

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON




10 May 2023

Regional Memorandum
No. 247 s.2023

**REQUEST FOR SUBMISSION OF UPDATES RELATIVE TO
PROCUREMENT CONTRACTS/AGREEMENTS WITH THE
RECOGNIZED GOVERNMENT PRINTERS**

To **Schools Division Superintendents**
All Others Concerned

1. Attached is the DepEd Memorandum **OUPro No. 773, s. 2023** from Atty. GERARD L. CHAN, CESO I, Undersecretary for Procurement, and Atty. OMAR V. ROMERO, Assistant Secretary for Procurement, dated May 2, 2023, requesting **the submission of updates and relevant information relative to procurement contracts/agreements with RGPs in the last five (5) years or within years 2019 to 2023.**
2. Attention is invited to paragraph 3 of the said memorandum.
3. The scanned signed file and excel file (editable file) of Template 3 (for SDOs with School IU) shall be uploaded through this link: https://bit.ly/SDO_ProcurementContracts05122023 **on or before May 11, 2023**, for consolidation by this Office to be submitted to the CO-OUPro.
4. The said Template 3 could also be downloaded through the given link.
5. For immediate dissemination and strict compliance.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

ROA3



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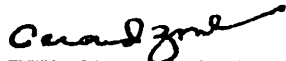



Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR PROCUREMENT

OUPro No. 773, s. 2023

MEMORANDUM

TO : **Undersecretaries
Assistant Secretaries
Regional Directors
Bureau and Service Directors
Schools Division Superintendents
All others concerned**

FROM : 
ATTY. GERARD L. CHAN, CESO I
Undersecretary for Procurement


ATTY. OMAR V. ROMERO
Assistant Secretary for Procurement

SUBJECT : **REQUEST FOR SUBMISSION OF UPDATES RELATIVE TO
PROCUREMENT CONTRACTS/AGREEMENTS WITH THE
RECOGNIZED GOVERNMENT PRINTERS**

DATE : May 2, 2023

In line with its mandate under DepEd Order No. 1, s. 2023,¹ dated January 9, 2023, and to assist the End-user Strands, in their preparation for and conduct of procurement, this Office inquires into the status of contracts entered into by the Department of Education (DepEd) with Recognized Government Printers (RGPs).

For background information and to assist in the evaluation of the status of procurement contracts/agreements with RGPs, the Procurement Strand respectfully **requests the CO Bureaus and Services, Regional Offices (ROs), and Schools Division Offices (SDOs) with schools/implementing units (IUs), to submit updates and relevant information relative to procurement contracts/agreements with RGPs in the last five (5) years or within years 2019 to 2023.**

¹ Revised Designation of Undersecretaries and Assistant Secretaries to their Strands and Functional Areas of Responsibilities and Revised Signing Authorities.

The **ROs shall ensure the submission of their respective regions**, covering the RO, SDOs and schools/IUs with RGP procurement contracts/agreements within said period. **Submissions per region shall be made not later than May 12, 2023, through email** at procms.oda@deped.gov.ph, copy furnish oupro@deped.gov.ph and oaspa@deped.gov.ph, using the attached templates (Template 1 for CO Bureaus and Services; Templates 2 and 3 for ROs and SDOs with Schools/IUs). **The excel file (editable file) shall also be submitted.**

For concerns or clarification, the Procurement Strand may be reached through the Office of the Director, Procurement Management Service at procms.oda@deped.gov.ph or telephone number 8633 - 7232 with Mr. Jeremiah D. Gaddi, Technical Assistant II, as a focal person.

STRAND: _____

**STATUS OF PROCUREMENT CONTRACTS/AGREEMENTS
WITH RECOGNIZED GOVERNMENT PRINTERS (RGPs)**

Bureau/Service _____								
Date of Procurement Contract/ Agreement	Contract/Project Description*	Name of RGP	Contract Period**	Contract Amount	Status***	Encountered issues/concerns or Advantages obtained/positive experience		Comments/ Recommendations/ Other Relevant Information
						Issues/ concerns	Advantages/ best practices	
1.								
2.								
Bureau/Service _____								
1.								
2.								
Bureau/Service _____								
1.								
2.								

*[E.g., Procurement of Printing and Delivery of SLMs for Quarter 4 of SY 2021]

**Period and covered dates (e.g., 4 Months: March 15, 2020 to July 15, 2020)

*** Indicate specific status (e.g., if contract/agreement was regularly terminated/closed without issues/concerns; if contract period has been extended, or contract was not extended but with pending transaction/matter)

Submitted by: _____
(Undersecretary / Assistant Secretary)

Date: _____

REGION _____

**STATUS OF PROCUREMENT CONTRACTS/AGREEMENTS
WITH RECOGNIZED GOVERNMENT PRINTERS (RGPs)**

Regional Office _____

Date of Procurement Contract/Agreement*	Contract/Project Description*	Name of RGP	Contract Period**	Contract Amount	Status***	Encountered issues/concerns or Advantages obtained/positive experience		Comments/Recommendations/Other relevant information
						Issues/concerns	Advantages/best practices	
1.								
2.								
3.								

*Start from the most recent year (e.g., 2023, 2022, 2021...)

*(E.g., Procurement of Printing and Delivery of SLMs for Quarter 4 of SY 2021)

**Period and covered dates (e.g., 4 Months: March 15, 2020 to July 15, 2020)

*** Indicate specific status (e.g., if contract/agreement was regularly terminated/closed without issues/concerns; if contract period has been extended, or contract was not extended but with pending transaction/matter)

Submitted by: _____
Regional Director
(or authorized representative)

Date: _____

Schools Division Office of _____
 Region _____

SDO (Proper)								
Date of Procurement Contract/ Agreement	Contract/Project Description*	Name of RGP	Contract Period**	Contract Amount	Status***	Encountered issues/concerns or Advantages obtained/positive experience		Comments/ Recommendations/ Other Relevant Information
						Issues/ concerns	Advantages/ best practices	
1.								
2.								
School/IU: _____								
1.								
2.								
School/IU: _____								
1.								
2.								

*[E.g., Procurement of Printing and Delivery of SLMs for Quarter 4 of SY 2021]

**Period and covered dates (e.g., 4 Months: March 15, 2020 to July 15, 2020)

*** Indicate specific status (e.g., if contract/agreement was regularly terminated/closed without issues/concerns; if contract period has been extended, or contract was not extended but with pending transaction/matter)

Submitted by: _____
 Schools Division Superintendent
 (or authorized representative)

Date: _____