

March 27, 2018

ATTY. DENNIS S. SANTIAGO
Executive Director
Government Procurement Policy Board
Unit 2506 Raffles Corporate Center
F. Ortigas Jr. Road, Ortigas Center Pasig City

Dear Atty. Santiago:

In response to the requirements of Government Procurement Policy Board (GPPB), we are submitting the Agency Procurement Compliance and Performance Indicator (APCPI 2018) of the Metals Industry Research and Development Center, an attached agency of the Department of Science and Technology (DOST).

Thank you.

Very truly yours,

ROBERT O DIZON
Executive Director

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ANNEX B GOVERNMENT PROCUREMENT POLICY BOARD CONSOLIDATED PROCUREMENT MONITORING REPORT

Name of Agency: DOST-Metals Industry Research and Development Center

Period Covered: CY 2018

	Total Amount of Approved APP	Total Number of Procurement Activities	No. of Contracts Awarded	Total Amount of Contracts Awarded	No. of Failed Biddings	Total No. of Entities who Acquired Bid Docs	Total No. of Bidders who Submitted Bids	Total No. of Bidders who passed Eligibility Stage	No. of Bid Opportunities Posted at PhilGEPS	No. of Contract Award Posted at PhilGEPS	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
1. Public Bidding*	IN CHEST LAND	III AND DESCRIPTION OF THE PERSON OF THE PER	THE PERSON NAMED IN	THE REPORT OF THE PARTY OF THE	Charles Inches	B. S. Linkson, S.	Philipped Philipped	DESCRIPTION.	THE IS NOT THE		EDITORIA DE SENS	SERVICE STREET	
1.1. Goods	81,450,000.00	13	11	80,240,000.00	2	30	30	13	13	11	1	0	11
1.2. Works	39,218,807.17	5	4	36,927,089.38	1	4	6	5	5	4	4	0	4
1.3. Consulting Services	0.00	0	0	0.00	0	0	0	0	0	0	0	0	0
Sub-Total	120,668,807.17	18	15	117,167,089.38	3	34	36	18	18	15	5	0	15
2. Alternative Modes	DOMESTIC STREET	THE RESERVE		STATE OF THE PARTY OF	明文化中国经济的	EXCLUSION STATE	BESSELECT BESSEL	BEST HERSELD	TOTAL STREET,	NAME OF STREET	SECTION SECTION		
2.1.1 Shopping (52.1 a above 50K)	0.00	0	0	0.00	CONTRACTOR OF THE PARTY OF THE	经通过基础设施	RESERVED	BALLS DEVIN	A Block Bulkerill	0	A STATE OF THE PARTY OF T	DOMESTIC DESIGNATION OF THE PERSON OF T	Name of Street, or other Designation of the last of th
2.1.2 Shopping (52.1 b above 50K)	0.00	0	0	0.00	海绵排除 接收的	THE REPORT OF THE PERSON NAMED IN	ALEX GREEN MARKET	SHOULD HOUSE	0	0	SEA SPECIAL PROPERTY.	STATE OF THE PARTY	
2.1.3 Other Shopping	12,347,668.30	1,198	1,187	12,347,668.30	SALL SOUTH FOR SALL	经营业的	個而別談評論的	日本 日	INSTANCE IN SEC.	0	NAME OF STREET	MATTER PROPERTY.	
2.2.1 Direct Contracting (above 50K)	3,488,155.09	13	12	3,488,155.09	AND REAL PROPERTY.	THE PROPERTY OF THE PERSON OF	RESIDENCE PROPERTY	STREET, SECTION OF	R BURGERS SERVICE	0	STATISTICS STATISTICS	SECTION SECTIO	
2.2.2 Direct Contracting (50K or less)	381,963.75	44	44	381,963.75	THE PERSON NAMED IN	MINISTER STATES	提出自然的	國際國際的國際	SERVICE SERVIC	0	ESCRIPTION OF THE PROPERTY OF	DESCRIPTION OF THE PROPERTY OF	
2.3.1 Repeat Order (above 50K)	0.00	0	0	0.00	THE RESERVED	MADES AND TAXABLE SERVICES	HUNGERSON	District Section 2	GEORGE SECTIONS	0	A DESCRIPTION OF	HEROSOLIE PROGRESSION	
2.3.2 Repeat Order (50K or less)	0.00	0	0	0.00	STATE OF THE PARTY	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	別用時間的特別	西部岛西部市市	ASSESSMENT OF STREET	0	STATE OF THE PERSON	ELECTRIC CONTRACTOR	THE RESERVE OF THE PERSON NAMED IN
2.4. Limited Source Bidding	0.00	0	0	0.00	OR OTHER PROPERTY.	BENEFIT STATE OF THE PARTY OF 	机成还进制规定规	DESCRIPTION OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLUMN TW	0	0	STORES STORES	CONTRACTOR DESIGNATION OF THE PARTY OF THE P	
2.5.1 Negotiation (Common-Use Supplies)	1,610,852.28	62	62	1,610,852.28	推翻的原理的程序	開始日曜日12日	STATE OF THE STATE	医加克尼斯氏性肠炎	STREET, STREET	ALC: UNIVERSE	MATERIAL PROPERTY.	DESCRIPTION NAMED IN COLUMN	200000000000000000000000000000000000000
2.5.2 Negotiation (Recognized Government Printers)	0.00	0	0	0.00	TERROLIA LESSANIES	I PRINCIPAL PROPERTY OF THE PERSON NAMED IN COLUMN 1	BESTATE CASCASSISTA	DESCRIPTION OF	CONTRACTOR OF THE PARTY OF THE	CONTRACTOR OF THE PARTY OF THE	Market Street, Spiriters	RESIDENTIAL STREET	Allowed States
2.5.3 Negotiation (TFB 53.1)	13,332,318.52	11	3	13,175,227.30	BEST STREET, S		局的問題問題	THE RESERVE OF THE PERSON NAMED IN	11	3	STEEL STREET	STUMES OF STREET STREET	THE REAL PROPERTY AND ADDRESS OF THE PERSON NAMED IN
2.5.4 Negotiation (SVP 53.9 above 50K)	22,184,783.15	183	171	22,184,783.15	SERVICE SERVIC		HOLESCHICK	NAME OF TAXABLE PARTY.	177	60	ECCUSIONES	DECOMPOSE PROPERTY.	THE RESIDENCE OF THE PARTY OF T
2.5.5 Other Negotiated Procurement (Others above 50K)	2,111,918.63	13	13	211,918.63	MANAGEMENT OF THE PARTY OF THE	日本の日本の日本日本日本	網線網絡開發發展的	STREET, STREET	THE PERSON NAMED IN	0	STATE STATE STATE	SHEET IN SHEET SHEET SHEET	The second second second
2.5.6 Other Negotiated Procurement (50K or less)	298,741.80	12	12	298,741.80	SECTION AND PROPERTY.	S RECORDER PROPERTY.	MATERIAL PROPERTY.	CHARLES STORY	In the second second	0	STATE OF THE PARTY		THE RESERVE OF THE PERSON NAMED IN
Sub-Total	55,756,401.52	1,536	1,504	53,699,310.30	MARCHAN PROPERTY.	REPRESENTATION.	DESCRIPTION OF THE PERSON OF T	SHARE BUILDING	183	63	A STATE OF THE PARTY OF THE PAR	THE RESERVE OF THE PARTY OF THE	
3. Foreign Funded Procurement**	TO SEE LEVEL TO SEE LEVEL TO	THE PROPERTY OF	SECTION AND DESCRIPTION AND DE	THE RESERVE AND RES	建理系统规划管辖局	BURNET BESSEL		THE REAL PROPERTY.	Internal Section	CONTRACTOR OF THE PERSON NAMED IN	SHERIFOR SHEET	MANAGES OF THE PARTY OF T	
3.1. Publicly-Bid	0.00	0	0	0.00	BONNAIN SCHOOL	0	0	0	WHICH SERVICES IN COLUMN TO SERVICE AND SERVICES AND SERV	STORES OF STREET	THE REAL PROPERTY AND ADDRESS OF THE PERSON NAMED IN COLUMN TWO PERSONS AND ADDRESS OF THE PERSON NAMED IN COLUMN TWO PERSON NAMED IN COLUMN TRANSPORT NAMED IN COLUMN TWO PERSON NAMED IN COLUMN TRANSPORT NAMED IN COLUMN TWO PERSON NAMED	CONTRACTOR OF STREET	
3.2. Alternative Modes	0.00	0	0	0.00	PENTHURE	0	0	0	INCOMES AND PARTY.	INCOMESSAGE IN	Maria September 1	PERSONAL PROPERTY AND ADDRESS OF THE PERSON NAMED IN COLUMN 1	CONTRACTOR OF THE PARTY OF THE
Sub-Total	0.00	0	0	0.00	ELECTRICISMS	THE PROPERTY OF THE PARTY OF TH	THE REAL PROPERTY.	Description of the last of the	INTERPORTURE PROPERTY.	HAVE SUPPLED	STATE OF STREET	PRINCIPLE STATE OF STREET	
4. Others, specify:	0.00	0	0	0.00	THE SECTION S.	Management of the last of the	RANGE OF STREET	STREET, STREET	BRITAN STREET	STREET, SQUARE, SQUARE,	BALL AND SHALL SHA	PARTICIPATION OF THE PARTY OF T	-
TOTAL	176,425,208,69	1,554	1.519	170.866,399.68	THE PERSON NAMED IN	S SAN DESCRIPTION OF THE SAN		CONTRACTOR OF STREET	MANAGES TO SERVICE		STATE OF THE PARTY OF	STREET, STREET	San

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

Prepared by:

Recommending Approval:

RISTINA V. DANAGA

ISIDRO D. MILLO BAC MEMBER

AGNES F. PEDRAZA

BUDGET REPRESENTATIVE

MERCEDITA G. ABUTAL

GINA A. CATALAN
BAC MEMBER

REAT, MOTAS

BAC CHAIRMAN

ATTY. TRIXIE HAZEL C. VELU

Approved by:

ROBERT O. DIZON EXECUTIVE DIRECTOR

^{**} 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

Name of Agency	-	DOST-I		Date:		March 19, 2019	
Name of Respon	ndent: _	AUREA T	. MOTAS	Position:	Chief, FAD and	Admin. Division	
Instruction: Put a	a check (√,) mark inside the box beside	each condition/requirement met a	as provided below and	I then fill in the corres	sponding blanks	
			s must be answered completely.				
1. Do you have a	an approved	APP that includes all types of	f procurement, given the following	conditions? (5a)			
~	Agency pr	repares APP using the prescri	bed format				
V	Approved please pro	APP is posted at the Procurin ovide link: www.mirdc.dost.g	700 B				
✓		on of the approved APP to the provide submission date:	GPPB within the prescribed dead 30-Jan-18	line			
Do you prepare Procure your Cor	e an Annua mmon-Use	I Procurement Plan for Comm Supplies and Equipment from	ion-Use Supplies and Equipment (the Procurement Service? (5b)	(APP-CSE) and			
~	Agency pro	repares APP-CSE using presc	ribed format		8		
✓	its Guidelir	on of the APP-CSE within the p nes for the Preparation of Anno provide submission date:	period prescribed by the Departme ual Budget Execution Plans issued 29-Nov-17	ent of Budget and Mar d annually	nagement in		
\checkmark	Proof of ac	ctual procurement of Common	-Use Supplies and Equipment from	m DBM-PS			
3. In the conduct	of procurer	nent activities using Repeat O	order, which of these conditions is/	/are met? (2e)			
	Original co	ontract awarded through comp	etitive bidding				
		under the original contract muits per item	ust be quantifiable, divisible and co	onsisting of at least			
	The unit pr	rice is the same or lower than to ous to the government after pr	the original contract awarded throu	ugh competitive biddin	g which is		
	The quantit	ty of each item in the original c	contract should not exceed 25%				
	original con	as used within 6 months from ntract, provided that there has same period	the contract effectivity date stated been a partial delivery, inspection	d in the NTP arising fro and acceptance of the	om the e goods		
4. In the conduct	of procurem	nent activities using Limited So	ource Bidding (LSB), which of the	se conditions is/are m	et? (2f)		
	Upon recor	nmendation by the BAC, the H	HOPE issues a Certification resort	ting to LSB as the prop	per modality		
	Preparation governmen		-Selected Suppliers/Consultants b	by the PE or an identifi	ed relevant	7	
	Transmittal	of the Pre-Selected List by th	e HOPE to the GPPB				
	procuremer		wledgement letter of the list by the S website, agency website, if availa				

In giving you	r 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 prepa the following co	are proper and effective procurement documentation and technical specifications/requirements, given the inditions? (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									
V	Bidding Documents and Requests for Proposal/Quotation are posted at the PhilGEPS website, Agency website, if applicable, and in conspicuous places									
creating yo	our BAC and BAC Secretariat which of these conditions is/are present?									
For BAC: (4a)									
V	Office Order creating the Bids and Awards Committee please provide Office Order No.: Office Order No. 05 Series of 2018 dated February 02, 2018									
V	There are at least five (5) members of the BAC please provide members and their respective training dates:									
٨	Name/s Date of RA 9184-related training Ms. AUREA T. MOTAS August 2, 2018									
_	Manufacture Application Applic									
_	// Add 2, 2010									
-	Atty. TRIXIE HAZEL C. VELUZ Resource Speaker - Aug 02, 2018									
-	Engr. GINA A. CATALAN Engr. ISIDRO D. MILLO									
F.	Engl. ISIDRO D. MILLO									
G										
V	Members of BAC meet qualifications									
~	Majority of the members of BAC are trained on R.A. 9184									
For BAC Secr	retariat: (4b)									
~	Office Order creating of Bids and Awards Committee Secretariat or designing Procurement Unit to act as BAC Secretariat									
	please provide Office Order No.: Office Order No. 05 Series of 2018 dated February 02, 2018									
V	The Head of the BAC Secretariat meets the minimum qualifications									
	please provide name of BAC Sec Head: Kristine A. Gealan									
Enconnected										
\checkmark	Majority of the members of BAC Secretariat are trained on R.A. 9184 please provide training date: 2-Aug-18									
	- rug ru									

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? 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.mirdc.dost.gov.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 - 13-Jul-18 2nd Sem -15-Jan-19 PMRs are posted in the agency website please provide link: www.mirdc.dost.gov.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 timeframe, 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 extensions, 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 performance commitment/s Procuring entity communicates standards of evaluation to procurement personnel

V	Procuring entity and procurement personnel acts on the results and takes corresponding action
Which of the vithin the past to th	e following procurement personnel have participated in any procurement training and/or professionalization program hree (3) years? (10b)
	Date of most recent training: August 2, 2018
	Head of Procuring Entity (HOPE)
~	Bids and Awards Committee (BAC)
\checkmark	BAC Secretariat/ Procurement/ Supply Unit
\checkmark	BAC Technical Working Group
V	End-user Unit/s
\checkmark	Other staff
4. Which of the rocuring entity?	following is/are practised in order to ensure the private sector access to the procurement opportunities of the (10c)
	Forum, dialogues, meetings and the like (apart from pre-bid conferences) are conducted for all prospective bidders at least once a year
7	The PE promptly responds to all interested prospective bidders' inquiries and concerns, with available facilities and various communication channels

	g whether the BAC Secretariat has a system for keeping and maintaining procurement records, onditions is/are present? (11a)					
V	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					
	g whether the Implementing Units has a system for keeping and maintaining procurement records, onditions 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					
	g 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 prod	ured Infrastructure projects through any mode of procurement for the past year?					
~	Yes No					
If YES, plea	se answer the following:					
✓	Supervision of civil works is carried out by qualified construction supervisors Name of Civil Works Supervisor: Eric C. Calanno					
V	Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only) Name of CPES Evaluator: Christian Ibañez					
18. How long will documents are c	it take for your agency to release the final payment to your supplier/service provider or contractor/consultant,once omplete? (12b) 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					
\checkmark	Observer reports, if any, are promptly acted upon by the procuring entity					

20. In creating as which set of con-	nd operating your Into ditions were present?	ernal Audit Unit (IAU) that perfor ? (14a)	ms specialized procurement audits,					
✓		Audit Unit (IAU) in the agency BM Approval of IAU position/s:	Office Order No. 1 Series of	2017 dated January 05, 2017				
~	Conduct of audit of	procurement processes and tran	nsactions by the IAU within the last t	nree years				
✓	Internal audit recommendations on procurement-related matters are implemented within 6 months of the submission of the internal auditor's report							
21. Are COA recreport? (14b)	ommendations respo	nded to or implemented within si	x months of the submission of the a	uditors'				
7	Yes (percentage of 100	COA recommendations responde	ed to or implemented within six mont	hs)				
	No procurement rela	ated recommendations received						
22. In determining to comply with pro	g whether the Procur ocedural requirement	ing Entity has an efficient procure s, which of conditions is/are pres	ement complaints system and has the sent? (15a)	ne capacity				
\checkmark	The HOPE resolved	Protests within seven (7) calend	lar days per Section 55 of the IRR					
✓	The BAC resolved R	equests for Reconsideration with	nin seven (7) calendar days per Sect	ion 55 of the IRR				
\checkmark	Procuring entity acts referrals, subpoenas	upon and adopts specific mease by the Omb, COA, GPPB or an	ures to address procurement-related y quasi-judicial/quasi-administrative	complaints, body				
23. In determining conditions is/are p	whether agency has present? (16a)	a specific anti-corruption progra	nm/s related to procurement, which o	of these				
\checkmark	Agency has a specifi	c office responsible for the imple	mentation of good governance progr	ams				
✓	Agency implements a	a specific good governance progr	ram including anti-corruption and inte	egrity development				
✓	Agency implements s	specific policies and procedures i	in place for detection and prevention	of corruption				
Prepar	ad bu							
Ргераг	ей бу:	Recommending Approval:	1.					
CRISTI Project	NA V. BANAGA Assistant	AGNES F PEDRAZA BUDGET REPRESENTATIVE	MERCEDITA G. ABUTAL BAC VIGE CHAIRMAN	AUREA T. MOTAS BAC CHAIRMAN				
		ISIDRO D. MILLO BAC MEMBER	GINA A. CATALAN BAC MEMBER	ATTY. TRIVILE HAZEL C. VELUZ BAC MEMBER				
		Approved by:						



No.	Assessment Conditions	Poor/Not Compliant (0)	Acceptable (1)	Satisfactory (2)	Very Satisfactory/Compliant (3)					
		0	1	2	3					
_	AR I. LEGISLATIVE AND REGULATORY FRAMEWORK									
inai	Percentage of competitive bidding as Default Method of Procurement									
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%					
India	dicator 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	Above 4.00%	Between 3.00-4.00%	Between 1.00-2.99%	Below 1.00%					
7	Compliance with Repeat Order procedures	Not Compliant			Compliant					
8	Compliance with Limited Source Bidding procedures	Not Compliant			Compliant					
India	ator 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 above					
	Average number of bidders who submitted bids	Below 2.00	2.00-2.99	3.00-4.99	5.00 and above					
	Average number of bidders who passed eligibility stage	Below 1.00	1.00 - 1.99	2.00-2.99	3.00 and above					
	Sufficiency of period to prepare bids	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant					
13	Use of proper and effective procurement documentation and technical specifications/requirements	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant					
Indic 14	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY ator 4. Presence of Procurement Organizations Creation of Bids and Awards Committee(s)	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant					
15	Presence of a BAC Secretariat or Procurement Unit	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant					
	ator 5. Procurement Planning and Implementation An approved APP that includes all types of procurement	Mar Caradians	Т	T						
10	Preparation of Annual Procurement Plan for Common-Use Supplies and	Not Compliant			Compliant					
17	Equipment (APP-CSE) and Procurement of Common-Use Supplies and Equipment from the Procurement Service	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant					
18	Existing Green Specifications for GPPB-identified non-CSE items are adopted	Not Compliant			Compliant					
-										
Indic	ator 6. Use of Government Electronic Procurement System									
19	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%					
20	Percentage of contract award information posted by the PhilGEPS- registered Agency	Below 20.00%	Between 20.00- 50.99%	Between 51.00-80.00%	Above 80.00%					
21	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	Below 20.00%	Between 20.00 - 50.99%	Between 51.00-80.00%	Abave 80.00%					
Indic	ator 7. System for Disseminating and Monitoring Procurement Information									
22	Presence of website that provides up-to-date procurement information easily accessible at no cost	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant					
23	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					

No. Assessment Conditions	Poor/Not Compliant (0)	Acceptable (1)	Satisfactory (2)	Very Satisfactory/Compliant (3)				
		1	2	3				
PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES								
Indicator 8. Efficiency of Procurement Processes								
24 Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs	Below 40.00% or above 100.00%	Between 40.00- 60.99%	Between 61.00% -80.00%	Above 80.00%				
25 Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding	Below 90.00%	Between 90.00- 92.99%	Between 93.00-95.00%	Above 95.00%				
Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant				
Indicator 9. Compliance with Procurement Timeframes								
Percentage of contracts awarded within prescribed period of action to procure goods	Below 90.00%	Between 90.00 to 95.99%	Between 96.00 to 99.99%	100%				
28 Percentage of contracts awarded within prescribed period of action to procure infrastructure projects	Below 90.00%	Between 90.00 to 95.99%	Between 96.00 to 99.99%	100%				
29 Percentage of contracts awarded within prescribed period of action to procure consulting services	Below 90.00%	Between 90.00 to 95.99%	Between 96.00 to 99.99%	100%				
Indicator 10. Capacity Building for Government Personnel and Private Sector Part	lainanta							
There is a system within the procuring entity to evaluate the performance	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant				
of procurement personnel on a regular basis Percentage of participation of procurement staff in procurement training	Less than 60.00% Trained	Between 60.00-75.99% Trained	Between 76-90% of staff trained	Between 91.00-100% Trained				
and/or professionalization program The procuring entity has open dialogue with private sector and ensures	Ecss than 60,00% Halled	Setween 65.55 75.55% Humed	between 70 30% of Staff defined	Setween 32.00 200% Hamed				
access to the procurement opportunities of the procuring entity	Not Compliant			Compliant				
Indicator 11. Management of Procurement and Contract Management Records								
The BAC Secretariat has a system for keeping and maintaining procurement records	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant				
34 Implementing Units has and is implementing a system for keeping and maintaining complete and easily retrievable contract management records	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant				
Indicator 12. Contract Management Procedures								
Agency has defined procedures or standards in such areas as quality 35 control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant				
36 Timely Payment of Procurement Contracts	After 45 days	Between 38-45 days	Between 31-37 days	On or before 30 days				
PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM Indicator 13. Observer Participation in Public Bidding								
37 Observers are invited to attend stages of procurement as prescribed in the IRR	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant				
Indicator 14. Internal and External Audit of Procurement Activities								
38 Creation and operation of Internal Audit Unit (IAU) that performs specialized procurement audits	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant				
39 Audit Reports on procurement related transactions	Below 60% compliance	Between 61-70.99% compliance	Between 71-89.99% compliance	Above 90-100% compliance				
Indicator 15. Capacity to Handle Procurement Related Complaints								
The Procuring Entity has an efficient procurement complaints system and			Service Company Company					
has the capacity to comply with procedural requirements	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant				
Indicator 16. Anti-Corruption Programs Related to Procurement								
41 Agency has a specific anti-corruption program/s related to procurement	Not Compliant	Partially Compliant	Substantially Compliant	Fully Compliant				

Name of Agency: <u>DOST-Metals Industry Research and Development Center</u>
Date of Self Assessment: <u>March 19, 2019</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
PILL	AR I. LEGISLATIVE AND REGULATORY FRAMEWORK				
Indic	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	69.22%	0.00		PMRs
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	1.03%	0.00		PMRs
Indic	ator 2. Limited Use of Alternative Methods of Procurement	L		***************************************	
2.a	Percentage of shopping contracts in terms of amount of total procurement	7.30%	0.00		PMRs
2.b	Percentage of negotiated contracts in terms of amount of total procurement	21.19%	0.00		PMRs
2.c	Percentage of direct contracting in terms of amount of total procurement	2.29%	2.00		PMRs
	Percentage of repeat order contracts in terms of amount of total procurement	0.00%	3.00		PMRs
	Compliance with Repeat Order procedures	n/a	n/a		Procurement documents relative to conduct of Repeat Order
2.f	Compliance with Limited Source Bidding procedures	n/a	n/a		Procurement documents relative to conduct of Limited Source Bidding
Indic	ator 3. Competitiveness of the Bidding Process				
3.a	Average number of entities who acquired bidding documents	1.89	0.00		Agency records and/or PhilGEPS records
3.b	Average number of bidders who submitted bids	2.00	1.00		Abstract of Bids or other agency records
3.c	Average number of bidders who passed eligibility stage	1.00	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	1.18		
	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEN cator 4. Presence of Procurement Organizations	TENT CAPACITY	***************************************		
	Creation of Bids and Awards Committee(s)	Substantially Compliant	2.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training
4.b	Presence of a BAC Secretariat or Procurement Unit	Fully Compliant	3.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
Indic	ator 5. Procurement Planning and Implementation				
5.a	An approved APP that includes all types of procurement	Compliant	3.00		Copy of APP and its supplements (if any)
5.b	Preparation of Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE) and Procurement of Common-Use Supplies and Equipment from the Procurement Service	Fully Compliant	3.00		APP, APP-CSE, PMR
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted	Compliant	3.00		ITBs and/or RFQs clearly indicate the use of green technical specifications for the procurement activity
Indic	ator 6. Use of Government Electronic Procurement System				

Name of Agency: <u>DOST-Metals Industry Research and Development Center</u>
Date of Self Assessment: <u>March 19, 2019</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
Indi	cator 7. System for Disseminating and Monitoring Procureme	nt Information			Tot
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
		Average II	2.70		
PILL	AR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES		2.70		
	cator 8. Efficiency of Procurement Processes				
8.a	Percentage of total amount of contracts signed within the assessment year against total amount in the approved APPs	96.85%	3.00		APP (including Supplemental amendments, if any) and PMRs
8.b	Percentage of total number of contracts signed against total number of procurement projects done through competitive bidding	83.33%	0.00		APP(including Supplemental amendments, if any)and PMRs
8.c	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe	Not Compliant	0.00		Agency Procedures/Systems for the conduct of needs analysis or market research, monitoring of timely delivery of goods, works, or services Contracts with amendments and variations to order amount to 10% or less
Indi	cator 9. Compliance with Procurement Timeframes			·	
9.a	Percentage of contracts awarded within prescribed period of action to procure goods	100.00%	3.00		PMRs
9.b	Percentage of contracts awarded within prescribed period of action to procure infrastructure projects	100.00%	3.00		PMRs
9.c	Percentage of contracts awarded within prescribed period of action to procure consulting services	n/a	n/a		PMRs
Indi	cator 10. Capacity Building for Government Personnel and Pr	ivate Sector Par	ticipants		[6
	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	procurement training and/or professionalization program	75.00%	1.00		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	cator 11. Management of Procurement and Contract Manage	ment Records		*	
·······	and the management of Frocure ment and Contract Manage	ment Records			Verif and all and a
11.a	The BAC Secretariat has a system for keeping and maintaining procurement records	Fully Compliant	3.00		Verify actual procurement records and time it took to retrieve records (should be no more than two hours) Refer to Section 4.1 of User's Manual for list of procurement-related documents for record-keeping and maintenance.
11.b	Implementing Units has and is implementing a system for keeping and maintaining complete and easily retrievable contract management records	Fully Compliant	3.00		Verify actual contract management records and time it took to retrieve records should be no more than two hours
India	cator 12. Contract Management Procedures				

Name of Agency: <u>DOST-Metals Industry Research and Development Center</u>
Date of Self Assessment: <u>March 19, 2019</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
U.a	Percentage of bid opportunities posted by the PhilGEPS- registered Agency	97.17%	3.00		Agency records and/or PhilGEPS records
	Percentage of contract award information posted by the PhilGEPS-registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	31.66%	1.00		Agency records and/or PhilGEPS records

Name of Agency: <u>DOST-Metals Industry Research and Development Center</u>
Date of Self Assessment: <u>March 19, 2019</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
12.b	Timely Payment of Procurement Contracts	On or before 30 days	3.00	al .	Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
		Average III	2.33		

Name of Agency: <u>DOST-Metals Industry Research and Development Center</u>
Date of Self Assessment: <u>March 19, 2019</u>

Name of Evaluator: <u>Aurea T. Motas</u> Position: <u>Chief, Finance Admin. Division</u>

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentatio
PILL	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUR	EMENT SYSTEM		maicators and Submaicators	(Not to be Included in the Evaluation
Ind	cator 13. Observer Participation in Public Bidding				
13.a	Observers are invited to attend stages of procurement as prescribed in the IRR	Fully Compliant	3.00		Verify copies of Invitation Letters to CSOs and professional associations and COA (List and average number of CSOs and PA invited shall be noted.)
India	ator 14. Internal and External Audit of Procurement Activiti	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
•	ator 15. Capacity to Handle Procurement Related Complaint	<u> </u>			
15.a	The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements	Fully Compliant	3.00		Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and Complaints; Office Orders adopting mesures to address procurement-related complaints
Indic	ator 16. Anti-Corruption Programs Related to Procurement				
16.a	Agency has a specific anti-corruption program/s related to procurement	Fully Compliant	3.00		Verify documentation of anti-corruption program
CD 4 -		Average IV	3.00		
GKAN	ND TOTAL (Avarege I + Average II + Average III + Average IV /	4)	2.30		The second secon

Summary of APCPI Scores by Pillar

APCPI Pillars	Ideal Rating	Agency Rating	
Legislative and Regulatory Framework	3.00	1.18	
Agency Insitutional Framework and Management Capacity	3.00	2.70	
Procurement Operations and Market Practices	3.00	2.33	
Integrity and Transparency of Agency Procurement Systems	3.00	3.00	
Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4	3.00	2.30	

Agency Rating

IV II

Annex D

PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Name of Agency: DOST-Metals Industry Research and Development Center

Period: CY 2018

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	Review and classify commonly purchase supplies subject of bulk orders Review the list of items under petty cash to determine the proper mode of procurement Implement guidelines as recommended	BAC and End-user	First Semester of 2019 First Semester of 2019 1st - 3rd Quarter of 2019	
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	• Review and classify commonly purchase supplies subject of bulk orders • Review the list of items under petty cash to determine the proper mode of procurement • Implement guidelines as recommended	BAC and End-user	First Semester of 2019 First Semester of 2019 1st - 3rd Quarter of 2019	
2.a	Percentage of shopping contracts in terms of amount of total procurement	Review and classify commonly purchase supplies subject of bulk orders Review the list of items under petty cash to determine the proper mode of procurement Implement guidelines as recommended	BAC and End-user	First Semester of 2019 First Semester of 2019 1st - 3rd Quarter of 2019	
2.b	Percentage of negotiated contracts in terms of amount of total procurement	Review and classify commonly purchase supplies subject of bulk orders Review the list of items under petty cash to determine the proper mode of procurement Implement guidelines as recommended	BAC and End-user	First Semester of 2019 First Semester of 2019 1st - 3rd Quarter of 2019	¥
2.c	Percentage of direct contracting in terms of amount of total procurement	Review and classify commonly purchase supplies subject of bulk orders Review the list of items under petty cash to determine the proper mode of procurement Implement guidelines as recommended	BAC and End-user	First Semester of 2019 First Semester of 2019 1st - 3rd Quarter of 2019	
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	•Increase dissemination of information or invitation to prospective bidders or suppliers •Assistance from end-users in disseminating invitation	BAC and End-user	First Quarter of 2019 onwards	
3.b	Average number of bidders who submitted bids	Increase dissemination of information or invitation to prospective bidders or suppliers • Assistance from end-users in disseminating invitation	BAC and End-user	First Quarter of 2019 onwards	
3.c	Average number of bidders who passed eligibility stage	Conduct clarificatory meeting with prospective bidders	BAC	First Semester of 2019	
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)	To those who are not yet trained, will be required to attend training	BAC and HRDC	As per available schedule of GPPB or other provider	Budget for training
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				
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	Review and classify commonly purchase supplies subject of bulk orders Review the list of items under petty cash to determine the proper mode of procurement Implement guidelines as recommended	BAC and End-user	First Semester of 2019 First Semester of 2019 1st - 3rd Quarter of 2019	
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	Prepare guidelines for end-users to conduct price comparison	BAC and End-user	First Semester of 2019	
8.c	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe	Prepare guidelines for end-users to conduct price comparison	BAC and End-user	First Semester of 2019	
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	Hope shall be required to attend training	BAC and HRDC	As per available schedule of GPPB or other provider	Budget for training
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 quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance				
12.b	Timely Payment of Procurement Contracts				
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				
1 5.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				

Prepared by:

Charica

Project Assistant I

Recommending Approval:

AGNES/F. PEDRAZA
BUDGET REPRESENTATIVE

ISIDRO D. MILLO BAC MEMBER MERCEDITA G. ABUTAL BAC VICE CHAIRMAN

BAC MEMBER

Approved by:

ROBERT O. DIZON EXECUTIVE DIRECTOR

ATTY. TRIXIT HAZEL C. VELUZ BAC MEMBER