

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

Name of Agency: **COAST GUARD FLEET PROCUREMENT UNIT**

Period Covered: **CY 2024**

|                                                       | Total Amount of      | Total Number of | No. of Contracts | Total Amount of      | No. of Failed | Total No. of Tenders | Total No. of | Total No. of | No. of Bid | No. of | Total No. of | Total No. of contracts | No. of Contracts |
|-------------------------------------------------------|----------------------|-----------------|------------------|----------------------|---------------|----------------------|--------------|--------------|------------|--------|--------------|------------------------|------------------|
| <b>1. Public Bidding*</b>                             |                      |                 |                  |                      |               |                      |              |              |            |        |              |                        |                  |
| 1.1 Goods                                             | 91,462,567.77        | 18              | 12               | 30,415,528.70        | 2             | 18                   | 18           | 17           | 14         | 12     | 9            | 7                      | 14               |
| 1.2 Works                                             | 0.00                 | 0               | 0                | 0.00                 | 0             | 2                    | 2            | 0            | 2          | 0      | 2            | 0                      | 0                |
| 1.3 Consulting Services                               | 0.00                 | 0               | 0                | 0.00                 | 0             | 2                    | 2            | 0            | 0          | 0      | 0            | 0                      | 0                |
| Sub-Total                                             | 91,462,567.77        | 18              | 12               | 30,415,528.70        | 2             | 18                   | 18           | 17           | 14         | 12     | 9            | 7                      | 14               |
| <b>2. Alternative Modes</b>                           |                      |                 |                  |                      |               |                      |              |              |            |        |              |                        |                  |
| 2.1.1 Shopping (12.1.1 above 50k)                     | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            | 0      |              |                        |                  |
| 2.1.2 Shopping (12.1.1 above 50k)                     | 177,015.00           | 1               | 1                | 497,933.00           |               |                      |              |              | 1          | 0      |              |                        |                  |
| 2.1.3 Other Shopping                                  | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            | 1      |              |                        |                  |
| 2.2 Direct Contracting (below 50k)                    | 6,964,788.00         | 2               | 2                | 6,058,788.00         |               |                      |              |              |            | 2      |              |                        |                  |
| 2.2.1 Direct Contracting (below 50k)                  | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            | 0      |              |                        |                  |
| 2.2.2 Repeat Order (below 50k)                        | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            | 0      |              |                        |                  |
| 2.2.3 Repeat Order (50k or less)                      | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            | 0      |              |                        |                  |
| 2.3 Limited Source Bidding                            | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              | 0          | 0      |              |                        |                  |
| 2.3.1 Negotiation (Commercial Supplies)               | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            | 0      |              |                        |                  |
| 2.3.2 Negotiation (Procurement Government Supplies)   | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            | 0      |              |                        |                  |
| 2.3.3 Negotiation (Non-SOV)                           | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            | 0      |              |                        |                  |
| 2.3.4 Negotiation (SOV 50% above SOV)                 | 22,181,623.40        | 43              | 43               | 22,217,755.00        |               |                      |              |              | 43         | 43     |              |                        |                  |
| 2.3.5 Other Negotiated Procurement (Others above SOV) | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            | 0      |              |                        |                  |
| 2.3.6 Other Negotiated Procurement (SOV or less)      | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            | 0      |              |                        |                  |
| Sub-Total                                             | 29,873,434.40        | 46              | 46               | 28,774,488.00        |               |                      |              |              | 44         | 46     |              |                        |                  |
| <b>3. Foreign Funded Procurement**</b>                |                      |                 |                  |                      |               |                      |              |              |            |        |              |                        |                  |
| 3.1 - Subcontract                                     | 0.00                 | 0               | 0                | 0.00                 |               | 0                    | 0            | 0            |            |        |              |                        |                  |
| 3.2 - Alternative Modes                               | 0.00                 | 0               | 0                | 0.00                 |               | 0                    | 0            | 0            |            |        |              |                        |                  |
| Sub-Total                                             | 0.00                 | 0               | 0                | 0.00                 |               | 0                    | 0            | 0            |            |        |              |                        |                  |
| <b>4. Others, specify</b>                             | 0.00                 | 0               | 0                | 0.00                 |               |                      |              |              |            |        |              |                        |                  |
| <b>TOTAL</b>                                          | <b>61,336,002.17</b> | <b>64</b>       | <b>58</b>        | <b>59,189,816.70</b> |               |                      |              |              |            |        |              |                        |                  |

\* Should include foreign-funded publicly-bid projects per procurement type

\*\* All procurements using Foreign Funds including National Competitive Bidding (NCB) contracts; conversion to cash will be at BSP rates at the time the bids/quotations were submitted

Prepared by:

Recommended by:

LTJG MARIE JULES M ASUNCION PCG  
BAC Secretariat, CGFLEET

CAPT GLEN B DARAUG PCG  
Chairman, Bids and Awards Committee (BAC), CGFLEET

COMMO ARNALDO M LIM PCG  
Head of the Procuring Entity

31 SN2 CofC2 PCG  
1602A March 2025

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

Name of Agency: CGFLEET  
Date of Self Assessment: 01-JANUARY TO 31-DECEMBER 2024

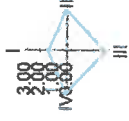
Name of Evaluator: \_\_\_\_\_  
Position: \_\_\_\_\_

| No.                                                                                             | Assessment Conditions                                         | Agency Score       | APCPI Rating* | Comments/Findings to the Indicators and Subindicators | Supporting Information/Documentation (Not to be Included in the Evaluation Form) |
|-------------------------------------------------------------------------------------------------|---------------------------------------------------------------|--------------------|---------------|-------------------------------------------------------|----------------------------------------------------------------------------------|
| <b>PILLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK</b>                                           |                                                               |                    |               |                                                       |                                                                                  |
| <b>Indicator 1. Competitive Bidding as Default Method of Procurement</b>                        |                                                               |                    |               |                                                       |                                                                                  |
| 1.1.a                                                                                           | Percentage of competitive bidding and limited source bidding  | 51.39%             | 0.00          |                                                       | PMRs                                                                             |
| 2.1.b                                                                                           | Percentage of competitive bidding and limited source bidding  | 20.69%             | 1.00          |                                                       | PMRs                                                                             |
| <b>Indicator 2. Limited Use of Alternative Methods of Procurement</b>                           |                                                               |                    |               |                                                       |                                                                                  |
| 3.2.a                                                                                           | Percentage of shopping contracts in terms of amount of total  | 0.84%              | 3.00          |                                                       | PMRs                                                                             |
| 4.2.b                                                                                           | Percentage of negotiated contracts in terms of amount of      | 37.54%             | 0.00          |                                                       | PMRs                                                                             |
| 5.2.c                                                                                           | Percentage of direct contracting in terms of amount of total  | 10.24%             | 0.00          |                                                       | PMRs                                                                             |
| 6.2.d                                                                                           | Percentage of repeat order contracts in terms of amount of    | 0.00%              | 3.00          |                                                       | PMRs                                                                             |
| 7.2.e                                                                                           | Compliance with Repeat Order procedures                       | n/a                | n/a           |                                                       | Procurement documents relative to                                                |
| 8.2.f                                                                                           | Compliance with Limited Source Bidding procedures             | n/a                | n/a           |                                                       | Procurement documents relative to                                                |
| <b>Indicator 3. Competitiveness of the Bidding Process</b>                                      |                                                               |                    |               |                                                       |                                                                                  |
| 9.3.a                                                                                           | Average number of entities who acquired bidding documents     | 1.29               | 0.00          |                                                       | Agency records and/or PhilGEPS records                                           |
| 10.3.b                                                                                          | Average number of bidders who submitted bids                  | 1.29               | 0.00          |                                                       | Abstract of Bids or other agency records                                         |
| 11.3.c                                                                                          | Average number of bidders who passed eligibility stage        | 1.21               | 1.00          |                                                       | Abstract of Bids or other agency records                                         |
| 12.3.d                                                                                          | Sufficiency of period to prepare bids                         | Fully              | 3.00          |                                                       | Agency records and/or PhilGEPS records                                           |
| 13.3.e                                                                                          | Use of proper and effective procurement documentation and     | Fully              | 3.00          |                                                       | Cost Benefit Analysis, Work Plans,                                               |
|                                                                                                 |                                                               | <b>Average I</b>   | <b>1.27</b>   |                                                       |                                                                                  |
| <b>PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY</b>                        |                                                               |                    |               |                                                       |                                                                                  |
| <b>Indicator 4. Presence of Procurement Organizations</b>                                       |                                                               |                    |               |                                                       |                                                                                  |
| 14.4.a                                                                                          | Creation of Bids and Awards Committee(s)                      | Fully              | 3.00          |                                                       | Verify copy of Order creating BAC;                                               |
| 15.4.b                                                                                          | Presence of a BAC Secretariat or Procurement Unit             | Fully              | 3.00          |                                                       | Verify copy of Order creating BAC                                                |
| <b>Indicator 5. Procurement Planning and Implementation</b>                                     |                                                               |                    |               |                                                       |                                                                                  |
| 16.5.a                                                                                          | An approved APP that includes all types of procurement        | Compliant          | 3.00          |                                                       | Copy of APP and its supplements (if any)                                         |
| 17.5.b                                                                                          | Preparation of Annual Procurement Plan for Common-Use         | Fully              | 3.00          |                                                       | APP, APP-CSE, PMR                                                                |
| 18.5.c                                                                                          | Existing Green Specifications for GPPB-identified non-CSE     | Compliant          | 3.00          |                                                       | ITBs and/or RFQs clearly                                                         |
| <b>Indicator 6. Use of Government Electronic Procurement System</b>                             |                                                               |                    |               |                                                       |                                                                                  |
| 19.6.a                                                                                          | Percentage of bid opportunities posted by the PhilGEPS        | 100.00%            | 3.00          |                                                       | Agency records and/or PhilGEPS records                                           |
| 20.6.b                                                                                          | Percentage of contract award information posted by the        | 100.00%            | 3.00          |                                                       | Agency records and/or PhilGEPS records                                           |
| 21.6.c                                                                                          | Percentage of contract awards procured through alternative    | 100.00%            | 3.00          |                                                       | Agency records and/or PhilGEPS records                                           |
| <b>Indicator 7. System for Disseminating and Monitoring Procurement Information</b>             |                                                               |                    |               |                                                       |                                                                                  |
| 22.7.a                                                                                          | Presence of website that provides up-to-date procurement      | Fully              | 3.00          |                                                       | Identify specific procurement-related                                            |
| 23.7.b                                                                                          | Preparation of Procurement Monitoring Reports using the       | Fully              | 3.00          |                                                       | Copy of PMR and received copy that it was                                        |
|                                                                                                 |                                                               | <b>Average II</b>  | <b>3.00</b>   |                                                       |                                                                                  |
| <b>PILLAR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES</b>                                  |                                                               |                    |               |                                                       |                                                                                  |
| <b>Indicator 8. Efficiency of Procurement Processes</b>                                         |                                                               |                    |               |                                                       |                                                                                  |
| 24.8.a                                                                                          | Percentage of total amount of contracts signed within the     | 96.58%             | 3.00          |                                                       | APP including Supplemental amendments,                                           |
| 25.8.b                                                                                          | Percentage of total number of contracts signed against total  | 85.71%             | 0.00          |                                                       | APP including Supplemental amendments,                                           |
| 26.8.c                                                                                          | Planned procurement activities achieved desired contract      | Fully              | 3.00          |                                                       | Agency Procedures/Systems for the                                                |
| <b>Indicator 9. Compliance with Procurement Timeframes</b>                                      |                                                               |                    |               |                                                       |                                                                                  |
| 27.9.a                                                                                          | Percentage of contracts awarded within prescribed period of   | 100.00%            | 3.00          |                                                       | PMRs                                                                             |
| 28.9.b                                                                                          | Percentage of contracts awarded within prescribed period of   | n/a                | n/a           |                                                       | PMRs                                                                             |
| 29.9.c                                                                                          | Percentage of contracts awarded within prescribed period of   | n/a                | n/a           |                                                       | PMRs                                                                             |
| <b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b> |                                                               |                    |               |                                                       |                                                                                  |
| 30.10.a                                                                                         | There is a system within the procuring entity to evaluate the | Fully              | 3.00          |                                                       | Samples of forms used to evaluate                                                |
| 31.10.b                                                                                         | Percentage of participation of procurement staff in           | 100.00%            | 3.00          |                                                       | Ask for copies of Office Orders, training                                        |
| 32.10.c                                                                                         | The procuring entity has open dialogue with private sector    | Compliant          | 3.00          |                                                       | Ask for copies of documentation of                                               |
| <b>Indicator 11. Management of Procurement and Contract Management Records</b>                  |                                                               |                    |               |                                                       |                                                                                  |
| 33.11.a                                                                                         | The BAC Secretariat has a system for keeping and maintaining  | Fully              | 3.00          |                                                       | Verify actual procurement records and                                            |
| 34.11.b                                                                                         | Implementing Units has and is implementing a system for       | Fully              | 3.00          |                                                       | Verify actual contract management records                                        |
| <b>Indicator 12. Contract Management Procedures</b>                                             |                                                               |                    |               |                                                       |                                                                                  |
| 35.12.a                                                                                         | Agency has defined procedures or standards in such areas as   | Fully              | 3.00          |                                                       | Verify copies of written procedures for                                          |
| 36.12.b                                                                                         | Timely Payment of Procurement Contracts                       | On or before       | 3.00          |                                                       | Ask Finance or Accounting Head of Agency                                         |
|                                                                                                 |                                                               | <b>Average III</b> | <b>2.73</b>   |                                                       |                                                                                  |
| <b>PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>                       |                                                               |                    |               |                                                       |                                                                                  |
| <b>Indicator 13. Observer Participation in Public Bidding</b>                                   |                                                               |                    |               |                                                       |                                                                                  |
| 37.13.a                                                                                         | Observers are invited to attend stages of procurement as      | Fully              | 3.00          |                                                       | Verify copies of invitation Letters to CSOs                                      |
| <b>Indicator 14. Internal and External Audit of Procurement Activities</b>                      |                                                               |                    |               |                                                       |                                                                                  |
| 38.14.a                                                                                         | Creation and operation of Internal Audit Unit (IAU) that      | Fully              | 3.00          |                                                       | Verify copy of Order or show actual                                              |
| 39.14.b                                                                                         | Audit Reports on procurement related transactions             | Above 90-          | 3.00          |                                                       | Verify COA Annual Audit Report on Action                                         |
| <b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>                          |                                                               |                    |               |                                                       |                                                                                  |
| 40.15.a                                                                                         | The Procuring Entity has an efficient procurement complaints  | Fully              | 3.00          |                                                       | Verify copies of BAC resolutions on Motion                                       |
| <b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>                            |                                                               |                    |               |                                                       |                                                                                  |
| 41.16.a                                                                                         | Agency has a specific anti-corruption program/s related to    | Fully              | 3.00          |                                                       | Verify documentation of anti-corruption                                          |
|                                                                                                 |                                                               | <b>Average IV</b>  | <b>3.00</b>   |                                                       |                                                                                  |
| <b>GRAND TOTAL (Average I + Average II + Average III + Average IV / 4)</b>                      |                                                               |                    |               | <b>2.50</b>                                           |                                                                                  |

Summary of APCPI Scores by Pillar

| APCPI Pillars |                                                          | Ideal Rating | Agency Rating |
|---------------|----------------------------------------------------------|--------------|---------------|
| Pillar        | I                                                        |              |               |
|               | Legislative and Regulatory Framework                     |              | 1.27          |
|               | Agency Institutional Framework and Management Capacity   | 3.00         |               |
|               | Procurement Operations and Market Practices              | 3.00         | 3.00          |
| Pillar        | Integrity and Transparency of Agency Procurement Systems | 3.00         | 2.73          |
|               | Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4        | 3.00         | 3.00          |
|               |                                                          | 3.00         | 2.50          |

Agency Rating



Back to  
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**ANNEX C**
**APCPI Revised Scoring and Rating System**

| No.                                                                          | Assessment Conditions                                                        | Poor/Not Compliant (0)        | Acceptable (1)         | Satisfactory (2)        |
|------------------------------------------------------------------------------|------------------------------------------------------------------------------|-------------------------------|------------------------|-------------------------|
|                                                                              |                                                                              | 0                             | 1                      | 2                       |
| PILLAR I. LEGISLATIVE AND REGULATORY FRAMEWORK                               |                                                                              |                               |                        |                         |
| Indicator 1. Competitive Bidding as Default Method of Procurement            |                                                                              |                               |                        |                         |
| 1                                                                            | Percentage of competitive bidding and limited source bidding contracts in    | Below 70.00%                  | Between 70.00-80.99%   | Between 81.00-90.99%    |
| 2                                                                            | Percentage of competitive bidding and limited source bidding contracts in    | Below 20.00%                  | Between 20.00- 39.99%  | Between 40.00-50.00%    |
| Indicator 2. Limited Use of Alternative Methods of Procurement               |                                                                              |                               |                        |                         |
| 3                                                                            | Percentage of shopping contracts in terms of amount of total procurement     | Above 7.00%                   | Between 6.00-7.00 %    | Between 4.00-5.99 %     |
| 4                                                                            | Percentage of negotiated contracts in terms of amount of total procurement   | Above 15.00%                  | Between 11.00 -15.00%  | Between 6.00-10.99%     |
| 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%      |
| 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%      |
| 7                                                                            | Compliance with Repeat Order procedures                                      | Not Compliant                 |                        |                         |
| 8                                                                            | Compliance with Limited Source Bidding procedures                            | Not Compliant                 |                        |                         |
| Indicator 3. Competitiveness of the Bidding Process                          |                                                                              |                               |                        |                         |
| 9                                                                            | Average number of entities who acquired bidding documents                    | Below 3.00                    | 3.00-3.99              | 4.00-5.99               |
| 10                                                                           | Average number of bidders who submitted bids                                 | Below 2.00                    | 2.00-2.99              | 3.00-4.99               |
| 11                                                                           | Average number of bidders who passed eligibility stage                       | Below 1.00                    | 1.00 – 1.99            | 2.00-2.99               |
| 12                                                                           | Sufficiency of period to prepare bids                                        | Not Compliant                 | Partially Compliant    | Substantially Compliant |
| 13                                                                           | Use of proper and effective procurement documentation and technical          | Not Compliant                 | Partially Compliant    | Substantially Compliant |
| PILLAR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEMENT CAPACITY            |                                                                              |                               |                        |                         |
| Indicator 4. Presence of Procurement Organizations                           |                                                                              |                               |                        |                         |
| 14                                                                           | Creation of Bids and Awards Committee(s)                                     | Not Compliant                 | Partially Compliant    | Substantially Compliant |
| 15                                                                           | Presence of a BAC Secretariat or Procurement Unit                            | Not Compliant                 | Partially Compliant    | Substantially Compliant |
| Indicator 5. Procurement Planning and Implementation                         |                                                                              |                               |                        |                         |
| 16                                                                           | An approved APP that includes all types of procurement                       | Not Compliant                 |                        |                         |
| 17                                                                           | Preparation of Annual Procurement Plan for Common-Use Supplies and           | Not Compliant                 | Partially Compliant    | Substantially Compliant |
| 18                                                                           | Existing Green Specifications for GPPB-identified non-CSE items are adopted  | Not Compliant                 |                        |                         |
| Indicator 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%    |
| 20                                                                           | Percentage of contract award information posted by the PhilGEPS-registered   | Below 20.00%                  | Between 20.00- 50.99%  | Between 51.00-80.00%    |
| 21                                                                           | Percentage of contract awards procured through alternative methods posted    | Below 20.00%                  | Between 20.00 - 50.99% | Between 51.00-80.00%    |
| Indicator 7. System for Disseminating and Monitoring Procurement Information |                                                                              |                               |                        |                         |
| 22                                                                           | Presence of website that provides up-to-date procurement information easily  | Not Compliant                 | Partially Compliant    | Substantially Compliant |
| 23                                                                           | Preparation of Procurement Monitoring Reports using the GPPB-prescribed      | Not Compliant                 | Partially Compliant    | Substantially Compliant |
| 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    | Below 40.00% or above 100.00% | Between 40.00- 60.99%  | Between 61.00% -80.00%  |
| 25                                                                           | Percentage of total number of contracts signed against total number of       | Below 90.00%                  | Between 90.00- 92.99%  | Between 93.00-95.00%    |
| 26                                                                           | Planned procurement activities achieved desired contract outcomes and        | Not Compliant                 | Partially Compliant    | Substantially Compliant |

|                                                                                                 |                                                                                                                                        |                          |                              |                                 |
|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------------------|---------------------------------|
| <b>Indicator 9. Compliance with Procurement Timeframes</b>                                      |                                                                                                                                        |                          |                              |                                 |
| 27                                                                                              | Percentage of contracts awarded within prescribed period of action to procure                                                          | Below 90.00%             | Between 90.00 to 95.99%      | Between 96.00 to 99.99%         |
| 28                                                                                              | Percentage of contracts awarded within prescribed period of action to procure                                                          | Below 90.00%             | Between 90.00 to 95.99%      | Between 96.00 to 99.99%         |
| 29                                                                                              | Percentage of contracts awarded within prescribed period of action to procure                                                          | Below 90.00%             | Between 90.00 to 95.99%      | Between 96.00 to 99.99%         |
| <b>Indicator 10. Capacity Building for Government Personnel and Private Sector Participants</b> |                                                                                                                                        |                          |                              |                                 |
| 30                                                                                              | There is a system within the procuring entity to evaluate the performance of                                                           | Not Compliant            | Partially Compliant          | Substantially Compliant         |
| 31                                                                                              | 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 |
| 32                                                                                              | The procuring entity has open dialogue with private sector and ensures access to the procurement opportunities of the procuring entity | Not Compliant            |                              |                                 |
| <b>Indicator 11. Management of Procurement and Contract Management Records</b>                  |                                                                                                                                        |                          |                              |                                 |
| 33                                                                                              | The BAC Secretariat has a system for keeping and maintaining procurement                                                               | Not Compliant            | Partially Compliant          | Substantially Compliant         |
| 34                                                                                              | Implementing Units has and is implementing a system for keeping and                                                                    | Not Compliant            | Partially Compliant          | Substantially Compliant         |
| <b>Indicator 12. Contract Management Procedures</b>                                             |                                                                                                                                        |                          |                              |                                 |
| 35                                                                                              | Agency has defined procedures or standards in such areas as quality control,                                                           | Not Compliant            | Partially Compliant          | Substantially Compliant         |
| 36                                                                                              | Timely Payment of Procurement Contracts                                                                                                | After 45 days            | Between 38-45 days           | Between 31-37 days              |
| <b>PILLAR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCUREMENT SYSTEM</b>                       |                                                                                                                                        |                          |                              |                                 |
| <b>Indicator 13. Observer Participation in Public Bidding</b>                                   |                                                                                                                                        |                          |                              |                                 |
| 37                                                                                              | Observers are invited to attend stages of procurement as prescribed in the IRR                                                         | Not Compliant            | Partially Compliant          | Substantially Compliant         |
| <b>Indicator 14. Internal and External Audit of Procurement Activities</b>                      |                                                                                                                                        |                          |                              |                                 |
| 38                                                                                              | Creation and operation of Internal Audit Unit (IAU) that performs specialized                                                          | Not Compliant            | Partially Compliant          | Substantially Compliant         |
| 39                                                                                              | Audit Reports on procurement related transactions                                                                                      | Below 60% compliance     | Between 61-70.99% compliance | Between 71-89.99% compliance    |
| <b>Indicator 15. Capacity to Handle Procurement Related Complaints</b>                          |                                                                                                                                        |                          |                              |                                 |
| 40                                                                                              | The Procuring Entity has an efficient procurement complaints system and has                                                            | Not Compliant            | Partially Compliant          | Substantially Compliant         |
| <b>Indicator 16. Anti-Corruption Programs Related to Procurement</b>                            |                                                                                                                                        |                          |                              |                                 |
| 41                                                                                              | Agency has a specific anti-corruption program/s related to procurement                                                                 | Not Compliant            | Partially Compliant          | Substantially Compliant         |

|                     |                                   |           |                      |
|---------------------|-----------------------------------|-----------|----------------------|
| Name of Agency:     | COAST GUARD FLEET                 | Date:     | March 25, 2025       |
| Name of Respondent: | LT JG MARNIE JULES M ASUNCION PCG | Position: | HEAD BAC SECRETARIAT |

*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: <https://www.gppb.gov.ph/>

☒ Submission of the approved APP to the GPPB within the prescribed deadline  
please provide submission date: 14-Jan-25

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: 04-Mar-24

☒ 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.

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.:

SO no 143 dtd 15 November 2023/ISO no. 35 dtd 05 April 2023/ISO no. 022 dtd 19 February 2024/ SO no 01 dtd 03 January 202

- ☒ 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. CAPT GLEN B DARAUG PCG          | June 1, 2024                     |
| B. CAPT JONATHAN A COLOMA PCG ASC  | June 1, 2024                     |
| C. CDR JOE LESTER B BARRIENTOS PCG | June 1, 2024                     |
| D. LCDR JULIUS P REBUCAS PCG       | June 1, 2024                     |
| E. LTJG ARJAY M SAMPANG PCG        | June 1, 2024                     |
| F. N/A                             | N/A                              |
| G. N/A                             | N/A                              |

- ☒ 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.:

So no.120 dtd 29 Sept 2023

- ☒ The Head of the BAC Secretariat meets the minimum qualifications please provide name of BAC Sec Head:

LTJG MARNIE JULES M ASUNCION PCG

- ☒ Majority of the members of BAC Secretariat are trained on R.A. 9184 please provide training date:

July 17, 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.

- ☒ Computer Monitors, Desktop Computers and Laptops
- ☒ Paints and Varnishes
- ☒ Air Conditioners
- ☒ Food and Catering Services
- ☒ Vehicles
- ☒ Training Facilities / Hotels / Venues
- ☐ Fridges and Freezers
- ☒ Toilets and Urinals
- ☒ Copiers
- ☐ Textiles / Uniforms and Work Clothes

Do you use green technical specifications for the procurement activity/ies of the non-CSE item/s?

- ☒ Yes
- ☐ No

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:

<http://procurement.gov.ph/Phil-Geys>

- ☒ 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 14, 2024 2nd Sem - January 14, 2025
- ☒ PMRs are posted in the agency website  
please provide link: <https://coastguard.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: 7-17-2024
- ☒ 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
- ☒ 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: N/A

☐ Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only)

Name of CPES Evaluator: N/A

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) 30 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

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:

HPCG/CGIA CIRCULAR No.06-17 dtd 05 April 2017

☒ 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) \_\_\_\_\_ %

☒ 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)

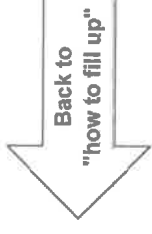
☒ The HOPE resolved Protests within seven (7) calendar days per Section 55 of the IRR

☒ 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



## Annex D

## PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Name of Agency: CGFLEET

Period: 01 January 2024 - 31 December 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 | To Consolidate the Goods, services and infrastructure projects of various end-user units and use competitive bidding as mode of procurement                                                                           | BAC Members, BAC Secretariat, End-Users Project Managers | for FY-2025 | Market Study, APB, PPMP and APP |
| 1.b            | Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement | To Consolidate the Goods, services and infrastructure projects of various end-user units and use competitive bidding as mode of procurement                                                                           | BAC Members, BAC Secretariat, End-Users Project Managers | for FY-2025 | Market Study, APB, PPMP and APP |
| 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                                     | To use competitive bidding as mode of procurement through consolidation of goods, services and infrastructure projects to be procured and resort only to alternative modes of procurement in highly exceptional cases | BAC Members, BAC Secretariat, End-Users Project Managers | for FY-2025 | Market Study, APB, PPMP and APP |
| 2.c            | Percentage of direct contracting in terms of amount of total procurement                                       | To use competitive bidding as mode of procurement through consolidation of goods, services and infrastructure projects to be procured and resort only to alternative modes of procurement in highly exceptional cases | BAC Members, BAC Secretariat, End-Users Project Managers | for FY-2025 | Market Study, APB, PPMP and APP |
| 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                                                      | To broaden the means of advertising the projects to invite more bidders to participate in the bidding process                                                                                                         | BAC Secretariat                                          | for FY-2025 | Advertisements                  |
| 3.b            | Average number of bidders who submitted bids                                                                   | To broaden the means of advertising the projects to invite more bidders to participate in the bidding process                                                                                                         | BAC Secretariat                                          | for FY-2025 | Advertisements                  |
| 3.c            | Average number of bidders who passed eligibility stage                                                         | Encourage the prospective bidders to participate in the pre-bid conference in order to be fully informed in the requirements of the procuring entity                                                                  | BAC Secretariat                                          | for FY-2025 | Advertisements                  |
| 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 |                                                                                                                                                                                                                       |                 |             |                |
| 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                                             | To use competitive bidding as mode of procurement through consolidation of goods, services and infrastructure projects to be procured and resort only to alternative modes of procurement in highly exceptional cases | BAC Secretariat | for FY-2025 | Advertisements |
| 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                                                              |                                                                                                                                                                                                                       |                 |             |                |
| 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                                                                                                  |  |  |  |  |

