



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

July 28, 2021

DIVISION MEMORANDUM

No. 287 s. 2021

REVISION OF THE SDO PROCUREMENT MANAGEMENT PROCESS

To: Assistant Schools Division Superintendent
Division Chiefs
Unit Heads
Bids and Awards Committee
All SDO Personnel

1. In line with the continuing efforts of the Procuring Entity to further improve the efficiency and effectiveness of the Procurement Management Process of the Schools Division Office, the procurement flowchart is hereby revised.
2. All concerned are enjoined to strictly adhere to the revised *Detailed Procurement Flowchart* hereto attached as Enclosure No. 1.
3. Please be guided accordingly.

DANTE G. PARUNGAO, CESO VI
OIC - Schools Division Superintendent
Head of the Procuring Entity



Loyal, Excellent, Accountable and Dedicated to Service

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DSCM-QMS-QMR-QSF-008 Rev.03 (01.31.20)



Certificate No. 50500731 QM15

DETAILED PROCUREMENT FLOWCHART







