



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

02 January 2025

DIVISION MEMORANDUM

No. 004 s. 2025

PROCUREMENT MANAGEMENT IMPLEMENTATION YEAR END REVIEW

To: Bid and Awards Committee (BAC) Members
Technical Working Group (TWG)
BAC Secretariat
Select End-user Representatives
All Others Concerned

1. The Department of Education - Schools Division Office of Pampanga upholds the principles of transparency, accountability, equity, efficiency, and economy in all its procurement operations in accordance with the 2016 Revised Implementing Rules and Regulations of the Republic Act 9184, also referred to as the Government Procurement Reform Act (GPRA). Section 63.1 of the RA 9184 provides the mandate of the GPPB to ensure the proper implementation by the Procuring Entities of the GPRA, and all other relevant rules and regulations pertaining to public procurement to protect national interest in all matters affecting public procurement and to ensure the proper implementation of the Act, its IRR and all other relevant rules and regulations pertaining to public procurement. Since procurement is crucial to the execution of projects, programs, and activities, it is imperative that a year-end review of procurement management implementation be conducted.

2. In view of the above, the Schools Division of Pampanga shall conduct the **"Procurement Management Implementation Year End Review"** scheduled on **January 8-10, 2025, venue to be announced.**

3. The objectives of the activity are the following:
- To conduct procurement management implementation year-end review of the BAC activities;
 - To ensure that governing principles of procurement is being followed in the implementation of DepEd's programs and projects;
 - To strengthen the commitment of all members of the BAC, TWG and Secretariat on their roles as stated in RA 9184; and
 - To provide team-building activities to the committee members to encourage creativity, increase collaboration, and have positive reinforcement.

4. The participants of the activity are:

NO.	NAME	POSITION
1	ROMEO M. ALIP	SDS/HOPE
2	CECILIA E. VALDERAMA	ASDS/BAC CHAIR
3	LEANDRO C. CANLAS	ASDS/BAC VICE CHAIR
4	CELIA R. LACANLALE	CID Chief/BAC MEMBER

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5	ARCELI S. LOPEZ	SGOD Chief/BAC MEMBER
6	REMEDIOS BACANI	SGOD Chief/BAC MEMBER
7	ARNOLD ADELO OBILLOS	SGOD Chief/BAC MEMBER
8	SHARON CATANGAL	TWG Head
9	JB B. MANALANG	TWG
10	ERWIN CRUZ	TWG
11	DEXTER PANGILINAN	TWG
12	JAYSON M. SANTOS	TWG
13	JAY T. DIWA	TWG
14	DOROTEA D. SOLIMAN	BAC SEC Head
15	MICHAEL BASCO	BAC SEC
16	PAULA S. MENESES	BAC SEC
17	KRISTIN MARIE U. SANTOS	BAC SEC
18	KRISTIAN TED ESGUERRA	BAC SEC
19	ROBIN D. PEREZ	Planning Officer
20	JONA AFRICA ALFONSO	ADA I

5. The training matrix of the event is as follows:

DAY 1	January 8, 2025 (Wednesday)	Person-in-Charge
8:00 AM – 1:00 PM	Travel Time /Lunch/ Registration	
1:00PM-1:15PM	Preliminaries <ul style="list-style-type: none"> • National Anthem • Prayer • Capampangan Hymn • Roll Call • Energizer 	Training Management Team
1:15PM-1:30PM	Inspirational Message	Dr. Romeo M. Alip, CESO V Schools Division Superintendent / HOPE
	Purpose of the Activity	Dr. Cecilia E. Valderama ASDS/BAC Chairperson
1:30PM-2:30PM	Financial Report and Continuing Budget Status	Remedios M. Bacani Budget Officer/BAC Member
3:30PM-4:30PM	Review of the 2024 BAC Procurement Programs and Projects Implemented/Status	Dorotea D. Soliman EPS II / BAC Secretariat Head
4:30PM-5:00PM	Discussion/Question and Answers/Photo Opportunity	Training Management Team
Day 2	January 9, 2025 (Thursday)	Person-in-Charge
8:00AM-8:30AM	Preliminaries	Training Management Team
8:30AM-9:30AM	Turn-over of BAC Chairmanship	Head of Procuring Entity
9:30AM-10:30AM	Salient Features of the RA 12009 “New Government Procurement Act”	Atty. Arnold Adelo Obillos Legal Officer III
10:30AM-11:00AM	Question and Answers	Training Management Team
11:00AM-12:00NN	Report on the Received 2024 Audit Observation Memorandum (AOM)	Erwin C. Cruz Division Accountant
12:00NN-1:00PM	Lunch	



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1:00PM-2:00PM	Updates on the Early Procurement Activities (EPA)	Sharon M. Catangal Supply Officer
2:00PM-3:00PM	Review of the Procurement Reports for Fiscal Year 2024 (APP, PMR, APCPI)	Kristian Ted Esguerra BAC Secretariat Member
3:00PM-4:30PM	Leadership Ethics and Service Accountability	Arceli S. Lopez, PhD SGOD Chief/BAC Member
Day 3	January 10, 2025 (Friday)	Person-in-Charge
7:00AM-8:00AM	Breakfast	
8:00AM-8:30AM	Preliminaries	Training Management Team
8:30AM-9:30AM	BAC Workshop	Leandro C. Canlas, CESE ASDS/Vice BAC Chair
9:30AM-11:30AM	Teamwork activities	Training Management Team
11:30AM-12:00NN	Photo Opp	
Kristin Marie U. Santos Master of Ceremony		

6. Wide dissemination and compliance with this memorandum are earnestly desired.

ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent ✓

