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

Name of Agency: CEBU NORMAL UNIVERSITY
Date of Self Assessment: March 30, 2017

Evaluator:

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings	Comments	Supporting Information/Documentation (Not
DILI AR I CON	ABLIANCE MITH LEGISLATIVE AND DECUMATION FRANCESCO			to the Indicators and		to be Included in the Evaluation Form
Indicator 1. C	Indicator 1. Competitive Bidding as Default Procurement Method				-	
1	(a) Percentage of public bidding contracts in terms of amount of total procurement	38.26%	0.00			PMRs
2	(b) Percentage of public bidding contracts in terms of volume of total procurement	2.83%	0.00			PMRs
Indiana.						
3	(a) Percentage of Shopping contracts in terms of amount of total	59.69%	0.00			PMRS
4	(b) Percentage of Negotiated Procurement in terms of amount of total procurement	0.00%	3.00			PMRs
رت د	(c) Percentage of Direct Contracting in terms of amount of total procurement	2.06%	2.00			PMRs
6	(d) Percentage of Repeat Order contracts in terms of amount of total procurement	0.00%	3.00			PMRs
7	(e) Percentage of Limited Source contracts in terms of amount of total procurement	0.00%	3.00			PMRs
00	(f) 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	Compliant	3.00			APP, APP-CSE, PMR
Indicator 3. Co	Indicator 3. Competitiveness of the Bidding Process					
9	(a) Average number of entities who acquired bidding documents	1.65	0.00			Agency records and/or PhilGEPS records
10	(b) Average number of bidders who submitted bids	1.50	0.00			Abstract of Bids or other agency records
11	(c) Average number of bidders who passed eligibility stage	1.04	1.00			Abstract of Bids or other agency records
12	(d) Sufficient period to prepare bids	Fully Compliant	3.00			Agency records and/or PhilGEPS records
PILLAR II. AGE	NCY INSTITUTIONAL ERAMETHORY AND MANAGEMENT CARACTE	Average	1.50			
Indicator 4. Pr	Indicator 4. Presence of Procurement Organizations					
13	(a) Creation of Bids and Awards Committee(s)	Fully Compliant	3.00			Verify copy of Order creating BAC; Organizational Chart; and Certification of
14	(b) Creation of a BAC Secretariat or Procurement Unit	Fully Compliant	3.00			Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
Indicator E Dr.	Politomont Plansing and Invalid					
r 5. Pr	Procurement Planning and Implementation					
15	(a) APP is prepared for all types of procurement	Compliant	3.00			Copy of APP and its supplements (if any)
Indicator 6. Us	Indicator 6. Use of Philippine Government Electronic Procurement System (PhilGEPS)			Andreas de la company de la co		

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16	(a) Percentage of bid opportunities posted by the Phil-GEPs- registered Agency	100.00%	3.00	to the indicators and		to be included in the Evaluation Form Agency records and/or PhilGEPS records
17	(b) Percentage of contract award information posted by the Phil- GEPs-registered Agency	n/a	n/a			Agency records and/or PhilGEPS records
18	(c) Percentage of contract awards procured through alternative methods posted by the Phil-GEPs-registered Agency	100.00%	3.00			Agency records and/or PhilGEPS records
Indicator 7	Indicator 7. System for Disseminating and Monitoring Procurement Information					
	(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
20	(b) Preparation of Procurement Monitoring Reports using the prescribed format, prompt submission to GPPB, and posting in agency website	Fully Compliant	3.00			Copy of PMR and received copy that it was submitted to GPPB
DILADII		Average II	3.00			
Indicator 8.	Efficiency of Procurement Processes					
21		65.88%	2.00			APP (including Supplemental amendments, if
22	(b) Percentage of total number of contracts awarded against total number of procurement activities done through public bidding	61.54%	0.00			APP(including Supplemental amendments, if any)and PMRs
23	(c) Percentage of failed biddings and total number of procurement activities conducted	38.46%	0.00			APP (including Supplemental Amendments, if
and	Compliance					
24	(a) Percentage of contracts awarded within prescribed procurement time frames to procure goods as indicated in Annex "C" of the IRR	100.00%	3.00			PMRs
25	(b) Percentage of contracts awarded within prescribed procurement time frames to procure infrastructure projects as indicated in Annex "C" of the IRR	100.00%	3.00			PMRs
26	(c) Percentage of contracts awarded within prescribed procurement time frames to procure consulting services as indicated in Annex "C" of the IRR	100.00%	3.00			PMRs
Indicator 10	Indicator 10. Capacity Building for Government Personnel and Private Sector Participants	ipants				
2	27 (a) There is a system within the procuring entity to evaluate the performance of procurement personnel	Fully	3.00			Ask BAC Secretariat Head, verify Office
2	(b) Percentage of participation of procurement staff in annual procurement training	Between 91.00-100%	3.00			Ask for copies of Office Orders, training modules, list of participants, schedules of
29	(c) Agency has actvities to inform and update entities on public procurement	Compliant	3.00			actual training conducted Ask for copies of documentation of activities for hidders
Indicator 11	Indicator 11. Management of Procurement and Contract Management Records					
		STATE OF THE PROPERTY OF THE PARTY OF THE PA	STREET, STREET	Strainment of the Strain of th		ADDRESS OF THE PROPERTY OF THE

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No.				Comments/Findings		Community Information (Planta property (Not
	Assessment Conditions	Agency Score	APCPI Rating*	to the Indicators and	COIIIIIeiio	to be included in the Evaluation Form
						Verify actual procurement records and time it took to retrieve records (should be no more
30		Substantially	200			than two hours)
	procurement records	Compliant	2,000			Refer to Section 4.1 of User's Manual for list
						of procurement-related documents for
						record-keeping and maintenance
31	(b) Implementing Unit has and is implementing a system for keeping and maintaining contract management records	Substantially	2.00			Verify actual contract management records and time it took to retrieve records should be
		and the second				no more than two hours
Indicator 12.	Indicator 12. Contract Management Procedures					
32	32 control, acceptance and inspection, supervision of works and	Fully	300			Verify copies of written procedures for
	evaluation of contractors' performance	Compliant				CPES evaluation formsz
33	to order, variation orders, advance payment, and slippage in publicly	Fully	3.00			Specific procurement contract with
	bid contracts.	Compilant				negative slippage
34	34 (c) Timely payment of procurement contracts	Between 31-	2.00			Ask Finance or Accounting Head of Agency for average period for the release of
		or days				payments for procurement contracts
		Average III	200			
PILLAR IV. INT	PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM					
Indicator 13.	Indicator 13. Observer Participation in Public Bidding					
1						Verify copies of Invitation Letters to CSOs and
35	(a) Observers are invited to all stages of every public bidding activity	Compliant	3.00			average number of CSOs and PAs invited shall
36	(b) Attendance of Observers in public bidding activities	100.00%	3.00			PMRs and Abstract of Bids
Indicator 14. I	Indicator 14. Internal and External Aucit of Procurement Activities				And the second s	
37	(a) Creation and operation of internal audit unit as prescribed by	Not	3			Verify copy of Order or show actual organizational chart showing IAU, auidt
	DBM (Circular Letter No. 2008-5, April 14, 2008)	Compliant	, 0.00			reports, action plans and IAU
		Between 71-				recommendations
38	(b) Agency Action on Prior Year's Audit Recommendations (APYAR) on procurement related transactions	89.99% compliance	2.00			Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations
Indicator 15. C	Indicator 15. Capacity to Handle Procurement Related Complaints					
39	(a) The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural	Substantially	2.00			Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and
	requirements	- Control of the Cont				to address procurement-related complaints
Indicator 16. A	Indicator 16. Anti-Corruption Programs Related to Procurement				The second secon	верован Монициональной учение от полительной учение полительной чение полительной менение полительной менение по

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			2.24		GRAND TOTAL (Avarege I + Average II + Average III + Average IV / 4)	GRAND T
			2.17	Average IV		
Verify documentation of anti-corruption program			3.00	Compliant	40 (a) Agency has a specific and-corruption program/s related to procurement	
to be included in the Evaluation Form		to the Indicators and	0			T
Supporting Information/Documentation (Not	Comments	Comments/Findings	Agency Score APCPI Rating*	Agency Score	Assessment Conditions	No.
				The state of the s	Advancements of control of contro	71

^{*} APCPI Rating is based on the APCPI Rating System found in Annex C of the User's Guide. Please use this rating system for the self-assessment. After completing the assessment, identify those Indicators with ratings of between 0 to 2 and formulate a procurement capacity development plan called the APCPI Action Plan based on the attached format and submit to GPPB for monitoring.

Summary of APCPI Scores by Pillar

APCPI Pillars	Ideal Rating	Ideal Rating Agency Rating
Pillar I: Compliance with Legislative and Regulatory Framework	3.0000	1.50
Pillar II: Agency Insitutional Framework and Management Capacity	3.0000	3.00
Pillar III: Procurement Operations and Market Practices	3.0000	2.29
Pillar IV. Integrity and Transparency of Agency Procurement Systems	3.0000	2.17
Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4	3.0000	2.24

^{*} For sub-indicators that are not applicable to your specific agency, please write the word Not Applicable in the second column and do not put a rating