



Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS
 SCHOOLS DIVISION OF NEGROS ORIENTAL

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
 MLC-OSDS-2024- 0124

TO : **BAC MEMBERS**
BAC TWG MEMBERS
BAC SECRETARIAT MEMBERS

FROM : **NERI C. OJASTRO EdD, CESO V**
 Schools Division Superintendent

SUBJECT : **SELF-ASSESSMENT WORKSHOP ON PROCUREMENT PROCESSES FOR GOODS, CIVIL WORKS & INFRASTRUCTURE PROJECTS VIS-À-VIS EXTERNAL ASSESSMENT OF AGENCY PROCUREMENT COMPLIANCE PERFORMANCE INDICATORS (APCPI)**

DATE : February 19, 2024

1. This is to inform you of your participation in the Self-Assessment Workshop on Procurement Processes For Goods, Civil Works & Infrastructure Projects Vis-À-Vis External Assessment of Agency Procurement Compliance Performance Indicators (APCPI) on the following dates and venue:

DATE	VENUE	PARTICIPANTS	Meals
Feb 21-23	Residencia Orlina, Rovira Road, Dumaguete City	HoPE BAC Chairperson BAC Vice-Chairperson BAC Secretariat Members CSO Representatives	Full Board
Feb 27-28	Library Hub Conference Room, Kagawasan Avenue, Dumaguete City	HoPE BAC Chairperson BAC Vice-Chairperson BAC Members BAC Secretariat Members BAC TWG Members	AM & PM Snacks Lunch

2. BAC Secretariat Members are hereby directed to prepare all required documents and materials needed for the workshop and assessment. Please refer to the attached task assignments.
3. Training cost including meals, materials, accommodation of participants and honorarium for speakers shall be charged against Division MOOE/other local funds subject to the usual accounting and auditing rules and regulations.
4. For information and compliance.

NCO/EQA-RAV/OSDS/BAC/EQA/kpanton

27 FEB 2024



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
 Telephone Nos.: (035) 225-2838 / 225-2376 / 422-7644

DepEd TAYO SDO Negros Oriental

negros.oriental@deped.gov.ph

www.depednegor.net

APCPI TASKING			
	TASK	IN-CHARGE	STATUS
1	APP	Ms. Amabel	
2	APP-CSE	Ms. Amabel	
3	Repeat Order Docs	Ms. Ruby Jean/ Ms. Phoebe Jean	
4	Limited Source Bidding	Ms. Karla	
5	Pre-Bid and Prep Period	Ms. Ivone Marie	
6	Proc Doc & Tech Requirements (PR, TOR, PhilGEPS Posting, etc)	Ms. Ivone & Sir Jesse	
7	BAC & BAC Sec Composition	Ms. Karla	
8	Green Procurement	Ms. Ruby Jean/ Ms. Phoebe Jean	
9	Agency website	Sir Jesse John	
10	PMR/CPMR	Sir Andre	
11	Market Research/ Analysis	Sir Andre	
12	Certificates of Trainings	Ms. Karla	
13	Forum, dialogues, communication with bidders	Ms. Ruby Jean/ Ms. Phoebe Jean	
14 & 15	Safekeeping System/List of Proc Records	Ms. Ivone Marie	
16 & 17	Standards for Quality Control, Acceptance, & Inspection	Sir Andrie	
18	Release of Final Payment	Ms. Ruby Jean/ Ms. Phoebe Jean	
19	Invitation of Observers	Ms. Ivone Marie	
20	Internal Audit	Ms. Karla	
21	COA Recommendations, AOM	Ms. Ruby Jean/ Ms. Phoebe Jean	
22	Implementation of COA Recommendations	Ms. Ruby Jean/ Ms. Phoebe Jean	
23	Protests and Compalints	Ms. Ivone Marie	
24	Anti-Corruption	Ms. Ivone Marie	
25	Online Tool Entry	Sir Andrie	
26	Logistics	Sir Jesse John	
27	Attendance Sheets and Certificates	Ms. Ivone Marie	