti-corruption program
		<b>Average IV</b>	<b>0.00</b>		
<b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>			<b>0.34</b>		

**Summary of APCPI Scores by Pillar**

APCPI Pillars	Ideal Rating	Agency Rating
I Legislative and Regulatory Framework	3.00	1.14
II Agency Institutional Framework and Management Capacity	3.00	0.00
III Procurement Operations and Market Practices	3.00	0.22
IV Integrity and Transparency of Agency Procurement Systems	3.00	0.00
<b>Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4</b>	<b>3.00</b>	<b>0.34</b>





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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)		
<b>PILLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK</b>							
<b>Indicator 1. Competitive Bidding as Default Method of Procurement</b>							
1.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	0.00%	0.00		PMRs		
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	0.00%	0.00		PMRs		
<b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>							
2.a	Percentage of shopping contracts in terms of amount of total procurement	48.39%	0.00		PMRs		
2.b	Percentage of negotiated contracts in terms of amount of total procurement	0.00%	3.00		PMRs		
2.c	Percentage of direct contracting in terms of amount of total procurement	51.61%	0.00		PMRs		
2.d	Percentage of repeat order contracts in terms of amount of total procurement	0.00%	3.00		PMRs		
2.e	Compliance with Repeat Order procedures	n/a	n/a		Procurement documents relative to conduct of Repeat Order		
2.f	Compliance with Limited Source Bidding procedures	n/a	n/a		Procurement documents relative to conduct of Limited Source Bidding		
<b>Indicator 3. Competitiveness of the Bidding Process</b>							
3.a	Average number of entities who acquired bidding documents	n/a	n/a		Agency records and/or PhilGEPS records		
3.b	Average number of bidders who submitted bids	n/a	n/a		Abstract of Bids or other agency records		
3.c	Average number of bidders who passed eligibility stage	n/a	n/a		Abstract of Bids or other agency records		
3.d	Sufficiency of period to prepare bids	n/a	n/a		Agency records and/or PhilGEPS records		
3.e	Use of proper and effective procurement documentation and technical specifications/requirements	Not Compliant	0.00		Cost Benefit Analysis, Work Plans, Technical Specifications included in bidding documents		
		<b>Average I</b>	<b>0.86</b>				
<b>PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY</b>							
<b>Indicator 4. Presence of Procurement Organizations</b>							
4.a	Creation of Bids and Awards Committee(s)	Not Compliant	0.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training		
4.b	Presence of a BAC Secretariat or Procurement Unit	Not Compliant	0.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training		
<b>Indicator 5. Procurement Planning and Implementation</b>							
5.a	An approved APP that includes all types of procurement	Not Compliant	0.00		Copy of APP and its supplements (if any)		
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	Not Compliant	0.00		APP, APP-CSE, PMR		
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted	n/a	n/a		ITBs and/or RFQs clearly indicate the use of green technical specifications for the procurement activity		
<b>Indicator 6. Use of Government Electronic Procurement System</b>							

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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)
6.a	Percentage of bid opportunities posted by the PhilGEPS-registered Agency	n/a	n/a		Agency records and/or PhilGEPS records
6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency	n/a	n/a		Agency records and/or PhilGEPS records
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	0.00%	0.00		Agency records and/or PhilGEPS records

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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)
<b>Indicator 7. System for Disseminating and Monitoring Procurement Information</b>					
7.a	Presence of website that provides up-to-date procurement information easily accessible at no cost	Not Compliant	0.00		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	Not Compliant	0.00		Copy of PMR and received copy that it was submitted to GPPB
		<b>Average II</b>	<b>0.00</b>		
<b>PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES</b>					
<b>Indicator 8. Efficiency of Procurement Processes</b>					
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	n/a	n/a		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	0.00		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
<b>Indicator 9. Compliance with Procurement Timeframes</b>					
9.a	Percentage of contracts awarded within prescribed period of action to procure goods	n/a	n/a		PMRs
9.b	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects	n/a	n/a		PMRs
9.c	Percentage of contracts awarded within prescribed period of action to procure consulting services	n/a	n/a		PMRs
<b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b>					
10.a	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis	Not Compliant	0.00		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	#VALUE!	#VALUE!		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	Not Compliant	0.00		Ask for copies of documentation of activities for bidders
<b>Indicator 11. Management of Procurement and Contract Management Records</b>					
11.a	The BAC Secretariat has a system for keeping and maintaining procurement records	Not Compliant	0.00		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	Not Compliant	0.00		Verify actual contract management records and time it took to retrieve records should be no more than two hours
<b>Indicator 12. Contract Management Procedures</b>					

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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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.a	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	0.00		Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation formsz
12.b	Timely Payment of Procurement Contracts	After 45 days	0.00		Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
		Average III	#VALUE!		

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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

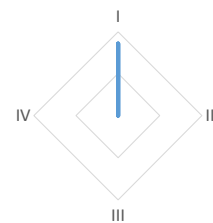
Name of Evaluator: \_\_\_\_\_  
Position: \_\_\_\_\_

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation)
<b>PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>					
<b>Indicator 13. Observer Participation in Public Bidding</b>					
13.a	Observers are invited to attend stages of procurement as prescribed in the IRR	n/a	n/a		Verify copies of Invitation Letters to CSOs and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.)
<b>Indicator 14. Internal and External Audit of Procurement Activities</b>					
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, audit 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
<b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>					
15.a	The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements	Not Compliant	0.00		Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and Complaints; Office Orders adopting measures to address procurement-related complaints
<b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>					
16.a	Agency has a specific anti-corruption program/s related to procurement	Not Compliant	0.00		Verify documentation of anti-corruption program
		<b>Average IV</b>	<b>0.00</b>		
<b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>			<b>#VALUE!</b>		

**Summary of APCPI Scores by Pillar**

APCPI Pillars	Ideal Rating	Agency Rating
I Legislative and Regulatory Framework	3.00	0.86
II Agency Institutional Framework and Management Capacity	3.00	0.00
III Procurement Operations and Market Practices	3.00	#VALUE!
IV Integrity and Transparency of Agency Procurement Systems	3.00	0.00
<b>Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4</b>	<b>3.00</b>	<b>#VALUE!</b>

**Agency Rating**



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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)		
<b>PILLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK</b>							
<b>Indicator 1. Competitive Bidding as Default Method of Procurement</b>							
1.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	0.00%	0.00		PMRs		
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	0.00%	0.00		PMRs		
<b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>							
2.a	Percentage of shopping contracts in terms of amount of total procurement	68.21%	0.00		PMRs		
2.b	Percentage of negotiated contracts in terms of amount of total procurement	9.94%	2.00		PMRs		
2.c	Percentage of direct contracting in terms of amount of total procurement	21.85%	0.00		PMRs		
2.d	Percentage of repeat order contracts in terms of amount of total procurement	0.00%	3.00		PMRs		
2.e	Compliance with Repeat Order procedures	n/a	n/a		Procurement documents relative to conduct of Repeat Order		
2.f	Compliance with Limited Source Bidding procedures	n/a	n/a		Procurement documents relative to conduct of Limited Source Bidding		
<b>Indicator 3. Competitiveness of the Bidding Process</b>							
3.a	Average number of entities who acquired bidding documents	n/a	n/a		Agency records and/or PhilGEPS records		
3.b	Average number of bidders who submitted bids	n/a	n/a		Abstract of Bids or other agency records		
3.c	Average number of bidders who passed eligibility stage	n/a	n/a		Abstract of Bids or other agency records		
3.d	Sufficiency of period to prepare bids	n/a	n/a		Agency records and/or PhilGEPS records		
3.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		
		<b>Average I</b>	<b>1.14</b>				
<b>PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY</b>							
<b>Indicator 4. Presence of Procurement Organizations</b>							
4.a	Creation of Bids and Awards Committee(s)	Not Compliant	0.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training		
4.b	Presence of a BAC Secretariat or Procurement Unit	Not Compliant	0.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training		
<b>Indicator 5. Procurement Planning and Implementation</b>							
5.a	An approved APP that includes all types of procurement	Not Compliant	0.00		Copy of APP and its supplements (if any)		
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	Not Compliant	0.00		APP, APP-CSE, PMR		
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted	n/a	n/a		ITBs and/or RFQs clearly indicate the use of green technical specifications for the procurement activity		
<b>Indicator 6. Use of Government Electronic Procurement System</b>							

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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)
6.a	Percentage of bid opportunities posted by the PhilGEPS-registered Agency	0.00%	0.00		Agency records and/or PhilGEPS records
6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency	n/a	n/a		Agency records and/or PhilGEPS records
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	0.00%	0.00		Agency records and/or PhilGEPS records

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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)
<b>Indicator 7. System for Disseminating and Monitoring Procurement Information</b>					
7.a	Presence of website that provides up-to-date procurement information easily accessible at no cost	Not Compliant	0.00		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	Substantially Compliant	2.00		Copy of PMR and received copy that it was submitted to GPPB
		<b>Average II</b>	<b>0.25</b>		
<b>PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES</b>					
<b>Indicator 8. Efficiency of Procurement Processes</b>					
8.a	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs	100.00%	3.00		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	n/a	n/a		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
<b>Indicator 9. Compliance with Procurement Timeframes</b>					
9.a	Percentage of contracts awarded within prescribed period of action to procure goods	n/a	n/a		PMRs
9.b	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects	n/a	n/a		PMRs
9.c	Percentage of contracts awarded within prescribed period of action to procure consulting services	n/a	n/a		PMRs
<b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b>					
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
<b>Indicator 11. Management of Procurement and Contract Management Records</b>					
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
<b>Indicator 12. Contract Management Procedures</b>					



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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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.a	Agency has defined procedures or standards in such areas as quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Partially Compliant	1.00		Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation formsz
12.b	Timely Payment of Procurement Contracts	After 45 days	0.00		Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
		Average III	2.11		

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

Name of Agency: \_\_\_\_\_  
Date of Self Assessment: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_  
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)
<b>PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>					
<b>Indicator 13. Observer Participation in Public Bidding</b>					
13.a	Observers are invited to attend stages of procurement as prescribed in the IRR	n/a	n/a		Verify copies of Invitation Letters to CSOs and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.)
<b>Indicator 14. Internal and External Audit of Procurement Activities</b>					
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, audit 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
<b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>					
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 measures to address procurement-related complaints
<b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>					
16.a	Agency has a specific anti-corruption program/s related to procurement	Fully Compliant	3.00		Verify documentation of anti-corruption program
		<b>Average IV</b>	<b>1.50</b>		
<b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>			<b>1.25</b>		

**Summary of APCPI Scores by Pillar**

APCPI Pillars	Ideal Rating	Agency Rating
I Legislative and Regulatory Framework	3.00	1.14
II Agency Institutional Framework and Management Capacity	3.00	0.25
III Procurement Operations and Market Practices	3.00	2.11
IV Integrity and Transparency of Agency Procurement Systems	3.00	1.50
<b>Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4</b>	<b>3.00</b>	<b>1.25</b>

