



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

January 4, 2021

**DIVISION MEMORANDUM**

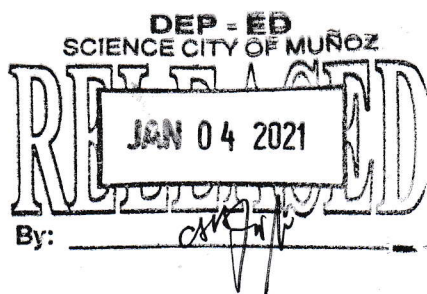
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**STREAMLINED PROCUREMENT MANAGEMENT PROCESS**

To: Assistant Schools Division Superintendent  
Division Chiefs  
Unit Heads  
Bids and Awards Committee  
All SDO Employees

1. To promote a transparent and efficient procurement management process, all SDO employees are enjoined to *strictly follow* the Streamlined Procurement Management Process in the procurement of goods and services *effective immediately*.
2. The Detailed Procurement Flowchart is hereto attached as Enclosure No. 1 for reference purposes.
3. Please be guided accordingly.

  
**DANTE G. PARUNGAO, CESO VI**  
OIC - Schools Division Superintendent



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### DETAILED PROCUREMENT FLOWCHART

