



Republic of the Philippines
Department of Education

SEP 14 2023

DepEd MEMORANDUM
No. **055**, s. 2023

CALENDAR YEAR 2023 CLUSTERED TRAINING ON THE UPDATES OF THE REVISED IMPLEMENTING RULES AND REGULATIONS OF REPUBLIC ACT NO. 9184 FOR PROCUREMENT PERSONNEL OF THE DEPARTMENT OF EDUCATION REGIONS AND SCHOOLS DIVISIONS

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

1. The Department of Education (DepEd) Central Office (CO), through the Procurement Management Service, will conduct the **Calendar Year (CY) 2023 Clustered Training on the Updates of the Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184 for Procurement Personnel of the DepEd Regions and Schools Divisions** in four clusters nationwide.

Cluster	Date	Venue
I	October 24–27, 2023	Baguio City
II	November 7–10, 2023	National Capital Region (NCR) (within Makati, Pasig or Mandaluyong City)
III	November 14–17, 2023	Bohol
IV	November 21–24, 2023	Davao City

2. The clustered training aims to

- a. increase awareness of DepEd field procurement personnel of the pertinent provisions of the procurement law, the latest Government Procurement Policy Board (GPPB) resolutions and issuances, standard bidding procedures and requirements, and contract implementation process;
- b. improve the efficiency of the procurement function; and
- c. address procurement-related issues and concerns.

3. The participants to this event shall be limited to three from each regional office (RO) and schools division office (SDO) as follows:

- a. Two Bids and Awards Committee (BAC) - BAC Chair/Vice Chair/Regular Member/Provisional Member; and
- b. One BAC Secretariat.

4. Only those duly authorized by their respective heads (ROs and SDOs) shall register through the links provided in Item 5 hereof. Check-in time shall be 2:00 p.m. on Day 1 and check-out shall be 12:00 noon on Day 4.

5. All participants are required to register online via the following Google link at least 15 calendar days before the scheduled activity in to facilitate billeting and meal accommodation:

- a. Cluster I : <https://docs.google.com/forms/CY2023ClusteredTraining-Cluster1>
- b. Cluster II : <https://docs.google.com/forms/CY2023ClusteredTraining-Cluster2>
- c. Cluster III : <https://docs.google.com/forms/CY2023ClusteredTraining-Cluster3>
- d. Cluster IV : <https://docs.google.com/forms/CY2023ClusteredTraining-Cluster4>

6. Subsequent advisory shall be issued for the specific venue of each cluster.

7. Travel Expense by Venue (TEV), including Daily Travelling Expense (DTE) of the regional and schools division participants will be charged to local funds. Payment for the venue service provider for board and lodging, supplies, honoraria of speakers, and other incidental expenses shall be charged to OPDNTF Funds allotted to the Procurement Management Service-Procurement Planning and Management Division (ProcMS-PPMD), subject to the usual accounting and auditing rules and regulations.


8. The Program of Activities is enclosed.

9. For more information, please contact the following **ProcMS-PPMD Personnel** at telephone numbers (02) 8636-6543 and 8638-4392 or through the following email addresses:

Cluster	Name	Email Address
I - Baguio City	Mr. Ian R. Bonifacio	ian.bonifacio@deped.gov.ph
II - NCR	Mr. Kerubin M. Macabenguil	kerubin.macabenguil@deped.gov.ph
III - Bohol	Ms. Rheyeca Jane G. Travinio	rheyeca.travinio@deped.gov.ph
IV - Davao City	Ms. Irene Joy D. Martinez	irene.martinez005@deped.gov.ph

10. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:


ATTY. GERARD L. CHAN
+ Undersecretary *bta*

Encl.:
As stated

Reference:
None

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

CHANGE
EMPLOYEES
OFFICIALS

PROCUREMENT
RULES AND REGULATIONS
TRAINING PROGRAMS





PROGRAM OF ACTIVITIES

CY 2023 Clustered Training on the Updates of the Revised IRR of R.A. 9184 for DepEd Regions and Divisions' Procurement Personnel

Cluster I - Luzon 1 (Baguio City): October 24-27, 2023

Cluster II - Luzon 2 (NCR): November 7-10, 2023

Cluster III Visayas (Bohol): November 13-17, 2023

Cluster IV -Mindanao (Davao City): November 20-24, 2023

Day 1		Day 2		Day 3		Day 4	
8:00 - 12:00	Arrival of Participants & Registration	8:00 - 9:00	Preliminaries • <i>Invocation</i> • <i>Recap</i> • <i>Ice Breaker</i>	8:00 - 9:00	Preliminaries • <i>Invocation</i> • <i>Recap</i> • <i>Ice Breaker</i>	8:00 - 9:00	Preliminaries • <i>Invocation</i> • <i>Ice Breaker</i>
	AM Snacks	9:00 - 11:30	Session 3: Procurement Planning and Budget Linkage, including Early Procurement Activities	9:00 - 12:00	Session 5: Alternative Methods of Procurement	9:00 - 11:30	• Synthesis • Closing Program *Closing Remarks *Awarding of *Certificates Picture taking
		11:30 - 12:00	Open Forum				
12:00 - 1:00	Lunch Break	12:00 - 1:00	Lunch Break	12:00 - 1:00	Lunch Break	11:30 - 1:00	Lunch Break
1:00 - 1:30	Opening Program • <i>Invocation & National Anthem</i> • <i>Acknowledgeme nt of Participants</i> • <i>Opening Remarks</i>	1:00 - 4:00	Session 4: Standard Bidding Procedure for Goods and Services	1:00 - 1:30	Session 5 (con't): Open Forum	1:00	Return to Base
1:30 - 2:30	Session 1: Latest GPPB Issuances and Updates			1:30 - 4:30	Session 6: Delivery, Inspection and Acceptance		
2:30 - 4:30	Session 2: Procurement 101 (Key Features of GPRA and Procurement Organization)						
4:30 - 5:00	Open Forum			4:30 - 5:00	Open Forum		