



Republic of the Philippines  
**Department of Education**

07 APR 2017

DepEd MEMORANDUM  
No. **69**, s. 2017

**SEMINAR-WORKSHOP ON REPUBLIC ACT NO. 9184 AND ITS 2016  
REVISED IRR AND UPDATES ON AGENCY PROCUREMENT  
COMPLIANCE AND PERFORMANCE INDICATORS  
FOR REGIONAL AND SCHOOLS DIVISION OFFICE'S HOPE,  
BAC AND BAC SECRETARIAT**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
All Others Concerned

1. The Department of Education (DepEd), through its Procurement Management Service (ProcMS), will conduct the **Seminar-Workshop on Republic Act (RA) No. 9184 and Its Revised Implementing Rules and Regulations (IRR), and Updates on Agency Procurement Compliance and Performance Indicators (APCPI) for Regional and Schools Division Office's HoPE, BAC, and BAC Secretariat** starting in May until September 2017 by cluster on the following dates with respective venues:

<b>Participant</b>	<b>Date</b>	<b>Tentative Venue</b>
National Capital Region (NCR)	May 9-12, 2017	DepEd-NCR, NEAP, Marikina City
Regions I and II	May 16-19, 2017	Within Metro Manila*
Regions VI and VII	June 13-16, 2017	DepEd Ecotech Center, Cebu City
CAR and Region IV-A	June 20-23, 2017	Within Metro Manila*
Regions IV-B and V	July 4-7, 2017	Within Metro Manila*
Region VIII and NIR	July 11-14, 2017	DepEd Ecotech Center, Cebu City
Region III	July 25-28, 2017	Within Region III*
Regions IX and X	August 8-11, 2017	Cagayan de Oro City*
Regions XI and XII	August 22-25, 2017	Davao City*
Region XIII and ARMM	September 5-8, 2017	Butuan City*

\*Note: Final schedule and venue shall be announced through a DepEd Advisory.

2. The Seminar aims to:
- update the head of Procuring Entity (HoPE), Bids and Awards Committees (BAC) and BAC Secretariat on RA 9184 and its 2016 Revised IRR which took effect on **October 28, 2016**;

- b. ensure that DepEd comply with its commitment to one of the six Disbursement Link Indicators in ADB-SHSSP Loan Agreement (DLI 6) for Calendar Year (CY) 2017, with target of a least 30% submission of 2016 APCPI Self-Assessment Results, duly confirmed or validated by Civil Society Organizations (CSOs) or the Commission on Audit (COA), or an equivalent of 68 procuring entities out of 224 regional and division offices; and
    - c. ensure compliance to the Performance-Based Bonus (PBB) Good Governance Conditions.
3. Six participants are allotted each from the regional and schools division offices and distributed as follows:
  - 1 – Head of the Procuring Entity;
  - 1 – BAC Chairman;
  - 1 – BAC Vice-Chairman;
  - 1 – BAC Regular Member; and
  - 2 – BAC Secretariat.
4. All participants are requested to bring at least one laptop during the confirmation workshop on APCPI self-assessment results. They are also requested to bring their accomplished 2016 APCPI Self-Assessment Results together with the complete annexes as follows:
  - a. Annex A – APCPI Self-Assessment Form;
  - b. Annex B – Consolidated Procurement Monitoring Report;
  - c. Annex C – Procurement Capacity Development Action Plan; and
  - d. APCPI Confirmation Questionnaire.
5. Confirmation slips must be submitted at least five days before the scheduled activity to facilitate billeting and meal accommodations and send through telefax no. (02) 636-6542 or email at [depedprocms@gmail.com](mailto:depedprocms@gmail.com) or [depedapcpi@gmail.com](mailto:depedapcpi@gmail.com).
6. No registration fee shall be collected from the participants, however, traveling and transportation expenses will be charged to local Maintenance and Other Operating Expenses (MOOE) Funds. All other expenses shall be charged to Human Resource and Training Development (HRTD) Funds, subject to the usual accounting and auditing rules and regulations.
7. The following documents are enclosed:
  - Enclosure No. 1 – Confirmation Slip of Participants; and
  - Enclosure No. 2 – Program of Activities.
8. For more information, all concerned may contact either **Ms. Ruth F. Romano**, Supervising Administrative Officer, Procurement Management Service-Contract Management Division (ProcMS-CMD), Department of Education Central Office (DepEd CO), DepEd Complex, Meralco Avenue, Pasig City at telephone no. (02) 635-3762 or through email address: [ruth.romano@deped.gov.ph](mailto:ruth.romano@deped.gov.ph); or **Ms. Jenet R. Nadura**, Administrative Assistant III, Office of the Director, ProcMS, DepEd CO at telephone no. (02) 636-6542 or through email address: [depedprocms@gmail.com](mailto:depedprocms@gmail.com).
9. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:

As stated

Reference:

N o n e

To be indicated in the Perpetual Index  
under the following subjects:

BIDS  
COMMITTEE  
LEGISLATION  
PROCUREMENT  
SEMINARS  
WORKSHOPS

R-MCR/ DM-seminar-Workshop on RA 9184...  
0314/March 30, 2017



Republic of the Philippines

Department of Education

**PROCUREMENT MANAGEMENT SERVICE**

Rm. 505, 5th flr., Bonifacio Bldg., DepEd Complex, Meralco Ave., Pasig City

Tel. Nos. (02) 636-6542 – OD; 636-6543/633-9343 – PPMD cum BAC Sec; 635-3762 – CMD

**CONFIRMATION FORM**

Attention: Ms. Jenet Nadura/ Julie Ventula

TeleFax Number: 633-9342

Email Address: [depedprocms@gmail.com](mailto:depedprocms@gmail.com) or [depedapcpi@gmail.com](mailto:depedapcpi@gmail.com)

This is to confirm our attendance in the Seminar - Workshop on R.A. 9184 and its 2016 Revised IRR, and Updates on Agency Procurement Compliance and Performance Indicator (APCPI) for Regional and Division Office's Head of the Procuring Entity (HOPE), Bids and Awards Committee (BAC) and BAC Secretariats scheduled on \_\_\_\_\_ 2017.

Region: \_\_\_\_\_ Division: \_\_\_\_\_

	<u>NAME</u>	<u>DESIGNATION</u>	<u>Office/Unit</u>	<u>Contact Number</u>
<i>HOPE</i>				
<i>BAC Chairman</i>				
<i>BAC Vice-Chairman</i>				
<i>BAC Member</i>				
<i>BAC Secretariat</i>				
<i>BAC Secretariat</i>				

Office Contact Details :

Telephone No. : \_\_\_\_\_

Fax Number : \_\_\_\_\_

Official Email Address : \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Note: Must be received by the ProcMS-Office of the Director five (5) days before the scheduled seminar-workshop.



Republic of the Philippines  
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Tel. Nos. (02) 636-6542 – OD; 636-6543/633-9343 – PPMD cum BAC Sec; 635-3762 – CMD

**PROGRAM OF ACTIVITIES**

TIME	Day 1	Day 2	Day 3
8:30 – 9:00	<b>Arrival of Participants &amp; Registration</b> (First Meal – AM Snacks)	<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>
9:00 – 10:00		<b>Session 3:</b> <b>Standard Bidding Procedures for Goods and Infrastructure Projects</b>  <u><b>RUTH F. ROMANO</b></u> Supervising Administrative Officer, Contract Management Division and GPPB Recognized Trainer  <i>(working break)</i>	<b>Session 6:</b> <b>Agency Procurement Compliance Performance Indicator (APCPI) Confirmation Process and Review of CY2016 APCPI Results</b>  <u><b>RUTH F. ROMANO</b></u> SAO, Contract Management Division and GPPB Recognized Trainer  <i>(working break)</i>
10:00 – 11:00			
11:00 – 12:00			
12:00 – 1:00	<b>Lunch</b>	<b>Lunch Break</b>	<b>Lunch Break</b>
1:30 – 2:00	<b>Opening Program</b> <ul style="list-style-type: none"> <li>• Invocation &amp; National Anthem</li> <li>• Acknowledgment of Participants</li> <li>• Opening Remarks</li> </ul> <b>Atty. REVSEE A. ESCOBEDO</b> Assistant Secretary for Procurement and Project Management	<b>Session 4:</b>  <b>Philippine Bidding Document (Goods &amp; Infra) 5<sup>th</sup> Edition August 2016</b>  <u><b>MA. TERESA S. FULGAR</b></u> CAO, Procurement Planning and Management Division and GPPB Recognized Trainer  <i>(working break)</i>	<b>Session 7:</b>  <b>Updates on the Philippine Government Electronic Procurement System (PhilGEPS) &amp; Compliance to PBB</b>  <u><b>PhilGEPS Speaker</b></u>  <i>(working break)</i>
2:00 – 3:30	<b>Session 1:</b> <b>Overview of RA 9184 and 2016 Revised IRR</b>  <u><b>DIR. AIDA N. CARPENTERO</b></u> Procurement Mgt. Service Director and GPPB Recognized Trainer  <i>(working break)</i>		
3:30 – 5:00	<b>Session 2:</b> <b>Procurement Planning &amp; Monitoring</b> <ul style="list-style-type: none"> <li>• Project Procurement Mgt. Plan</li> <li>• Annual Procurement Plan, and</li> <li>• Procurement Monitoring Report</li> </ul> <b>MA. TERESA S. FULGAR</b> Chief Administrative Officer, Procurement Planning and Management Division and GPPB Recognized Trainer	<b>Session 5:</b>  <b>Alternative Methods of Procurement Annex "H" of 2016 Revised IRR</b>  <u><b>ADONIS R. BARRAQUIAS</b></u> Chief Administrative Officer, Contract Management Division	<b>Closing Program:</b> <ul style="list-style-type: none"> <li>• Closing Remarks</li> <li>• Awarding of Certificates</li> </ul>

Emcee: Ms. Ruth F. Romano