ANNEX B GOVERNMENT PROCUREMENT POLICY BOARD CONSOLIDATED PROCUREMENT MONITORING REPORT

Name of Agency: SOUTHERN LUZON STATE UNIVERSITY

Period Covered: CY 2020

4. Others, specify:	Sub-Total	3.2. Alternative Modes	3.1. Publicly-Bid	3. Foreign Funded Procurement**	Sub-Total	2.5.6 Other Negotiated Procurement (50K or less)	2.5.5 Other Negotiated Procurement (Others above 50K)	2.5.4 Negotiation (SVP 53.9 above 50K)	2.5.3 Negotiation (TFB 53.1)	2.5.2 Negotiation (Recognized Government Printers)	2.5.1 Negotiation (Common-Use Supplies)	2.4. Limited Source Bidding	2.3.2 Repeat Order (50K or less)	2.3.1 Repeat Order (above 50K)	2.2.2 Direct Contracting (50K or less)	2.2.1 Direct Contracting (above 50K)	2.1.3 Other Shopping	2.1.2 Shopping (52.1 b above 50K)	2.1.1 Shopping (52.1 a above 50K)	2. Alternative Modes	Sub-Total	1.3. Consulting Services	1.2. Works	1.1. Goods	1. Public Bidding*	Column 1	
	0.00	0.00	0.00		35,413,085.57	4,453,227.84	0.00	24,881,218.73	0.00	0.00	0.00	0.00	0.00	0.00	342,784.00	3,269,746.00	0.00	1,922,396.00	543,713.00		45,295,386.65	14,173,850.88	14,625,329.77	16,496,206.00		Column 2	Total Amount of Approved APP
	0	0	0		434	222	0	146	0	0	0	0	0	0	16	17	0	14	19		18	2	9	7		Column 3	Total Number of Procurement Activities
	0	0	0		434	222	0	146	0	0	0	0	0	0	16	17	0	14	19		18	2	6	7		Column 4	No. of Contracts Awarded
	0.00	0.00	0.00		31,797,972.11	4,241,789.90	0.00	21,902,316.87	0.00	0.00	0.00	0.00	0.00	0.00	321,532.50	3,072,498.59	0.00	1,744,874.25	514,960.00		38,435,843.53	12,159,001.73	13,118,359.18	13,158,482.62		Column 5	Total Amount of Contracts Awarded
																					3	0	2	1		Column 6	No. of Failed Biddings
		0	0																		36	з	19	14		Column 7	Total No. of Entitles who Acquired Bid Docs
		0	0																		36	з	19	14		Column 8	Total No. of Bidders who Submitted Bids
		0	0																		32	з	16	13		Column 9	Total No. of Bidders who passed Eligibility Stage
					160			146	0			0						14			18	2	9	7		Column 10	No. of Bid Opportunities Posted at PhilGEPS
					212	222	0	146	0			0	0	0	16	17	0	14	19		18	2	9	7		Column 11	No. of Contract Award Posted at PhilGEPS
																					0	0	0	0		Column 12	Total No. Of Contracts that incurred negative slippage
																					9	2	5	2		Column 13	Total No. of contracts with amendments to order or variation orders
																					17	2	8	7		Column 14	No. of Contracts Awarded within prescribed timeframes

TOTAL

80,708,472.22

452

452

70,233,815.64

* 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

MS. MARGARITA L. PLACINO Head, EAC Secretariat

MARI JANE A. LEE, PhD Chair, Bids and Awards Committee

5

DORACIE B. ZOLETA - MANTES, PhD University President

Name of Agency		SOUTHERNU	JZON STATE UNIVERSITY	Date:	February	
Name of Respon			GARITA L. PLACINO	Position:	Head, Procuremnt Off	
Instruction: Put a	n check (√,) mark inside the box b Please note that all qu	beside each condition/requireme uestions must be answered con	ent met as provided below noletelv.	and then fill in the corres	ponding blanks
•			Il types of procurement, given th		5a)	
				•		
		repares APP using the				
/	Approved please pro	APP is posted at the I ovide link: https://slsu.e	Procuring Entity's Website adu.ph/wp-content/uploads/Downloada	bles/Transparency%20Seal2/V/	APP/2020/APP-2020.pdf	
7	Submissi		P to the GPPB within the presc			
2. Do you prepar Procure your Co	re an Annu mmon-Use	al Procurement Plan f e Supplies and Equipm	or Common-Use Supplies and I nent from the Procurement Serv	Equipment (APP-CSE) an /ice? (5b)	d	
7	Agency p	repares APP-CSE usir	ng prescribed format			
7	its Guidel		thin the period prescribed by the on of Annual Budget Execution I ate: 11-Nov-19		nd Management in	
7	Proof of a	actual procurement of	Common-Use Supplies and Eq	uipment from DBM-PS		
3. In the conduct	t of procur	ement activities using	Repeat Order, which of these c	onditions is/are met? (2e)		
	Original o	contract awarded throu	gh competitive bidding			
		ls under the original co nits per item	ontract must be quantifiable, div	isible and consisting of at	least	
			wer than the original contract an nt after price verification	warded through competitiv	ve bidding which is	
	The quar	ntity of each item in the	e original contract should not ex	ceed 25%		
	original c		nths from the contract effectivity there has been a partial deliver			
4. In the conduc	t of procu	rement activities using	Limited Source Bidding (LSB),	which of these conditions	s is/are met? (2f)	
	Upon rec	commendation by the E	BAC, the HOPE issues a Certifi	cation resorting to LSB as	the proper modality	
		ion and Issuance of a l ent authority	List of Pre-Selected Suppliers/C	Consultants by the PE or a	an identified relevant	
	Transmit	tal of the Pre-Selected	I List by the HOPE to the GPPE	3		
	procuren		the acknowledgement letter of t PhilGEPS website, agency we			

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



Bidding documents are available at the time of advertisement/posting at the PhilGEPS website or Agency website;



Supplemental bid bulletins are issued at least seven (7) calendar days before bid opening;

Minutes of pre-bid conference are readily available within five (5) days.

6. Do you prepare proper and effective procurement documentation and technical specifications/requirements, given the the following conditions? (3e)



The end-user submits final, approved and complete Purchase Requests, Terms of Reference, and other documents based on relevant characteristics, functionality and/or performance requirements, as required by the procurement office prior to the commencement of the procurement activity



No reference to brand names, except for items/parts that are compatible with the existing fleet or equipment



Bidding Documents and Requests for Proposal/Quotation are posted at the PhilGEPS website, Agency website, if applicable, and in conspicuous places

7. In creating your BAC and BAC Secretariat which of these conditions is/are present?

For BAC: (4a)

/ Office Order creating the Bids and Awards	Committee
please provide Office Order No.: Speci	al Order No. 51, s. 2020
/ There are at least five (5) members of the E	
please provide members and their respectiv	
Name/s	-
A. Dr. Mari Jane A. Lee	Date of RA 9184-related training
B. Engr. Maria Rosanna DL de Veluz	January 23 - 24, 2020
C. Prof. Maribeth Villon	January 23 - 24, 2020
D. Prof. Grald R. Villasenor	January 23 - 24, 2020
E. Dr. Evangeline B. Mecija	January 23 - 24, 2020
F. Ms. Maritess P. de Veluz	January 23 - 24, 2020
G. Ms. Margarita L. Placino	January 23 - 24, 2020
	January 23 - 24, 2020
 Members of BAC meet qualifications Majority of the members of BAC are trained For BAC Secretariat: (4b) 	on R.A. 9184
act as BAC Secretariat	ommittee Secretariat or designing Procurement Unit to al Order No. 51, s. 2020
/ The Head of the BAC Secretariat meets the	
please provide name of BAC Sec Head:	Ms. Margarita L. Placino
Majority of the members of BAC Secretariat please provide training date: January 2	are trained on R.A. 9184 3-24, 2020
8. Have you conducted any procurement activities on any of t If YES, please mark at least one (1) then, answer the quest	
/ Computer Monitors, Desktop / Pair	nts and Varnishes

			QUESTIONNAIRE
	Computers and Laptops		
1	Air Conditioners		Food and Catering Services
7	Vehicles		Training Facilities / Hotels / Venues
	Fridges and Freezers	7	Toilets and Urinals
	Copiers	1	Textiles / Uniforms and Work Clothes
Do you use g	reen technical specifications for th	e proci	urement activity/ies of the non-CSE item/s?
7	Yes		No
9. In determinition these conditions	ng whether you provide up-to-date s is/are met? (7a)	procur	ement information easily accessible at no cost, which of
7	Agency has a working website please provide link: slsu.edu.ph	l	
7	Procurement information is up-to	-date	
7	Information is easily accessible a	t no co	st
10. In complying which of these of) with the preparation, posting and conditions is/are met? (7b)	submis	ssion of your agency's Procurement Monitoring Report,
	Agency prepares the PMRs		
7	PMRs are promptly submitted to t please provide submission dates:		PB t Sem - <u>January 31, 2020</u> 2nd Sem - July 13, 2020
	PMRs are posted in the agency w please provide link: https://slsu.edu.		ontent/uploads/Downloadables/Transparency%20Seai2/V/PMR/2020/PMR-as-of-June-30-202
7	PMRs are prepared using the pres		
11. In planning o which of these co	f procurement activities to achieve onditions is/are met? (8c)	desire	d contract outcomes and objectives within the target/allotted timeframe,
7	There is an established procedure	for ne	eds analysis and/or market research
7	There is a system to monitor time!	y deliv	ery of goods, works, and consulting services
7	Agency complies with the threshold if any, in competitively bid contract	ds pres ts	scribed for amendment to order, variation orders, and contract extensions,
12. In evaluating	the performance of your procurem	ent pei	sonnel, which of these conditions is/are present? (10a)
			es involving procurement are included in their individual performance
/	Procuring entity communicates star	ndards	of evaluation to procurement personnel

Procuring entity and procurement personnel acts on the results and takes corresponding action

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

Date of most recent training: January 23 - 24, 2020

7	Head of Procuring Entity (HOPE)
7	Bids and Awards Committee (BAC)
7	BAC Secretariat/ Procurement/ Supply Unit
7	BAC Technical Working Group
7	End-user Unit/s
7	Other staff
14. Which of the procuring entity?	following is/are practised in order to ensure the private sector access to the procurement opportunities of the (10c)

7

1

Forum, dialogues, meetings and the like (apart from pre-bid conferences) are conducted for all prospective bidders at least once a year

The PE promptly responds to all interested prospective bidders' inquiries and concerns, with available facilities and various communication channels

15. In determi which of these	ning whether the BAC Secretariat has a system for keeping and maintaining procurement records, e conditions is/are present? (11a)
7	There is a list of procurement related documents that are maintained for a period of at least five years
7	The documents are kept in a duly designated and secure location with hard copies kept in appropriate filing cabinets and electronic copies in dedicated computers
7	The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel
16. In determir which of these	ning whether the Implementing Units has a system for keeping and maintaining procurement records, conditions is/are present? (11b)
7	There is a list of contract management related documents that are maintained for a period of at least five years
1	The documents are kept in a duly designated and secure location with hard copies kept in appropriate filing cabinets and electronic copies in dedicated computers
7	The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel
17. In determini of goods, works	ing if the agency has defined procedures or standards for quality control, acceptance and inspection and services, which of these conditions is/are present? (12a)
7	Agency has written procedures for quality control, acceptance and inspection of goods, services and works
Have you pro	cured Infrastructure projects through any mode of procurement for the past year?
Have you pro	cured Infrastructure projects through any mode of procurement for the past year? Yes No
7	
7	Yes No ase answer the following: Supervision of civil works is carried out by qualified construction supervisors
If YES, plea	Yes No ase answer the following: Supervision of civil works is carried out by qualified construction supervisors
If YES, plea If YES, plea	Yes No Ase answer the following: Supervision of civil works is carried out by qualified construction supervisors Name of Civil Works Supervisor: Engr. Franch Harner G. Salvanera Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only) Name of CPES Evaluator: Engr. Marlon Caballes It take for your agency to release the final payment to your supplier/service provider or contractors/analytications
If YES, plea If YES, plea If YES, plea I I I I I I I I I I I I I I I I I I I	Yes No Ase answer the following: Supervision of civil works is carried out by qualified construction supervisors Name of Civil Works Supervisor: Engr. Franch Harner G. Salvanera Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only) Name of CPES Evaluator: Engr. Marlon Caballes I it take for your agency to release the final payment to your supplier/service provider or contractor/consultant,once
If YES, plea If YES, plea I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I </td <td>Yes Intervision of civil works is carried out by qualified construction supervisors Supervision of civil works is carried out by qualified construction supervisors Name of Civil Works Supervisor: Engr. Franch Hamer G. Salvanera Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only) Name of CPES Evaluator: Engr. Marlon Caballes I it take for your agency to release the final payment to your supplier/service provider or contractor/consultant,once complete? (12b)</td>	Yes Intervision of civil works is carried out by qualified construction supervisors Supervision of civil works is carried out by qualified construction supervisors Name of Civil Works Supervisor: Engr. Franch Hamer G. Salvanera Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only) Name of CPES Evaluator: Engr. Marlon Caballes I it take for your agency to release the final payment to your supplier/service provider or contractor/consultant,once complete? (12b)
If YES, plea If YES, plea I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I	Yes No ase answer the following: Supervision of civil works is carried out by qualified construction supervisors Name of Civil Works Supervisor: Engr. Franch Hamer G. Salvanera Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only) Name of CPES Evaluator: Name of CPES Evaluator: Engr. Marton Caballes I it take for your agency to release the final payment to your supplier/service provider or contractor/consultant, once somplete? Observers for the following procurement activities, which of these conditions is/are met? (13a) igibility Checking (For Consulting Services Only) ortisting (For Consulting Services Only) e-bid conference eliminary examination of bids d evaluation st-qualification

20. In creating and operating your Internal Audit Unit (IAU) that performs specialized procurement audits, which set of conditions were present? (14a)

7	Creation of Internal Audit Unit (IAU) in the agency Agency Order/DBM Approval of IAU position/s:	Special Order No. 52, s. 2019
7	Conduct of audit of procurement processes and transa	ctions by the IAU within the last three years
	Internal audit recommendations on procurement-relate of the internal auditor's report	d matters are implemented within 6 months of the submission
21. Are COA re report? (14b)	commendations responded to or implemented within six	months of the submission of the auditors'
7	Yes (percentage of COA recommendations responded 60 %	to or implemented within six months)
	No procurement related recommendations received	
22. In determining to comply with p	ng whether the Procuring Entity has an efficient procurer rocedural requirements, which of conditions is/are prese	nent complaints system and has the capacity nt? (15a)
7	The HOPE resolved Protests within seven (7) calendar	days per Section 55 of the IRR
7	The BAC resolved Requests for Reconsideration within	seven (7) calendar days per Section 55 of the IRR
7	Procuring entity acts upon and adopts specific measure referrals, subpoenas by the Omb, COA, GPPB or any q	s to address procurement-related complaints, uasi-judicial/quasi-administrative body
23. In determinir conditions is/are	g whether agency has a specific anti-corruption program present? (16a)	n/s related to procurement, which of these
7	Agency has a specific office responsible for the implement	entation of good governance programs
1	Agency implements a specific good governance program	n including anti-corruption and integrity development
7	Agency implements specific policies and procedures in	place for detection and prevention of corruption

ANNEX C APCPI Revised Scoring and Rating System



No.	Assessment Conditions	Poor/Not Compliant (0)	Acceptable (1)	Satisfactory (2)	Very Satisfactory/Compliant (3
2111	AR I. LEGISLATIVE AND REGULATORY FRAMEWORK	D	1	2	
ndi	icator 1. Competitive Bidding as Default Method of Procurement				3
	Percentage of competitive bidding and limited source bidding contracts in				
1	terms of amount of total procurement	Below 70.00%	Between 70.00-80.99%	Between 81.00-90.99%	Between 91.00-100%
2	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	Below 20.00%	Between 20.00- 39.99%	Between 40.00-50.00%	Above 50.00%
di	cator 2. Limited Use of Alternative Methods of Procurement				
3	Percentage of shopping contracts in terms of amount of total procurement	Above 7.00%	Between 5.00-7.00 %	Between 3.00-4.99 %	Below 3.00%
4	Percentage of negotiated contracts in terms of amount of total procurement	Above 15.00%	Between 9.00 -15.00%	Between 4.00-8.99%	Below 4.00%
5	Percentage of direct contracting in terms of amount of total procurement	Above 4.00%	Between 3.00-4.00%	Between 1.00-2.99%	Below 1.00%
6	Percentage of repeat order contracts in terms of amount of total procurement Compliance with Repeat Order procedures	Above 4.00%	Between 3.00-4.00%	Between 1.00-2.99%	Below 1.00%
8	Compliance with Limited Course Diduly	Not Compliant			Constituent
-	Compliance with Limited Source Bidding procedures	Not Compliant			Compliant
die	anter 2 Commetting for an in			1	Compliant
	ator 3. Competitiveness of the Bidding Process				
0	Average number of entities who acquired bidding documents	Below 3.00	3.00-3.99	4.00-5.99	
1	Average number of bidders who submitted bids	Below 2.00	2.00-2.99		6.00 and above
1	Average number of bidders who passed eligibility stage	Below 1.00	1.00 - 1.99	3.00-4.99	5.00 and above
2	Sufficiency of period to prepare bids	Not Compliant	Partially Compliant	2.00-2.99 Substantially Compliant	3.00 and above Fully Compliant
13	Use of proper and effective procurement documentation and technical specifications/requirements	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
				L	I
LLA	R II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY				
dic	ator 4. Presence of Procurement Organizations				
-	Creation of Bids and Awards Committee(s)	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
5	Presence of a BAC Secretariat or Procurement Unit	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
lica	ator 5. Procurement Planning and Implementation				
5	An approved APP that includes all types of procurement				
1	Preparation of Annual Procurement Plan for Common-Use Supplies and	Not Compliant			Compliant
7	Equipment (APP-CSE) and Procurement of Common-Use Supplies and Equipment from the Procurement Service	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
8	Existing Green Specifications for GPPB-identified non-CSE items are adopted	Not Compliant			Compliant
- 1	tor 6. Use of Government Electronic Procurement System				
	Percentage of bid opportunities posted by the PhilGEPS-registered Agency	Below 70.99%	Between 71.00-80.99%	Between 81.00-90.99%	Above 91.00%
_					
	Percentage of contract award information posted by the PhilGEPS-registered Agency Percentage of contract awards procured through alternative methods posted	Below 20.00%	Between 20.00- 50.99%	Between 51.00-80.00%	Above 80.00%

	Poor/Not Compliant (0)	Acceptable (1)	Satisfactory (2)	Very Satisfactory/Compliant (3)
Assessment Conditions	0	1	2	3
ator 7. System for Disseminating and Monitoring Procurement Information				
Ator 7. System for Disseminating and Wontoring Proceedings of the second s	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
accessible at no cost				
Preparation of Procurement Monitoring Reports using the GPPB-prescribed format, submission to the GPPB, and posting in agency website	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
format, submission to the Grind, and permit of the				
AR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES				
a Efficiency of Procurement Processes				Ab
Percentage of total amount of contracts signed within the assessment year	Below 40.00% or above 100.00%	Between 40.00- 60.99%	Between 61.00% -80.00%	Above 80.00%
against total amount in the approved APPs Percentage of total number of contracts signed against total number of	Below 90.00%	Between 90.00- 92.99%	Between 93.00-95.00%	Above 95.00%
procurement projects done through competitive bidding	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
objectives within the target/allotted timeframe				
icator 9. Compliance with Procurement Timeframes				1
Percentage of contracts awarded within prescribed period of action to procure	Below 90.00%	Between 90.00 to 95.99%	Between 96.00 to 99.99%	100%
goods Percentage of contracts awarded within prescribed period of action to procure	Below 90.00%	Between 90.00 to 95.99%	Between 96.00 to 99.99%	100%
 ³ infrastructure projects Percentage of contracts awarded within prescribed period of action to procure 	Below 90.00%	Between 90.00 to 95.99%	Between 96.00 to 99.99%	100%
9 consulting services				1
	ants			
dicator 10. Capacity Building for Government Personnel and Private Sector Particip	hist Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis	Not Compliant			
Percentage of participation of procurement staff in procurement training and/or professionalization program	Less than 60.00% Trained	Between 60.00-75.99% Trained	Between 76-90% of staff trained	Between 91.00-100% Trained
The procuring entity has open dialogue with private sector and ensures access	Not Compliant			Compliant
to the procurement opportunities of the procuring entity			I	
ndicator 11. Management of Procurement and Contract Management Records The BAC Secretariat has a system for keeping and maintaining procurement	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
 records Implementing Units has and is implementing a system for keeping and 	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
Implementing Units has and is implementing or state of the maintaining complete and easily retrievable contract management records	Not Compliance			
ndicator 12. Contract Management Procedures				
Agency has defined procedures or standards in such areas as quality control, acceptance and inspection, supervision of works and evaluation of contractors'	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
performance	After 45 days	Between 38-45 days	Between 31-37 days	On or before 30 days
36 Timely Payment of Procurement Contracts				
PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM				
Indicator 13. Observer Participation in Public Bidding			Substantially Compliant	Fully Compliant
37 Observers are invited to attend stages of procurement as prescribed in the IRR	Not Compliant	Partially Compliant	Substantially Compliant	runy compliant
Indicator 14. Internal and External Audit of Procurement Activities			·	
Indicator 14. Internal and External Audit of Proceedings of the second s		Partially Compliant	Substantially Compliant	Fully Compliant

10.	Assessment Conditions	Poor/Not Compliant (0) 0	Acceptable (1)	Satisfactory (2) 2	Very Satisfactory/Compliant (3) 3
39	Audit Reports on procurement related transactions	Below 60% compliance	Between 61-70.99% compliance	Between 71-89.99% compliance	Above 90-100% compliance
	The Procuring Entity has an efficient procurement complaints system and has	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant
40	the capacity to comply with procedural requirements				
	cator 16. Anti-Corruption Programs Related to Procurement				
Indi	Agency has a specific anti-corruption program/s related to procurement	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant

Name of Agency: SOUTHERN LUZON STATE UNIVERSITY Date of Self Assessment: Janaury 1 - December 31, 2020 Name of Evaluator: MARGARITA L. Position: Head, Procurement Office

				Supporting Information/Documentation
Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	(Not to be included in the Evaluation
R LIEGISLATIVE AND REGULATORY FRAMEWORK				
ator 1. Competitive Bidding as Default Method of Procurement	t			
Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	54.73%	0.00		PMRs
Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	3.98%	0.00		PMRs
ator 2. Limited Use of Alternative Methods of Procurement				
Percentage of shopping contracts in terms of amount of total	3.22%	2.00		PMRs
Percentage of negotiated contracts in terms of amount of	37.22%	0.00		PMRs
Percentage of direct contracting in terms of amount of total	4.83%	0.00		PMRs
Percentage of repeat order contracts in terms of amount of	0.00%	3.00		PMRs
Compliance with Repeat Order procedures	n/a	n/a		Procurement documents relative to conduct of Repeat Order
Compliance with Limited Source Bidding procedures	n/a	n/a		Procurement documents relative to conduct of Limited Source Bidding
cator 3. Competitiveness of the Bidding Process		1	1	
Average number of entities who acquired bidding documents	2.00	0.00		Agency records and/or PhilGEPS record
Average number of bidders who submitted bids	2.00	1.00		Abstract of Bids or other agency record
Average number of bidders who passed eligibility stage		1.00		Abstract of Bids or other agency record
Sufficiency of period to prepare bids	Fully Compliant	3.00		Agency records and/or PhilGEPS record
Use of proper and effective procurement documentation and technical specifications/requirements	Fully Compliant	3.00		Cost Benefit Analysis, Work Plans, Technical Specifications included in bid documents
	A	1.10		
AD IL ACCALCY INSTITUTIONAL EDAMEWORK AND MANAGEMI		1.18		
	an caracin			
Creation of Bids and Awards Committee(s)	Fully Compliant	3.00		Verify copy of Order creating BAC; Organizational Chart; and Certification Training
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
cator 5. Procurement Planning and Implementation				
An approved APP that includes all types of procurement	Compliant	3.00		Copy of APP and its supplements (if ar
Supplies and Equipment (APP-CSE) and Procurement of Common-Use Supplies and Equipment from the Procurement	Fully Compliant	3.00		APP, APP-CSE, PMR
Existing Green Specifications for GPPB-identified non-CSE items are adopted	Compliant	3.00		ITBs and/or RFQs clearly indicate the use of green technical specifications for the procurement act
	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement Percentage of shopping contracts in terms of amount of total procurement Percentage of negotiated contracts in terms of amount of total procurement Percentage of fepeat order contracts in terms of amount of total procurement Percentage of repeat order contracts in terms of amount of total procurement Compliance with Repeat Order procedures Compliance with Repeat Order procedures Average number of entities who acquired bidding documents Average number of bidders who submitted bids Average number of bidders who passed eligibility stage Sufficiency of period to prepare bids Use of proper and effective procurement documentation and technical specifications/requirements AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEME Cator 4. Presence of Procurement Organizations Creation of Bids and Awards Committee(s) Presence of a BAC Secretariat or Procurement Unit Cator 5. Procurement Planning and Implementation An approved APP that includes all types of procurement 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	tor 1. Competitive Bidding as Default Method of Procurement 54.73% Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement 54.73% Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement 3.98% Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement 3.22% Percentage of shopping contracts in terms of amount of total procurement 37.22% Percentage of negotiated contracts in terms of amount of total procurement 97.22% Percentage of repeat order contracts in terms of amount of total procurement 0.00% Percentage of repeat order contracts in terms of amount of total procurement 0.00% Compliance with Repeat Order procedures n/a Compliance with Limited Source Bidding Process N/a Average number of entities who acquired bidding documents 2.00 Average number of bidders who passed eligibility stage 1.78 Sufficiency of period to prepare bids Fully Compliant Verage I Use of proper and effective procurement documentation and technical specifications/requirements Fully Compliant Presence of BAAC Secretariat or Procurement Unit Fully	tor 1. 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Indicator 6. Use of Government Electronic Procurement System

Name of Agency: SOUTHERN LUZON STATE UNIVERSITY Date of Self Assessment: <u>Janaury 1 - December 31, 2020</u>

Name of Evaluator: <u>MARGARITA L.</u> Position: <u>Head, Procurement Office</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
6.a	Percentage of bid opportunities posted by the PhilGEPS-	100.00%	3.00		Agency records and/or PhilGEPS records
6 h	registered Agency Percentage of contract award information posted by the	100.00%	3.00		Agency records and/or PhilGEPS records
	PhilGEPS-registered Agency 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 Agency: SOUTHERN LUZON STATE UNIVERSITY Date of Self Assessment: Janaury 1 - December 31, 2020

Name of Evaluator: <u>MARGARITA L.</u> Position: <u>Head, Procurement Office</u>

Inductor 7. System for Disseminating and Monitoring Procurement Information Identify specific procurement 7a Preame of website that provides up to date procurement Fully 3.00 portion in the agonorment 7b Preame of website that provides up to date procurement Compliant 3.00 compliant Submitted to GPPS 7b GPPS presented format: submission to the GPPB, and Compliant 3.00 Compliant Submitted to GPPS PLLAR III, PROCUREMENT OPERATIONS AND MARCET PRACTICES Merrage II Average II Submitted to GPPS Presentage of total amount on tortext signed against total assessment ver against total amount on contracts signed against total amount on contract signed against total amount to contract signed against total amount on contract signed against total amount on contract signed against total amount to contramount to 10% or treasters? Agency Pr	nation/Documentation ded in the Evaluation	(Not to be included	mments/Findings to the icators and SubIndicators	PCPI Rating*	Agency Score	Assessment Conditions	o.
Presence of website that provide up to date procurement information easily accessible at no cost Fully Compliant 3.00 portion in the agency website submitted to GPPS b GPPS preservice of forcarment Monitoring Reports using the bosting in agency website Fully Compliant 3.00 Copy of PMR and received of submitted to GPPS PLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES Average II Submitted to GPPS PLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES Breacting of total anumber of contracts signed within the assessment year against total amount in the approved APPS 87.02% 3.00 APP (including Supplementa if any) and PMRs Bab Interment Procurement Processes Fully compliant 3.00 APP (including Supplementa if any) and PMRs Bab Interment projects done through competitive ludding. 100.00% 3.00 APP (including Supplementa if any) and PMRs Bab Interment activities achieved deiled contract contracts and objectives within the target/allotted Fully Compliant 3.00 APP (including Supplementa if any) and PMRs Ba Barcentage of contacts awarded within prescribed period of action to procure infrastructure projects 50.0000% 3.00 PMRs Ba Barcentage of contacts awarded within prescribed period of action to procure infrastruct	ocurement-related	Identify specific procu			Information	tor 7. System for Disseminating and Monitoring Procurement	dica
b. Compliant 3.00 submitted to GPPB b. Compliant 0.00 submitted to GPPB compliant Average I	ncy website and specifi	portion in the agency website links		3.00	Fully	Presence of website that provides up-to-date procurement	
Average II WLAR III. PROCUREMENT OPERATIONS AND MARKET PRACT/CS Mickarof 8. Efficiency of Procurement Processes 3.a Percentage of total amount of contracts signed within the approved APPs Percentage of total amount of contracts signed assist total 100.00% B.b Percentage of total amount of contracts signed assist total 100.00% B.b Planned procurement projects done through competitive building. B.c Outcomes and objectives within the target/allotted timeframe Contracts signed assists total timeframe B.c Indicator 9. Compliance with Procurement Timeframes 9.a Percentage of contracts awarded within prescribed period of toto reference of contracts awarded within prescribed period of toto.00% 9.a Percentage of contracts awarded within prescribed period of toto to procure infrastructure projects 9.a Percentage of contracts awarded within prescribed period of toto.00% 9.a Percentage of contracts awarded within prescribed period of toto to procure infrastructure projects 9.a Percentage of contracts awarded within prescribed period of toto.00% 9.				3.00		GPPB-prescribed format, submission to the GPPB, and	.ь
Diplemental metabolism Diplemental metabolism APP (including Supplemental for costs) Bas Bercentage of total annual to contract signed against total annual to for contract signed against total annual to for contract signed against total annual to contract signed against total annual to for contract signed against total annual total for contract signed against total annual total for contract sis annules of for contract against and phy annules for co						posting in agency website	
Indicator 9. Efficiency of Procurement Processes APP (including Supplemental if any) and PMRs assessment year against total amount in the approved APPs 87.02% 3.00 APP(including Supplemental if any) and PMRs bidding number of procurement projects done through competitive indigeneration if any) and PMRs 100.00% 3.00 App(including Supplemental if any) and PMRs bidding number of procurement projects done through competitive indigeneration if any) and PMRs 3.00 Agency Procedures/System conduct of needs analysis of research, monitoring of tim goods, works, or services contracts and objectives within the target/allotted Fully 3.00 Precentage of contracts awarded within prescribed period of action to procure infrastructure projects 100.00% 3.00 PMRs 9.a Percentage of contracts awarded within prescribed period of action to procure infrastructure projects 100.00% 3.00 PMRs 9.a Percentage of contracts awarded within prescribed period of action to procure infrastructure projects 100.00% 3.00 PMRs 9.a Percentage of contracts awarded within prescribed period of period procure infrastructure projects 88.89% 0.00 PMRs 9.a Percentage of contracts awarded within prescribed period of procurement periorance 100.00% 3.00 PMRs <tr< td=""><td></td><td></td><td></td><td></td><td>Average li</td><td></td><td></td></tr<>					Average li		
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	e it took to retrieve	records and time it t		3.00		b keeping and maintaining complete and easily retrievable	11.1
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Name of Agency: SOUTHERN LUZON STATE UNIVERSITY Date of Self Assessment: <u>Janaury 1 - December 31, 2020</u>

Name of Evaluator: <u>MARGARITA L</u> Position: <u>Head, Procurement Office</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
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	Fully Compliant	3.00		Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation formsz
	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
					

Name of Agency: SOUTHERN LUZON STATE UNIVERSITY Date of Self Assessment: Janaury 1 - December 31, 2020

Name of Evaluator: MARGARITA L. Position: Head, Procurement Office

10.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation
		Average III	2.54		
	R IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREN	MENT SYSTEM			
PILLA	R IV. INTEGRITY AND TRANSPARENCE OF AGENCE THE COM				Verify copies of Invitation Letters to CSOs
India	cator 13. Observer Participation in Public Bidding				and professional associations and COA
	Observers are invited to attend stages of procurement as	Fully			and professional associations and cont
L3.a	Observers are invited to attend stages of procurement of	Compliant	3.00		(List and average number of CSOs and PA
	prescribed in the IRR				invited shall be noted.)
	ator 14. Internal and External Audit of Procurement Activitie	S			Verify copy of Order or show actual
14.a	Creation and operation of Internal Audit Unit (IAU) that	Fully Compliant	3.00		organizational chart showing IAU, auidt reports, action plans and IAU recommendations
		Between 61-	1.00		Verify COA Annual Audit Report on Actio
14.b	Audit Reports on procurement related transactions	70.99%	1.00		on Prior Year's Audit Recommendations
		compliance			
Indi	cator 15. Capacity to Handle Procurement Related Complaint	5		1	Verify copies of BAC resolutions on Mot
	The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements		3.00		for Reconsiderations, Protests and Complaints; Office Orders adopting mesures to address procurement-relate complaints
land	cator 16. Anti-Corruption Programs Related to Procurement				by it is a station of anti-corruntion
Indi	Agency has a specific anti-corruption program/s related to	Fully	3.00		Verify documentation of anti-corruption
16.8	procurement	Compliant	3.00		program
-	Iprocurement	Average IV	2.60		
-	AND TOTAL (Avarege I + Average II + Average III + Average IV /	(4)	2.26		

Summary of APCPI Scores by Pillar

APCPI Pillars	Ideal Rating		
Legislative and Regulatory Framework	3.00	1.18	
Agency Insitutional Framework and Management Capacity	3.00	2.7	
Procurement Operations and Market Practices	3.00	2.5	
Integrity and Transparency of Agency Procurement Systems	3.00	2.6	
Total (Pillar I+Pillar II+Pillar III+ PillarIV)/	4 3.00	2.2	



Annex D

PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Period: January 1 - December 31, 2020

Name of Agency: SOUTHERN LUZON STATE UNIVERSITY **Resources Needed Responsible Entity** Timetable Proposed Actions to Address Key Areas Sub-Indicators Key Area for Development Monpower (Sufficient Number of Well-planned procurement thru preparation of each unit's PPMPs and 4th Quarter of 2020 End-users/BAC Secretariat Support Staff) Percentage of competitive bidding and limited source bidding consolidate then properly to a well-planned APP contracts in terms of amount of total procurement 1.a Monpower (Sufficient Number of Well-planned procurement thru preparation of each unit's PPMPs and 4th Quarter of 2020 End-users/BAC Secretariat Support Staff) Percentage of competitive bidding and limited source bidding consolidate then properly to a well-planned APP contracts in terms of volume of total procurement 1.b Monpower (Sufficient Number of Well-planned procurement thru preparation of each unit's PPMPs and 4th Quarter of 2020 End-users/BAC Secretariat Support Staff) Percentage of shopping contracts in terms of amount of total consolidate then properly to a well-planned APP 2.a procurement Manpower (Sufficient Number of Well-planned procurement thru preparation of each unit's PPMPs and 4th Quarter of 2020 End-users/BAC Secretariat Support Staff) Percentage of negotiated contracts in terms of amount of total consolidate then properly to a well-planned APP 2.b procurement Manpower (Sufficient Number of Well-planned procurement thru preparation of each unit's PPMPs and 4th Quarter of 2020 End-users/BAC Secretariat Support Staff) Percentage of direct contracting in terms of amount of total consolidate then properly to a well-planned APP 2.c procurement Percentage of repeat order contracts in terms of amount of total 2.d procurement Compliance with Repeat Order procedures 2.e Compliance with Limited Source Bidding procedures 2.f ICT Equipment & Support End-users/BAC Secretariat Year-round Encourage more prospective biddrs to acquire bidding documents Average number of entities who acquired bidding documents 3.a ICT Equipment & Support Year-round Encourage more prospective biddrs to acquire bidding documents End-users/BAC Secretariat Average number of bidders who submitted bids 3.b ICT Equipment & Support Year-round End-users/BAC Secretariat Encourage more prospective biddrs to acquire bidding documents Average number of bidders who passed eligibility stage 3.c Sufficiency of period to prepare bids 3.d Use of proper and effective procurement documentation and 3.e technical specifications/requirements Training, Accommodation, Year-round End-users/BAC Secretariat Registration, etc Attend trainings related to RA 9184 Creation of Bids and Awards Committee(s) 4.a Presence of a BAC Secretariat or Procurement Unit 4.b

				T	Т
5.a	An approved APP that includes all types of procurement				
5.b	Preparation of Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE) and Procurement of Common- Use Supplies and Equipment from the Procurement Service				
5.c		Attendance to Training on RA 9184 and its IRR of Procurement Staff for the Orientation and Compliance to its provision	Procurement Head & Staff; BAC	1st Quarter of 2020	Training, Accommodation, Registration, etc
6.a	Percentage of bid opportunities posted by the PhilGEPS- registered Agency	Strict compliance wth RA 9184 and its IRR	Procurement Head & Staff; BAC	1st Quarter of 2020	ICT Equipment & Support
6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency	Strict compliance wth RA 9184 and its IRR	Procurement Head & Staff; BAC	1st Quarter of 2020	ICT Equipment & Support
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency				
7.a	Presence of website that provides up-to-date procurement information easily accessible at no cost				
7.b	Preparation of Procurement Monitoring Reports using the GPPB- prescribed format, submission to the GPPB, and posting in agency website	Immediate adoption of PMR usinf the GPPb prescribed format, submission to GPPB and to post in the SLSU website	Procurement Head & Staff	Immediate compliance	ICT Equipment & Support
8.a	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs				
8.b	Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding				
8.c	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe	Strict compliance with bidding Calendar	Procurement Head & Staff; BAC	Immediate compliance	Manpower (Sufficient Number Support Staff)
9.a	Percentage of contracts awarded within prescribed period of action to procure goods				
9.b	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects				
9.c	Percentage of contracts awarded within prescribed period of action to procure consulting services				
10.a	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis				
10.b	Percentage of participation of procurement staff in procuremen training and/or professionalization program	t Recommend the attendance of all personnel in training	Procurement Head & Staff; BAC	Year-round	Training, Accommodation, Registration, etc
10.c	The procuring entity has open dialogue with private sector and ensures access to the procurement opportunities of the procuring entity				

	The BAC Secretariat has a system for keeping and maintaining procurement records		Procurement Head & Staff; Bids and		Manpower (Sufficient Number of
11.b	Implementing Units has and is implementing a system for keeping and maintaining complete and easily retrievable contract	Establish and Implement a system of filing and maintaining complete easily	Awards Committee; Records Management Office		Support Staff)
12.2	Agency has defined proceedies of standards where the standards whe	SLSU, as an Accreditted ISO 9001:2015 institution, has an established quality control, acceptance and inspection, supervision of works and evaluation of contractor's performance	N/A	N/A	N/A
	and evaluation of contractors' performance		Administrative & Finance Affairs	1st Quarter of 2019	Manpower
	Timely Payment of Procurement Contracts		BAC Secretariat	As scheduled	Manpower, Telecommunication and
13.a	Observers are invited to attend stages of procurement as prescribed in the IRR	Establish a pool of observers based on each expertise			
 14.a	Creation and operation of Internal Audit Unit (IAU) that performs specialized procurement audits				
		Immediate compliance on Audit findings	BAC Secretariat	As scheduled	Manpower
14.b	Audit Reports on procurement related transactions The Procuring Entity has an efficient procurement complaints	Factures and suppliers/contractors/service providers to file	BAC Secretariat	As scheduled	Manpower, Telecommunication and
15.a	system and has the capacity to comply with procedural requirements	compliants as need arises, in order to evaluate the effectiveness of the complaints system			Manpower, Telecommunication and
16.a	Agency has a specific anti-corruption program/s related to procurement	Establish and implement an anti-corruption program/s related to procurement.	Procurement Head &Staff: Bids and Awards Committee	1st Quarter of 2020	ICT Support
