



**Republika ng Pilipinas**  
(Republic of the Philippines)  
**KAGAWARAN NG EDUKASYON**  
(DEPARTMENT OF EDUCATION)  
**PAMBANSANG PUNONG REHIYON**  
(NATIONAL CAPITAL REGION)  
Daang Misamis, Bago Bantay, Lungsod Quezon  
(Misamis St., Bago Bantay, Quezon City)

Department of Education  
National Capital Region

**RELEASED**

By: \_\_\_\_\_  
Date: \_\_\_\_\_

26 FEB 2019

REGIONAL MEMORANDUM  
No. 33 s. 2019

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS CONCERNED  
FROM : Office of the Regional Director  
SUBJECT : SUBMISSION OF CY 2016-2018 APP FOR REVIEW OF STAFFING PATTERN OF PROCUREMENT UNITS  
DATE : February 21, 2019

1. Enclosed is DepEd Office Memorandum OM-ProcMS-PPMD-2019-004 dated February 15, 2019 from Atty. Salvador C. Malana III on the above-mentioned subject, for information and guidance of all concerned.
2. Particular attention is invited to paragraph no. 2, for reference. Commendation is also extended to SDO Marikina City for having complete submission of said report from 2015 to 2019.
3. For more details and clarifications, please coordinate with Ms. Ruth F. Romano of ProcsMS-PPMD at (02) 636-6443/635-3762 or through [procms.ppmmd@deped.gov.ph](mailto:procms.ppmmd@deped.gov.ph).
4. For strict compliance.

  
**WILFREDO E. CABRAL**  
Officer-in-Charge  
Office of the Regional Director

OFFICE MEMORANDUM  
OM-ProcMS-PPMD-2019-004

TO: All Regional Directors  
All Concerned Schools Division Superintendents

ATTENTION: Regional and Division BAC Chairpersons  
BAC Secretariat  
All Others Concerned

FROM:   
ATTY. SALVADOR C. MADANA III  
Assistant Secretary  
Procurement and Administration

SUBJECT: *Submission of CY 2016-2018 APP for review of Staffing Pattern of Procurement Units*

DATE: 15 February 2019



We refer to the attached DM-PrMS-2018-001 dated 01 March 2018, issued by Asec. Atty. Revsee A. Escobedo, regarding the submission of CY2015-2017 Annual Procurement Plan (APP), to benchmark the average annual procurement budget of DepEd Procuring Entities (PEs), in support to DepEd's proposal to the Department of Budget and Management (DBM) for the establishment of procurement units and/or the creation of BAC Secretariat positions in the Field Offices. As of December 27, 2018, we have received an average rate of **47%** submission of CY 2015 - CY2018 APPs. For details of the submission of your respective Regions, please refer to the matrix of submitted APP to Procurement Planning and Management Division (PPMD) attached as Annex "A".

In this regard, all Regions/Divisions are enjoined to comply with the submission of **CY 2016-2018 APPs** on or before **February 28, 2019**. Please accomplish the attached template together with a copy of the APP (showing the Total Amount) and submit thru e-mail at [appmonitoring@deped.gov.ph](mailto:appmonitoring@deped.gov.ph) c/o Mr. Enrique P. Borja (02) 636-6543.

For further details and clarifications, your staff may contact Ms. Ruth F. Romano of ProcMS-PPMD at (02) 636-6543/635-3762 or through [procms.ppmmd@deped.gov.ph](mailto:procms.ppmmd@deped.gov.ph)

Thank you.

Encl: as stated

REGION		2015	2016	2017	2018	2019
<b>Region - I</b>						
1	Regional Office	✓	✓	✓		
2	Alaminos City	✓	✓	✓		✓
3	Batac City	✓	✓	✓	✓	
4	Candon City	✓	✓	✓	✓	
5	Dagupan City	✓	✓	✓		
6	Ilocos Norte		✓	✓	✓	
7	Ilocos Sur	✓	✓			
8	La Union			✓	✓	✓
9	Laoag City	✓	✓	✓	✓	✓
10	Pangasinan I					
11	Pangasinan II					
12	San Carlos City			✓		
13	San Fernando City	✓	✓	✓		
14	Urdaneta City	✓	✓	✓	✓	✓
15	Vigan City	✓	✓	✓	✓	✓
	<b>Total &gt;&gt;&gt;</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>7</b>	<b>5</b>
		67%	73%	80%	47%	33%

### Region - II

1	Regional Office	✓	✓	✓		
2	Batanes					
3	Cagayan					
4	Cauayan City					
5	Iligan City	✓	✓	✓		✓
6	isabela	✓	✓	✓		
7	Nueva Vizcaya					
8	Quirino	✓	✓	✓		
9	Santiago City			✓		
10	Tuguegarao City					
	<b>Total &gt;&gt;&gt;</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>0</b>	<b>1</b>
		40%	40%	50%	0%	10%

### Region III

1	Regional Office	✓	✓	✓	✓	
2	Angeles City	✓	✓	✓		
3	Aurora					
4	Balanga City					
5	Bataan	✓	✓	✓	✓	
6	Bulacan	✓	✓	✓		
7	Cabanatuan City					
8	Gapan City					
9	Mabalacat City					
10	Malolos City	✓	✓	✓		
11	Meycauayan City		✓	✓		✓
12	Nueva Ecija					
13	Olongapo City	✓	✓	✓		
14	Pampanga	✓	✓	✓		
15	San Fernando City	✓	✓	✓	✓	✓
16	San Jose City	✓	✓	✓		
17	San Jose Del Monte City	✓	✓	✓		

19	Tarlac (Province)			✓		
20	Tarlac City					
21	Zambales			✓		
Total >>>		10	11	13	3	3



48%                      52%                      62%                      14%                      14%

**Region IV-A**

1	Regional Office	✓	✓	✓	✓	✓
2	Antipolo City					
3	Bacoor City	✓	✓	✓	✓	
4	Batangas (Province)	✓	✓	✓	✓	
5	Batangas City				✓	
6	Biñan*				✓	
7	Calamba City	✓	✓	✓	✓	✓
8	Cavite					
9	Cavite City	✓	✓	✓	✓	
10	Dasmariñas City			✓	✓	✓
11	Imus City			✓	✓	✓
12	Laguna					✓
13	Lipa City	✓	✓	✓	✓	
14	Lucena City	✓	✓	✓		
15	Quezon			✓	✓	
16	Rizal					✓
17	San Pablo City					
18	Santa Rosa City					
19	Tanauan City	✓	✓	✓	✓	
20	Tayabas City	✓	✓	✓		
Total >>>		9	9	12	12	7

45%                      45%                      60%                      60%                      35%

**Region IV-B**

1	Regional Office	✓	✓	✓	✓	
2	Calapan City					
3	Marinduque					
4	Occidental Mindoro	✓	✓	✓	✓	
5	Oriental Mindoro	✓	✓	✓	✓	
6	Palawan					✓
7	Puerto Princesa City					
8	Romblon			✓		
Total >>>		3	3	4	3	1

38%                      38%                      50%                      38%                      13%

**Region V**

1	Regional Office	✓	✓	✓	✓	
2	Albay	✓	✓	✓	✓	✓
3	Camarines Norte					
4	Camarines Sur					
5	Catanduanes					
6	Iriga City					
7	Legazpi City					✓
8	Ligao City					✓
9	Masbate	✓	✓	✓	✓	
10	Masbate City					
11	Naga City	✓	✓	✓		✓
12	Sorsogon City	✓	✓	✓	✓	✓

Tabaco City						
<b>Total &gt;&gt;&gt;</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>4</b>	<b>6</b>	
	36%	36%	43%	29%	43%	

### Region VI

1	Regional Office	✓	✓	✓	✓	✓
2	Aklan					
3	Antique	✓	✓	✓		
4	Bacolod City	✓			✓	✓
5	Bago City					
6	Cadiz City	✓	✓	✓		
7	Capiz	✓	✓	✓		✓
8	Guimaras	✓	✓	✓	✓	✓
9	Iloilo					
10	Iloilo City	✓	✓	✓		
11	Kabankalan City		✓	✓		
12	La Carlota City					✓
13	Negros Occidental					
14	Roxas City	✓		✓	✓	✓
15	Sagay City			✓	✓	✓
16	San Carlos City	✓	✓	✓		
17	Silay City	✓	✓	✓		
18	Passi City	✓	✓	✓		✓
19	Escalante City	✓	✓	✓		
	<b>Total &gt;&gt;&gt;</b>	<b>12</b>	<b>11</b>	<b>13</b>	<b>5</b>	<b>8</b>
		63%	58%	68%	26%	42%

### Region VII

1	Regional Office				✓	✓
2	Bais City					
3	Bayawan City					
4	Bogo City					
5	Bohol					
6	Carcar City				✓	
7	Cebu				✓	✓
8	Cebu City	✓	✓	✓		
9	Danao City	✓	✓	✓		
10	Dumaguete City	✓	✓	✓		
11	Guihulngan City					
12	Lapu-Lapu City					
13	Mandaue City	✓	✓	✓		
14	Naga City					
15	Negros Oriental					
16	Siquijor	✓	✓	✓	✓	
17	Tagbilaran City	✓	✓	✓		
18	Talisay City					
19	Tanjay City	✓	✓	✓		
20	Toledo City					
	<b>Total &gt;&gt;&gt;</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>4</b>	<b>2</b>
		35%	35%	35%	20%	10%

REGION		2015	2016	2017	2018	2019
<b>Region - VIII</b>						
1	Regional Office					
2	Baybay City	✓	✓	✓	✓	
3	Biliran	✓	✓	✓	✓	✓
4	Borongan City	✓	✓	✓	✓	
5	Calbayog City		✓	✓	✓	
6	Catbalogan City	✓	✓	✓		
7	Eastern Samar	✓		✓		
8	Leyte	✓	✓	✓	✓	
9	Maasin City					
10	Northern Samar	✓	✓	✓		
11	Ormoc City	✓	✓	✓		
12	Samar (Western)	✓	✓	✓	✓	
13	Southern Leyte	✓	✓	✓	✓	✓
14	Tacloban City			✓		
<b>Total &gt;&gt;&gt;</b>		<b>10</b>	<b>10</b>	<b>12</b>	<b>7</b>	<b>3</b>



71%                      71%                      86%                      50%                      21%

**Region - IX**

1	Regional Office					
2	Dapitan City					
3	Dipolog City	✓	✓	✓	✓	
4	Pagadian City	✓	✓	✓		
5	Zamboanga City					
6	Zamboanga del Norte					
7	Zamboanga del Sur		✓	✓		✓
8	Zamboanga Sibugay	✓	✓	✓		
9	Isabela City					✓
<b>Total &gt;&gt;&gt;</b>		<b>3</b>	<b>4</b>	<b>4</b>	<b>1</b>	<b>2</b>

33%                      44%                      44%                      11%                      22%

**Region - X**

1	Regional Office	✓		✓	✓	✓
2	Bukidnon	✓	✓	✓		✓
3	Cagayan de Oro City	✓	✓	✓		
4	Camiguin					
5	El Salvador City					
6	Gingoog City					
7	Iligan City					✓
8	Lanao del Norte		✓	✓		
9	Malaybalay City	✓	✓		✓	
10	Misamis Occidental	✓				
11	Misamis Oriental	✓	✓	✓		
12	Oroquieta City					
13	Ozamiz City	✓	✓	✓		
14	Tangub City	✓				
15	Valencia City					
<b>Total &gt;&gt;&gt;</b>		<b>8</b>	<b>6</b>	<b>6</b>	<b>2</b>	<b>3</b>

53%                      40%                      40%                      13%                      20%

Region - XI



1	Regional Office	✓	✓	✓	✓	✓
2	Compostela Valley					
3	Davao City					
4	Davao del Norte					
5	Davao del Sur					
6	Davao Occidental*					
7	Davao Oriental	✓	✓	✓		
8	Digos City					
9	Mati City					
10	Panabo City	✓	✓	✓	✓	✓
11	Samal City (IGACOS)	✓	✓	✓		
12	Tagum City	✓	✓	✓		
	<b>Total &gt;&gt;&gt;</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>2</b>	<b>2</b>

42% 42% 42% 17% 17%

Region - XII

1	Regional Office				✓	✓
2	Cotabato (North)	✓	✓	✓		
3	Cotabato City	✓	✓	✓		
4	General Santos City	✓	✓	✓	✓	
5	Kidapawan City	✓	✓	✓		✓
6	Koronadal City		✓			✓
7	Sarangani	✓	✓	✓		
8	South Cotabato					
9	Sultan Kudarat					
10	Tacurong City					
	<b>Total &gt;&gt;&gt;</b>	<b>5</b>	<b>6</b>	<b>5</b>	<b>2</b>	<b>3</b>

50% 60% 50% 20% 30%

Region - XIII

1	Regional Office					
2	Agusan del Norte			✓	✓	
3	Agusan del Sur	✓	✓			
4	Bayugan City	✓	✓			
5	Bislig City	✓	✓			
6	Butuan City				✓	✓
7	Cabadbaran City	✓	✓	✓	✓	✓
8	Dinagat Islands					✓
9	Siargao					
10	Surigao City					
11	Surigao del Norte	✓	✓	✓	✓	✓
12	Surigao del Sur	✓	✓	✓	✓	
13	Tandag City	✓	✓	✓	✓	✓
	<b>Total &gt;&gt;&gt;</b>	<b>7</b>	<b>7</b>	<b>5</b>	<b>6</b>	<b>5</b>

54% 54% 38% 46% 38%



1	Regional Office					
2	Abra		✓			
3	Apayao	✓	✓	✓		
4	Baguio City			✓	✓	✓
5	Benguet	✓	✓	✓		✓
6	Ifugao	✓	✓	✓	✓	✓
7	Kalinga	✓	✓	✓	✓	✓
8	Mt. Province	✓	✓	✓	✓	✓
9	Tabuk City	✓	✓	✓	✓	✓
	<b>Total &gt;&gt;&gt;</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>5</b>	<b>6</b>

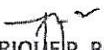
67%                      78%                      78%                      56%                      67%

**Region - NCR**

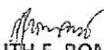
1	Regional Office	✓	✓	✓	✓	✓
2	Caloocan City	✓	✓	✓		
3	Las Piñas City					
4	Makati City			✓	✓	✓
5	Malabon City	✓	✓	✓	✓	
6	Mandaluyong City	✓	✓		✓	
7	Manila					
8	Marikina City	✓	✓	✓	✓	✓
9	Muntinlupa City	✓	✓	✓	✓	
10	Navotas City	✓	✓	✓		
11	Parañaque City					
12	Pasay City					
13	Pasig City		✓	✓	✓	
14	Quezon City					
15	San Juan City					
16	Taguig City - Pateros					
17	Valenzuela City	✓	✓	✓		✓
	<b>Total &gt;&gt;&gt;</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>7</b>	<b>4</b>

47%                      53%                      53%                      41%                      24%

Prepared by:

  
**ENRIQUE P. BORJA**  
 AO V, PPMO

Reviewed by:

  
**RUTH F. ROMANO**  
 SAO, CMD

Annual Procurement Plan (APP) of DepEd Procuring Entity  
As of February 28, 2019

REGION		2016	*APP Amount	**Remarks	2017	*APP Amount	**Remarks	2018	*APP Amount	**Remarks
Region - NCR										
1	Regional Office	✓			✓			✓		
2	Caloocan City	✓			✓					
3	Las Piñas City									
4	Makati City				✓			✓		
5	Malabon City	✓			✓			✓		
6	Mandaluyong City	✓						✓		
7	Manila									
8	Marikina City	✓			✓			✓		
9	Muntinlupa City	✓			✓			✓		
10	Navotas City	✓			✓					
11	Parañaque City									
12	Pasay City									
13	Pasig City	✓			✓			✓		
14	Quezon City									
15	San Juan City									
16	Taguig City - Pateros									
17	Valenzuela City	✓			✓					
Total >>>		9			9			7		
		53%			53%			41%		

Note: To facilitate consolidation of APP data

\* Please indicate total amount of APP (some docs submitted to PPMD have no Total)

\*\* Indicate in Remarks if APP-CSE, APP Non-CSE, Supplemental APP or Updated APP

Please submit completed form to [appmonitoring@deped.gov.ph](mailto:appmonitoring@deped.gov.ph) on or before February 28, 2019.

