



2024-07-22-0548



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO

Office of the Schools Division
Superintendent


April 22, 2024

DIVISION MEMORANDUM
No. 564, s. 2024

ADDENDUM TO DIVISION MEMORANDUM NO. 020, s. 2024
(Reconstitution in the Composition of the Division BIDS and Awards Committee
(BAC), Technical Working Group (TWG), BAC Secretariat,
Canvassers, and Inspectorate Team)

To : All Concerned SDO Personnel

1. Please be informed of the additional personnel as member of the Technical Working Group to perform tasks under Civil Works, to wit:
 - **Engr. Renalyn Jean B. Balong**
Engineer III
2. All provisions cited in the previous memorandum are still enforced.
3. Immediate dissemination of this memorandum is desired.


CRISTY C. EPE, CESO V
Schools Division Superintendent

Encl: *As stated*
Reference: *Div. Memorandum No. 20, s. 2024*
FN: *5 Addendum*

Cc: *Assistant Schools Division Superintendent*
Chiefs/heads of Division/ Sections
All concerned employees
Commission on Audit
File

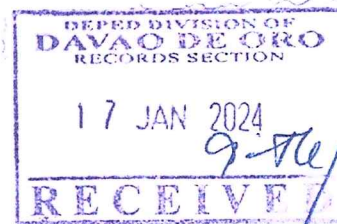


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| Effectivity | 09.12.22 | Page | 1 of 1 |



Republic of the Philippines
Department of Education
 REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
 Superintendent

January 15, 2024

DIVISION MEMORANDUM

No. **020**, s. 2024

RECONSTITUTION IN THE COMPOSITION OF THE DIVISION BIDS AND AWARDS COMMITTEE (BAC), TECHNICAL WORKING GROUP (TWG), BAC SECRETARIAT, CANVASSERS, AND INSPECTORATE TEAM

To: All Concerned SDO Personnel
 This Office

In compliance with the provision of the Implementing Rules and Regulations of the RA 9184, otherwise known as the Government Procurement Act, you are hereby advised as your designation as regular BAC members, and secretariat, technical working group, canvassers and inspectorate team effectively immediately.

Hereunder is the composition of the functional procurement components, to wit:

| BIDS AND AWARDS COMMITTEE | |
|----------------------------------|--|
| Chairman: | Emma A. Camporedondo, CESO VI |
| Vice Chairman: | Arlyn B. Lim, PhD |
| Members: | Renato N. Pacpakin, EdD Grace D. Pontillas, EdD Noemi P. Canales |
| TECHNICAL WORKING GROUP | |
| Chairman: | Engr. Norberto S. Manlangit, MPA |
| Members: | |
| Civil Works | Engr. Marie Cris P. Dalumpines |
| Catering Services | Mary Ann M. Pacatang, RN |
| ICT | Cherry Ann E. Eling |
| SECRETARIAT | |
| Chairman: | Andy P. Cabodoc, EdD |
| Members: | Jomar M. Domopoy Teodoro O. Sapio Jr. Felene Therese R. Barroga |
| CANVASSERS | |
| | Mario E. Alquiza |
| | Renante M. Homigop |
| | Junard A. Alidro |
| | Jodel P. Abenoja |



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Department of Education
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SCHOOLS DIVISION OF DAVAO DE ORO

Office of the Schools Division
 Superintendent

| INSPECTORATE TEAM | | |
|--|---|---|
| PROJECTS | Implementing Units (IUs) / End-user Unit (EU) in the SDO | INSPECTORATE |
| Learning Materials, Supplementary Learning Resources, Printing Projects and Learning Tools and Equipment (TLE) for TVL and SME | CID – LRMD Section | Team Leader : Leah L. Baruiz Regular Members : Supply Section : Jennifer Baluiz Accounting Section : Glenn Vacalares |
| Foods and Medicines, Dental Tools and Supplies and Other Health Supplies | SDO – School Health | Team Leader : Rosalie G. Maghinay, RN Regular Members : Supply Section : Kate Dianne Feji Accounting Section : Glenn Vacalares |
| Sports – Related Goods and Equipment | SGOD | Team Leader : Nisan Lejan M. Cal Regular Members : Supply Section : Kate Dianne Feji Accounting Section : Glenn Vacalares |
| Training / Seminar Kits / Office Supplies | CID | Team Leader : Luz E. Comonal Regular Members : Supply Section : Grecilyn Urbano Accounting Section : Jose Potestas |
| Infrastructure, Furniture and Related Goods | SDOD – Education Facilities Section | Team Leader : Engr. Norberto N. Manlangit, MPA Regular Members : SGOD : Wilfredo Takasan, EdD Supply Section : Jennifer Baluiz Accounting Section : Jose Potestas |
| DCP Packages, IT Related Goods and Internet Services | ICT Unit | Team Leader : Cherry Ann E. Eling Regular Members : Supply Section : Grecilyn Urbano Accounting Section : Jose Potestas |
| DRRM Supplies and Materials | SGOD Social Mobilization and Networking | Team Leader : Rosalie G. Maghinay, RN Regular Members : Supply Section : Kate Dianne Feji Accounting Section : Ramonito Reyes |
| Service Vehicle | Administrative Section – Property and Supply | Team Leader : Joseph Corpuz Regular Members : Supply Section : Jennifer Baluiz Accounting Section : Ramonito Reyes |
| Security, Janitorial and Other General Services | Administrative Section – General Services | Team Leader : Engr. Norberto N. Manlangit, MPA Regular Members : Supply Section : Grecilyn Urbano |



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Office of the Schools Division
Superintendent


Accounting Section : Ramonito Reyes

Unless removed for a cause, you shall serve the BAC for a term of one (1) year reckoned from JAN 17 2024. Compliant to the existing guidelines, you shall be on a "jury duty" type of assignment, which means giving utmost priority to the BAC activities over the duties and responsibilities until the requirements for the assignments at hand shall have been completed, and/or until the Notice of Award is issued by the Head of the Procuring Entity (HOPE) in order to complete the entire procurement process at the earliest possible time.

For the members of the inspectorate team, you are directed to perform the following:

1. Evaluate pertinent specifications and other technical requirements of materials procured and delivered;
2. Ensure documentary requirements (supporting papers) are submitted;
3. Check warranty period, if any;
4. Assess compliance of the prescribed number of days delivered;
5. Examine consistency of Procurement with Annual Procurement Plan (APP);
6. See to it that procurement procedures are religiously observed, and recommend to the Head of Procuring Entity any irregularities being observed after the conduct of inspection.

All previous issuances inconsistent with this order are hereby rescinded.


CRISTY C. EPE, CESO V
Schools Division Superintendent

Encl.: As stated

References: RA 9184, IRR

FN: 2024Files.CID-MEMO-numberedmemo. SDS ASDS.DM

*Cc: Assistant Schools Division Superintendent
Chiefs/heads of Division/ Sections
All concerned employees
Commission on Audit
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