



REPUBLIC OF THE PHILIPPINES

**PHILIPPINE STATISTICS AUTHORITY**

**gppb**

Central Office

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**MR. BENJAMIN E. DIOKNO**

Chairperson, GPPB

Secretary, Department of Budget and Management

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

Ortigas Center, Pasig City

Attention : **ATTY. DENNIS S. SANTIAGO**  
Executive Director, GPPB

Dear Secretary Diokno:

We are respectfully transmitting the signed 2017 Annual Procurement Compliance and Performance Indicator (APCPI) of the Philippine Statistics Authority for Central Office.

Thank you.

Very truly yours,

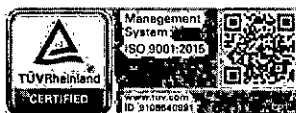
**ATTY. REVELYN CAYETANO-ABDUHALIM**

(Attorney IV)

Officer-in-Charge

General Services Division

*RLT/NJBN*



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ANNEX B  
 GOVERNMENT PROCUREMENT POLICY BOARD  
 CONSOLIDATED PROCUREMENT MONITORING REPORT  
 (Page 1 of 2)

Period Covered: CY 2017

Philippine Statistics Authority

	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
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11
<b>1. Public Bidding*</b>										
1.1. Goods	2,302,919,696.82	17	6	186,119,808.64	2	30	30	30	30	6
1.2. Works	1,400,000,000.00	0	0	0.00	0	0	0	0	0	0
1.3. Consulting Services	10,000,000.00	0	0	0.00	0	0	0	0	0	0
Sub-Total	3,712,919,696.82	17	6	186,119,808.64	2	30	30	30	30	6
<b>2. Alternative Modes</b>										
2.1.1 Shopping [52.1 b above 50K]	470,492,845.28	168	168	34,102,367.55						
2.1.2 Shopping (Others)	73,548,732.79	457	457	4,731,289.69						
2.2. Direct Contracting	40,120,000.00	33	33	2,579,377.70						
2.3. Repeat Order	226,187.50	1	1	226,187.50						
2.4. Limited Source Bidding	0.00	0	0	0.00						
2.5.1 Negotiation (Common-Use Supplies)	35,700,114.94	82	82	11,133,976.60						
2.5.2 Negotiation (TFB 53.1)	0.00	0	0	0.00						
2.5.3 Negotiation (SVP 53.9 above 50K)	779,020,289.03	118	118	59,375,370.57						
2.5.4 Negotiation (Others)	40,120,000.00	14	14	19,444,122.00					0	0
Sub-Total	1,439,228,169.55	873	873	131,592,691.61						
<b>3. Foreign Funded Procurement**</b>										
3.1. Publicly-Bid										
3.2. Alternative Modes*	0.00	0	0	0.00						
Sub-Total										
<b>4. Others, specify:</b>										
<b>TOTAL</b>	<b>5,152,147,866.37</b>	<b>890</b>	<b>879</b>	<b>317,712,500.25</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

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**ANNEX B**  
**GOVERNMENT PROCUREMENT POLICY BOARD**  
**CONSOLIDATED PROCUREMENT MONITORING REPORT**  
 (Page 2 of 2)

Philippine Statistics Authority

Period Covered: CY 2017

	Total No. Of Contracts that incurred negative slippage	Total No. of contracts with amendments to order or variation orders	Ave. No. of Days for Approval of Resolution/issuance of Notice of Award	No. of Contracts with Observers Attending	No. of Contracts with COA Observers Attending	Ave. No. of Days to Resolve Requests for Reconsiderations / Protests	No. of Contracts Awarded within prescribed timeframes
	Column 12	Column 13	Column 14	Column 15	Column 16	Column 17	Column 18
<b>1. Public Bidding*</b>							
1.1. Goods	0	0	14	0	30	7	2
1.2. Works	0	0	0	0	0	0	0
1.3. Consulting Services	0	0	0	0	0	0	0
Sub-Total	0	0	N/A	0	30	2	2
<b>2. Alternative Modes</b>							
2.1.1 Shopping (52.1 b above 50K)							
2.1.2 Shopping (Others)							
2.2. Direct Contracting							
2.3. Repeat Order							
2.4. Limited Source Bidding							
2.5.1 Negotiation (Common-Use Supplies)							
2.5.2 Negotiation (TFB 53.1)							
2.5.3 Negotiation (SVP 53.9 above 50K)							
2.5.4 Negotiation (Others)							
Sub-Total							
<b>3. Foreign Funded Procurement**</b>							
3.1. Publicly-Bid							
3.2. Alternative Modes							
Sub-Total							
<b>4. Others, specify:</b>							
<b>TOTAL</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

JOSEPH P. CALITA  
 Chief, GSD  
 BAC Secretariat

ROMEO S. RECIDE  
 Asec. DNS-SSO  
 BAC, Chairperson

*Lisa Grace S. Bersales*  
 LISA GRACE S. BERSALES, PhD  
 Undersecretary  
 National Statistician and Civil Registrar General

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

Name of Agency: Philippine Statistics Authority  
 Date of Self Assessment:

Name of Evaluator: Joseph P. Cajita  
 Position: Chief, GSD

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation)
<b>PILLAR I. COMPLIANCE WITH LEGISLATIVE AND REGULATORY FRAMEWORK</b>					
<b>Indicator 1. Competitive Bidding as Default Procurement Method</b>					
1	(a) Percentage of public bidding contracts in terms of amount of total procurement	58.58%	0.00		PMRs
2	(b) Percentage of public bidding contracts in terms of volume of total procurement	0.68%	0.00		PMRs
<b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>					
3	(a) Percentage of Shopping contracts in terms of amount of total procurement	12.22%	0.00		PMRs
4	(b) Percentage of Negotiated Procurement in terms of amount of total procurement	28.31%	0.00		PMRs
5	(c) Percentage of Direct Contracting in terms of amount of total procurement	0.81%	3.00		PMRs
6	(d) Percentage of Repeat Order contracts in terms of amount of total procurement	0.07%	3.00		PMRs
7	(e) Percentage of Limited Source contracts in terms of amount of total procurement	0.00%	3.00		PMRs
8	(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
<b>Indicator 3. Competitiveness of the Bidding Process</b>					
9	(a) Average number of entities who acquired bidding documents	1.76	0.00		Agency records and/or PhilGEPs records
10	(b) Average number of bidders who submitted bids	1.76	0.00		Abstract of Bids or other agency records
11	(c) Average number of bidders who passed eligibility stage	1.76	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
	<b>Average I</b>		<b>1.33</b>		
<b>PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY</b>					
<b>Indicator 4. Presence of Procurement Organizations</b>					
13	(a) Creation of Bids and Awards Committee(s)	Fully Compliant	3.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training
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
<b>Indicator 5. Procurement Planning and Implementation</b>					
15	(a) APP is prepared for all types of procurement	Compliant	3.00		Copy of APP and its supplements (if any)
<b>Indicator 6. Use of Philippine Government Electronic Procurement System (PhilGEPs)</b>					
16	(a) Percentage of bid opportunities posted by the Phil-GEPs-registered Agency	46.20%	0.00		Agency records and/or PhilGEPs records
17	(b) Percentage of contract award information posted by the Phil-GEPs-registered Agency	100.00%	3.00		Agency records and/or PhilGEPs records
18	(c) Percentage of contract awards procured through alternative methods posted by the Phil-GEPs-registered Agency	38.46%	1.00		Agency records and/or PhilGEPs records
<b>Indicator 7. System for Disseminating and Monitoring Procurement Information</b>					
19	(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
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
	<b>Average II</b>		<b>2.38</b>		
<b>PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES</b>					
<b>Indicator 8. Efficiency of Procurement Processes</b>					
21	(a) Percentage of total amount of contracts awarded against total amount of approved APPs	6.17%	0.00		APP (including Supplemental amendments, if any) and PMRs

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

Philippine Statistics Authority  
 Assessment:

Name of Evaluator: Joseph P. Cajita  
 Position: Chief, GSD

Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Subindicators	Supporting Information/Documentation (Not to be included in the Evaluation)
Percentage of total number of contracts awarded against number of procurement activities done through public bidding	35.29%	0.00		APP (including Supplemental amendments, if any) and PMRs
Percentage of failed biddings and total number of procurement activities conducted	11.76%	0.00		APP (including Supplemental Amendments, if any) and PMRs
<b>Compliance with Procurement Timeframes</b>				
Percentage of contracts awarded within prescribed time frames to procure goods as indicated in the IRR	33.33%	0.00		PMRs
Percentage of contracts awarded within prescribed time frames to procure infrastructure projects in Annex "C" of the IRR	n/a	n/a		PMRs
Percentage of contracts awarded within prescribed time frames to procure consulting services as in Annex "C" of the IRR	n/a	n/a		PMRs
<b>Capacity Building for Government Personnel and Private Sector Participants</b>				
Existence of a system within the procuring entity to evaluate performance of procurement personnel	Fully Compliant	3.00		Ask BAC Secretariat Head, verify Office Orders on training of Procurement Staff
Percentage of participation of procurement staff in procurement training	Less than 60.00% Trained	0.00		Ask for copies of Office Orders, training modules, list of participants, schedules of actual training conducted
Existence of activities to inform and update entities on procurement	Compliant	3.00		Ask for copies of documentation of activities for bidders
<b>Management of Procurement and Contract Management Records</b>				
Existence of a system for keeping and organizing 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.
Existence of a system for recording and maintaining 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
<b>Contract Management Procedures</b>				
Existence of well defined procedures and standards for control, acceptance and inspection, supervision of and evaluation of contractors' performance	Fully Compliant	3.00		Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation forms
Existence of procedures for compliance with the thresholds prescribed for contract to order, variation orders, advance payment, and release in publicly bid contracts.	Fully Compliant	3.00		Specific procurement contract with amendment to order, variation order or with negative slippage
Timeliness of payment of procurement contracts	After 45 days	0.00		Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
	<b>Average III</b>	<b>1.50</b>		
<b>INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>				
<b>Observer Participation in Public Bidding</b>				
Existence of a system for inviting observers to all stages of every public bidding	Not Compliant	0.00		Verify copies of Invitation Letters to CSOs and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.)
Percentage of Observers in public bidding activities	0.00%	0.00		PMRs and Abstract of Bids
<b>Internal and External Audit of Procurement Activities</b>				
Existence and operation of internal audit unit as required by DBM (Circular Letter No. 2008-5, April 14, 2008)	Fully Compliant	3.00		Verify copy of Order or show actual organizational chart showing IAU, audit reports, action plans and IAU recommendations
Existence of a system for monitoring and reporting on Agency Action on Prior Year's Audit Recommendations on procurement related transactions	Above 90-100% compliance	3.00		Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations

Total No. of Bidders who Submitted Bids	30
Column 8	30
	0
	0
	30

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

Name of Agency: **Philippine Statistics Authority**  
 Date of Self Assessment:

Name of Evaluator: **Joseph P. Cajita**  
 Position: **Chief, GSD**

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Subindicators	Supporting Information/Documentation (Not to be included in the Evaluation)
<b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>					
39	(a) The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements	Substantially Compliant	2.00		Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and Complaints; Office Orders adopting measures to address procurement-related complaints
<b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>					
40	(a) Agency has a specific anti-corruption program/s related to procurement	Fully Compliant	3.00		Verify documentation of anti-corruption program
			<b>Average IV</b>	<b>1.83</b>	
<b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>			<b>1.76</b>		

\* 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.

\* 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

**Summary of APCPI Scores by Pillar**

APCPI Pillars	Ideal Rating	Agency Rating
Pillar I: Compliance with Legislative and Regulatory Framework	3.0000	1.33
Pillar II: Agency Institutional Framework and Management Capacity	3.0000	2.38
Pillar III: Procurement Operations and Market Practices	3.0000	1.50
Pillar IV: Integrity and Transparency of Agency Procurement Systems	3.0000	1.83
<b>Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4</b>	<b>3.0000</b>	<b>1.76</b>

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**Annex D**

**PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE**

Name of Agency: Philippine Statistics Authority

Period: \_\_\_\_\_

Indicators	Key Area for Development	Proposed Actions to Address Key Areas	Responsible Entity	Timetable	Resources Needed
1	Competitive Bidding as Default Procurement Method	Strictly implement the mode of procurement thru bidding as stated in the APP	BAC/HOPE	January- December 2018	Manpower/funds
		Minimize BAC Resolution thru Negotiated Procurement			
2	Alternative Mode of Procurement	Conduct Training to Procurement Staff for proper preparation of Purchase Order in accordance with what was indicated in the APP			
		To have a more realistic procurement plan on common-use supplies based on the past procurement activities			
3	Competitive Bidding Process	To conduct forum for the suppliers to present the calendar of procurement activities			
		To give feedback on the performance of the suppliers			
		To give recognition to most outstanding suppliers for the year			
4	Presence of Procurement Organization	To conduct training to BAC Members, Secreariat and TWG			
5	Use of PhilGEPS	Additional staff wil attend the training on PhilGEPS posting			

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