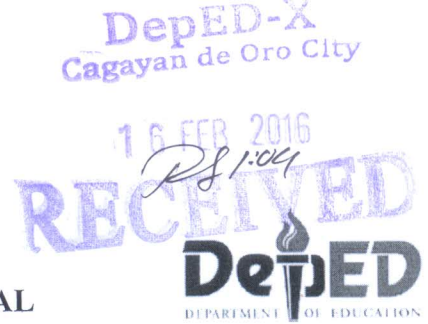




Department of Education  
Region X  
**DIVISION OF MISAMIS ORIENTAL**  
Cagayan de Oro City



February 15, 2016

**ALLAN G. FARNAZO, Ph.D., CESO IV**  
Regional Director  
DepED, Region X  
Cagayan de Oro City


Dear Sir,

In compliance with Regional Memorandum No. 19 s. 2016 dated January 28, 2016, we are submitting herewith the copy of CY 2015 Agency Procurement Compliance and Performance Indicators (APCPI) self-assessment result of the DepEd Division of Misamis Oriental.

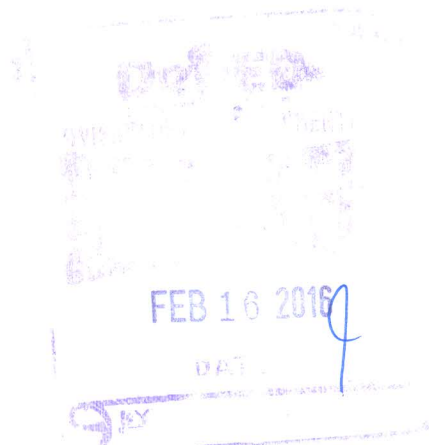
Please acknowledge receipt.

Thank you.

Very truly yours,

  
CHERRY MAE L. LIMBACO, Ph.D. CESO V  
Schools Division Superintendent

/egpc



**ANNEX A**  
**GOVERNMENT PROCUREMENT POLICY BOARD**  
**Agency Procurement Compliance and Performance Indicator (APCPI) Self-Assessment Form**  
**Calendar Year 2015**

Name of Agency DepEd, Division of Misamis Oriental  
 Date of Self Assessment: February 12, 2016

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Sub-Indicators	Comments	Supporting Information/Documentation (Not to be Included in the Evaluation Form Submitted to GPPB)
<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	61.07%	1.00		4,823,269.25 were purchased at Procurement Service DBM	PMRS
2	(b) Percentage of public bidding contracts in terms of volume of total procurement	6.71%	1.00		4,823,269.25 were purchased at Procurement Service DBM	PMRS
		Sub-Total	1.00			
<b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>						
3	(a) Percentage of Shopping contracts in terms of amount of total procurement	5.04%	1.00			PMRS
4	(b) Percentage of Negotiated Procurement in terms of amount of total procurement	30.82%	0.00		Items were purchased at Procurement Service and trainings and seminars is through Small Value Procurement	PMRS
5	(c) Percentage of Direct Contracting in terms of amount of total procurement	3.07%	1.00			PMRS

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Date of Self Assessment: February 12, 2016

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6	(d) Percentage of Repeat Order contracts in terms of amount of total procurement	0%	3.00				PMRS
7	(e) Percentage of Limited Source contracts in terms of amount of total procurement	0%	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		3.00				APP, APP-CSE, PMR
		Sub-Total	1.83				
<b>Indicator 3. Competitiveness of the Bidding Process</b>							
9	(a) Average number of entities who acquired bidding documents	2.33	0.00				Agency records and/or PhilGEPS records
10	(b) Average number of bidders who submitted bids	2	1.00				Abstract of Bids or other agency records
11	(c) Average number of bidders who passed eligibility stage	1.75	1.00				Abstract of Bids or other agency records
12	(d) Sufficient period to prepare bids	30	3.00				Agency records and/or PhilGEPS records
		Sub-Total	1.25				
		Average I	1.36				



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 Date of Self Assessment: February 12, 2016

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Sub-Indicators	Comments	Supporting Information/Documentation (Not to be Included in the Evaluation Form Submitted to GPPB)
<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)		3.00			Verify copy of Order creating BAC; Organizational Chart; and Certification of Training
14	(b) Creation of a BAC Secretariat or Procurement Unit		3.00			Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
	Sub-Total		3.00			

<b>Indicator 5. Procurement Planning and Implementation</b>						
15	(a) APP is prepared for all types of procurement		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	100%	3.00			Agency records and/or PhilGEPs records
17	(b) Percentage of contract award information posted by the Phil-GEPs-registered Agency	100%	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	1.96%	0.00			Agency records and/or PhilGEPs records
	Sub-Total		2.00			
<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		3.00			Identify specific procurement-related portion in the agency website and specific website links

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**Calendar Year 2015**

Name of Agency DepEd, Division of Misamis Oriental

Date of Self Assessment: February 12, 2016

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Sub-Indicators	Comments	Supporting Information/Documentation (Not to be Included in the Evaluation Form Submitted to GPPB)
20	(b) Preparation of Procurement Monitoring Reports using the prescribed format, prompt submission to GPPB, and posting in agency website		1.00			Copy of PMR and received copy that it was submitted to GPPB
		Sub-Total	2.00			
		Average II	2.50			

**PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES**

**Indicator 8. Efficiency of Procurement Processes**

21	(a) Percentage of total amount of contracts awarded against total amount of approved APPs	89.53%	3.00			APP (including Supplemental amendments, if any) and PMRS
22	(b) Percentage of total number of contracts awarded against total number of procurement activities done through public bidding	91.67%	2.00			APP (including Supplemental amendments, if any) and PMRS
23	(c) Percentage of failed biddings and total number of procurement activities conducted	0%	3.00			APP (including Supplemental Amendments, if any) and PMRS
		Sub-Total	2.67			

**Indicator 9. Compliance with Procurement Timeframes**

24	(a) Percentage of contracts awarded within prescribed procurement time frames to procure goods as indicated in Annex "C" of the IRR	100%	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%	3.00			PMRS



**ANNEX A**  
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**Agency Procurement Compliance and Performance Indicator (APCPI) Self-Assessment Form**  
**Calendar Year 2015**

Name of Agency DePED, Division of Misamis Oriental  
 Date of Self Assessment: February 12, 2016

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Sub-Indicators	Comments		Supporting Information/Documentation (Not to be Included in the Evaluation Form Submitted to GPPB)
26	(c) Percentage of contracts awarded within prescribed procurement time frames to procure consulting services as indicated in Annex "C" of the IRR				No procurement of consulting services		
		Sub-Total	3.00				
<b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b>							
27	(a) There is a system within the procuring entity to evaluate the performance of procurement personnel		3.00				Ask BAC Secretariat Head, verify Office Orders on training of Procurement Staff
28	(b) Percentage of participation of procurement staff in annual procurement training		3.00				Ask for copies of Office Orders, training modules, list of participants, schedules of actual training conducted
29	(c) Agency has activities to inform and update entities on public procurement		3.00				Ask for copies of documentation of activities for bidders
		Sub-Total	3.00				
<b>Indicator 11. Management of Procurement and Contract Management Records</b>							
30	(a) The BAC Secretariat has a system for keeping and maintaining procurement records		2.00				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.
31	(b) Implementing Unit has and is implementing a system for keeping and maintaining contract management records		2.00				Verify actual contract management records and time it took to retrieve records should be no more than two hours
		Sub-Total	2.00				
<b>Indicator 12. Contract Management Procedures</b>							

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No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Sub-Indicators	Comments	Supporting Information/Documentation (Not to be Included in the Evaluation Form Submitted to GPPB)
32	(a) Agency has well defined procedures and standards for quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance (b) Agency complies with the thresholds prescribed for amendment to order, variation orders, advance payment, and slippage in publicly bid contracts.		3.00			Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation forms
34	(c) Timely payment of procurement contracts		2.00			Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
		Sub-Total	2.67			
		Average III	2.67			
<b>PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>						
<b>Indicator 13. Observer Participation in Public Bidding</b>						
35	(a) Observers are invited to all stages of every public bidding activity		3.00			Verify copies of Invitation Letters to CSOS and professional associations and COA (List and average number of CSOS and PAs invited shall be noted.)
36	(b) Attendance of Observers in public bidding activities	109.09%	3.00			PMRS and Abstract of Bids
		Sub-Total	3.00			

**Indicator 14. Internal and External Audit of Procurement Activities**

37	(a) Creation and operation of internal audit unit as prescribed by DBM (Circular Letter No. 2008-5, April 14, 2008)		2.00			Verify copy of Order or show actual organizational chart showing IAU, audit reports, action plans and IAU recommendations
38	(b) Agency Action on Prior Year's Audit Recommendations (APYAR) on procurement related transactions		2.00			Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations

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**GOVERNMENT PROCUREMENT POLICY BOARD**  
**Agency Procurement Compliance and Performance Indicator (APCPI) Self-Assessment Form**  
**Calendar Year 2015**

Name of Agency DepEd, Division of Misamis Oriental  
 Date of Self Assessment: February 12, 2016

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Sub-Indicators	Comments	Supporting Information/Documentation (Not to be Included in the Evaluation Form Submitted to GPPB)
<b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>						
	(a) The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements		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		2.00			Verify documentation of anti-corruption program
		Average IV	2.25			
		<b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>				
			2.19			

\* 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, 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



ANNEX A  
 GOVERNMENT PROCUREMENT POLICY BOARD  
 Agency Procurement Compliance and Performance Indicator (APCPI) Self-Assessment Form  
 Calendar Year 2015

Name of Agency: DepEd, Division of Misamis Oriental  
 Date of Self Assessment: February 12, 2016

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and Sub-indicators	Comments	Supporting Information/Documentation (Not to be Included in the Evaluation Form Submitted to GPPB)
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Summary of APCPI Scores by Pillar

APCPI Pillars	Ideal Rating	Agency Rating
Pillar I: Compliance with Legislative and Regulatory Framework	3.00	1.36
Pillar II: Agency Institutional Framework and Management Capacity	3.00	2.50
Pillar III: Procurement Operations and Market Practices	3.00	2.67
Pillar IV: Integrity and Transparency of Agency Procurement Systems	3.00	2.25
<b>Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4</b>	<b>3.00</b>	<b>2.19</b>

PREPARED BY:  
*[Signature]*  
 ELEONOR P. CRUZ  
 Chairman, BAC Secretariat

RECOMMENDING APPROVAL:  
 JEAN G. ROSO  
*[Signature]*  
 Chairman, Bids and Awards Committee

APPROVED:  
*[Signature]*  
 CHERRY MAE L. LIMBAGO, Ph.D., CESO V  
 Schools Division Superintendent

VALIDATED:  
 JOCELYN YANILLA  
*[Signature]*  
 State Auditor III

*2/16/16*

**ANNEX B**  
**GOVERNMENT PROCUREMENT POLICY BOARD**  
**CONSOLIDATED PROCUREMENT MONITORING REPORT**  
**(12 April 2012)**

Name of Agency: DepEd, Division of Misamis Oriental

Period Covered: Calendar Year 2015

	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	1,452,000.00	1	1	1,422,000.00	0	1	1	1	1	1	1
1.2. Works	33,002,288.34	11	10	28,132,561.58	0	27	23	20	11	10	
1.3. Consulting Services											
<b>Sub-Total</b>	<b>34,454,288.34</b>	<b>12</b>	<b>11</b>	<b>29,554,561.58</b>	<b>0</b>	<b>28</b>	<b>24</b>	<b>21</b>	<b>12</b>	<b>11</b>	
<b>2. Alternative Modes</b>											
2.1.1 Shopping (52.1 b above 50K)	1,439,977.00	9	9	1,243,745.58					9	0	
2.1.2 Shopping (Others)	1,238,812.13	66	66	1,195,164.63						0	
2.2. Direct Contracting	1,486,400.00	3	3	1,486,400.00						3	
2.3. Repeat Order											
2.4. Limited Source Bidding											
2.5.1 Negotiation (Common-Use Supplies)	4,823,269.25	8	8	4,823,269.25						0	
2.5.2 Negotiation (TFB 53.1)											
2.5.3 Negotiation (SVP 53.9 above 50K)	10,615,226.30	67	67	10,094,394.47					67	0	
2.5.4 Negotiation (Others)											
<b>Sub-Total</b>	<b>19,603,684.68</b>	<b>153</b>	<b>153</b>	<b>18,842,973.93</b>					<b>76</b>	<b>3</b>	
<b>3. Foreign Funded Procurement**</b>											
3.1. Publicly-Bid											
3.2. Alternative Modes	0.00	0	0	0.00							
<b>Sub-Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0.00</b>							
<b>4. Others, specify:</b>											
<b>TOTAL</b>	<b>54,057,973.02</b>	<b>165</b>	<b>164</b>	<b>48,397,535.51</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



	Column 12	Column 13	Column 14	Column 25	Column 26	Column 27	Column 28
<b>1. Public Bidding*</b>							
1.1. Goods	0	0	5	1	1	1	1
1.2. Works	0	0	15	11	11	1	10
1.3. Consulting Services							
Sub-Total	0	0	N/A	12	12	#DIV/0!	11
<b>2. Alternative Modes</b>							
2.1.1 Shopping (\$2.1 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

Prepared by: **ELEONOR P. CRUZ**  
Chairman, BAC Secretariat

Recommending Approval: **JEAN G. ROSO**  
BAC Chairman

Approved: **CERRY MAE L. LIMBACO, PH.D., CESO V**  
Schools Division Superintendent