



Republic of the Philippines  
**Department of Education**  
 REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

Office of the Schools Division Superintendent

JANUARY 4, 2023

**DIVISION MEMORANDUM**  
 No. 016 s. 2023

**PROCUREMENT ON THE SUPPLY AND DOOR TO DOOR DELIVERY OF SOTA TVL TOOLS AND EQUIPMENT CHARGEABLE AGAINST THE REMAINING BALANCE OF THE DOWNLOADED MISAMIS ORIENTAL PROVINCIAL SCHOOL BOARD FUND PER LOCAL SCHOOL BOARD RESOLUTION NO. 17-2018 (REBID)**

To: All Concerned Division, District and School Personnel

1. You are hereby directed to attend the Pre-Procurement Conference, Pre-Bidding Conference, and Receipt, Opening of Bids and Eligibility Check on the **Supply and Door to Door Delivery of SOTA TVL Tools and Equipment Chargeable Against the Remaining Balance of the Downloaded Misamis Oriental Provincial School Board Fund per Local School Board Resolution No. 17-2018 (REBID)**.
2. The Procurement Activity and Schedule for the said project are the following:

<b>Procurement Activity</b>	<b>Schedule</b>
Pre-Procurement Conference	January 6, 2023, 9:00 am
Advertising/Posting of Invitation	January 7- January 30, 2023, 9:30 a.m.
Issuance of Bidding Documents	January 7- January 30, 2023, 9:30 a.m.
Pre-Bid Conference	January 17, 2023, 9:30 a.m.
Receipt and Opening of Bids and Eligibility Check	January 30, 2023, 9:30 a.m.
Bid Evaluation	January 31, 2023, 9:30 a.m.
Post Qualification	February 1-2, 2023

3. The venue will be at Division Conference Room, 3<sup>rd</sup> Floor of DepEd Misamis Oriental Division Office Building, Velez St. Cor. Del Pilar St., Cagayan de Oro City.
4. Travelling expenses shall be charged against School MOOE Funds subject to the usual government accounting and auditing rules and regulations.
5. For your information and guidance.

**JONATHAN S. DELA PEÑA, PhD, CESQV**  
 Schools Division Superintendent

jsd/pbp



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