



091491099939924



REPUBLIK INDONESIA  
REPUBLIC OF INDONESIA

LEMBAGA KEBIJAKAN PENGADAAN BARANG/JASA PEMERINTAH  
NATIONAL PUBLIC PROCUREMENT AGENCY

SERTIFIKAT  
CERTIFICATE

of

**AHLI PENGADAAN NASIONAL**  
**NATIONAL PROCUREMENT EXPERT**

menyatakan/ *certifying*  
bahwa/ *that*

***Kastolani, Drs., M.Ag.***  
***196906121994031003***

Lulus Ujian Nasional Keahlian Pengadaan Barang/Jasa Pemerintah  
*has passed the National Test for Skills in Public Procurement*

**TINGKAT DASAR/BASIC LEVEL**

masa berlaku sampai dengan/*valid until* 25 September 2018

Jakarta, 25 September 2014

Deputi Bidang Pengembangan dan Pembinaan Sumber Daya Manusia  
*Deputy Chairman for Human Resources Development*

**AGUS PRABOWO**

**Dr. Agus Prabowo**

**NIP. 195810151984111001**

\*Sesuai Peraturan Kepala LKPP No. 9 Tahun 2014, Pemilik sertifikat wajib mengisi logbook melalui [www.lkpp.go.id](http://www.lkpp.go.id) di Sistem Informasi Sertifikasi.



BSI  
ISO 9001:2008

**UNIT KOMPETENSI TINGKAT PERTAMA/DASAR PENGADAAN BARANG/JASA PEMERINTAH**  
*COMPETENCY UNIT OF FIRST BASIC LEVEL PUBLIC PROCUREMENT OF GOODS & SERVICES*

<b>NO</b>	<b>KODE SK3-PBJP</b> <i>CODE SK3-PBJP</i>	<b>NAMA UNIT KOMPETENSI</b> <i>NAME OF UNIT COMPETENCY</i>
<b>KOMPETENSI UMUM/ GENERAL COMPETENCY</b>		
1	O.84.1131.PBJ.UM.01.01	Melakukan Pengelolaan Informasi Pengadaan Barang/Jasa <i>Preparing Managing of Information Procurement of Goods &amp; Services</i>
2	O.84.1131.PBJ.UM.02.01	Melakukan Komunikasi dan Koordinasi Pengadaan Barang/Jasa <i>Preparing Communication and Coordination for Procurement of Goods &amp; Services</i>
3	O.84.1131.PBJ.UM.03.01	Melakukan Pengelolaan/ Penataan Dokumen Pengadaan Barang/Jasa <i>Managing/Preparing Public Procurement of Goods &amp; Services Procurement Document</i>
4	O.84.1131.PBJ.UM.04.01	Melakukan Evaluasi Kinerja Pengadaan Barang/Jasa <i>Preparing Performance Evaluation Procurement of Goods &amp; Services</i>
<b>KOMPETENSI PERENCANAAN/ PLANNING COMPETENCY</b>		
5	O.84.1131.PBJ.PR.04.01	Menyusun Rencana Pemaketan Pekerjaan Pengadaan Barang/Jasa <i>Preparing Goods/Services Procurement Packages Plan</i>
6	O.84.1131.PBJ.PR.09.01	Menyusun Rencana Pelaksanaan Pengadaan Barang/Jasa Secara Swakelola <i>Preparing Planning Implementation of Public Procurement of Goods &amp; Services through Self-management</i>
<b>KOMPETENSI PEMILIHAN PENYEDIA/ SUPPLIER SELECTION COMPETENCY</b>		
7	O.84.1131.PBJ.PP.01.01	Menyusun Rencana Pemilihan Penyedia Barang/Jasa <i>Preparing Planning of Goods/Services Supplier</i>
8	O.84.1131.PBJ.PP.02.01	Memeriksa Dokumen Spesifikasi Barang/Jasa <i>Review Document of Goods/Services Specification</i>
9	O.84.1131.PBJ.PP.03.01	Membuat Rancangan Kontrak Pengadaan Barang/Jasa <i>Preparing Draft Contract for Procurement of Goods/Services</i>
10	O.84.1131.PBJ.PP.04.01	Menyusun Harga Perkiraan Sendiri (HPS) Barang/Jasa <i>Preparing Owner's Estimate (OE) of Goods/Services Supplier Selection</i>
11	O.84.1131.PBJ.PP.05.01	Menyusun Dokumen Pengadaan Barang/Jasa <i>Preparing Document Procurement Goods/Services</i>
12	O.84.1131.PBJ.PP.06.01	Melakukan Evaluasi Dokumen Prakuifikasi Penyedia Barang/Jasa <i>Assesment of Prakuification Document of Goods/Services Supplier</i>
13	O.84.1131.PBJ.PP.07.01	Membuat pengumuman Pelaksanaan Pengadaan Barang/Jasa <i>Preparing Announcing Implementation of Goods/Services Procurement</i>
14	O.84.1131.PBJ.PP.08.01	Melakukan Penjelasan Dokumen Pengadaan Barang/Jasa <i>Providing Explanation of Selection Document for Procurement of Goods/Services</i>
15	O.84.1131.PBJ.PP.09.01	Melakukan Pembukaan Dokumen Penawaran Penyedia Barang/Jasa <i>Opening Bidding Document of Goods/Services</i>
16	O.84.1131.PBJ.PP.10.01	Mengevaluasi Dokumen Penawaran Penyedia Barang/Jasa <i>Assesment of Bidding Document of Goods/Services Supplier</i>
17	O.84.1131.PBJ.PP.11.01	Menetapkan dan Mengumumkan Pemenang Pemilihan Penyedia Barang/Jasa <i>Stipulating and Announcing the Selected Winner of Procurement of Goods/Services</i>
<b>KOMPETENSI MANAJEMEN KONTRAK/ CONTRACT MANAGEMENT COMPETENCY</b>		
18	O.84.1131.PBJ.MK.02.01	Melakukan Persiapan Pelaksanaan Kontrak Pengadaan Barang/Jasa <i>Carrying out Preparation of Contract Execution</i>
19	O.84.1131.PBJ.MK.13.01	Menerima Hasil Pengadaan Barang/Jasa <i>Receiving Result of Procurement of Goods/Services</i>
20	O.84.1131.PBJ.MK.15.01	Melaksanakan Perencanaan dan Pelaksanaan Pengadaan Barang/Jasa secara Swakelola <i>Planning and Implementing Procurement of Goods/Services Through Self-management</i>
21	O.84.1131.PBJ.MK.17.01	Membuat Laporan Pelaksanaan Pengadaan Barang/Jasa <i>Preparing Implementing Final Report on Procurement of Goods/Services</i>