Project Title: Barangay Blueridge Fund Management & Procurement System

Project Description:

The Barangay Blueridge Fund Management & Procurement System is an software designed to streamline the process of requesting, approving, and managing barangay funds for various projects and procurements. This system aims to improve transparency, accountability, and efficiency in resource allocation within the barangay.

Stakeholders:

Blueridge Barangay Captain

Project Goals/Purpose:

Facilitate efficient fund requesting: The system provides a user-friendly interface for barangay officials/offices to submit funding requests electronically.

Enhance transparency and accountability: All funding requests, approvals, and procurement processes are documented and accessible within the system, promoting transparency for stakeholders.

Streamline fund approval process: The system automates workflows for the Barangay Treasurer and the Barangay Captain to review requests, assess budget availability, and approve projects.

Optimize procurement process: The system allows for vendor bidding on approved projects, enabling the Barangay Treasurer to select the most cost-effective option.

Improve record-keeping and monitoring: The system stores all project-related documents and facilitates monitoring of fund utilization.

This system aims to empower the Barangay Blueridge by providing a centralized platform for managing funds, ensuring responsible resource allocation, and fostering better governance within the community.

Project System Flow/Process:

1. **Quotation -** serves as a detailed proposal from a supplier or vendor, outlining the terms, prices, and specifications for goods or services they offer. It is an essential tool for buyers to compare offerings from different suppliers before making informed purchasing decisions. Including item descriptions, quantities, unit prices, delivery terms, and payment conditions, quotations provide clarity and transparency in the procurement process, facilitating effective negotiation and contract formation.
2. **Abstract of Canvas -** An organization's procurement-related operations are summed up or summarized in the Abstract Canvas. Usually it contains details about previous purchases. The available budget, impending procurement requirements, and other pertinent information. In procurement management, this abstract is used as a point of reference for making decisions and allocating resources

3. **Purchase Request -** A formal document that requests the purchase of products or services from an individual or department within an organization is called a purchase request. It contains information such the kind of goods or services required, their amount, specifications, projected costs, and the rationale behind the purchase. Initiating the procurement process, the purchase request forms the foundation for additional assessment and approval by relevant authorities.
4. **Purchase Order -** a legally binding contract that specifies the kinds, amounts, and agreed-upon pricing of goods or services to be supplied by a seller (in this example, the organization) to a buyer (the supplier or vendor). Other terms and conditions of the purchase, such as delivery schedules, terms of payment, and any relevant warranties or guarantees, are also detailed in the purchase order. The buy order gives the seller permission to start filling the order as soon as it is issued.
5. **Acceptance and Inspection Report -** a document prepared after the receipt of goods or services to confirm their quality, quantity, and compliance with the agreed-upon specifications. The report usually contains information about the inspection procedure, any anomalies or flaws discovered, and the choice to accept or reject the provided goods. It documents the findings of the inspection and makes it easier to take subsequent steps, such collecting payments or resolving problems with the provider.
6. **Property Acknowledgement Report -** serves as a formal acknowledgment of the receipt of property or assets by an individual or entity. It documents essential details such as the description of the received property, its condition upon receipt, and any accompanying documentation or specifications. This report plays a crucial role in asset management processes, ensuring accountability and transparency in the transfer of property ownership or responsibility.
7. **Brgy Resolution –** is a closely tied to procurement, property management, and decision-making within the community, and it intersects with other documents such as quotations, purchase requests, purchase orders, acceptance and inspection reports, and property acknowledgment reports in various aspects of barangay administration and governance.