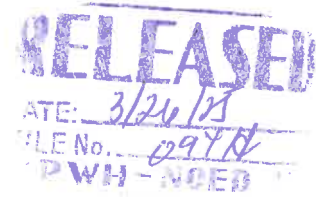




Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**NEGROS ORIENTAL 3<sup>RD</sup> DISTRICT ENGINEERING OFFICE**  
Siaton, Negros Oriental, NIR



March 26, 2025



**DEPARTMENT OF BUDGET AND MANAGEMENT  
GOVERNMENT PROCUREMENT POLICY BOARD  
TECHNICAL SUPPORT OFFICE**

Unit 2506 Raffles Corporate Center  
F. Ortigas Jr. Road, Ortigas Center, Pasig City

**ATTENTION: MONITORING SECTION**

Sir/ Madame:

Submitted is the Agency Procurement Compliance and Performance Indicator (APCPI) for FY 2025, using the prescribed format in hard and electronic copy, in PDF format.

  
**OSCAR U. DELA CRUZ, DPA**  
District Engineer

cc: Undersecretary **ARDELIZA R. MEDENILLA, MNSA, CESO II** – Support Services  
Regional Director **DENISE MARIA M. AYAG** – DPWH, NIR  
Regional Director **DANILO J. VILLA** – DPWH, Region VII

NIR.17.5/KJHD/RSD



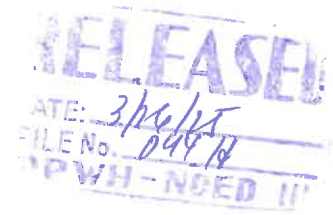
Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**NEGROS ORIENTAL 3<sup>RD</sup> DISTRICT ENGINEERING OFFICE**  
Siaton, Negros Oriental, NIR



March 26, 2025

**DEPARTMENT OF BUDGET AND MANAGEMENT  
GOVERNMENT PROCUREMENT POLICY BOARD  
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Regional Director **DENISE MARIA M. AYAG** – DPWH, NIR  
Regional Director **DANILO J. VILLA** – DPWH, Region VII

NIR.17.5/KJHD/RSD

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

Name of Agency: DPWH Negros Oriental 3rd District Engineering Office

Period Covered: CY 2024

	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		21,691,990.00	6	5		1	5	5	5	5	5	0	0	5
1.2. Works		2,057,568,439.64	96	72		0	760	757	96	72	63	63	63	72
1.3. Consulting Services		780,000.00	1	1		0	1	1	1	1	0	0	0	1
<b>Sub-Total</b>		<b>2,080,040,429.64</b>	<b>103</b>	<b>78</b>		<b>1</b>	<b>766</b>	<b>763</b>	<b>102</b>	<b>78</b>	<b>63</b>	<b>63</b>	<b>63</b>	<b>78</b>
<b>2. Alternative Modes</b>														
2.1.1 Shopping (52.1 a above 50K)														
2.1.2 Shopping (52.1 b above 50K)		2,281,497.00	4	4										
2.1.3 Other Shopping		127,005.00	5	5										
2.2.1 Direct Contracting (above 50K)														
2.2.2 Direct Contracting (50K or less)														
2.3.1 Repeat Order (above 50K)														
2.3.2 Repeat Order (50K or less)														
2.4. Limited Source Bidding														
2.5.1 Negotiation (Common-Use Supplies)														
2.5.2 Negotiation (Recognized Government Printers)														
2.5.3 Negotiation (TFB 53.1)														
2.5.4 Negotiation (SVP 53.9 above 50K)		52,730,228.75	66	66										
2.5.5 Other Negotiated Procurement (Others above 50K)														
2.5.6 Other Negotiated Procurement (50K or less)														
<b>Sub-Total</b>		<b>55,138,730.75</b>	<b>75</b>	<b>75</b>										
<b>3. Foreign Funded Procurement**</b>														
3.1. Public-Bid														
3.2. Alternative Modes														
<b>Sub-Total</b>		<b>0.00</b>	<b>0</b>	<b>0</b>										
<b>4. Others, if any:</b>														
<b>TOTAL</b>		<b>2,135,179,160.39</b>	<b>178</b>	<b>153</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

  
RENEE S. DAVAD  
HEAD, BAC Secretariat

  
ROMAR P. EGE  
BAC Chairman

  
OSCAR P. DELA CRUZ, DPA  
District Engineer

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

Name of Agency: DPWH Negros Oriental 3rd District Engineering Office

Period Covered: CY 2024

	Column 1	Column 2	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
<b>1. Public Bidding*</b>														
1.1. Goods		21,691,990.00	6	5	20,593,340.00	1	5	5	5	5	5	0	0	5
1.2. Works		2,057,568,439.64	96	72	2,031,169,460.29	0	760	757	757	96	72	63	63	72
1.3. Consulting Services		780,000.00	1	1	774,945.00	0	1	1	1	1	1	0	0	1
Sub-Total		2,080,040,429.64	103	78	2,052,537,145.29	1	766	763	763	102	78	63	63	78
<b>2. Alternative Modes</b>														
2.1.1 Shopping (52.1 a above 50K)														
2.1.2 Shopping (52.1 b above 50K)		2,281,497.00	4	4	2,629,097.20					4	4			
2.1.3 Other Shopping		127,005.00	5	5	123,412.50						5			
2.2.1 Direct Contracting (above 50K)														
2.2.2 Direct Contracting (50K or less)														
2.3.1 Repeat Order (above 50K)														
2.3.2 Repeat Order (50K or less)														
2.4. Limited Source Bidding														
2.5.1 Negotiation (Common-Use Supplies)														
2.5.2 Negotiation (Recognized Government Printers)														
2.5.3 Negotiation (TFB 53.1)														
2.5.4 Negotiation (SVP 53.3 above 50K)		52,730,228.75	66	66	48,892,563.76					66	55			
2.5.5 Other Negotiated Procurement (Others above 50K)														
2.5.6 Other Negotiated Procurement (50K or less)														
Sub-Total		55,138,730.75	75	75	51,645,073.46					70	64			
<b>3. Foreign Funded Procurement**</b>														
3.1. Public-Bid														
3.2. Alternative Modes														
Sub-Total		0.00	0	0	0.00									
<b>4. Others, specifically:</b>														
<b>TOTAL</b>		2,135,179,160.39	178	153	2,104,182,218.75									

\* 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

  
HENEE S. DAVAD  
HEAD, BAC Secretariat

  
ROMARCO EGE  
BA, Chairman

  
OSCAR U. DELA CRUZ, DPA  
District Engineer

## Annex D

## PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Name of Agency: DPWH Negros Oriental 3rd District Engineering OfficePeriod: CY - 2024

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				
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement				
2.a	Percentage of shopping contracts in terms of amount of total procurement				
2.b	Percentage of negotiated contracts in terms of amount of total procurement				
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				
3.b	Average number of bidders who submitted bids				
3.c	Average number of bidders who passed eligibility stage				
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)				
4.b	Presence of a BAC Secretariat or Procurement Unit				

## Annex D

## PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Name of Agency: DPWH Negros Oriental 3rd District Engineering OfficePeriod: CY - 2024

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				
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement				
2.a	Percentage of shopping contracts in terms of amount of total procurement				
2.b	Percentage of negotiated contracts in terms of amount of total procurement				
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				
3.b	Average number of bidders who submitted bids				
3.c	Average number of bidders who passed eligibility stage				
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)				
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	Submit Purchase Request of Common Use Supplies to DBM-PS	Procurement Unit/Supply and Property Management Unit	As soon as possible		Purchase Request
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					
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	Sort to Competitive Bidding as mode of procurement for Goods and Services	Procurement Unit	As soon as possible		Procurement Manual (RA 9184)
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	The office requested Training on RA 9184 to the Regional Office which will be participated by BAC-TWG and Secretariat	Administrative Section	Annually		Training Calendar
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					



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	Submit Purchase Request of Common Use Supplies to DBM-PS	Procurement Unit/Supply and Property Management Unit	As soon as possible		Purchase Request
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					
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	Sort to Competitive Bidding as mode of procurement for Goods and Services	Procurement Unit	As soon as possible		Procurement Manual (RA 9184)
8.c	Planned procurement activities achieved desired contract outcomes and objectives within the target/allotted timeframe					
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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	The office requested Training on RA 9184 to the Regional Office which will be participated by BAC-TWG and Secretariat	Administrative Section	Annually		Training Calendar
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				
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				

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				
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				

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (APCPI)  
QUESTIONNAIRE

Name of Agency: DPWH Negros Oriental 3rd DEO  
Name of Respondent: MARICAR J. LOMOCOSO

Date: March 26, 2024  
Position: Administrative Assistant II

*Instruction: Put a check (✓) mark inside the box beside each condition/requirement met as provided below and then fill in the corresponding blanks 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.dpwh.gov.ph
- ☒ Submission of the approved APP to the GPPB within the prescribed deadline  
please provide submission date: January 26, 2024

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 in its Guidelines for the Preparation of Annual Budget Execution Plans issued annually  
please provide submission date: July 18, 2024
- ☐ 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 is 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? (2f)

- ☐ 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

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

- ☒ Bidding documents are available at the time of advertisement/posting at the PhilGEPS website or Agency website;
- ☒ Supplemental bid bulletins are issued at least seven (7) calendar days before bid opening;
- ☒ Minutes of pre-bid conference are readily available within five (5) days.

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (APCPI)  
QUESTIONNAIRE

Name of Agency: DPWH Negros Oriental 3rd DEO  
Name of Respondent: MARICAR J. LOMOCOSO

Date: March 26, 2024  
Position: Administrative Assistant II

*Instruction: Put a check (✓) mark inside the box beside each condition/requirement met as provided below and then fill in the corresponding blanks 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.dpwh.gov.ph
- ☒ Submission of the approved APP to the GPPB within the prescribed deadline  
please provide submission date: January 26, 2024

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 in its Guidelines for the Preparation of Annual Budget Execution Plans issued annually  
please provide submission date: July 18, 2024
- ☐ 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 is 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? (2f)

- ☐ 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

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

- ☒ Bidding documents are available at the time of advertisement/posting at the PhilGEPS website or Agency website;
- ☒ Supplemental bid bulletins are issued at least seven (7) calendar days before bid opening;
- ☒ Minutes of pre-bid conference are readily available within five (5) days.

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (APCPI)  
QUESTIONNAIRE

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

- ☒ The end-user submits final, approved and complete Purchase Requests, Terms of Reference, and other documents based on relevant characteristics, functionality and/or performance requirements, as required by the procurement office prior to the commencement of the procurement activity
- ☒ No reference to brand names, except for items/parts that are compatible with the existing fleet or equipment
- ☒ Bidding Documents and Requests for Proposal/Quotation are posted at the PhilGEPS website, Agency website, if applicable, and in conspicuous places

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

For BAC: (4a)

- ☒ Office Order creating the Bids and Awards Committee  
please provide Office Order No.: Office Order No. 1 Series 2024 dated January 18, 2024
- ☒ 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. VIRGINIA C. CATIPAY | February 13-15, 2024             |
| B. ROMARICO D. EGE     | July 4-6, 2022                   |
| C. NILDA A. BALAHAN    | February 13-15, 2024             |
| D. NANCY B. DIPUTADO   | February 13-15, 2024             |
| E. WILMA P. MACAYAN    | May 21-24, 2024                  |
| F. _____               | _____                            |
| 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.: Office Order No. 4 Series 2024 dated January 18, 2024
- ☒ The Head of the BAC Secretariat meets the minimum qualifications  
please provide name of BAC Sec Head: RENEE S. DAVAD
- ☒ Majority of the members of BAC Secretariat are trained on R.A. 9184  
please provide training date: May 21-24, 2024

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.

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

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (APCPI)  
QUESTIONNAIRE

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

- ☒ The end-user submits final, approved and complete Purchase Requests, Terms of Reference, and other documents based on relevant characteristics, functionality and/or performance requirements, as required by the procurement office prior to the commencement of the procurement activity
- ☒ No reference to brand names, except for items/parts that are compatible with the existing fleet or equipment
- ☒ Bidding Documents and Requests for Proposal/Quotation are posted at the PhilGEPS website, Agency website, if applicable, and in conspicuous places

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

For BAC: (4a)

- ☒ Office Order creating the Bids and Awards Committee  
please provide Office Order No.: Office Order No. 1 Series 2024 dated January 18, 2024
- ☒ 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. <u>VIRGINIA C. CATIPAY</u> | <u>February 13-15, 2024</u>      |
| B. <u>ROMARICO D. EGE</u>     | <u>July 4-6, 2022</u>            |
| C. <u>NILDA A. BALAHAN</u>    | <u>February 13-15, 2024</u>      |
| D. <u>NANCY B. DIPUTADO</u>   | <u>February 13-15, 2024</u>      |
| E. <u>WILMA P. MACAYAN</u>    | <u>May 21-24, 2024</u>           |
| F. _____                      | _____                            |
| 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.: Office Order No. 4 Series 2024 dated January 18, 2024
- ☒ The Head of the BAC Secretariat meets the minimum qualifications  
please provide name of BAC Sec Head: RENEE S. DAVAD
- ☒ Majority of the members of BAC Secretariat are trained on R.A. 9184  
please provide training date: May 21-24, 2024

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.

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

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (APCPI)  
QUESTIONNAIRE

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.dpwh.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 - July 12, 2024 2nd Sem - January 14, 2025

☒ / PMRs are posted in the agency website  
please provide link: www.dpwh.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

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

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

Date of most recent training: May 21-24, 2024

☐ 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 of the procuring entity? (10c)

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



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AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (APCPI)  
QUESTIONNAIRE

- ☐ The PE promptly responds to all interested prospective bidders' inquiries and concerns, with available facilities and 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: NANCY B. DIPUTADO
- ☒ Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only)  
Name of CPES Evaluator: KATHELEEN E. GUEVARRA and DIVINO F. NABE

18. How long will it take for your agency to release the final payment to your supplier/service provider or contractor/consultant, once documents are complete? (12b) 10 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

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (APCPI)  
QUESTIONNAIRE

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AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (APCPI)  
QUESTIONNAIRE

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: Internal Audit Service (IAS)
- ☒ 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 submission 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 IRR
- ☒ 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 development
- ☒ Agency implements specific policies and procedures in place for detection and prevention of corruption

AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (APCPI)  
QUESTIONNAIRE

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

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