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The Implementation of Langkat Regent Regulation Number 19 of 2019 Concerning Procedures for Procurement of Goods and Services in Village (Study in the Village of Stabat Baru)

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Abstract

The implementation of policies in the Presidential Decree PBJ has not been able to fully address the lack of community infrastructure, especially needs that are relatively simple at the village level, such as drinking water facilities, educational facilities, garbage collection, internet facilities and so on . The formulation of the research problem is how to implement and the obstacles in implementing Langkat Regent Regulation Number 19 of 2019 concerning Procedures for Procurement of Goods and Services in Village in Stabat Baru Village. The results show that the implementation in terms of communication and organizational structure has been going well, but in terms of resources and disposition it has not gone well, with the constraint factors faced in the form of difficulty coordinating with the community, lack of employee cooperation, lack of employee responsibility for work because it is more concerned with personal affairs. It is recommended that the Village Stabat Baru needs to conduct more intensive socialization regarding the importance of community involvement in PBJ. Leaders need to emphasize to employees that cooperation will be increasing important in dealing with many jobs. Leaders need to be firm in disciplining subordinates who use the working day to take care of their personal interests.

Keywords implementation; procedures; procurement of goods and services



I. Introduction

The procurement of goods/services within the Ministries/Institutions/Regional Apparatuses uses a budget sourced from the APBN/APBD. Procurement of goods/services based on Presidential Regulation Number 16 of 2018 concerning Government Procurement of Goods/Services includes procurement of goods, construction work, consulting services and other services. Which is carried out by means of self-management and/or providers. The implementation of the procurement of goods/services through self-management is a way of obtaining goods/services that is carried out by the Ministry/Institution/Regional Apparatus, other Ministries/Institutions/Regional Apparatus, community organizations or community groups.

Procurement of goods/services through providers is a way of obtaining goods/services provided by business actors based on contracts. Procurement of government goods/services is an annual routine activity in every Langkat Regency Government agency, including in villages. Each Government Agency in carrying out procurement must choose goods/services that are in accordance with the needs in order to improve the performance of each agency. Procurement of goods/services must be viewed as a strategic activity that must be carried out using the right strategy. Procurement strategy is the best effort made to

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achieve the procurement objective in obtaining the right quality, right quantity, right time, right source and right price goods/services based on procurement rules/procedures, ethics, policies, and principles

So the author feels the need to conduct research on the implementation of the Procedure for the Procurement of Goods and Services based on the Langkat Regent Regulation Number 19 of 2019. The implementation of this policy is expected to be able to overcome the need for goods and services at the kelurahan level to be used by the community in daily activities, especially at the kelurahan level. Located in the Langkat Regency area. Stabat Baru Village is one of the villages in the Stabat District, Langkat Regency. Especially at the kelurahan level in the Langkat Regency area. Stabat Baru Village is one of the villages in the Stabat District, Langkat Regency.

II. Review of Literature

2.1 Policy Implementation

Policy review can also refer to the process of making important organizational decisions, including the identification of various alternatives such as program or expenditure priorities, and their selection based on their impact. Policy can also be defined as a political, management, financial, or administrative mechanism to achieve an explicit goal. According to Winarno (2011: 9) that the policy-making process is a complex process because it involves many processes and variables that must be studied. Public policy was action with intention determined by actor or several actors in overcoming a problem or task (Wu et al., 2017). Public policy was meant as state wisdom, a decision meant to overcome certain problem, to conduct certain activity, or to achieve certain activity, which was done by the authorized institution as part of implementation of state's task and development. (Syakur, et al. 2020).

2.2 Procurement of Goods and Services

The procurement of goods and services or better known as auctions is mostly carried out by government agencies and the private sector. This activity is carried out to obtain goods and services by an agency/institution whose process starts from planning needs until the completion of all activities to obtain these goods and services. According to the Big Indonesian Dictionary, the procurement of goods and services means an offer to submit a price and buy up work for the provision of goods/services. Based on Presidential Decree No. 80 of 2003 Government procurement of goods and services is an activity of procurement of goods/services financed by the APBN/APBD, either carried out independently or by providers of goods/services. Based on the Presidential Regulation of the Republic of Indonesia Number 16 of 2018, Government Procurement of Goods/Services, hereinafter referred to as Procurement of Goods/Services, is an activity of Procurement of Goods/Services by Ministries/Institutions/Regional Apparatuses which is financed by the APBN/APBD whose process starts from the identification of needs, until delivery accept the work.

According to Subagya MS in (Romus and Museliza, 2012: 32) that procurement is all activities and efforts to add and meet the needs of goods and services based on applicable regulations by creating something that did not yet exist into existence. The procurement of goods/services was originally a practical activity, now it has become knowledge that can be learned and taught. The procurement of goods/services is essentially an effort by the user to obtain and realize the goods/services he wants, by using certain methods and processes in order to reach an agreement on price, time, and other

agreements. In order for the essence or essence of the procurement of goods/services to be carried out as well as possible, both parties, namely the user and the provider, must always adhere to the philosophy of the procurement of goods/services, comply with the ethics and norms of the procurement of goods/services that apply, follow the principles, methods, and processes for the procurement of standard goods/services. According to Sutedi (2014:2).

III. Research Methods

This research was carried out in Stabat Baru Village with the address Jalan Medan Banda Aceh Stabat Baru, Stabat District, Langkat Regency. The research was conducted in December 2020 to February 2021. This study uses a descriptive method with a qualitative approach, namely taking data related to the problems to be studied so that it can be described descriptively, qualitatively and comprehensively, namely describing the prevailing reality and discussing the problems raised in relation to the Langkat Regent Regulation No. 19 Year 2019 concerning Procedures for Procurement of Goods and Services in the Kelurahan (Case Study in the Kelurahan Stabat Baru). This research is described descriptively with a juridical approach to public administration.

IV. Results and Discussion

Before a policy is implemented, policy implementers must realize that a decision has been made and an order to implement it has been issued, so that they work with their respective authorities. Here the role of communication is very important to synergize every activity. Communication is the process of delivering accurate, clear, consistent, and comprehensive information as well as coordination between relevant agencies in the implementation process. In general, there are three important things in the policy communication process, namely transmission, consistency and clarity.

In implementing the policies stipulated in the Langkat Regional Regulation No. 19 of 2019 concerning Procedures for Procurement of Goods and Services in the Village, hereinafter abbreviated as PBJ, then before an official can implement a policy, he must realize that a policy has been made and an order for its implementation has also been issued. For this reason, the policy must be conveyed to implementing officials through the available transmission process (message delivery). The results of the interview regarding the role of superiors convey the PBJ policies as stated in the Langkat District Regulation No. 19 of 2019 are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"Leaders have an important role in conveying the issuance of PBJ policies. In this case, direct information by the leadership to subordinates to be known by all employees" (Interview on April 21, 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"The issuance of the Langkat Regional Regulation No. 19 of 2019 was conveyed by the leadership in an official meeting specifically held to discuss the regulation" (Interview on 23 April 2021 at 13.00 WIB).

The results of the interview with Efrata Tarigan as Head of the Section for Community Empowerment and Social Welfare:

"PBJ's policy as stated by Langkat Perbup No. 19 of 2019 was conveyed well by the leadership, namely by holding an official meeting with all subordinates" (Interview on 23 April 2021 at 14.00 WIB).

From the results of the interviews above, it can be explained that the leadership in the agency has carried out its role in delivering information about PBJ policies to employees. The issuance of PBJ policies in accordance with Langkat Perbup No. 19 of 2019 was conveyed by the leadership in an official meeting specifically held to discuss the policy so that it can be known by all agency employees. Thus it can be concluded that the role of superiors in delivering information is adequate to support the implementation of PBJ policies in the Stabat Baru Village as stated in the Langkat District Regulation No. 19 of 2019.

In implementing the PBJ policy in Langkat Regulation No. 19 of 2019, then the delivery of information about the policy must be clear so that in its application it does not conflict with the intentions of the policy maker. In this case, superiors must be able to provide explanations, especially regarding the technical implementation of policies. The results of interviews regarding this matter are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"Submission of information on PBJ policies in every meeting is always accompanied by an explanation of things that need to be done as a technical implementation" (Interview on April 21, 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"Submission of information on PBJ policies by superiors has been accompanied by a description of the technical implementation, so that all parties can understand more clearly what must be done and who will do it" (Interview on 23 April 2021 at 13.00 WIB).

The results of an interview with the Head of the Governance Section of Kutalimbaru District, Deli Serdang Regency:

"I notice that the leadership who plays a role in policy delivery is very understanding of the technical implementation of PBJ policies, therefore they can provide adequate explanations to subordinates" (Interview on 23 April 2021 at 13.00 WIB).

From the results of the interviews above, it can be concluded that the submission of information on PBJ policies by superiors has been accompanied by a description of the technical implementation, so that all parties can understand more clearly what must be done and who is doing it. According to Tangkilisan (2010:27), superiors as the most responsible structure have attempted to convey policies accompanied by adequate explanations regarding the technical implementation of policies. Therefore, it can be concluded that the delivery of information accompanied by explanations is sufficient to support the implementation of PBJ policies in the Stabat Baru Village in accordance with Langkat Regulation No. 19 of 2019.

Leaders must have a good communication style in order to provide directions that are easily understood by employees. The results of interviews regarding the leadership's communication style are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"The leadership's communication style has been well tested in various situations so that it is competent enough to provide explanations and directions to subordinates in accordance with the intent of the policy to be implemented" (Interview on April 21, 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"The leadership has tried to choose the right communication method with subordinates, so that what is conveyed is easy to understand and can be implemented properly in accordance with the intent of the policy" (Interview on 23 April 2021 at 13.00 WIB).

In implementing Perbup Langkat No. 19 of 2019, then the delivery of information about the policy must be consistent in the sense that it does not change. This means that all further decisions regarding its implementation and how to overcome these obstacles must not conflict with the policies to be implemented. Therefore, every employee must really understand the policy in accordance with the intent of the policy maker. The results of interviews regarding employees' understanding of PBJ policies are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"The level of education of employees related to the implementation of PBJ policies is good and in accordance with their field of work. So I think it is not difficult for them to understand the policies that have been set" (Interview on 21 April 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"I think that actually in PBJ's policy there is nothing too complicated to understand. What is different from PBJ is that development must be right on target" (Interview on 23 April 2021 at 13.00 WIB).

The results of the interview with Efrata Tarigan as Head of the Section for Community Empowerment and Social Welfare:

"Most of what is done in PBJ's policies are things that employees also do on a daily basis. This means that PBJ policies can be easily understood by employees" (Interview on 23 April 2021 at 14.00 WIB).

In the implementation of Perbup Langkat No. 19 of 2019, the issue of resources is also important in order to implement and realize policies. It often happens that limited resources become an obstacle in implementing the policy, so that the purpose of the policy cannot be implemented properly. These resources can be in the form of human resources, namely implementor competencies, and financial resources, as explained below. Implementors in this study are employees, so that employee competence is a determining factor in the implementation of Perbup Langkat No. 19 of 2019. These competencies

include competencies for handling work, cooperation, and speed of handling. The results of interviews regarding job handling competencies are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"All employees have undergone training in accordance with their field of work. Training and education certainly plays a role in increasing the understanding and skills of employees so that they are more competent in handling work" (Interview on April 21, 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"Employees already have good ability to work, because work placements have been based on the suitability between expertise and their field of work" (Interview on 23 April 2021 at 13.00 WIB).

The results of the interview with Efrata Tarigan as Head of the Section for Community Empowerment and Social Welfare:

"I think that the competence of employees in their work is quite good. This is because each employee has been given work guidance before being placed in their respective units" (Interview on April 23, 2021 at 14.00 WIB).

The success of the implementation process of Langkat's Perbup No. 19 of 2019 also requires financial resources to provide the various facilities needed. Without the availability of sufficient funds, it is certain that the implementor will find it difficult to do various things needed in the implementation process. The results of interviews regarding the availability of funds are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"The need for funds for the implementation of the PBJ is often late, so that it interferes with the implementation. This certainly needs attention so that the PBJ policy can really be utilized by the community well" (Interview on April 21, 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"The availability of funds for the implementation of PBJ is not sufficient, especially for the fulfillment of various supporting facilities and infrastructure. The smooth procurement of goods and services is greatly influenced by the availability of facilities and infrastructure" (Interview on 23 April 2021 at 13.00 WIB).

The results of the interview with Efrata Tarigan as Head of the Section for Community Empowerment and Social Welfare:

"I think the availability of funds is often a problem, because these funds are often not available when needed. This delay certainly has an impact on the less than optimal implementation of development" (Interview on April 23, 2021 at 14.00 WIB).

From the results of the interviews above, it can be explained that the need for funds for PBJ policies is often late so that it interferes with policy implementation. This certainly needs attention so that the PBJ program can really be utilized by the community properly.

In addition, the availability of funds for the GISA program is also not sufficient, especially for the fulfillment of various supporting facilities and infrastructure. Thus, it can be concluded that the availability of funds is still lacking to support the implementation of PBJ in Stabat Baru Village in accordance with Langkat Perbup No. 19 of 2019.

Disposition describes the nature possessed by the implementor, which consists of commitment, honesty and democratic nature. If the disposition of the implementor does not support the achievement of the objectives of the policy, it is certain that the implementation of the policy will end in failure. Responsibility is a personal trait of how a person feels obliged to realize a goal, which in this study is to realize the implementation of PBJ. The results of interviews regarding the sense of responsibility of employees towards the implementation of PBJ are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"All employees who implement the PBJ policy feel that the task of implementing the policy is their shared responsibility" (Interview on April 21, 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"Although the level of responsibility is different according to the structure and field of work, all employees are aware that they are one unit in the implementation of PBJ" (Interview on 23 April 2021 at 13.00 WIB).

The results of the interview with Efrata Tarigan as Head of the Section for Community Empowerment and Social Welfare:

"All employees are aware that the success and failure of PBJ implementation in accordance with Langkat Perbup No. 19 of 2019 is a measure of employee performance" (Interview on 23 April 2021 at 14.00 WIB).

From the results of the interviews above, it can be explained that all employees who implement PBJ policies feel that the task of implementing these policies is a shared responsibility. Employees realize that implementation success and failurePBJ is in their hands, and at the same time is a measure of the level of performance achievement. Thus, it can be concluded that the employee's sense of responsibility is adequate to support the implementation of the PBJ policy in the Stabat Baru Village in accordance with the Langkat District Regulation No. 19 of 2019. A sense of responsibility must also be shown by postponing business outside the office in order to immediately complete office work. The results of interviews regarding this matter are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"Employees seem to easily ignore their responsibilities for work, personal or family matters. This is certainly an obstacle in carrying out tasks within the organization" (Interview on April 21, 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"Employees are more likely to be absent from the office if they have other matters outside the office that have nothing to do with work, so that work is disrupted" (Interview on 23 April 2021 at 13.00 WIB).

The results of the interview with Efrata Tarigan as Head of the Section for Community Empowerment and Social Welfare:

"It is difficult for employees to focus on work when they have urgent family matters to solve. In this condition they will immediately leave responsibility for" (Interview on 23 April 2021 at 14.00 WIB).

Commitment relates to the willingness of the implementor to implement the policies stipulated in relation to the implementation of Langkat Regulation No. 19 of 2019. If the implementor has a high commitment, the success rate of implementing activities will also be high. The results of interviews regarding employee support for the implementation of PBJ policies are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"Employees have always shown a strong commitment to support the implementation of PBJ in accordance with Perbup Langkat No. 19 of 2019, it can be seen from their attitude in discussing various things that are needed" (Interview on April 21, 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"I notice the strong support from employees to implement the PBJ policy, because it is a good opportunity for them to show their work performance" (Interview on 23 April 2021 at 13.00 WIB).

The results of the interview with Efrata Tarigan as Head of the Section for Community Empowerment and Social Welfare:

"The supervisor always tries to provide awareness to employees about the importance of PBJ policies, so that all employees show support by preparing to implement them" (Interview on April 23, 2021 at 14.00 WIB).

From the results of the interviews above, it can be explained that employees always show a strong commitment to support the implementation of PBJ policies, as can be seen from their enthusiastic attitude in discussing various things that are needed in their implementation. In addition, the agency always tries to provide awareness to employees about the importance of PBJ policies, so that all employees show support by preparing to implement them. The organizational structure in charge of implementing the policy has a significant influence on the implementation of the policy. The organizational structure includes the division of tasks and coordination, as will be explained below.

A clear division of tasks in the organizational structure will avoid the implementor from the possibility of doubts in working. Everyone needs to know what their duties and responsibilities are, so that implementationLangkat Regional Regulation No. 19 of 2019 can go well. The results of interviews regarding the clarity of employees on the tasks to be carried out are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"The division of tasks has been well defined by superiors, so that everyone knows the areas of work that must be handled and the limits of authority in those areas of work" (Interview on April 21, 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"The superior has assigned clear duties and authorities to each employee and does not overlap each other. That way it will be easy to know who is responsible for each job" (Interview on 23 April 2021 at 13.00 WIB).

The results of the interview with Efrata Tarigan as Head of the Section for Community Empowerment and Social Welfare:

"Each employee is well aware of what his/her duties and authorities are in their respective fields of work. This is because the division of tasks has been carried out clearly" (Interview on 23 April 2021 at 14.00 WIB).

From the results of the interviews above, it can be concluded that the division of tasks has been well defined by superiors, so that everyone knows the areas of work that must be handled and the limits of authority in these areas of work. This means that every employee has a good understanding of what their duties and authorities are in their respective fields of work. Thus a clear division of tasks has supported the process of implementing the PBJ policy in the Stabat Baru Village in accordance with the Langkat Perbup No. 19 of 2019.

Coordination in the implementation of activities is very important so that all activities can be integrated into one goal in accordance with what has been set in the Langkat Regional Regulation No. 19 of 2019. The results of interviews regarding the implementation of coordination are as follows:

The results of the interview with Syaiful Rahman as the Head of the New Stabat Subdistrict, Stabat District, Langkat Regency:

"All employees realize that coordination is very important so that the work implementation process runs smoothly. The coordination implementation is mostly handled by superiors" (Interview on 21 April 2021 at 13.00 WIB).

The results of the interview with Faisal Nasution, SE, as the Head of the Government Section:

"Coordination is carried out through effective communication, so that coordination also takes place effectively. This ensures that all activities become more integrated" (Interview on 23 April 2021 at 13.00 WIB).

The results of the interview with Efrata Tarigan as Head of the Section for Community Empowerment and Social Welfare:

"I noticed that there were no obstacles found in coordination, especially coordination between organizational units. This happens because each party realizes that their activities are interconnected" (Interview on April 23, 2021 at 14.00 WIB).

The PBJ policy in the Langkat Regent Regulation Number 19 of 2019 is intended to be able to provide goods and services that are specifically most needed by the community in the village concerned. However, in reality, in the Kelurahan Stabat Baru, there are still many goods and services procured that do not meet the needs of the majority of the community, so the PBJ policy is still considered less successful. This was due to various field constraints during its implementation, as described below.

Implementation of PBJ requires coordination with the community because basically the procurement of goods and services in the kelurahan must be based on the needs of the community. However, in order to capture the aspirations of the community, the kelurahan officials experienced difficulties because it was not easy to gather the people in order to convey their aspirations or their wishes to be united with the wishes of the entire community who became residents in the Stabat Baru Village. The community is too busy with their interests, so that every invitation to a meeting by the officers is only attended by a few invitations from the community. This causes goods and services procured often not in accordance with the needs of citizens in general.

Employee collaboration in the implementation of PBJ is classified as poor. This may be due to the implementation of PBJ, employee work activities are higher than usual, especially for dealing with the surrounding community, because every procurement of goods and services must involve the surrounding community both in planning and in the implementation of procurement. Every employee involved in the procurement of goods and services becomes too busy with his work so that they become more sensitive to interference from others. Lack of employee cooperation is an obstacle in carrying out work. Therefore, the cooperation of employees at this agency is still not very supportive in the PBJ implementation process in accordance with the Langkat Regent Regulation No. 19 of 2019. To overcome this problem, the leadership should emphasize to employees that cooperation will be increasingly important in facing a lot of work. With good cooperation, a lot of work will be completed more quickly and the target will be achieved.

Employees are classified as easy to ignore responsibility for work if there are personal or family matters. Employees are more likely to be absent from the office if they have other business outside the office that has nothing to do with work, so that work becomes disrupted. This is because they cannot concentrate on work if their minds are disturbed by family matters. Therefore, the lack of employee responsibility for work due to personal matters does not support the process of implementing PBJ policies in accordance with Langkat Regional Regulation No. 19 of 2019. To overcome this problem, superiors should be firm in disciplining subordinates who use working days to take care of their personal interests.

V. Conclusion

Implementation of Langkat Regional Regulation No. 19 of 2019 concerning Procedures for the Procurement of Goods and Services in the Kelurahan Stabat Baru in terms of communication has gone well. In terms of resources, the implementation of Perbup Langkat No. 19 of 2019 concerning Procedures for the Procurement of Goods and Services in the Kelurahan Stabat Baru has not gone well. In this case, the competence of the implementor in the field of cooperation is still not good. In terms of disposition, Perbup Langkat No. 19 of 2019 concerning Procedures for the Procurement of Goods and Services in the Kelurahan Stabat Baru has not gone well. In this case the responsibility of the employee is very easy to ignore because of personal or family matters. In terms of bureaucratic structure, Perbup Langkat No. 19 of 2019 concerning Procedures for the Procurement of Goods and Services in the Kelurahan Stabat Baru has gone well.

Constraints faced by agencies in implementing PBJ in Langkat Regulation No. 19 of 2019 concerning Procedures for the Procurement of Goods and Services in the Stabat Baru Village are: it is difficult to coordinate with the community because of the busyness of the community so that village officials have difficulty capturing community aspirations regarding goods and services most needed by the majority of the community, lack of employee cooperation, lack of employee responsibility towards work because they are more concerned with personal matters.

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- Peraturan Daerah Nomor 6 Tahun 2016 tentang Pembentukan Perangkat Daerah, Peraturan Bupati Nomor 69 Tahun 2016 tentang Kedudukan, Susunan Organisasi, Tugas dan Fungsi serta Tata Ketta Kecamatan dan Kelurahan.
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- Peraturan Presiden No. 16 Tahun 2018 tentang Pengadaan Barang dan Jasa Pemerintah.
- Peraturan Bupati Langkat Nomor 19 Tahun 2019 Tentang Tata Cara Pengadaan Barang dan Jasa di Kelurahan.
- Peraturan Bupati Kabupaten Langkat Nomor 23 Tahun 2017 tentang Perubahan atas Peraturan Bupati Nomor 69 Tahun 2016 tentang Kedudukan, Susunan Organisasi, Tugas dan Fungsi serta Tata Kerja Kecamatan dan Kelurahan.