



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

September 28, 2022

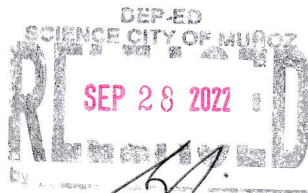
**DIVISION MEMORANDUM**

No. 500, s. 2022

To: Public Elementary and Secondary School Heads  
School Bids and Awards Committee  
All Others Concerned

**SUBMISSION OF ACTION PLAN FOR THE IMPROVEMENT OF SCHOOL BAC PROCESSES**

1. The Schools Division Office (SDO) of Science City of Munoz recently conducted a capacity – building for school procurement practitioners to enhance their knowledge and skills on the principles of public procurement, its functions and processes in accordance with Republic Act 9184 or the “Government Procurement Reform Act”.
2. Relative to this, the schools were required to submit the following documents on or before September 30, 2022, to wit:
  - o Office Order Creating School Bids and Awards Committee, TWG, Secretariat and Inspectorate Team
  - o School Procurement Process Flow
  - o Action Plan on the conduct of training – workshop rollout
3. Submission shall be to the BAC Secretariat thru the SDO Records Unit.
4. The presentations and materials are available thru <https://tinyurl.com/mu9r7y7z> for your perusal.
5. For information and compliance of all concerned.



  
**DANTE G. PARUNGAO, CESO V**  
Schools Division Superintendent

BAC/BACSec/JMT09.28.2022



*Loyal, Excellent, Accountable and Dedicated to Service*

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