



Republic of the Philippines

## Department of Education

REGION III- CENTRAL LUZON

SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

May 23, 2024

### SCHOOLS DIVISION MEMORANDUM

No. 180,

s. 2024

**REORIENTATION OF PROGRAMS, PROJECTS, & ACTIVITIES (PPA) PROPONENTS AND SCHOOL BIDS AND AWARDS COMMITTEE ON RA 9184 OTHERWISE KNOWN AS "GOVERNMENT PROCUREMENT REFORM ACT" AND ITS IMPLEMENTING RULES AND REGULATIONS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, Unit Heads  
Schoolheads, Public Elementary/Integrated/Secondary Schools  
All Others Concerned

1. In view of the Procuring Entity's thrust to continuously professionalize, ensure statutory and regulatory compliance, and improve operational efficiency of all offices and public schools within its jurisdiction, by strengthening the knowledge and skills of procurement practitioners on the basic principles of public procurement, its functions and processes in accordance with Republic Act 9184 or the "Government Procurement Reform Act", this Office through the Bids and Awards Committee, announces the conduct of the one-day Reorientation – Workshop on June 3, 2024, 8:00 am at Munoz National High School Main- JHS, Conference Hall.
2. The topics to be presented and discussed include the following:
  - a. Overview of RA9184, Duties and responsibilities of Bids and Awards Committee, Offenses and Penalties
  - b. Procurement Process, Timeliness and Forms
  - c. PhilGEPS posting and Alternative Methods of Procurement
3. Participants to this activity are:
  - a. Schools Division Office BAC Members, Secretariat, TWG members, Inspectorate Team Members and all PPAs end-users/proponents
  - b. Schoolheads and one non-teaching personnel per school (AO II or ADAS or PDO)



Address: Brgy. Rizal, Science City of Muñoz, 3119

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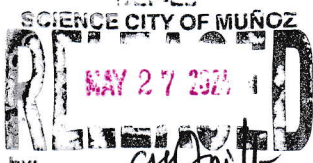


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- Participants are advised to pre-register on or before May 29, 2024, through this link <https://tinyurl.com/bdhjfyfz>. Participants are further advised to bring their own provisions to be charged against division or school MOOE subject to the usual auditing rules and regulations.
- Each functional division and school shall bring one laptop, and extension cord to be used in the workshop. The training matrix of this activity is hereto attached as Enclosure No. 1.
- Immediate and wide dissemination of this Memorandum is enjoined.



**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent

Encl: As stated  
Reference:

To be indicated in the Perpetual Index  
Under the following subjects:  
REORIENTATION WORKSHOP  
BIDS AND AWARDS COMMITTEE  
TECHNICAL ASSISTANCE

WWP/JMT/ BAC Reorientation Workshop on RA9184 "Government Procurement Reform Act"  
09/May 23,2024



Address: Brgy. Rizal, Science City of Muñoz, 3119  
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Enclosure No. 1 to Schools Division Memorandum No. 180, s. 2024

**TRAINING MATRIX**

<b>Time</b>	<b>Duration</b>	<b>Session / Activity</b>	<b>Resource Person / in-charge</b>
8:00 am – 8:30 am	30 minutes	Registration of Participants	Ms. Kimberly Joan N. Tadeo AO II, BAC Sec
8:31 am – 9:00 am	15 minutes	Opening Program	Ms. Rosan E. Ariston PDO II, BAC Sec
9:01 am - 9:45 am	1 hour, 15 minutes	<b>Session 1</b> Overview of RA 9184, Duties and Responsibilities of Bids and Awards Committee, Offense and Penalties	Ms. Winnie W. Poli EPS, BAC Member
9:46 am – 10:00 am	15 minutes	Health Break	
10:01 am – 10:30 am		<b>Session 1 cont.</b>	Ms. Winnie W. Poli EPS, BAC Member
10:31 am – 12:00 nn	1 hour, 30 minutes	<b>Session 2</b> Procurement Process, Timelines, and Forms / Workshop	Mr. Jomel V. Mangawang Accountant III, TWG
12:01 pm – 1:00 pm	1 hour	Lunch Break	
1:01 pm – 2:30 pm	1 hour, 30 minutes	<b>Session 3</b> PhilGEPS Posting and Alternative Methods of Procurement / Workshop	Mr. Johann M. Tabing ITO I, Head-BAC Sec
2:31 pm – 3:00 pm	30 minutes	Open Forum	Ms. Mercedita D. Saldero EPS, BAC Member, Moderator
3:01 pm – 3:10 pm	10 minutes	Closing Program	Ms. Kimberly Joan N. Tadeo AO II, BAC Sec