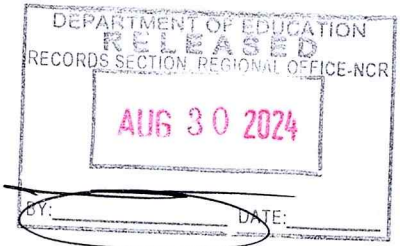




Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM
 ORD-2024- 871

TO : Schools Division Superintendents
 Division Procurement Focal Persons
 Bids and Awards Committee Chairpersons
 All Others Concerned

FROM : **JOCELYN DR ANDAYA** 
 Director IV

SUBJECT : **SUBMISSION OF FY 2023 AND 2024 FINAL ANNUAL PROCUREMENT PLAN**

DATE : August 27, 2024

1. Attached is MEMORANDUM OUPro-No. 2973, s. 2024 from Atty. Gerald L. Chan, CESO I, Undersecretary for Procurement dated August 13, 2024 on the submission of the above reports.
2. The said submission was due on August 14, 2024. For SDOs without submission yet, please coordinate immediately with the Office of the Undersecretary for Procurement at oupro.pbb@deped.gov.ph or through phone at (02)-86353761 and (02)-86331940.
3. For guidance and compliance.



Address: 6 Misamis St., Bago Bantay, Quezon City
 Email address: ncr@deped.gov.ph
 Website: depedncr.com.ph



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Effectivity	01.26.23	Page	1 of 1

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 SA 52 8193




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

MEMORANDUM

OUPro-No. 297³.2024

TO: Regional Directors
Schools Division Superintendent
Regional and Division Procurement Focal Persons
Bids and Awards Committee Chairpersons
All Others Concerned

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

SUBJECT: SUBMISSION OF FY 2023 AND 2024 FINAL ANNUAL
PROCUREMENT PLAN

DATE: 13 AUGUST 2024

This is with reference to the upcoming deliberation of the FY 2025 Budget Proposal of the Department of Education. Relative thereto, procurement data from the Regional Offices and the Schools Division Offices are needed to serve as reference documents during the said budget deliberation.

In view of the foregoing, may we respectfully request for the submission of the **FY 2023 and 2024 Final Annual Procurement Plan (APP), NLT 14 August 2024** at 03:00 p.m., by accomplishing this form: <https://tinyurl.com/RPMOAPP23-24>.

Furthermore, please strictly use the following naming format for the uploaded Excel and PDF file of the FY 2024 Final APP: **RO/SDO Name_FY 2024 Final APP**.

For clarifications, please contact us via email at oupro.pbb@deped.gov.ph or through phone at (02) 8635-3761 and (02) 8633-1940.

Thank you very much.