

Annex D

PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Name of Agency: Province of Lanao del Norte

Period : C.Y. 2020

Sub-	Key Area for Development	Proposed Actions to Address key	Responsible Entity	Timetable	Resources Needed
1.a	Percentage of competitive bidding and limited source bidding contacts in terms of amount of total procurement	Consolidation of the same category of items to purchase	PGSO-BAC	3rd qtr	PPMP from end users
3a	Average number of entities who acquired bidding documents	posting of bid opportunities online	BAC	1st qtr	LGU website
5.c	Existing Green Specifications for GPPB-identified non-CSE items are adopted	End users should follow green procurement	end users, BAC and TWG	3rd qtr	Proposal on Seminar for Green Procurement
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	To hire new personnel and purchase new computer intended for posting of all types of awards in the Philgeps and agency	BAC and BAC Secretariat AND Procurement unit	2nd qtr	hiring of another personnel for adhoc from another office
14.b	Audit Reports on procurement related transactions	To hire new staff who will focus on the submission of COA requirements on procurement matters	Procurement unit	2nd qtr	One (1) new staff

