

Annex D

PROCUREMENT CAPACITY DEVELOPMENT ACTION PLAN TEMPLATE

Name of Agency: Provincial Government of Lanao del Norte

Period: CY 2021

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 items in the same category and procure through public bidding	PGSO/ BAC	Jan- December 2022	
1.b	Percentage of competitive bidding and limited source bidding contracts in terms of volume of total procurement	To consolidate items in the same category and procure through public bidding	PGSO/ BAC	Jan- December 2022	
2.b	Percentage of negotiated contracts in terms of amount of total procurement	To consolidate items in the same category and procure through public bidding	BAC Sec, PGSO	Jan- December 2022	
3.a	Average number of entities who acquired bidding documents	Posting of ITB in many places	BAC Sec, PGSO	Jan- December 2022	
3.b	Average number of bidders who submitted bids	Posting of ITB in many places	BAC Sec, PGSO	Jan- December 2022	
4.a	Creation of Bids and Awards Committee(s)	To create alternative BAC Members	BAC	Jul-22	
4.b	Presence of a BAC Secretariat or Procurement Unit	To create Procurement Unit	BAC	Jan- December 2022	
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	To procure common use supplies at DBM -Depot	PGSO	Jan- December 2022	
6.a	Percentage of bid opportunities posted by the PhilGEPS-registered Agency	To post all procurement activities above 50,000 of ABC	PGSO	Jan-Dec 2022	
6.b	Percentage of contract award information posted by the PhilGEPS-registered Agency	To post all awards in the Philgeps.	PGSO	Jan-Dec 2022	
6.c	Percentage of contract awards procured through alternative methods posted by the PhilGEPS-registered Agency	To procure common use supplies at DBM -Depot	PGSO	Jan-December 2022	
7.b	Preparation of Procurement Monitoring Reports using the GPPB-prescribed format, submission to the GPPB, and posting in agency website	To promptly submit and use the prescribe format of PMR	Procurement unit	June and December 2021	
10.b	Percentage of participation of procurement staff in procurement training and/or professionalization program	To attend any updates seminar /workshop on R.A 9184	BAC , Secretariat and TWG	Jun-22	CMGP FUND