
	<b>QUALITY MANUAL</b>	Document Code:	2017.QM.CDQ.001
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		Revision No.:	0
		Date Prepared:	01 August 2022
		Date of Effectivity:	01 OCT 2022

SOURCE OF INPUTS <small>(PREDECESSOR PROCESSES e.g. at providers (internal or external) at customers, at other relevant interested parties)</small>	INPUTS <small>(MATTER, ENERGY INFORMATION, e.g. in the form of materials, resources, requirements)</small>	ACTIVITIES	OUTPUTS <small>(MATTER, ENERGY INFORMATION, e.g. in the form of product, service, decision)</small>	RECEIVER OF OUTPUTS <small>(SUBSEQUENT PROCESSES, e.g. at customers (internal or external), at other relevant interested parties)</small>
Various End-User	Project Procurement Management Plan (PPMP)	Review and Consolidation	Approved Annual Procurement Plan (APP)	Approving Authority, Various End-Users, GPPB PS-DBM, COA
Various End-User	Approved Purchase Request	Public Bidding	Recommendation for Award	Approving Authority, BAC
BAC/Approving Authority	Approved Award Recommendation	Purchase Order Preparation	Draft Purchase Order/Contract	Finance Department
Approving Authority	Approved Purchase Order	Contract Implementation/Management	Accepted Delivery, Signed Contracts	Various End-User, COA Winning Bidder/Supplier/Contractor
Delivery Inspection and Acceptance Committee	Delivery Inspection and Acceptance Report	Payment Preparation	Disbursement Voucher (DV)	Budget Division
Procurement Division BAC	Approved PR with Budget Allocation	<ul style="list-style-type: none"> <li>• Pre-Procurement, Bidding and Award</li> </ul>	Purchase Order (PO)	Winning Bidder/Supplier/Contractor, Procurement Division, BAC

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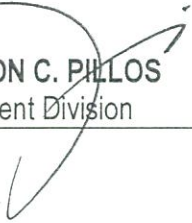


<p><b>Controls and Check Points:</b> (Possible controls and check points to monitor and measure performance)</p> <ul style="list-style-type: none"> <li>• 2016 Revised Implementing Rules and Regulations of RA9184</li> <li>• Procurement Monitoring Report</li> <li>• Database Monitoring</li> <li>• Purchase Order (PO)</li> <li>• Log-book</li> <li>• Annual Procurement Plan</li> <li>• COA Circulars and Issuances</li> <li>• Purchase Request (PR)</li> <li>• Disbursement Voucher (DV)</li> </ul>
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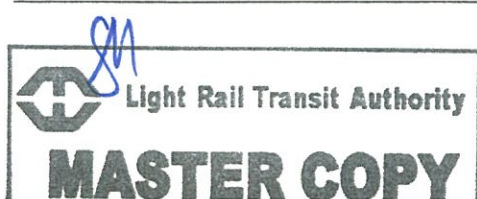


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