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

Name of Agency: <u>West Visayas State University Medical Center</u> Date of Self Assessment: <u>March 13, 2023</u> Name of Evaluator: <u>Julius B. Undar</u> Position: <u>Chief Administrative Officer</u>

| | Assessment Conditions | Agency Score | APCPI Rating* | Comments/Findings to the | Supporting Information/Documentation |
|-------------|---|--|----------------------------------|--|--|
| YLL | AR I. LEGISLATIVE AND REGULATORY FRAMEWORK | | | Indicators and SubIndicators | (Not to be included in the Evaluation |
| ndi | ator 1. Competitive Bidding as Default Method of Procurem | ent | | | |
| 1.a | Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement | 55.69% | 0.00 | | PMRs |
| l.b | Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement | 20.86% | 1.00 | | PMRs |
| | | | | | |
| ndid 2.a | ator 2. Limited Use of Alternative Methods of Procurement Percentage of shopping contracts in terms of amount of total procurement | 3.77% | 3.00 | | PMRs |
| 2.b | Percentage of negotiated contracts in terms of amount of total procurement | 17.73% | 0.00 | | PMRs |
| 2.c | Percentage of direct contracting in terms of amount of total procurement | 21.83% | 0.00 | | PMRs |
| 2.d | Percentage of repeat order contracts in terms of amount of total procurement | 0.98% | 3.00 | | PMRs |
| 2.e | Compliance with Repeat Order procedures | Compliant | 3.00 | The same of the sa | 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 |
| ndie | ator 3. Competitiveness of the Bidding Process | 1 | | | |
| 3.a | Average number of entities who acquired bidding documents | 2.80 | 0.00 | | Agency records and/or PhilGEPS records |
| з.ь | Average number of bidders who submitted bids | 2.61 | 1.00 | | Abstract of Bids or other agency records |
| 3.c | Average number of bidders who passed eligibility stage | 1.84 | 1.00 | | 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 |
| | | Average I | 1.50 | | |
| _ | AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM | ENT CAPACITY | | | |
| naid | ator 4. Presence of Procurement Organizations | T | | | Verify copy of Order creating BAC; |
| 1.a | Creation of Bids and Awards Committee(s) | Fully Compliant | 3.00 | | Organizational Chart; and Certification of Training |
| l.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 |
| ndic | ator 5. Procurement Planning and Implementation | | | | |
| i.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 |
| i.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 |
| nel" | stor 6 Hro of Company and Flantania 2 | | | | |
| i.a | ator 6. Use of Government Electronic Procurement System Percentage of bid opportunities posted by the PhilGEPS- registered Agency | 100.00% | 3.00 | | Agency records and/or PhilGEPS records |
| .b | Percentage of contract award information posted by the PhilGEPS-registered Agency | 100.00% | 3.00 | | Agency records and/or PhilGEPS records |
| 5.c | Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency | 100.00% | 3.00 | | Agency records and/or PhilGEPS records |
| | | A TOTAL CONTRACTOR OF THE PARTY | Several Secretary Control of the | | A PER DIRECTOR OF THE PROPERTY |

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

Name of Agency: West Visayas State University Medical Center Date of Self Assessment: March 13, 2023 Name of Evaluator: <u>Julius B. Undar</u> Position: <u>Chief Administrative Officer</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 |
|--------|---|----------------------------|---------------|--|---|
| ndi | cator 7. System for Disseminating and Monitoring Procuremen | t Information | | | **** |
| 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 |
| _ | | | 1.4 | | |
| DILL | AR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES | Average II | 3.00 | | |
| | cator 8. Efficiency of Procurement Processes | | | | |
| | Constitution and the contract of the contract | | | | T |
| 8.a | Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs | 55.52% | 1.00 | | 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 | 63.93% | 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 variation to order amount to 10% or less |
| | | | | | |
| India | ator 9. Compliance with Procurement Timeframes | | | ne e e e e e e e e e e e e e e e e e e | |
| 9.a | Percentage of contracts awarded within prescribed period of | 100.00% | 3.00 | | PMRs |
| | action to procure goods | | | | |
| 9.b | Percentage of contracts awarded within prescribed period of action to procure infrastructure projects | n/a | n/a | | PMRs |
| 9.с | Percentage of contracts awarded within prescribed period of action to procure consulting services | n/a | n/a | | PMRs |
| | | | | | |
| India | ator 10. Capacity Building for Government Personnel and Priv | ate Sector Parti | cipants | | 12 1 22 1 |
| 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 |
| India | ator 11. Management of Procurement and Contract Management | nent Records | | | |
| | A FIVE STATE OF CONTROL PROPERTY | | | | T. J. |
| 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 hour |
| land! | nter 12 Contract Management Co. | | | | |
| iridit | cator 12. Contract Management Procedures | | | | |
| 12.a | Agency has defined procedures or standards in such areas as quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance | Substantially Compliant | 2.00 | | Verify copies of written procedures for quality control, acceptance and inspection CPES evaluation formsz |

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Name of Evaluator: Julius B. Undar Position: Chief Administrative Officer

| No. | Assessment Conditions | Agency Score | APCPI Rating* | Comments/Findings to the Indicators and SubIndicators | Supporting Information/Documentation (Not to be Included in the Evaluation |
|-----------|---|---------------------------------|---------------|--|--|
| 12.b | Timely Payment of Procurement Contracts | On or before 30 days | 3.00 | | Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts |
| | | Average III | 2.18 | | |
| PILL | AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCURE | | 2.10 | | |
| | icator 13. Observer Participation in Public Bidding | WEIGHT STOTE IN | | | |
| 13.a | Observers are invited to attend stages of procurement as | 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.) |
| for all 1 | | | | | |
| indi | cator 14. Internal and External Audit of Procurement Activitie | 5 | | | 1 |
| 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, auidt 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 |
| India | cator 15. Capacity to Handle Procurement Related Complaints | | | | 1 |
| | The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements | Fully Compliant | 3.00 | | Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and Complaints; Office Orders adopting mesures to address procurement-related complaints |
| India | cator 16. Anti-Corruption Programs Related to Procurement | | | | |
| 16.a | Agency has a specific acti-corruption program/s soluted to | Fully Compliant | 3.00 | | Verify documentation of anti-corruption program |
| | | Average IV | 3.00 | | ACCOUNT |
| GRA | ND TOTAL (Avarege I + Average II + Average III + Average IV / | 4) | 2.42 | | |

Summary of APCPI Scores by Pillar

| | APCPI Pillars | Ideal Rating | Agency Rating |
|----|--|--------------|---------------|
| ı | Legislative and Regulatory Framework | 3.00 | 1.50 |
| 11 | Agency Institutional Framework and Management Capacity | 3.00 | 3.00 |
| II | Procurement Operations and Market Practices | 3.00 | 2.18 |
| ٧ | Integrity and Transparency of Agency Procurement Systems | 3.00 | 3.00 |
| | Total (Pillar I+Pillar II+Pillar III+ PillarIV)/ | 4 3.00 | 2.42 |



GOVERNMENT PROCUREMENT POLICY BOARD CONSOLIDATED PROCUREMENT MONITORING REPORT

Period Covered: CY 2022

| TOTAL | 4. Others, specify: | Sub-Total | 3.2. Alternative Modes | 3.1. Publicly-Bid | 3. Foreign Funded Procurement** | \$ub-Total | 2.5.6 Other Negotiated Procurement (SOK 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 Negotistion (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 (SOK 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 (\$2.1 a above 50K) | 2. Alternative Modes | Sub-Total | 1.3. Consulting Services | 1.2. Works | 1.1 Goods | 1. Public Bidding* | Column 1 | |
|---|----------------------------|---|---|--|--|--|--|---|---|---------------------------------------|--|--|-----------------------------|----------------------------------|--|--|---|---|---|--|---------------------------------------|----------------|--------------------------|---------------|----------------|---------------------------------------|-----------|---|
| 307,545,596,83 | 0.00 | 0.00 | 0.00 | 0.00 | Management of the second | 84,797,438.84 | 0.00 | 2,065,960.00 | 16,644,803.83 | 16,575,573,60 | 0.00 | 0.00 | 0.00 | 0.00 | 1,673,597.50 | 0.00 | 38,212,439.66 | 0.00 | 9,625,064.25 | 0.00 | | 222,748,157.99 | 0.00 | 48,400,000.00 | 174,348,157.99 | THE RESERVE OF THE PERSON NAMED IN | Column 2 | Total Amount of Approved APP |
| 214 | 0 | 0 | 0 | 0 | THE REAL PROPERTY. | 153 | 0 | 3 | 36 | 9 | 0 | 0 | 0 | 0 | 1 | 0 | 40 | 0 | 44 | 0 | · · · · · · · · · · · · · · · · · · · | 61 | 0 | 12 | / 49 | 一 | Column 8 | Total Number of Procurement Activities |
| 187 | 0 | 0 | 0 | 0 | 一种工作工作的 | 148 | 0 | | 53 | 7 | 0 | 0 | 0 | 0 | - | 0 | 40 | 0 | 44 | 0 | | 39 | 0 | 0 | 39 | 第一次 衛を かん | Column 4 | No. of Contracts Awardad |
| 170,734,206.16 | 0,00 | 0.00 | 0.00 | 0.00 | | 75,645,660.35 | 0.00 | 2,063,200.00 | 12,503,132.03 | 15,707,218.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,673,597.50 | 0.00 | 37,266,912.39 | 0.00 | 6,431,600.43 | 0.00 | | 95,088,545.81 | 0.00 | 0.00 | 95,088,545.81 | | Column 5 | Total Amount of Contracts Awarded |
| | | 1000 1000 1000 1000 1000 1000 1000 100 | THE PERSON NAMED IN | | 日本の 大変なない | | CONTRACTOR OF THE PARTY OF THE | 电路线 被接近 | | | The second second | | | | ATTION TO MAKE THE | THE RESERVE THE PERSON NAMED IN | | は 日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日 | 2. 相对的对象 | THE RESERVE OF | TRANSPORT OF SERVICE | 21 | 0 | 11 | 10 | · · · · · · · · · · · · · · · · · · · | Columns | No. of Fasled Biddings |
| 大学 A 100 大学 | | | 0 | 0 | | のできる。 | 神学 の世界の大学 | | できる場合では | | ないないという | の場合の | | Service Market States | の の の の の の の の の の の の の の の の の の の | THE RESIDENCE | のでは、 | 1000年の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の | | The second second | | 171 | 0 | 15 | 156 | STATE OF STREET | Calumn 7 | Total No. of Entities who Acquired Bid Dacs |
| 日本に ないない ないのう | TO SELECT THE PARTY OF | | 0 | 0 | | STATE OF STREET | の の の の の の の の の の の の の の の の の の の | のの世界の | | | 等 多数 化 | | | | は、金属の大学を | | The second second | Design of the last | THE PERSON | The second second | のでは、大学の | 159 | 0 | 12 | 147 | THE REAL PROPERTY. | Column 8 | Total No. of Bidders who Submitted Bids |
| が一般の | から 世間で | | 0 | 0 | 一般には 一般など | 一般 一般 一般 一 | State of the last | 一年 一年 一日 一日 一日 日 日 日 日 日 日 日 日 日 日 日 日 日 | THE REAL PROPERTY. | · · · · · · · · · · · · · · · · · · · | を 金田 | | | | The second secon | 国际公司 | THE REAL PROPERTY. | でははない。 | にはままれて | | THE REAL PROPERTY. | 112 | 0 | 2 | 110 | | Column 9 | Total No. of Bidders who passed Eligibility Stage |
| | THE PERSON NAMED IN COLUMN | | | · · · · · · · · · · · · · · · · · · · | | 109 | 新加州城 | | 56 | 9 | | | 0 | THE RESERVE OF | を かん では | Control of the last of the las | | The second second | 44 | が 一直 は 一直 | 語のなるかのでは | 61 | 0 | 12 | 49 | 新教育教育 | Column 10 | No. of Bid Opportunities Posted at PhikGEPS |
| | | | The Control of | | | 148 | STATE STATE OF | 3 | 53 | 7 | | THE RESERVE OF THE PERSON NAMED IN | 0 | | 1 | SPECIAL STREET | 40 | | 44 | 0 | A STATE OF STREET | 39 | 0 | 0 | 39 | | Column 11 | No. of Contract Award Posted at PhHGEPS |
| | THE STATE OF THE STATE OF | | を は は の と の と の と の と の と の と の と の と の と | では、 は、 は、 は、 は、 は、 は、 は、 は、 は、 | · · · · · · · · · · · · · · · · · · · | CARL STATES | 10 日本 10 個 Mills | 日本 大学の | 日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日 | 10.00 May 10.00 | 新工作学员的基础 | | | | の で 機能的 機能 | Control of the Contro | · · · · · · · · · · · · · · · · · · · | | 2000年 1000年 | | 医一种性性性 | 0 | 0 | 0 | 0 | 经过一个工程的 | Column 12 | Total No. Of Contracts that Incurred negative slippage |
| · · · · · · · · · · · · · · · · · · · | 日本語の 中華 日本の | NATIONAL SERVICES | 等 一 | · · · · · · · · · · · · · · · · · · · | THE RESIDENCE OF THE PARTY OF T | 一日 一 | を とうない はない はない | 日本 | | | AND DESCRIPTION OF THE PERSON NAMED IN | | The same of the same | SCHOOL SECTION AND ADDRESS. | TOTAL PROPERTY OF THE PERSON | The second secon | CONTRACTOR OF THE PARTY OF THE | · · · · · · · · · · · · · · · · · · · | · · · · · · · · · · · · · · · · · · · | The same of the sa | · · · · · · · · · · · · · · · · · · · | 0 | 0 | 0 | 0 | | Column 13 | Total No. of contracts with amendments to order or variation orders |
| | | 日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日 | を 一番 | The same of the sa | THE RESERVE | 一個に発きが成った | TO SERVICE STATE OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLU | | THE PERSON | PARTY OF STREET | | を に ない の の の の の の の の の の の の の の の の の の | | を | 一 一 一 一 一 一 一 一 一 一 一 一 一 一 一 一 一 一 一 | STATE OF STREET | THE RESERVE OF THE PERSON NAMED IN | | | CALCALL MARKET | THE RESERVE | 39 | 0 | 0 | 39 | | Column 14 | No. of Contracts Awarded within prescribed timeframes |

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

MARY EUGENE C. ORILLO

BAC Chairperson - WVSUMC Bids and Awards Committee

Head, BAC Secretariat

DAVE ENDEL R. GELATO IN M.D., M.M., FPCS, FPSGS, FPALES

Medical Center Chief II

JOSELITO F/VILLARUZ, M.D., Ph.D., FPPS SUC President IV

: :

- VAR.

^{**} 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



| to. Assessment Conditions | Poor/Not Compliant (0) | Acceptable (1) | Satisfactory (2) | Very Satisfactory/Compliant (|
|--|--|--|---|--|
| LLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK | | 1 | 2 | 3 |
| floator 1. Competitive Bidding as Default Method of Procurement Percentage of competitive bidding and limited source bidding contracts in | Selow 70.50% | | | |
| terms of amount of total procurement Percentiage of competitive bidding and limited source bidding contracts in | Below 20.00% | Between 70.00-80.99% Setween 20.00-39.99% | Between 81.00-90.99% | Between 91.00-100% Above 50.00% |
| terms of volume of total procurement | DEROW ZULGUN | DECEMBER 20.00-39.59% | Between 40.00-50.00% | Above 50,80% |
| ficator 2. United Use of Alternative Methods of Procurement Procentage of shopping contracts in terms of amount of total procurement. | Above 7.00% | Between 6.00-7.00 % | Detween 4.00-5.99 % | Below 4.00% |
| Percentage of negotiated contracts in terms of amount of total procurement | Above 15.00% | Setween 11.00 -15.00% | Between 6.00-10.99% | |
| | Above 4.00% | Between 3.00 4.00% | | Below 6.00% |
| Percentage of direct contracting in terms of amount of total procurement Percentage of repeat order contracts in terms of amount of total | | | Between 1.00-2.96% | Below 1.00% |
| procurement Constant With Repeat Order procedures | Above 4.00% Not Complant | Between 3.00-4.00% | Between 1.00-2.99% | Below 1.00% Compliant |
| Compliance with Limited Scorce Bidding procedures | Not Compliant | | | Compliant |
| icator 3. Competitiveness of the Bidding Process Average number of entities who acquired bidding documents | Below 3.00 | 3.00 3.99 | 4.00 5.99 | 6.00 and abuve |
| Average number of bidders who submitted bids Average number of bidders who passed eligibility stage | Below 2.00 Below 1.00 | 2.00-2.99 1.00 - 1.99 | 3,00-4,99 2,00-2,99 | 5.00 and above 3.00 and above |
| Sufficiency of period to prepare bids | Not Compliant | Partially Compliant | Substantially Compliant | Fully Compliant |
| Use of proper and effective procurement documentation and technical specifications/requirements | Not Compliant | Partially Compliant | Substantially Compliant | Fully Compliant |
| | | | | |
| LAR II, AGENCY INSTITUTIONAL FRAMEWORK AND MAKAGEMENT CAPACITY leator 4. Presence of Procurement Organizations | | | | |
| Creation of Bids and Awards Committee(s) | Not Compliant | Partially Compliant | Svéotantially Compliant | Fully Compliant |
| Presence of a BAC Secretariat or Procurement Unit | Not Compliant | Partially Complient | Schotantielly Compliant | Fully Compliant |
| icutor 5. Procurement Planning and Implementation | | | | |
| An approved APP that includes all types of procurement Preparation of Annual Procurement Plan for Common-Use Supplies and | Not Compliant | | | Compliant |
| Equipment (APP CSE) and Procurement of Common-Use Supplies and Equipment from the Procurement Service | Not Complant | Partially Compilant | Substantially Compliant | Fully Compliant |
| Existing Green Specifications for GPPB identified non-CSC Herrs are adopted | Not Compliant | | | Compliant |
| | | | | |
| Scator 6. Use of Government Electronic Procurement System | | | | |
| Percentage of bid opportunities posted by the PhiliGEPS-registered Agency Percentage of contract award information posted by the PhiliGEPS registered | Below 70.99% | Between 71.00-80,99% | Between 81.00-90,99% | Above 93 00% |
| Agency | Below 20,00% | Between 20.00: 50,99% | Between 51.00-80.00% | Above 90.00% |
| Preventage of contract awards procured through alternative methods posted by the Philippin registered Agency | Below 20,00% | 9etween 20,00 - 50,99% | Between 51.00-50.00% | Above 80.00% |
| icator 7. System for Deseminating and Munituring Procurement Information Presence of website that provides up-to-date procurement information | | | | |
| vasily accessible at no cost | Not Compliant | Partially Compliant | Substantially Compliant | Fully Compilant |
| Preparation of Procurement Monitoring Reports using the GPPB prescribed | 12/12/2010/2015 | and the second s | | |
| format, submission to the GPPB, and posting in agency website LAR IT. PROCUREMENT OPERATIONS AND MARKET PRACTICES ficator 8. Efficiency of Procurement Procusses | Not Compliant | Partially Compliant | Substantially Compliant | Fully Compilers |
| format, submission to the GPPB, and posting in agency website LAR IT. PROCUREMENT OPERATIONS AND MARKET PRACTICES Extra 8. Efficiency of Procurement Processes [Percentage of total amount of contracts signed within the essessment year against total amount in the approved APPs | Belriw 40,00% or above 100,00% | Between 40,00-60,95% | Substantially Compliant Between 61,00% 80,00% | Fully Compliant Above 80,00% |
| format, submission to the GPPB, and posting in agency website LAR III. PROCUSEMENT OPERATIONS AND MARKET PRACTICES Scatter 8. Efficiency of Procurement Procusses [Procentage of total amount of contracts aigned within the excessment year against total amount in the approved APPs [Procentage of total number of contracts signed against total number of procurement projects done through competitive bidding | Belaw 40,00% or above 100,00% Belaw 90,00% | Setween 40,00-00,99% Setween 90,00-92,99% | Between 61,00% -80,00% Between 93,00-56,00% | Above 80.00% Above 95.00% |
| format, submission to the GPPB, and posting in agency website LAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES licator 8. Efficiency of Procurement Procusses. Percentage of total amount of contracts aigned within the excessment year against total amount in the approved APPs. Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding. | Belriw 40,00% or above 100,00% | Between 40,00-60,95% | Between 61,00% -80,00% | Above 80.00% |
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| Name of Age | 9103300 | vest Visayas State Un | the state of the s | er | Date: | CONTRACTOR OF THE PARTY OF THE | 1 13, 2023 |
|--------------------------------|---|---|--|----------------------------------|--------------------|---|----------------------|
| Name of Res | pondent: | Julius L. | Juanito | | Position: | Supervising Ad | ministrative Officer |
| Instruction: F according to | ut a check (√) mark what is asked. Pleas | inside the box beside e note that all questior | each condition/requin ns must be answered | rement met as pro completely. | vided below and | f then fill in the co | rresponding blanks |
| 1. Do you ha | e an approved APP | that includes all types | of procurement, give | en the following co | onditions? (5a) | | |
| | Agency prepare: | APP using the prescr | ribed format | | | | |
| | | s posted at the Procur | 하늘 사람들은 내가 내용 사람들이 없는 사람들이 없는 사람들이 없다. | | | | |
| | please provide li | nk: http://wvsu.edu.p | oh/transparency-seal/ | | | | _ |
| | | e approved APP to the submission date: | e GPPB within the pro January 30, 2022 | escribed deadline | 48 | | _ |
| | | surement Plan for Con ies and Equipment fro | | | PP-CSE) and | | |
| 7 | Agency prepares | APP-CSE using pres | cribed format | | | | |
| | its Guidelines fo | e APP-CSE within the the Preparation of Ar submission date: | | | | Management in | |
| | Proof of actual p | rocurement of Commo | on-Use Supplies and I | Equipment from D | DBM-PS | | |
| 3. In the cond | uct of procurement | activities using Repeat | t Order, which of thes | se conditions is/are | e met? (2e) | | |
| | Original contract | awarded through com | petitive bidding | | | | |
| | The goods unde four (4) units per | the original contract i | must be quantifiable, | divisible and cons | sisting of at leas | t | |
| | | the same or lower tha the government after | | t awarded through | competitive bid | dding which is | |
| | The quantity of e | each item in the original | al contract should not | exceed 25% | | | |
| | | ed within 6 months from provided that there has period | | | | | |
| 4. In the cond | uct of procurement | activities using Limited | d Source Bidding (LSE | B), which of these | conditions is/ar | e met? (2f) | |
| | Upon recommen | dation by the BAC, the | e HOPE issues a Ceri | tification resorting | to LSB as the p | proper modality | |
| | Preparation and government auti | Issuance of a List of Flority | Pre-Selected Suppliers | s/Consultants by t | he PE or an ide | ntified relevant | |
| | Transmittal of th | e Pre-Selected List by | the HOPE to the GPI | PB | | | |
| | - | the receipt of the ackr ortunity at the PhilGE agency | | | | | |
| 5. In giving y | ur prospective bidde | ers sufficient period to | prepare their bids, wh | hich of these cond | litions is/are me | t? (3d) | |
| | Bidding docume Agency website; | nts are available at the | e time of advertiseme | ent/posting at the F | PhilGEPS websi | ite or | |
| 7 | Supplemental bi | d bulletins are issued | at least seven (7) cale | endar days before | bid opening; | | |
| | Minutes of pre-b | d conference are reac | dily available within fiv | ve (5) days. | | | |
| | pare proper and effe conditions? (3e) | ctive procurement do | cumentation and tech | nical specification | s/requirements | given the | |
| | The end-user su | omits final, approved a | and complete Purchas | se Requests, Tern | ms of Reference | , and other | |

'AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (APCPI) QUESTIONNAIRE 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.: Special Order No. 21-002, Special Order No. 22-434 There are at least five (5) members of the BAC please provide members and their respective training dates: Name/s Date of RA 9184-related training A. Mary Eugene C. Orillo September 19-23, 2022 B. Patricia P. Tupas September 19-23, 2022 Diosdado V. Amargo September 19-23, 2022 D. Leonida N. Nacion November 6-9, 2019 E. Cesar Tronco September 19-23, 2022 F. Jomar Z. Zonio September 19-23, 2022 G Members of BAC meet qualifications Majority of the members of BAC are trained on R.A. 9184 For BAC Secretariat: (4b) Office Order creating of Bids and Awards Committee Secretariat or designing Procurement Unit to act as BAC Secretariat please provide Office Order No.: Special Order No. 21-002 The Head of the BAC Secretariat meets the minimum qualifications please provide name of BAC Sec Head: Julius L. Juanito Majority of the members of BAC Secretariat are trained on R.A. 9184 please provide training date: Sept. 19-23, 2022 8. Have you conducted any procurement activities on any of the following? (5c) If YES, please mark at least one (1) then, answer the question below. Computer Monitors, Desktop Paints and Varnishes Computers and Laptops Food and Catering Services Air Conditioners Training Facilities / Hotels / Venues Vehicles Toilets and Urinals Fridges and Freezers Textiles / Uniforms and Work Clothes Copiers Do you use green technical specifications for the procurement activity/ies of the non-CSE item/s? No

In determining whether you provide up-to-date procurement information easily accessible at no cost, which of these conditions is/are met? (7a)

Agency has a working website please provide link: http://wvsu.edu.ph/transparency-seal/

Procurement information is up-to-date

Information is easily accessible at no cost

| 10. In complying with t which of these condition | the preparation, posting and submission of your agency's Procurement Monitoring Report, ons is/are met? (7b) |
|---|---|
| / Agen | ncy prepares the PMRs |
| Comments. | ts are promptly submitted to the GPPB se provide submission dates: 1st Sem - July 14, 2022 2nd Sem - January 13, 2023 |
| Sensore C | s are posted in the agency website se provide link: http://wvsu.edu.ph/transparency-seal/ |
| / PMR | ts are prepared using the prescribed format |
| 11. In planning of proc which of these condition | curement activities to achieve desired contract outcomes and objectives within the target/allotted timeframe, ons is/are met? (8c) |
| / There | e is an established procedure for needs analysis and/or market research |
| / There | e is a system to monitor timely delivery of goods, works, and consulting services |
| firement. | ncy complies with the thresholds prescribed for amendment to order, variation orders, and contract extensions, y, in competitively bid contracts |
| 12. In evaluating the p | performance of your procurement personnel, which of these conditions is/are present? (10a) |
| Semmont | onnel roles, duties and responsibilities involving procurement are included in their individual performance mitment/s |
| / Proc | uring entity communicates standards of evaluation to procurement personnel |
| / Proce | uring entity and procurement personnel acts on the results and takes corresponding action |
| 13. Which of the followithin the past three (3 | wing procurement personnel have participated in any procurement training and/or professionalization program 3) years? (10b) |
| | Date of most recent training: September 19-23, 2022 |
| ☐ Head | d of Procuring Entity (HOPE) |
| // Bids | and Awards Committee (BAC) |
| // BAC | Secretariat/ Procurement/ Supply Unit |
| 7 BAC | Technical Working Group |
| / End- | user Unit/s |
| Othe | or staff |
| 14. Which of the follow | wing is/are practised in order to ensure the private sector access to the procurement opportunities of the |

| - 4 | 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 |
| | ing whether the BAC Secretariat has a system for keeping and maintaining procurement records, 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 |
| | ing 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 |
| 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 |
| 17. In determini of goods, works | ng 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? |
| 1 | Yes No |
| If YES, plea | ase answer the following: |
| Ø | Supervision of civil works is carried out by qualified construction supervisors Name of Civil Works Supervisor: Engr. Jane T. Delos Reyes |
| | Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only) Name of CPES Evaluator: |
| | Il it take for your agency to release the final payment to your supplier/service provider or contractor/consultant,once complete? (12b)days |
| A. E. B. S. C. P. D. P. E. B. | g Observers for the following procurement activities, which of these conditions is/are met? (13a) ligibility Checking (For Consulting Services Only) hortlisting (For Consulting Services Only) re-bid conference reliminary examination of bids id evaluation ost-qualification |
| 1 | Observers are invited to attend stages of procurement as prescribed in the IRR |
| 1 | Observers are allowed access to and be provided documents, free of charge, as stated in the IRR |
| 1 | Observer reports, if any, are promptly acted upon by the procuring entity |

| | and operating your Internal Audit Unit (IAU) that perform anditions were present? (14a) | ns specialized procurement audits, | |
|----------------------------------|--|---|------|
| 1 | Creation of Internal Audit Unit (IAU) in the agency | | |
| 252 | Agency Order/DBM Approval of IAU position/s: | Supervising Administrative Officer-Head of IAS | |
| 7 | Conduct of audit of procurement processes and trans | actions by the IAU within the last three years | |
| 7 | Internal audit recommendations on procurement-relat of the internal auditor's report | ed matters are implemented within 6 months of the submission | |
| 21. Are COA re eport? (14b) | ecommendations responded to or implemented within size | x months of the submission of the auditors' | |
| 1 | Yes (percentage of COA recommendations responded 100 % | d to or implemented within six months) | |
| 1 | No procurement related recommendations received | | |
| 22. In determin o comply with | ing whether the Procuring Entity has an efficient procure procedural requirements, which of conditions is/are pres | ement complaints system and has the capacity sent? (15a) | |
| 7 | The HOPE resolved Protests within seven (7) calendary | ar days per Section 55 of the IRR | |
| 1 | The BAC resolved Requests for Reconsideration with | in seven (7) calendar days per Section 55 of the IRR | |
| 7 | Procuring entity acts upon and adopts specific measureferrals, subpoenas by the Omb, COA, GPPB or any | res to address procurement-related complaints, quasi-judicial/quasi-administrative body | |
| | ing whether agency has a specific anti-corruption progra e present? (16a) | am/s related to procurement, which of these | |
| | Agency has a specific office responsible for the imple | mentation of good governance programs | |
| | Agency implements a specific good governance progr | ram including anti-corruption and integrity development | |
| 1 | Agency implements specific policies and procedures i | n place for detection and prevention of corruption | |
| | | | 1_ |
| | | | 1,12 |
| | 311 | | |
| | | | |

PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Name of Agency: West Visayas State University Medical Center

Period: CY 2022

| 3.b Averag | 3.a Averag | 2.f Compli | 2.e Campli | 2.d Percentage of procurement | 2.c Percentage of procurement | 2.b Percentage o | 2.a Percentage o | 1.b Percen | 1.a Percen | Sub-Indicators Key |
|--|--|---|---|--|--|--|--|--|---|---------------------------------------|
| Average number of bidders who submitted bids | Average number of entities who acquired bidding documents | Compliance with Limited Source Bidding procedures | Compliance with Repeat Order procedures | Percentage of repeat order contracts in terms of amount of total procurement | Percentage of direct contracting in terms of amount of total procurement | Percentage of negotiated contracts in terms of amount of total procurement | Percentage of shopping 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 competitive bidding and limited source bidding contracts in terms of amount of total procurement | Key Area for Development |
| | Exhaust dissemination of means of publication of bid opportunities | | | | | Adoption of Consolidated Project-Procurement (Strict Implementation of Pubic Bidding as the Default Mode):Strictly implement the planned-scheduled public procurement with public bidding as the default mode ensuring the 90-10 ratio both for the quantity/number project-procurement and the total amount of projects. Conduct review/evaluation and monitoring of the implemenation of the planned program/activities. Reorientation of End-User Units on Purchase request preparation | | - | Adoption of Consolidated Project-Procurement (Strict Implementation of Public Bidding as the Default Mode):Strictly implement the planned-scheduled public procurement with public bidding as the default mode ensuring the 90-10 ratio both for the quantity/number project-procurement and the total amount of projects. Conduct review/evaluation and monitoring of the implemenation of the planned program/activities. Reorientation of End-User Units on Purchase request preparation | Proposed Actions to Address Key Areas |
| - | HOPE, BAC, Administrative and Finance Division, Procurement Unit , Supply Office & End-user Units, TWG | | 2 | | | HOPE, BAC, Administrative and Finance Division, Procurement Unit, Supply Office & End-user Units, TWG | | 2 | HOPE, BAC, Administrative and Finance Division, Procurement Unit, Supply Office & End-user Units, TWG | Responsible Entity |
| ä | 2nd Quarter of 2023 | | | | ¥ | 2023 | | | 2023 | Timetable |
| ŧ | Office Supplies and Equipment | | | - | = | Office Supplies and Equipment | | | Office Supplies and Equipment | Resources Needed |

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| Percentage of contracts awarded within prescribed period of action to procure goods | Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe | Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding | Preparation of Procurement Monitoring Reports using the GPPB- prescribed format, submission to the GPPB, and posting in agency website | Presence of website that provides up-to-date procurement information easily accessible at no cost | Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency | Percentage of contract award information posted by the PhilGEPS-registered Agency | Percentage of bid opportunities posted by the PhilGEPS- registered Agency | Existing Green Specifications for GPPB-identified non-CSE items are adopted | 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 | An approved APP that includes all types of procurement | Presence of a BAC Secretariat or Procurement Unit | Creation of Bids and Awards Committee(s) | Use of proper and effective procurement documentation and technical specifications/requirements | Sufficiency of period to prepare bids |
| | | Adopting of Consolidated Project-Procurement (Strict Implementation of Pubic Bidding as the Default Mode):Strictly implement the planned-scheduled public procurement with public bidding as the default mode ensuring the 90-10 ratio both for the quantity/number project-procurement and the total amount of projects. Conduct review/evaluation and monitoring of the implemenation of the planned program/activities. | | | | | | | | | | | | |
| | | HOPE, BAC, Administrative and Finance Division, Procurement Unit , Supply Office & End-user Units, TWG | | | | | | | | | | | | |
| | | 2nd Quarter of 2023 | | | | 10 | | | | | | | | |
| | | Office Supplies and Equipment | | | | | | | | | | | | |

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| Agency has a specific anti-corruption program/s related to procurement | The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements | Audit Reports on procurement related transactions | Creation and operation of Internal Audit Unit (IAU) that performs specialized procurement audits | Observers are invited to attend stages of procurement as prescribed in the IRR | Timely Payment of Procurement Contracts | Agency has defined procedures or standards in such areas as quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance | Implementing Units has and is implementing a system for keeping and maintaining complete and easily retrievable contract management records | The BAC Secretariat has a system for keeping and maintaining procurement records | The procuring entity has open dialogue with private sector and ensures access to the procurement opportunities of the procuring entity | Percentage of participation of procurement staff in procurement training and/or professionalization program | There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis | Percentage of contracts awarded within prescribed period of action to procure consulting services | Percentage of contracts awarded within prescribed period of action to procure infrastructure projects |
| | | | | | | Implementation of University Wide CPES insfrastructure projects | | | | Continuing Professional Development Program/ <u>CPDP</u> (For All Non-academic Personnel involved in Procurement) 2. Top Management Procurement(<u>IMPI</u>) Training/Seminar | | | |
| | | | | | | WVSU Main and satellite campuses including University Medical Center (University President, Campus Adminitrators, Medical Center Director, Planning Officers, BAC | | | | HOPE, BAC, Administrative and Finance Division. Procurement Unit., Supply Office & End-user Units, TWG | | | |
| | | | | | | 2023 | | | | Initial Implementation starting 2nd up to 4th Quarter of FY 2023 | | | |
| | | | -e | | | IT Equipment, Office Supplies and Equipment | | | | Approved Budget/Financial/Training Design (Outside and Institutional Training) | | | |