Name of Agency: MWSS REGULATORY OFFICE

7

GOVERNMENT PROCUREMENT POLICY BOARD ANNEX B

CONSOLIDATED PROCUREMENT MONITORING REPORT $(Page\ 1\ of\ 2)$

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TOTAL	4. Others, specify:	Sub-Total	3.2. Alternative Modes	3.1. Publicly-Bid	. Foreign Funded Procurement**	Sub-Total	2.5.4 Negotiation (Others)	2.5.3 Negotiation (SVP 53.9 above 50K)	2.5.2 Negotiation (TFB 53.1)	2.5.1 Negotiation (Common-Use Supplies)	2.4. Limited Source Bidding	2.3. Repeat Order	2.2. Direct Contracting	2.1.2 Shopping (Others)	2.1.1 Shopping (52.1 b above 50K)	2. Alternative Modes	Sub-Total	1.3. Consulting Services	1.2. Works	1.1. Goods	1. Public Bidding*	Column 1	
111,880,256.80	1,201,700.00	0.00	0.00	0.00		15,496,248.00	7,579,890.00	1,117,550.00	0.00	125,766.00	0.00	0.00	2,585,000.00	3,572,542.00	515,500.00		95,182,308.80	83,012,272.00	0.00	12,170,036.80		Column 2	Total Amount of Approved APP
133	29	0	0	0		103	31	5	0	6	0		4	54	3		1	1	0	0		Column 3	Total Number of Procurement Activities
122	29	0	0	0		93	28	5	0	6	0	0	4	48	2		0	0	0	0		Column 4	No. of Contracts Awarded
6,598,009.00	802,667.00	0.00	0.00	0.00		5,795,342.00	1,335,428.00	990,045.00	0.00	125,766.00	0.00	0.00	1,562,200.00	1,276,003.00	505,900.00		0.00	0.00	0.00	0.00		Column 5	Total Amount of Contracts Awarded
																	1	1	0	0		Column 6	No. of Failed Biddings
			0	0													1	1-1	. 0	0		Column 7	Total No. of Entities who Acquired Bid Docs
			0	0													1	P	0	0		Column 8	Total No. of Bidders who Submitted Bids
			0	0													1	1	0	0		Column 9	Total No. of Bidders who passed Eligibility Stage
						8		5	0		0				3		1	1	0	0		Column 10	No. of Bid Opportunities Posted at PhilGEPS
						7		5	0		0			-	2		0	0	0	0		Column 11	No. of Contract Award Posted at PhilGEPS

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

** All procurement using Foreign Funds excluding National Competitive Bidding (NCB) contracts; conversion to peso will be at BSP rates at the time the bids/quotations were submitted

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Period Covered: CY 2016

Name of Agency: MWSS REGULATORY OFFICE

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

REPORT

Period Covered: CY 2016

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

^{**} 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

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

GERARDO A. SULLANO BAC Chairman

CHRISTOPHER D. CHUEGAN-BAC Secretariat Head Prepared by:

SOEL C. YU Chef Regulator

alufacion Soldenico I III. O.

ANNEX A

GOVERNMENT PROCUREMENT POLICY BOARD

Agency Procurement Compliance and Performance Indicator (APCPI) Self-Assessment Form

Name of Agency: <u>MWSS REGULATORY OFFICE</u> Date of Self Assessment: <u>February 15, 2017</u>

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
PILL	AR I. COMPLIANCE WITH LEGISLATIVE AND REGULATORY FRAI	MEWORK			There is a menaded in the Evaluation
mai	cator 1. Competitive Bidding as Default Procurement Method				
1	(a) Percentage of public bidding contracts in terms of amount of total procurement	0.00%	0.00	No public bidding contract was awarded because the MWSS Board of Trustees did not meet from July to December 2016	PMRs
2	(b) Percentage of public bidding contracts in terms of volume of total procurement	0.00%	0.00	No public bidding contract was awarded because the MWSS Board of Trustees did not meet from July to December 2016	PMRs
liter	cator 2. Limited Use of Alternative Methods of Procurement				
3	(a) Percentage of Shopping contracts in terms of amount of total procurement	27.01%	0.00		PMRs
4	(b) Percentage of Negotiated Procurement in terms of amount of total procurement	37.15%	0.00		PMRs
5	(c) Percentage of Direct Contracting in terms of amount of total procurement	23.68%	0.00		PMRs .
6	(d) Percentage of Repeat Order contracts in terms of amount of total procurement	0.00%	3.00		PMRs
7	(e) Percentage of Limited Source contracts in terms of amount of total procurement	0.00%	3.00		PMRs
8	(f) Preparation of Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE) and Procurement of Common-Use Supplies and Equipment from the Procurement Service	Compliant	3.00		APP, APP-CSE, PMR
Indi	cator 3. Competitiveness of the Bidding Process				
Ni Hanne or	(a) Average number of entities who acquired bidding documents	1.00	0.00	Only one bidding activity was conducted and only one bidder for participated. The procurement was terminated due to noncompliance to the procurement timetables	Agency records and/or PhilGEPS records
10	(b) Average number of bidders who submitted bids	1.00	0.00	Only one bidding activity was conducted and only one bidder for participated. The procurement was terminated due to noncompliance to the procurement timetables	Abstract of Bids or other agency records
11	(c) Average number of bidders who passed eligibility stage	1.00	1.00	Only one bidding activity was conducted and only one bidder for participated. The procurement was terminated due to noncompliance to the procurement timetables.	Abstract of Bids or other agency records
12	(d) Sufficient period to prepare bids	Fully Compliant	3.00		Agency records and/or PhilGEPS records
		Augus 1	1.05	·	
PILL	AR II. AGENCY INSTITUTIONAL FRAMEWORK AND MANAGEM	Average I	1.08		
	cator 4. Presence of Procurement Organizations	LIVI CAPACITY			
	(a) Creation of Bids and Awards Committee(s)	Fully Compliant	3.00		Verify copy of Order creating BAC; Organizational Chart; and Certification of Training
14	(b) Creation of a BAC Secretariat or Procurement Unit	Fully Compliant	3.00		Verify copy of Order creating BAC Secretariat; Organizational Chart; and Certification of Training
					The state of the s
	icator 5. Procurement Planning and Implementation (a) APP is prepared for all types of procurement	Compliant	3.00		Copy of APP and its supplements (if any)
l	icator 6. Use of Philippine Government Electronic Procuremen				(If any)
16	(a) Percentage of bid opportunities posted by the Phil-GEPs- registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records

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

Name of Agency: <u>MWVSS REGULATORY OFFICE</u> Date of Self Assessment: <u>February 15, 2017</u>

lame of Evaluator:	
osition:	

No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the	Supporting Information/Documentation
17	(b) Percentage of contract award information posted by the Phil-GEPs-registered Agency	n/a	n/a	Indicators and SubIndicators	(Not to be Included in the Evaluation Agency records and/or PhilGEPS records
18	(c) Percentage of contract awards procured through alternative methods posted by the Phil-GEPs-registered Agency	100.00%	3.00		Agency records and/or PhilGEPS records
Ind	icator 7 System for Discomination and Maritania B				
mu	cator 7. System for Disseminating and Monitoring Procuremer				
19	information easily accessible at no cost	Partially Compliant	1.00	MWSS RO did not post the bid document in its website	Identify specific procurement-related portion in the agency website and specific website links
20	(b) Preparation of Procurement Monitoring Reports using the prescribed format, prompt submission to GPPB, and posting in agency website	Partially Compliant	1.00	The PMRs were not submitted in a timely manner and were not posted in the website	Copy of PMR and received copy that it was submitted to GPPB
7	·	A.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	2.52		
Pizi	AR III. PROCUREMENT OPERATIONS AND MARKET PRACTICES	Average II	2.43		
Ind	cator 8. Efficiency of Procurement Processes				
21	(a) Percentage of total amount of contracts awarded against total amount of approved APPs	5.90%	0.00	No public bidding contract was awarded because the MWSS Board of Trustees did not meet from July to December 2016	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	0.00%	0.00	No public bidding contract was awarded because the MWSS Board of Trustees did not meet from July to December 2016	APP(including Supplemental amendments, if any)and PMRs
23	(c) Percentage of failed biddings and total number of procurement activities conducted	100.00%	0.00	No public bidding contract was awarded because the MWSS Board of Trustees did not meet from July to December 2016	APP (including Supplemental Amendments, if any) and PMRs
	0.6				
ina	icator 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	n/a	n/a	No public bidding contract was awarded because the MWSS Board of Trustees did not meet from July to December 2016	PMRs
25	(b) Percentage of contracts awarded within prescribed procurement time frames to procure infrastructure projects as indicated in Annex "C" of the IRR	n/a	n/a	MWSS RO does not have procurement of infrastructure projects in 2016	PMRs
26	(c) Percentage of contracts awarded within prescribed procurement time frames to procure consulting services as indicated in Annex "C" of the IRR	n/a	n/a	No public bidding contract was awarded because the MWSS Board of Trustees did not meet from July to December 2016	PMRs
	10.6				
ind	icator 10. Capacity Building for Government Personnel and Pri	vate Sector Parti	icipants		
27	(a) There is a system within the procuring entity to evaluate the performance of procurement personnel	Not Compliant	0.00		Ask BAC Secretariat Head, verify Office Orders on training of Procurement Staff
28	(b) Percentage of participation of procurement staff in annual procurement training	Between 91.00 100%	3.00	Training for RO personnel handling procurement and contract management was conducted on 8 December 2016	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	Compliant	3.00	Orientation on the procurement requirements was conducted for prospective service providers on 10 June 2016	Ask for copies of documentation of activities for bidders
L			and the second second		
Ind	icator 11. Management of Procurement and Contract Manage	ment Records			

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

Name of Agency: <u>MWSS REGULATORY OFFICE</u> Date of Self Assessment: <u>February 15, 2017</u>

lame of Evaluator:	
osition:	

	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the Indicators and SubIndicators	Supporting Information/Documentation (Not to be Included in the Evaluation
30	(a) The BAC Secretariat has a system for keeping and maintaining procurement records	Partially Compliant	1.00	The BAC Secretariat does not have a dedicated space to keep its records. The location of records are based on the personnel designated as BAC Secretariat	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	Not Compliant	0.00	End-users assure that records are	Verify actual contract management records and time it took to retrieve records should be no more than two hours
Pitteer					
	(a) Agency has well defined procedures and standards for quality control, acceptance and inspection, supervision of works and evaluation of contractors' performance	Partially Compliant	1.00	RO prepares receiving / acceptance reports regularly, but there is no written procedures for quality control. RO does not have procurement of infrastructure project in 2016	Verify copies of written procedures for quality control, acceptance and inspection; CPES evaluation formsz
33	(b) Agency complies with the thresholds prescribed for amendment to order, variation orders, advance payment, and slippage in publicly bid contracts.	Substantially Compliant	2.00	RO did not encounter instances of amendment or variation orders, advance payments nor slippage in publicly bid contracts in 2016	Specific procurement contract with amendment to order, variation order or with negative slippage
34	(c) Timely payment of procurement contracts	On or before 30 days	3.00	The average processing time for payment is around 7 calendar days based on the representation of the Administration Department	Ask Finance or Accounting Head of Agency for average period for the release of payments for procurement contracts
		A			
PILL		Average III	1.18		
	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCURE	MENT SYSTEM			
	AR IV. INTEGRITY AND TRANSPARENCY OF AGENCY PROCURE icator 13. Observer Participation in Public Bidding	MENT SYSTEM			
		MENT SYSTEM Not Compliant	0.00		Verify copies of Invitation Letters to CSOs and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.)
35	icator 13. Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding	MENT SYSTEM		No public bidding contract was awarded because the MWSS Board of Trustees did not meet from July to December 2016	and professional associations and COA (List
35 36	icator 13. Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities	Not Compliant	, 0.00	awarded because the MWSS Board of Trustees did not meet	and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.)
35 36	icator 13. Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding activity	Not Compliant	, 0.00	awarded because the MWSS Board of Trustees did not meet from July to December 2016 MWSS has an internal audit unit directly reporting to the Audit Committee of the MWSS Board of	and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.) PMRs and Abstract of Bids Verify copy of Order or show actual organizational chart showing IAU, auidt reports, action plans and IAU
35 36	(a) Observer Participation in Public Bidding (a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities cator 14. Internal and External Audit of Procurement Activitie (a) Creation and operation of internal audit unit as prescribed	Not Compliant n/a s Substantially	0.00 n/a	awarded because the MWSS Board of Trustees did not meet from July to December 2016 MWSS has an internal audit unit directly reporting to the Audit	and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.) PMRs and Abstract of Bids Verify copy of Order or show actual organizational chart showing IAU, auidt
35 36 Indi 37	(a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities cator 14. Internal and External Audit of Procurement Activitie (a) Creation and operation of internal audit unit as prescribed by DBM (Circular Letter No. 2008-5, April 14, 2008) (b) Agency Action on Prior Year's Audit Recommendations (APYAR) on procurement related transactions	Not Compliant n/a Substantially Compliant Above 90- 100% compliance	n/a 2.00	awarded because the MWSS Board of Trustees did not meet from July to December 2016 MWSS has an internal audit unit directly reporting to the Audit Committee of the MWSS Board of Trustees RO has no prior year audit recommendation on procurement	and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.) PMRs and Abstract of Bids Verify copy of Order or show actual organizational chart showing IAU, auidt reports, action plans and IAU recommendations Verify COA Annual Audit Report on Action
35 36 Indi 37	(a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities cator 14. Internal and External Audit of Procurement Activitie (a) Creation and operation of internal audit unit as prescribed by DBM (Circular Letter No. 2008-5, April 14, 2008) (b) Agency Action on Prior Year's Audit Recommendations	Not Compliant n/a Substantially Compliant Above 90- 100% compliance	n/a 2.00	awarded because the MWSS Board of Trustees did not meet from July to December 2016 MWSS has an internal audit unit directly reporting to the Audit Committee of the MWSS Board of Trustees RO has no prior year audit recommendation on procurement related transactions in 2016	and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.) PMRs and Abstract of Bids Verify copy of Order or show actual organizational chart showing IAU, auidt reports, action plans and IAU recommendations Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations
35 36 Indi 37 38 Indi	(a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities cator 14. Internal and External Audit of Procurement Activities (a) Creation and operation of internal audit unit as prescribed by DBM (Circular Letter No. 2008-5, April 14, 2008) (b) Agency Action on Prior Year's Audit Recommendations (APYAR) on procurement related transactions cator 15. Capacity to Handle Procurement Related Complaints (a) The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements	Not Compliant n/a Substantially Compliant Above 90- 100% compliance	n/a 2.00	awarded because the MWSS Board of Trustees did not meet from July to December 2016 MWSS has an internal audit unit directly reporting to the Audit Committee of the MWSS Board of Trustees RO has no prior year audit recommendation on procurement related transactions in 2016 The BAC ensures that requests for reconsiderations are addressed within 7 days from receipt. RO did not receive any protest nor procurement-relatied complaints	and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.) PMRs and Abstract of Bids Verify copy of Order or show actual organizational chart showing IAU, auidt reports, action plans and IAU recommendations Verify COA Annual Audit Report on Action
35 36 Indi 37 38 Indi	(a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities cator 14. Internal and External Audit of Procurement Activitie (a) Creation and operation of internal audit unit as prescribed by DBM (Circular Letter No. 2008-5, April 14, 2008) (b) Agency Action on Prior Year's Audit Recommendations (APYAR) on procurement related transactions cator 15. Capacity to Handle Procurement Related Complaints (a) The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with	Not Compliant n/a Substantially Compliant Above 90- 100% compliance	0.00 n/a 2.00	awarded because the MWSS Board of Trustees did not meet from July to December 2016 MWSS has an internal audit unit directly reporting to the Audit Committee of the MWSS Board of Trustees RO has no prior year audit recommendation on procurement related transactions in 2016 The BAC ensures that requests for reconsiderations are addressed within 7 days from receipt. RO did not receive any protest nor	and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.) PMRs and Abstract of Bids Verify copy of Order or show actual organizational chart showing IAU, auidt reports, action plans and IAU recommendations Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and Complaints; Office Orders adopting mesures to address procurement-related
35 36 Indi 37 38 Indi	(a) Observers are invited to all stages of every public bidding activity (b) Attendance of Observers in public bidding activities cator 14. Internal and External Audit of Procurement Activities (a) Creation and operation of internal audit unit as prescribed by DBM (Circular Letter No. 2008-5, April 14, 2008) (b) Agency Action on Prior Year's Audit Recommendations (APYAR) on procurement related transactions cator 15. Capacity to Handle Procurement Related Complaints (a) The Procuring Entity has an efficient procurement complaints system and has the capacity to comply with procedural requirements	Not Compliant n/a Substantially Compliant Above 90- 100% compliance	0.00 n/a 2.00	awarded because the MWSS Board of Trustees did not meet from July to December 2016 MWSS has an internal audit unit directly reporting to the Audit Committee of the MWSS Board of Trustees RO has no prior year audit recommendation on procurement related transactions in 2016 The BAC ensures that requests for reconsiderations are addressed within 7 days from receipt. RO did not receive any protest nor procurement-relatied complaints	and professional associations and COA (List and average number of CSOs and PAs invited shall be noted.) PMRs and Abstract of Bids Verify copy of Order or show actual organizational chart showing IAU, auidt reports, action plans and IAU recommendations Verify COA Annual Audit Report on Action on Prior Year's Audit Recommendations Verify copies of BAC resolutions on Motion for Reconsiderations, Protests and Complaints; Office Orders adopting mesures to address procurement-related



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

Name of Age	ncy: MWSS REGULATORY OFFICE	•			Name of Evaluator:
Date of Self A	Assessment: <u>February 15, 2017</u>				Position:
No.	Assessment Conditions	Agency Score	APCPI Rating*	Comments/Findings to the	Supporting Information/Documentation

	Assessment conditions	Agency Score	Artrinating	Indicators and SubIndicators	(Not to be included in the Evaluation
GRA	NND TOTAL (Avarege I + Average II + Average III + Average IV /	4)	1.57		

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

Summary of APCPI Scores by Pillar

APCPI Pillars	Ideal Rating	Agency Rating
≥illar I: Compliance with Legislative and Regulatory	3.0000	1.08
Pillar II: Agency Insitutional Framework and Management Capacity	3.0000	2.43
Pillar III: Procurement Operations and Market Practices	3.0000	1.18
Pillar IV. Integrity and Transparency of Agency Procurement Systems	3.0000	1.60
Total (Pillar I+Pillar II+Pillar III+ PillarIV)/4	3.0000	1.57

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^{*} 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 ratin

Annex D

PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Name of Agency: MWSS REGULATORY OFFICE

Period: 2016

11(a)	10(a)	9	8(a)	7(b)	3(a)(b)(c)	Indicators
Improve the system for keeping and maintaining procurement records	Performance evaluation system for procurement personnel	Increase the awareness of the MWSS Board of Trustees (as the HoPE) on the compliance to the timeframes of the procurment activities	increase in percentage of contracts awarded through competitive bidding against amount approved in the APP	Timely submission of the Procurement Monitoring Report (PMR) and posting the same in the website	Improvement in the number of participants in the bidding process of the agency	Key Area for Development
Request for a separate office to serve as central repository of procurement documents with dedicated computer for the processing and storage of the soft copies of the procurement documents	Ask copies of evaluation tools used by other agencies to be used a guide in the development an evaluation tool for MWSS RO	Highlight the procurement timeframes in all communications to the MWSS Board of Trustees on the BAC recommendations requiring actions.	Regular monitoring of scheduled procurement for the year and amendment of the APP, whenever necessary, for procurements that may be cancelled.	Assign a member of the Secretariat that is dedicated to the regular updating of the PMR as the BAC proceeds with the procurements	Breakdown the projects into several lots, in order to encourage more participants.	Proposed Actions to Address Key Areas
BAC Secretariat / BAC / Head of Procuring Entity (HoPE)	BAC Secretariat / BAC	BAC Secretariat / BAC	BAC Secretariat / BAC / Head of Procuring Entity (HoPE)	BAC Secretariat / BAC / Head of Procuring Entity (HoPE)	End-user units	Responsible Entity
CY 2017	CY 2017	CY 2017	CY 2017	CY 2017	CY 2017	Timetable
Budget for office renovation, and storage facilities, including computers and peripherals	No additional resources needed	No additional resources needed	No additional resources needed	No additional resources needed	No additional resources needed	Resources Needed

Name of Agency: Name of Respondent:	MWSS REGULATORY OFFICE CHRISTOPHER D. CHUEGAN	Date: Position:	February 15, 2017 Head, BAC Secretariat
Instruction: Put a chec corresponding blanks	ck (\checkmark) mark inside the box beside each cond with numerical values only.	lition/requirement i	met as provided below and then fill in the
1. Do you prepare an	Annual Procurement Plan for all types of proc	curement? (5a)	
Yes	No		
	Annual Procurement Plan for Common-Use Sn-Use Supplies and Equipment from the Proc		
Yes	No		
3. In giving your prosp	pective bidders sufficient period to prepare the	eir bids, which of th	nese conditions is/are met? (3d)
	ng documents are available at the time of advects website;	ertisement/posting	at the PhilGEPS website or
✓ Supple	emental bid bulletins are issued at least sevel	n (7) calendar day	s before bid opening;
✓ Minute	es of pre-bid conference are readily available	within three (3) da	ys.
4. In creating your BA	C and BAC Secretariat which of these condit	ions is/are presen	t?
For BAC: (4a)			
Office	Order creating the Bids and Awards Commit	tee;	
There	are at least five (5) members of the BAC;		
✓ Memb	pers of BAC meet qualifications; and/or		
✓ Majori	ity of the members of BAC are trained on R.A	. 9184	
For BAC Secretariat:	(4b)		
	e Order creating of Bids and Awards Committe BAC Secretariat	ee Secretariat or d	esigning Procurement Unit to
The H	lead of the BAC Secretariat meets the minimum	um qualifications	
✓ Majori	ity of the members of BAC Secretariat are tra	ined on R.A. 9184	
5. In determining whe	ether you provide up-to-date procurement infore met? (7a)	ormation easily ac	cessible at no cost, which of
Agend	cy has a working website		
Procu	rement information is up-to-date		
Inform	nation is easily accessible at no cost		
6. In complying with the which of these conditions	the preparation, posting and submission of yo tions is/are met? (7b)	our agency's Procu	rement Monitoring Report,
Agend	cy prepares the PMRs		
PMRs	s are promptly submitted to the GPPB		
PMRs	s are posted in the agency website		
✓ PMRs	s are prepared using the prescribed format		

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7. In evaluating the performance of your procurement personnel, which of these conditions is/are present? (10a)			
There is a written procedure within the procuring entity in evaluating the performance of procurement personnel			
Procuring entity communicates standards of evaluation to procurement personnel			
Procuring entity acts on the results and takes corresponding action			
8. Have all of your procurement staff participated in annual procurement training? (10b)			
V Yes No			
If no, please indicate the how many of your procurement staff participated in annual procurement training: out of			
9. Do you conduct dialogue to inform and update bidders on the procurement regulations? (10c)			
Yes No			
If yes, how often? times/year			
10. 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 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 soft copies in dedicated computers			
The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel			
11. 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 soft copies in dedicated computers			
The documents are properly filed, segregated, easy to retrieve and accessible to authorized users and audit personnel			
12. In determining if the agency has well defined and written procedures 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			
Supervision of civil works is carried out by qualified construction supervisors			
Agency implements CPES for its works projects and uses results to check contractors' qualifications (applicable for works only)			
13. In determining whether your agency complies with the thresholds prescribed for amendments to order, variation orders, advance payment, and slippage in publicly bid contracts, which of these conditions is/are met? (12b)			
Amendments to order or variation orders, if any, are within ten percent (10%) of the original contract price			
Advance payment(s) made does/do not exceed fifteen percent (15%) of the contract amount			
Goods, works and services are timely delivered			

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14. How long it contractor/cons	will take for your agency to release the final payment to your supplier/service provider, sultant? (12c) days	
15. Do you invite Observers in all stages of procurement? (13a)		
V	Yes No	
	(please mark all applicable stages)	
TOTAL PLANE	Ads/Post of IAEB	
	Pre-bid Conference	
	Eligibility Check	
	Submission/Opening of Bids	
V	Bid Evaluation	
V	Post Qualification	
	Notice of Award	
⊡	Contract Signing/Approve Purchase Order	
	Notice to Proceed	
	and operating your Internal Audit Unit as prescribed by the DBM (Circular Letter No. 2008-5, which set of conditions were present? (14a)	
~	Office Order creating the Internal Audit Unit as prescribed by the DBM (Circular Letter No. 2008-5, April 14, 2008)	
	Conduct of regular audit of procurement processes and transactions by internal audit unit	
~	Internal audit recommendations on procurement-related matters are implemented within 6 months of the submission of the auditor's report	
17. Are COA r report? (14b)	ecommendations responded to or implemented within six months of the submission of the auditors'	
	Yes	
	If yes, percentage of COA recommendations responded to or implemented within six months%	
	No procurement related recommendations received	
	ning whether the Procuring Entity has an efficient procurement complaints system and has the capacity procedural requirements, which of conditions is/are present? (15a)	
V	The BAC and the HOPE resolved Requests for Reconsideration and Protests within seven (7) calendar days as per Section 55 of the IRR and decisions	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Decisions on Protests are submitted to GPPB	
	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	
19. 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 good governance program including anti-corruption and integrity development;	

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	Agency has a specific office responsible for the implementation of good governance programs;
V	Agency has specific policies and procedures in place for detection and prevention of corruption associated with procurement

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