



Republic of the Philippines
Department of Education
CARAGA REGION



January 26, 2021

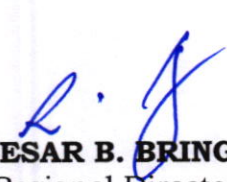
REGIONAL MEMORANDUM

No. 099, s. 2021

To: ASSISTANT REGIONAL DIRECTOR
SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS OF THE FUNCTIONAL DIVISIONS
This Region

DISSEMINATION OF OFFICE MEMORANDUM PROCSMS-OD-2021-005 ON THE
SUBMISSION OF PROCUREMENT COMPLIANCE MONITORING FORM FOR FY
2020 PERFORMANCE-BASED BONUS (PBB)

1. This Office hereby disseminates Office Memorandum ProcMS-OD-2021-005 dated January 22, 2021, *Submission of Procurement Compliance Monitoring Form for FY 2020* for accomplishment and reporting/posting to PhilGEPS.
2. Attention is hereby invited on the deadline of submission for all required reports, **especially on the updating of the PhilGEPS posting of all Invitations to Bid and awarded contracts for transactions above PhP1 Million from January 1 to December 31, 2020, including Early Procurement for FY 2021 non-Common Use Supplies and Equipment on or before January 29, 2021** as indicated in the enclosed Memorandum.
3. For all of these requirements, you may refer to AO25 IATF and their website <https://www.dap.edu.ph/rbpms/policies-issuances/> for a quick reference on the implementation timeline of FY 2020 PBB.
4. For immediate dissemination and compliance.


FRANCIS CESAR B. BRINGAS, CESO V
Regional Director

Encl.: Office Memorandum ProcMS-OD-2021-005

References: Office Memorandum ProcMS-OD-2021-005

To be indicated in the Perpetual Index under the following subjects:

MEMORANDUM PBB PROCUREMENT REPORTS

ASD/mcd
01/26/2021



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Republic of the Philippines
Department of Education
OFFICE OF THE DIRECTOR
Procurement Management Service

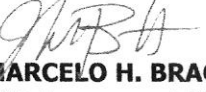


OFFICE MEMORANDUM
ProcMS-OD-2021-005

FOR : **All Regional Directors**
Schools Division Superintendents Concerned

ATTN : **Regional and Division BAC Chairpersons**
BAC Secretariat
All Others Concerned

THRU : 
ATTY. SALVADOR C. MALANA III
Assistant Secretary for Procurement and Administration

FROM : 
ATTY. MARCELO H. BRAGADO, JR.
Director IV, Procurement Management Service

SUBJECT: **SUBMISSION OF PROCUREMENT COMPLIANCE MONITORING FORM FOR**
FY 2020 PERFORMANCE-BASED BONUS (PBB)

Date : January 22, 2021

With reference to Office Memorandum No. **ProcMS - OD-2020-041** dated August 20, 2020, *Reminder on the Compliance to the submission of Procurement-related documents relative to the Grant of Performance-Based Bonus (PBB)*, all are requested to accomplish and submit the attached PROCUREMENT COMPLIANCE MONITORING FORM to report their compliance on the requirements for FY 2020 PBB relative to procurement, as follows:

Under the Good Governance Conditions (GCCs) Requirement:

(1) PhilGEPS Posting

- Update the PhilGEPS posting of all Invitations to Bids and awarded contracts for transactions above PhP1 million from January 1 to December 31, 2020, including Early Procurement of FY 2021 non-Common Use Supplies and Equipment on or before January 29, 2021.
- if unable to post or update, submission of the justification/explanation in the prescribed format per *Annex 6 of MC-2019-1* to AO 25 Secretariat at ao25secretariat@dap.edu.ph and procms.monitoring@depd.gov.ph on or before **January 29, 2021**

Under the FY 2020 Performance Targets (Procurement Documents) Requirement:

(2) FY 2020 APP non-Common-Use Supplies and Equipment

- Submission of **FY 2020 APP non-CSE** to GPPB-TSO on **March 31, 2020** at app@gppb.gov.ph and appmonitoring@deped.gov.ph
- The same should be posted on the agency TS* page.

(3) FY 2021 Annual Procurement Plan-Common-Use Supplies and Equipment

- Submission of **FY 2021 APP-CSE** to the DBM-Procurement Service on or before December 15, 2020 using the prescribed format. Submission will be done online by uploading the filled-out template in the PhilGEPS Virtual Store.
- The same should be posted on the agency TS* page.

(4) Undertaking of Early Procurement for at least 50% of the value of goods and services based on the department's/agency's budget submitted to the Congress consistent with the National Expenditure Program (NEP)

- Submission of **Certification under Oath** on the compliance with EPA requirement to GPPB-TSO at earlyprocurement@gppb.gov.ph.
- To support Early Procurement, the **Indicative FY 2021 APP-non CSE consistent with the FY 2021 NEP** should be posted on the agency TS* page not later than September 30, 2020. The indicative APP is NOT submitted to the GPPB.

(5) Results of FY 2019 APCPI System

- Submission of results of FY 2019 Agency Procurement Compliance and Performance Indicators (APCPI) System on or before June 30, 2020 at apcpi@gppb.gov.ph and apcpimonitoring@deped.gov.ph, per GPPB Resolution No. 10-2012, complete with the following forms:
 - APCPI - Self-Assessment Form (Annex A);
 - APCPI - Consolidated Procurement Monitoring Report (Annex B);
 - APCPI - Procurement Capacity Development Action Plan (Annex D); and the Questionnaire.

You may refer to AO25 IATF and their website <https://www.dap.edu.ph/rbpms/policies-issuances/> for a quick reference on the implementation timeline of FY 2020 PBB.

Please take note that the deadline for submission of PhilGEPS Justification/Explanation using Annex 6 will be on or before **29 January 2021** via email at procms.monitoring@deped.gov.ph and ao25secretariat@dap.edu.ph. Likewise, please also upload a copy of all PBB requirements and/or justifications to this link: https://drive.google.com/drive/folders/1k2rEjqrP_SyVo7QQIKOJBKJGWapq2Yd?usp=s_haring

For strict and immediate compliance.

*TS – Transparency Seal

Encl.

- i. *PROCUREMENT COMPLIANCE MONITORING FORM FOR FY 2020 PBB*
- ii. *MC 2020-1 Annex 6: Guideline on PhilGEPS Posting*
- iii. *DBM Circular No. 2018-8 - Prescribing Guidelines on the Conduct of Early Procurement for the FY 2019 NEP dtd. July 30, 2018*
- iv. *Memorandum Circular 2019-1 dated September 3, 2019 (pages 1-9)*
- v. *Memorandum Circular 2019-2 dated November 12, 2019 (pages 1-6)*