



Republic of the Philippines  
**Department of Education**  
 Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
 Digos City

**DIVISION MEMORANDUM**

**OSDS-2024-** 195

To: NEIL D. BONGCAYAO  
 IDA I. JUEZAN  
 JESSICA G. LUCERO  
 JOSE ISRAEL M. MARAVILLES  
 ROTSEN N. GAYUD

Subject: **CALENDAR YEAR 2024 CLUSTERED TRAINING ON THE UPDATES OF THE REVISED IMPLEMENTATING RULES AND REGULATIONS OF REPUBLIC ACT NO. 9184 FOR PROCUREMENT PERSONNEL OF THE DEPARTMENT OF EDUCATION REGIONS AND SCHOOLS DIVISIONS.**

Date: May 24, 2024

- In reference to the Department of Education – Office of the Undersecretary for Procurement Memorandum OUPRO No. 2047, S. 2024, you are hereby directed to attend the **Calendar Year 2024 Clustered Training on the Updates of the Revised Implementing Rules and Regulations (RIRR) of the Republic Act No. 9184 for Procurement Personnel** of the DepEd Regions and Schools Divisions nationwide.

Cluster	Date	Regions	Venue
7	September 16-20, 2024	XI & XII	General Santos City

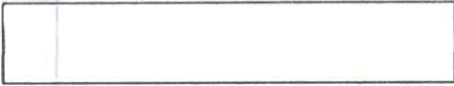
- All participants are required to register online via given Google link at least 10 calendar days before the scheduled activity in order to facilitate billeting and meal accommodation

Cluster	Google Link
7	<a href="https://forms.office.com/r/Xgx65F83HS">https://forms.office.com/r/Xgx65F83HS</a>

- Travel Expense Voucher (TEV), including Daily Travelling Expense (DTE) of the schools division participants will be charged to local funds.
- Subsequent advisory shall be issued for the specific venue.
- For more information, please contact (02) 8636-6543 and 8636-4392 or email Ms. Athena Grace B. Saavedra on this address [athena.saavedra@deped.gov.ph](mailto:athena.saavedra@deped.gov.ph)
- For information, guidance and compliance.

DepEd Schools Division of Digos City  
 RECORDS SECTION  
**RECEIVED**  
 DATE: 24 MAY 2024 TIME: 2:48  
 BY: [Signature]

[Signature]  
**MELANIE P. ESTACIO, PhD, CESO VI**  
 OIC-Schools Division Superintendent [Signature]



Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY FOR PROCUREMENT

## MEMORANDUM

OUPRO No. 2047, s. 2024

DepEd Schools Division of Digos City  
 RECORDS SECTION  
**RECEIVED** 12/26/24  
 DATE: 14 MAY 2024 TIME 3:35  
 BY: [Signature]

TO : **Regional Directors**  
**Schools Division Superintendents**  
**All Others Concerned**

FROM : *[Signature]*  
**ATTY. GERARD L. CHAN, CESO I**  
*Undersecretary for Procurement*

*[Signature]*  
**ATTY. REYNOLD S. MUNSAYAC**  
*Assistant Secretary for Procurement*

SUBJECT : **CALENDAR YEAR 2024 CLUSTERED TRAINING ON THE UPDATES OF THE REVISED IMPLEMENTING RULES AND REGULATIONS OF REPUBLIC ACT NO. 9184 FOR PROCUREMENT PERSONNEL OF THE DEPARTMENT OF EDUCATION REGIONS AND SCHOOLS DIVISIONS**

DATE : April 30, 2024

- The Department of Education (DepEd) Central Office (CO), through the Procurement Management Service, will conduct the **Calendar Year 2024 Clustered Training on the Updates of the Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184 for Procurement Personnel** of the DepEd Regions and School Divisions in eight clusters nationwide.

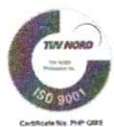
Cluster	Date	Regions	Venue
1	June 3-7, 2024	I & II	Baguio City
2	June 17-21, 2024	III & CAR	Clark/Subic
3	July 8-12, 2024	IV-A & IV-B	Tagaytay City
4	July 22-26, 2024	V & VIII	Cebu City
5	August 5-9, 2024	VI & VII	Dumaguete City
6	September 2-6, 2024	NCR & IX	Dipolog City
7	September 16-20, 2024	XI & XII	General Santos City
8	October 7-11, 2024	X & XIII	Cagayan de Oro City

- The clustered training aims to:
  - increase awareness of DepEd field procurement personnel of the pertinent provisions of the procurement law, the latest Government Procurement Policy Board (GPPB) resolutions and issuances, standard bidding procedures and requirements, and contract implementation process;
  - improve the efficiency of the procurement function; and



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Effectivity	03.23.23	Page	1 of 2



c. address procurement-related issues and concerns.

3. The participants of this event shall be limited to those who have NOT attended CY 2023 Clustered Training on the Updates of the Revised Implementing Rules and Regulations of Republic Act No. 9184 for Procurement Personnel of the Department of Education Regions and Schools Divisions, consisting of five from each regional office (RO) and schools division office (SDO) as follows:
  - a. Three Bids and Awards Committee (BAC) - BAC Chair/Vice Chair/Regular Member/Provisional Member); and
  - b. Two BAC Secretariat/TWG.
4. Only those authorized by their respective heads (ROs and SDOs) shall register through the links provided in Item 5 hereof. Check-in time shall be 2:00 p.m. on Day 1 and check-out shall be 12:00 noon on Day 5.
5. All participants are required to register online via the following Google link at least 10 calendar days before the scheduled activity in order to facilitate billeting and meal accommodation:
  - a. Cluster 1 : <https://forms.office.com/r/Y8wwYATSEC>
  - b. Cluster 2 : <https://forms.office.com/r/RdxdMDH6Hr>
  - c. Cluster 3 : <https://forms.office.com/r/UQ4Vi5ADJT>
  - d. Cluster 4 : <https://forms.office.com/r/c6EdnWv3Tz>
  - e. Cluster 5 : <https://forms.office.com/r/nwKftd4VYw>
  - f. Cluster 6 : <https://forms.office.com/r/S9sfxrgW9j>
  - g. Cluster 7 : <https://forms.office.com/r/Xgx65F83HS>
  - h. Cluster 8 : <https://forms.office.com/r/OPf4vHbTgH>
6. Subsequent advisory shall be issued for the specific venue of each cluster.
7. Travel Expense Voucher (TEV), including Daily Travelling Expense (DTE) of the regional and schools division participants will be charged to local funds. Payment for the venue service provider for board and lodging, supplies, honoraria of speakers, and other incidental expenses shall be charged to 2024 OPDNTF Funds allotted to the Procurement Management Service – Procurement Planning and Management Division (ProcMS-PPMD), subject to the usual accounting and auditing rules and regulations.
8. The Indicative Program of Activities is enclosed.
9. For more information, please contact the following ProcMS-PPMD Personnel at telephone numbers (02) 8636-6543 and 8636-4392 or through the following email addresses:

Cluster	Name	Email Address
1	Mr. Ian R. Bonifacio	ian.bonifacio@deped.gov.ph
2	Mr. Kerubin M. Macabenguil	kerubin.macabenguil@deped.gov.ph
3	Mr. Mark Lester V. Taca	mark.taca@deped.gov.ph
4	Ms. Jenet R. Nadura	jenet.nadura@deped.gov.ph
5	Ms. Nadine Aster V. Pujol	nadine.valdevieso@deped.gov.ph
6	Ms. Rheyeca Jane G. Travinio	rheyeca.travinio@deped.gov.ph
7	Ms. Athena Grace B. Saavedra	athena.saavedra@deped.gov.ph
8	Ms. Rheyeca Jane G. Travinio	rheyeca.travinio@deped.gov.ph

10. Immediate dissemination of this Memorandum is desired.

## PROGRAM OF ACTIVITIES (Indicative)

### CY 2024 Clustered Training on the Updates of the Revised Implementing Rules and Regulations (RIRR) of RA 9184 for Procurement Personnel of the Department of Education Regions and Schools Divisions

TIME	Day 1	Day 2	Day 3	Day 4	Day 5
8:00 - 9:00 a.m.		<b>Opening Program</b> <ul style="list-style-type: none"> <li>Prayer, National Anthem, and Quality Policy Statement</li> <li>Acknowledgement of Participants</li> <li>House Rules</li> <li>Opening Message</li> </ul>	<b>Preliminaries</b> <ul style="list-style-type: none"> <li>Invocation</li> <li>Recap</li> <li>Ice Breaker</li> </ul>	<b>Preliminaries</b> <ul style="list-style-type: none"> <li>Invocation</li> <li>Recap</li> <li>Ice Breaker</li> </ul>	<b>Preliminaries</b> <ul style="list-style-type: none"> <li>Invocation</li> <li>Ice Breaker</li> </ul>
9:00 - 11:30 a.m.	<b>Session 1:</b> <b>GPPB Resource Speaker</b> <b>Procurement 101 (Key Features of GPRA and Procurement Organization)</b>	<b>Session 1:</b> <b>GPPB Resource Speaker</b> <b>Procurement 101 (Key Features of GPRA and Procurement Organization)</b>	<b>Session 3:</b> <b>GPPB Resource Speaker</b> <b>1. Preparation of Technical Specifications, Scope of Work, and Terms of Reference</b> <b>2. Preparation of Cost Estimates</b>	<b>Session 5:</b> <b>GPPB Resource Speaker</b> <b>Alternative Methods of Procurement</b>	<b>SYNTHESIS</b> <b>CLOSING PROGRAM</b> <ul style="list-style-type: none"> <li>Closing Message</li> <li>Group Photo</li> </ul>
11:30 - 12:00 nn	<b>Arrival of Participants</b>  <b>Lunch Break</b>	<b>OPEN FORUM</b>  <b>Lunch Break</b>	<b>OPEN FORUM</b>  <b>Lunch Break</b>	<b>OPEN FORUM</b>  <b>Lunch Break</b>	<b>Lunch Break</b>  <b>Return to Base</b>
12:00 - 1:00 p.m.	<b>Session 2:</b> <b>GPPB Resource Speaker</b> <b>Procurement Planning and Budget Linkage, including Early Procurement Activities</b>	<b>Session 2:</b> <b>GPPB Resource Speaker</b> <b>Procurement Planning and Budget Linkage, including Early Procurement Activities</b>	<b>Session 4:</b> <b>GPPB Resource Speaker</b> <b>Standard Bidding Procedures for Goods and Services and/or Infrastructure Projects</b>	<b>Session 6:</b> <b>Contract Implementation (Internal to DepEd)</b>	
1:00 - 4:00 p.m.	<b>Preliminaries</b> <ul style="list-style-type: none"> <li>Registration</li> <li>Room Assignments</li> <li>Orientation on the use of LMS</li> </ul> <b>Overview of the Program Flow &amp; Reminders</b>				
4:00 - 5:00 p.m.		<b>OPEN FORUM</b>	<b>OPEN FORUM</b>	<b>OPEN FORUM</b>	