

## How to fill-up the AutoChecker

- What you need:
- Documents for the year being assessed
  
- Knowledge of agency/office practices concerning

[bFilling-up Annex A – APCPI Self-assessment Form \(APCPI worksheet\)](#)

[bFilling-up Annex B.1 – Consolidated Procurement Monitoring Report \(CPMR\) \(CPMR worksheet\)](#)

[bFilling-up Annex B.2 – APCPI Questionnaire \(Questionnaire worksheet\)](#)

[bFilling-up Annex C - APCPI Revised Scoring and Rating System \(criteria worksheet\)](#)

[bFilling-up Annex D – Procurement Capacity Development Action Plan](#)

















































































































**ANNEX B  
GOVERNMENT PROCUREMENT POLICY BOARD  
CONSOLIDATED PROCUREMENT MONITORING REPORT**

Name of Agency: Tesda 10 - Cagayan de Oro (Bugo) School of Arts and Trades

Period Covered: CY January - December 2021

	Total Amount of Approved APP	Total Number of Procurement Activities	No. of Contracts Awarded	Total Amount of Contracts Awarded	No. of Failed Biddings	Total No. of Entities who Acquired Bid Docs	Total No. of Bidders who Submitted Bids	Total No. of Bidders who passed Eligibility Stage	No. of Bid Opportunities Posted at PhilGEPS	No. of Contract Award Posted at PhilGEPS	Total No. Of Contracts that incurred negative slippage	Total No. of contracts with amendments to order or variation orders	No. of Contracts Awarded within prescribed timeframes
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12	Column 13	Column 14
<b>1. Public Bidding*</b>													
1.1. Goods	891,843.41	1	1	643,445.28	0	1	1	1	1	1	0	0	1
1.2. Works	0.00	0	0	0.00	0	0	0	0	0	0	0	0	0
1.3. Consulting Services	0.00	0	0	0.00	0	0	0	0	0	0	0	0	0
<b>Sub-Total</b>	<b>891,843.41</b>	<b>1</b>	<b>1</b>	<b>643,445.28</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>2. Alternative Modes</b>													
2.1.1 Shopping (S2.1 a above 50K)	0.00	0	0	0.00						0			
2.1.2 Shopping (S2.1 b above 50K)	1,150,000.00	6	6	491,507.75					0	0			
2.1.3 Other Shopping	0.00	5	5	71,426.00									
2.2.1 Direct Contracting (above 50K)	0.00	0	0	0.00									
2.2.2 Direct Contracting (50K or less)	0.00	1	1	24,766.00									
2.3.1 Repeat Order (above 50K)	0.00	0	0	0.00									
2.3.2 Repeat Order (50K or less)	0.00	0	0	0.00									
2.4. Limited Source Bidding	0.00	0	0	0.00					0	0			
2.5.1 Negotiation (Common-Use Supplies)	964,022.71	2	2	68,756.84									
2.5.2 Negotiation (Recognized Government Printers)	0.00	0	0	0.00									
2.5.3 Negotiation (TFB 53.1)	0.00	0	0	0.00					0	0			
2.5.4 Negotiation (SVP 53.9 above 50K)	0.00	0	0	0.00					0	0			
2.5.5 Other Negotiated Procurement (Others above 50K)	1,401,000.00	13	13	1,428,253.40									
2.5.6 Other Negotiated Procurement (50K or less)	2,332,500.00	171	171	2,450,473.54									
<b>Sub-Total</b>	<b>5,847,522.71</b>	<b>198</b>	<b>198</b>	<b>4,535,183.53</b>					<b>0</b>	<b>0</b>			
<b>3. Foreign Funded Procurement**</b>													
3.1. Publicly-Bid	0.00	0	0	0.00		0	0	0					
3.2. Alternative Modes	0.00	0	0	0.00		0	0	0					
<b>Sub-Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0.00</b>		<b>0</b>	<b>0</b>	<b>0</b>					
4. Others, specify:	0.00	0	0	0.00									
<b>TOTAL</b>	<b>6,739,366.12</b>	<b>199</b>	<b>199</b>	<b>5,178,628.81</b>									

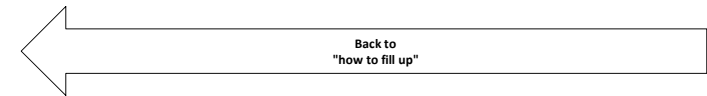
\* Should include foreign-funded publicly-bid projects per procurement type

\*\* 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

Prepared by: ROGELINE M. LORETO  
Supply Officer/BAC Secretariat

Recommended for Approval: JOVY MAY G. MABAO  
BAC Chairman

Approved by: GINA V. DAYHAM  
Vocational School Administrator III

























Name of Agency: TESDA 10 - Cagayan de Oro (Bugo) School of Arts and Trades  
 Name of Respondent: Rogeline M. Loreto

Date: March 28, 2021  
 Position: Supply Officer

*Instruction: Put a check (✓) mark inside the box beside each condition/requirement met as provided below and then fill according to what is asked. Please note that all questions must be answered completely.*

1. Do you have an approved APP that includes all types of procurement, given the following conditions? (5a)

Agency prepares APP using the prescribed format

Approved APP is posted at the Procuring Entity's Website  
 please provide link: www.cobsat.edu.ph

Submission of the approved APP to the GPPB within the prescribed deadline  
 please provide submission date: 1/28/2021

2. Do you prepare an Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE) and Procure your Common-Use Supplies and Equipment from the Procurement Service? (5b)

Agency prepares APP-CSE using prescribed format

Submission of the APP-CSE within the period prescribed by the Department of Budget and Management's Guidelines for the Preparation of Annual Budget Execution Plans issued annually  
 please provide submission date: 11/3/2020

Proof of actual procurement of Common-Use Supplies and Equipment from DBM-PS

3. In the conduct of procurement activities using Repeat Order, which of these conditions is/are met? (2e)

Original contract awarded through competitive bidding

The goods under the original contract must be quantifiable, divisible and consisting of at least four (4) units per item

The unit price is the same or lower than the original contract awarded through competitive bidding which advantageous to the government after price verification

The quantity of each item in the original contract should not exceed 25%

Modality was used within 6 months from the contract effectivity date stated in the NTP arising from the original contract, provided that there has been a partial delivery, inspection and acceptance of the goods within the same period

4. In the conduct of procurement activities using Limited Source Bidding (LSB), which of these conditions is/are met? (2e)

Upon recommendation by the BAC, the HOPE issues a Certification resorting to LSB as the proper modality

Preparation and Issuance of a List of Pre-Selected Suppliers/Consultants by the PE or an identified relevant government authority

Transmittal of the Pre-Selected List by the HOPE to the GPPB

Within 7cd from the receipt of the acknowledgement letter of the list by the GPPB, the PE posts the procurement opportunity at the PhilGEPS website, agency website, if available and at any conspicuous place within the agency





- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Computer Monitors, Desktop Computers and Laptops | <input checked="" type="checkbox"/> Paints and Varnishes                  |
| <input checked="" type="checkbox"/> Air Conditioners                                 | <input checked="" type="checkbox"/> Food and Catering Services            |
| <input type="checkbox"/> Vehicles  | <input checked="" type="checkbox"/> Training Facilities / Hotels / Venues |
| <input checked="" type="checkbox"/> Fridges and Freezers                             | <input checked="" type="checkbox"/> Toilets and Urinals                   |
| <input type="checkbox"/> Copiers   | <input checked="" type="checkbox"/> Textiles / Uniforms and Work Clothes  |

Do you use green technical specifications for the procurement activity/ies of the non-CSE item/s?

- Yes  No

9. 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: www.cobsat.edu.ph
- Procurement information is up-to-date
- Information is easily accessible at no cost

10. In complying with the preparation, posting and submission of your agency's Procurement Monitoring Report, which of these conditions is/are met? (7b)

- Agency prepares the PMRs
- PMRs are promptly submitted to the GPPB  
please provide submission dates: 1st Sem - 7/11/2021 2nd Sem - 1/15/2022
- PMRs are posted in the agency website  
please provide link: www.cobsat.edu.ph
- PMRs are prepared using the prescribed format

11. In planning of procurement activities to achieve desired contract outcomes and objectives within the target/allotted t which of these conditions is/are met? (8c)

- There is an established procedure for needs analysis and/or market research
- There is a system to monitor timely delivery of goods, works, and consulting services
- Agency complies with the thresholds prescribed for amendment to order, variation orders, and contract c if any, in competitively bid contracts

12. In evaluating the performance of your procurement personnel, which of these conditions is/are present? (10a)

- Personnel roles, duties and responsibilities involving procurement are included in their individual perform commitment/s
- Procuring entity communicates standards 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 professionaliza within the past three (3) years? (10b)

Date of most recent training: December 4-6, 2018

- Head of Procuring Entity (HOPE)
- Bids and Awards Committee (BAC)
- BAC Secretariat/ Procurement/ Supply Unit
- BAC Technical Working Group
- End-user Unit/s
- Other staff

14. Which of the following is/are practised in order to ensure the private sector access to the procurement opportunities procuring entity? (10c)

- Forum, dialogues, meetings and the like (apart from pre-bid conferences) are conducted for all prospect bidders at least once a year
- The PE promptly responds to all interested prospective bidders' inquiries and concerns, with available fa various communication channels

15. In determining whether the BAC Secretariat has a system for keeping and maintaining procurement records, which of these conditions is/are present? (11a)

- There is a list of procurement related documents that are maintained for a period of at least five years
- The documents are kept in a duly designated and secure location with hard copies kept in appropriate filing cabinets and electronic copies in dedicated computers
- The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel

16. In determining whether the Implementing Units has a system for keeping and maintaining procurement records, which of these conditions is/are present? (11b)

- There is a list of contract management related documents that are maintained for a period of at least five years
- The documents are kept in a duly designated and secure location with hard copies kept in appropriate filing cabinets and electronic copies in dedicated computers
- The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel

17. In determining if the agency has defined procedures or standards for quality control, acceptance and inspection of goods, works and services, which of these conditions is/are present? (12a)

- Agency has written procedures for quality control, acceptance and inspection of goods, services and works

Have you procured Infrastructure projects through any mode of procurement for the past year?

- Yes  No

If YES, please answer the following:

- Supervision of civil works is carried out by qualified construction supervisors  
Name of Civil Works Supervisor: \_\_\_\_\_
- Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only)  
Name of CPES Evaluator: \_\_\_\_\_

18. How long will it take for your agency to release the final payment to your supplier/service provider or contractor/consultants documents are complete? (12b) 7 days

19. When inviting Observers for the following procurement activities, which of these conditions is/are met? (13a)

- A. Eligibility Checking (For Consulting Services Only)
- B. Shortlisting (For Consulting Services Only)
- C. Pre-bid conference
- D. Preliminary examination of bids
- E. Bid evaluation
- F. Post-qualification

- Observers are invited to attend stages of procurement as prescribed in the IRR
- Observers are allowed access to and be provided documents, free of charge, as stated in the IRR
- Observer reports, if any, are promptly acted upon by the procuring entity



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

- Creation of Internal Audit Unit (IAU) in the agency  
Agency Order/DBM Approval of IAU position/s: Officer order no. 21 series of 2018, Chairman, Mem
- Conduct of audit of procurement processes and transactions by the IAU within the last three years
- Internal audit recommendations on procurement-related matters are implemented within 6 months of the of the internal auditor's report

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

- Yes (percentage of COA recommendations responded to or implemented within six months)  
100 %
- No procurement related recommendations received

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

- The HOPE resolved Protests within seven (7) calendar days per Section 55 of the IRR
- The BAC resolved Requests for Reconsideration within seven (7) calendar days per Section 55 of the IF
- Procuring entity acts upon and adopts specific measures to address procurement-related complaints, referrals, subpoenas by the Omb, COA, GPPB or any quasi-judicial/quasi-administrative body

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

- Agency has a specific office responsible for the implementation of good governance programs
- Agency implements a specific good governance program including anti-corruption and integrity developr
- Agency implements specific policies and procedures in place for detection and prevention of corruption































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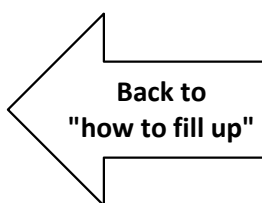


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**ANEX A**  
**GOVERNMENT PROCUREMENT POLICY BOARD**  
**Agency Procurement Compliance and Performance Indicator (APCPI) Self-Assessment Form**

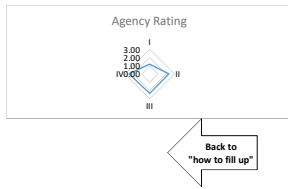
Name of Agency: TESDA 10 - Cagayan de Oro (Bugo) School of Arts and Trades  
 Date of Self Assessment: March 28, 2020

Name of Evaluator: Rogeline M. Loreto  
 Position: Supply Officer/BAC Secretariat

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Subindicators	Supporting Information/Documentation (Not to be Included in the Evaluation)
<b>PILLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK</b>					
<b>Indicator 1. Competitive Bidding as Default Method of Procurement</b>					
1.1.a	Percentage of competitive bidding and limited source	12.59%	0.00	agency did not use competitive bidding	PMRs
1.1.b	Percentage of competitive bidding and limited source	0.51%	0.00		PMRs
<b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>					
2.1	Percentage of shopping contracts in terms of amount of	11.02%	0.00	not all procurement activity	PMRs
2.2	Percentage of negotiated contracts in terms of amount of	75.91%	0.00	not all procurement activity	PMRs
2.3	Percentage of direct contracting in terms of amount of total	0.48%	3.00		PMRs
2.4	Percentage of repeat order contracts in terms of amount of	0.00%	3.00		PMRs
2.5	Compliance with Repeat Order procedures	n/a	n/a	agency did not use Repeat Order	Procurement documents relative to
2.6	Compliance with Limited Source Bidding procedures	n/a	n/a	agency has no transaction for	Procurement documents relative to
<b>Indicator 3. Competitiveness of the Bidding Process</b>					
3.1	Average number of entities who acquired bidding documents	3.00	0.00	agency has no transaction for	Agency records and/or PhilGEPS records
3.2	Average number of bidders who submitted bids	1.00	0.00	agency has no transaction for	Abstract of Bids or other agency records
3.3	Average number of bidders who passed eligibility stage	1.00	1.00	agency has no transaction for	Abstract of Bids or other agency records
3.4	Sufficiency of period to prepare bids	Fully	3.00		Agency records and/or PhilGEPS records
3.5	Use of proper and effective procurement documentation	Fully	3.00		Cost Benefit Analysis, Work Plans,
		<b>Average I</b>	<b>1.18</b>		
<b>PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY</b>					
<b>Indicator 4. Presence of Procurement Organizations</b>					
4.1	Creation of Bids and Award Committee(s)	Substantially	2.00	To fully comply, BAC committee	Verify copy of Order creating BAC
4.2	Presence of a BAC Secretariat or Procurement Unit	Fully	3.00		Verify copy of Order creating BAC
<b>Indicator 5. Procurement Planning and Implementation</b>					
5.1	An approved APP that includes all types of procurement	Compliant	3.00		Copy of APP and its supplements (if any)
5.2	Preparation of Annual Procurement Plan for Common-Use	Fully	3.00		APP, APP-CSE, PMR
5.3	Existing Green Specifications for GPPB-identified non-CSE	Compliant	3.00	agency has to identify first the	ITBs and/or RFQs clearly
<b>Indicator 6. Use of Government Electronic Procurement System</b>					
6.1	Percentage of bid opportunities posted by the PhilGEPS	14.29%	0.00	if applicable, agency must post	Agency records and/or PhilGEPS records
6.2	Percentage of contract award information posted by the	100.00%	3.00	if applicable, agency must post	Agency records and/or PhilGEPS records
6.3	Percentage of contract awards procured through alternative	0.00%	0.00	if applicable, agency must post	Agency records and/or PhilGEPS records
<b>Indicator 7. System for Disseminating and Monitoring Procurement Information</b>					
7.1	Presence of website that provides up-to-date procurement	Fully	3.00	To fully comply, agency must	Identify specific procurement-related
7.2	Preparation of Procurement Monitoring Reports using the	Fully	3.00	Agency will definitely prepare the	Copy of PMR and received copy that it
		<b>Average II</b>	<b>2.30</b>		
<b>PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES</b>					
<b>Indicator 8. Efficiency of Procurement Processes</b>					
8.1	Percentage of total amount of contracts signed within the	76.84%	2.00		APP (including Supplemental
8.2	Percentage of total number of contracts signed against total	100.00%	3.00		APP (including Supplemental amendments,
8.3	Planned procurement activities achieved desired contracs	Fully	3.00		Agency Procedures/Systems for the
<b>Indicator 9. Compliance with Procurement Timeframes</b>					
9.1	Percentage of contracts awarded within prescribed period of	100.00%	3.00		PMRs
9.2	Percentage of contracts awarded within prescribed period of	n/a	n/a		PMRs
9.3	Percentage of contracts awarded within prescribed period of	n/a	n/a		PMRs
<b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b>					
10.1	There is a system within the procuring entity to evaluate the	Fully	3.00		Samples of forms used to evaluating
10.2	Percentage of participation of procurement staff in	0.00%	0.00	To fully comply, procurement	Ask for copies of Office Orders, training
10.3	The procuring entity has open dialogue with private sector	Compliant	3.00		Ask for copies of documentation of
<b>Indicator 11. Management of Procurement and Contract Management Records</b>					
11.1	The BAC Secretariat has a system for keeping and	Fully	3.00		Verify actual procurement records and
11.2	Implementing Units has and is implementing a system for	Fully	3.00		Verify actual contract management
<b>Indicator 12. Contract Management Procedures</b>					
12.1	Agency has defined procedures or standards in such areas as	Fully	3.00		Verify copies of written procedures for
12.2	Timely Payment of Procurement Contracts	After 45 days	0.00		Ask Finance or Accounting Head of Agency
		<b>Average III</b>	<b>2.36</b>		
<b>PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>					
<b>Indicator 13. Observer Participation in Public Bidding</b>					
13.1	Observers are invited to attend stages of procurement as	Fully	3.00		Verify copies of Invitation Letters to CSOs
<b>Indicator 14. Internal and External Audit of Procurement Activities</b>					
14.1	Creation and operation of internal Audit Unit (IAU) that	Fully	3.00		Verify copy of Order or show actual
14.2	Audit Reports on procurement related transactions	Above 90-	3.00		Verify COA Annual Audit Report on Action
<b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>					
15.1	The Procuring Entity has an efficient procurement	Fully	3.00		Verify copies of BAC resolutions on
<b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>					
16.1	Agency has a specific anti-corruption program/s related to	Fully	3.00		Verify documentation of anti-corruption
		<b>Average IV</b>	<b>2.50</b>		
<b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>			<b>2.09</b>		

**Summary of APCPI Scores by Pillar**

APCPI Pillars	Ideal Rating	Agency Rating
I Legislative and Regulatory Framework	3.00	1.18
II Agency Institutional Framework and Management Capacity	3.00	2.30
III Procurement Operations and Market Practices	3.00	2.36
IV Integrity and Transparency of Agency Procurement Systems	3.00	2.50
<b>Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4</b>	<b>3.00</b>	<b>2.09</b>















**Annex D**

**PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE**

Name of Agency: TESDA 10 - Cagayan de Oro (Bugo) School of Arts and Trades

Period: January - December 2021

Sub-Indicators	Key Area for Development	Proposed Actions to Address Key Areas	Responsible Entity	Timetable	Resources Needed
1.a	Percentage of competitive bidding and limited source bidding contracts in terms of amount of total procurement	Only one procurement activity is applicable to competitive bidding or limited source bidding	N/A	N/A	N/A
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	Only one procurement activity is applicable to competitive bidding or limited source bidding	N/A	N/A	N/A
2.a	Percentage of shopping contracts in terms of amount of total procurement	The nature of some procurement activities do not belong to shopping contracts	N/A	N/A	N/A
2.b	Percentage of negotiated contracts in terms of amount of total procurement	The nature of some procurement activities do not belong to negotiated contracts	N/A	N/A	N/A
2.c	Percentage of direct contracting in terms of amount of total procurement				
2.d	Percentage of repeat order contracts in terms of amount of total procurement				
2.e	Compliance with Repeat Order procedures				
2.f	Compliance with Limited Source Bidding procedures				
3.a	Average number of entities who acquired bidding documents	<i>This item is beyond agency's control</i>	N/A	N/A	N/A
3.b	Average number of bidders who submitted bids	<i>This item is beyond agency's control</i>	N/A	N/A	N/A
3.c	Average number of bidders who passed eligibility stage	<i>This item is beyond agency's control</i>	N/A	N/A	N/A
3.d	Sufficiency of period to prepare bids				
3.e	Use of proper and effective procurement documentation and technical specifications/requirements				
4.a	Creation of Bids and Awards Committee(s)	BAC committee must attend the latest seminar/training about RA 9184	COBSAT	April to December 2022	Manpower, Internet, Seminar/Training Fees
4.b	Presence of a BAC Secretariat or Procurement Unit				
5.a	An approved APP that includes all types of procurement				

5.b	Preparation of Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE) and Procurement of Common-Use Supplies and Equipment from the Procurement Service				
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted				
6.a	Percentage of bid opportunities posted by the PhilGEPS-registered Agency	Only one procurement activity is applicable to competitive bidding or limited source bidding	N/A	N/A	N/A
6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency				
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	Agency must post contract awards procured through alternative methods	COBSAT	as the need arises	Manpower, Internet, office supplies
7.a	Presence of website that provides up-to-date procurement information easily accessible at no cost				
7.b	Preparation of Procurement Monitoring Reports using the GPPB-prescribed format, submission to the GPPB, and posting in agency website				
8.b	Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding				
8.c	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe				
9.a	Percentage of contracts awarded within prescribed period of action to procure goods				
9.b	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects				
9.c	Percentage of contracts awarded within prescribed period of action to procure consulting services				
10.a	There is a system within the procuring entity to evaluate the performance of procurement personnel on a regular basis				
10.b	Percentage of participation of procurement staff in procurement training and/or professionalization program	All BAC committee must attend the latest seminar/training about RA 9184.	COBSAT	April to December 2022	Manpower, Internet, Seminar/Training fees
10.c	The procuring entity has open dialogue with private sector and ensures access to the procurement opportunities of the procuring entity				
11.a	The BAC Secretariat has a system for keeping and maintaining procurement records				
11.b	Implementing Units has and is implementing a system for keeping and maintaining complete and easily retrievable contract management records				
12.a	Agency has defined procedures or standards in such areas as				
12.b	Timely Payment of Procurement Contracts	Agency pays Procurement Contracts on indicated time. Immediately after acceptance and delivery, agency processes contracts for payments.	COBSAT	everytime there is due for payment of procurement contracts	Manpower, supporting documents

13.a	Observers are invited to attend stages of procurement as prescribed in the IRR				
14.a	Creation and operation of Internal Audit Unit (IAU) that performs specialized procurement audits				
14.b	Audit Reports on procurement related transactions				
15.a	The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements				
16.a	Agency has a specific anti-corruption program/s related to procurement				















































































