

## PROCUREMENT PRACTICES, CHALLENGES, AND ORGANIZATIONAL COMPLIANCE AMONG SCHOOL-BASED ADMINISTRATIVE OFFICERS IN THE SCHOOLS DIVISION OF CATANDUANES

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### ABSTRACT

This study examined the procurement practices, challenges, and level of organizational compliance among school-based administrative officers in the Schools Division Office of Catanduanes, with the aim of developing a strategic management framework to improve procurement efficiency and adherence to policies. A descriptive-correlational research design was employed, allowing the study to describe the extent of procurement practices, challenges, and compliance while examining the relationships among these variables. The descriptive component identified the implementation level of procurement planning, bidding procedures, records management, and contract monitoring, the challenges encountered, and the level of organizational compliance. The correlational component assessed the relationships between procurement practices, challenges, and compliance, providing insights for framework development. Findings revealed that records management was the most highly implemented procurement practice (WM = 3.84), followed by contract monitoring (WM = 3.67) and procurement planning (WM = 3.59), while bidding procedures were moderately implemented (WM = 3.18). Overall, procurement practices were highly implemented (WM = 3.57). Among challenges, resource constraints (WM = 3.74) and skills gaps (WM = 3.71) were most frequently encountered, followed by policy complexity (WM = 3.50) and supplier issues (WM = 3.45), resulting in an overall frequent challenge level (WM = 3.60). Organizational compliance was high, with process timeliness (WM = 3.81), document accuracy (WM = 3.79), ethical standards (WM = 3.75), and report submission (WM = 3.71), leading to an overall compliance rating of WM = 3.77. Correlation analysis indicated significant relationships between procurement practices and challenges ( $r = 0.767$ ), and between procurement practices and compliance ( $r = 0.493$ ), both exceeding the critical value of 0.271. A very strong relationship existed between challenges and compliance ( $r = 0.935$ ), suggesting that operational difficulties substantially influenced adherence to policies. In conclusion, the procurement practices are generally well-implemented, though bidding procedures require more attention. Administrative officers frequently face operational challenges, particularly resource shortages, skills gaps, and policy complexities, which significantly affect compliance levels. Strong procurement practices mitigate these challenges and enhance adherence to policies. Consequently, a strategic management framework was developed to address identified constraints through initiatives such as resource mapping, continuous capacity-building, simplified policy handbooks, and enhanced supplier engagement. The framework is expected to improve procurement efficiency, strengthen personnel capability, and ensure consistent compliance across the Schools Division Office of Catanduanes.

**Keywords:** Procurement Practices, Organizational Compliance, Administrative Officers, Operational Challenges, Strategic Management Framework