



PROCUREMENT PLANNING AND MANAGEMENT

In 2021, the TCU evaluated the Plano Anual de Contratações [Annual Procurement Plan] (PAC) and the Sistema de Planejamento e Gerenciamento das Contratações [Procurement Planning and Management System] (PGC). The Plano Anual de Contratações - PAC is the document that consolidates all purchases and contracts the agency or entity intends to carry out or extend in the following year; it includes goods, services, construction works, and information technology solutions. The PGC system, in turn, is an electronic tool that consolidates all the contracts and purchases the agency or entity plans to make in the following year, together with their respective Preliminary Studies and Risk Management.

TCU's findings

The TCU identified the following weaknesses in the PGC, the computer system responsible for implementing the PAC:

- difficulties with system access and registration; long, complex forms with too many mandatory fields; no autosave and relatively short connection time;
- unintuitive and non-user-friendly application; no connectivity with other systems linked to procurement;
- no generation of valuable reports or specific filters for PAC management, requiring agencies to adopt parallel controls, such as electronic spreadsheets;
- inefficient search for item codes in the Catmat and Catser catalogs, associated with the high number of items in the catalogs and the frequent changes to their items.

Among other issues with PAC implementation, the TCU discovered deficiencies in the governance of organizations, especially:

- the absence or deficiency of work processes or internal regulations to prepare, approve, execute, and manage the PAC;
- no prioritization of the procurement planning topic by the top management, managers, and employees of the agencies;
- an incipient procurement planning culture in the Government;
- and nonexistent or insufficient regulatory guidelines concerning the process of preparing, executing, and managing the PAC

Why are these findings relevant?

Improving the PGC System and the procedures to prepare and manage the PAC contribute to improving procurement planning, providing more predictability, efficiency, transparency, and economy to public procurement.

The flaws identified in this work hinder the implementation of the annual procurement practices intended with the publication of IN Seges/ME 1/2019; it only increases the administrative burden for government agencies that, in practice, does not achieve the effects the regulation intended: consolidation of annual procurement; monitoring and managing the available budget; ability to prioritize procurement; improvement of shared procurement, among others.

What must be done

The TCU recommended that the Ministry of the Economy Management Secretariat (Seges/ME) adopt the necessary measures for the correct implementation and use of the PGC System by its users, as well as a

reassessment of the actual need to require the current level of detail in the specification of the items to be included in the PAC.

Furthermore, the evaluated agencies were notified about their governance deficiencies through an individual feedback report so that they could adopt measures to improve the practices object of the audit.

The TCU also recommended that Seges, in its review of IN Seges/ME 1/2019, consider including guidelines

for the agencies to improve their annual procurement plans preparation and management processes.

Recent Decisions

Court decision [1637/2021-TCU-Full court](#), of 7/ July/2021