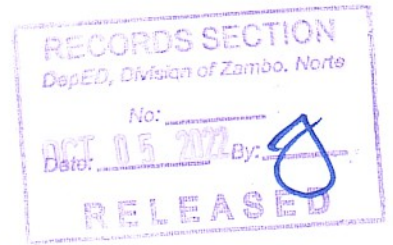




Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



September 26, 2021

Division Memorandum No. 376, S. 2022

COMPOSITION OF THE SDO BIDS AND AWARDS COMMITTEE ON
DISPOSAL

To: Assistant Schools Division Superintendents
Division Chiefs
EPSs/PSDSs/SEPSs
Heads, Schools/Sections/Units
All Others Concerned
This Division

1. Pursuant to EO No. 888 and COA Circular No. 89-296 and the DepEd Property Manual, this office constitutes the Bids and Awards Committee on Disposal and designates the following officials to compose thereof, to wit:

Chairperson: MA. JUDELYN J. RAMOS - ASDS

Vice-Chair: JOY E. LETRAN-SINGSON -CES

Members: ANITA D. SUBEBE – EPS
CHERYL V. OCUPE – MO III
DAVE A. PATIGAYON – Engineer III
ARNEL C. MASION – AO IV

Secretariat: NESSA MAY B. AMANTE – ADAS II
GEKABEL C. VELARDE – ADAS III

2. The Committee shall the duties and responsibilities attached to this designation, which shall include, but not limited to the following:

- a. Prepare/publish invitation to bid;
- b. Conduct pre-bid conference/s;
- c. Schedule/conduct bidding of disposable properties;
- d. Receive bids and/or bid bonds;
- e. Undertake post-qualification proceedings, if necessary;
- f. Resolve request for consideration;
- g. Conduct any of the alternative mode/sale of unserviceable property;
- h. Recommend award of sale to the Head of Agency or duly authorized representative; and
- i. Such other functions as may be necessary.



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: zn.division@deped.gov.ph

FB: DepEd Tayo- Schools Division of Zamboanga del Norte

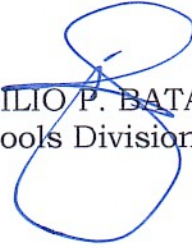
Tel. No.: (065) 212- 5843

Website: www.depedzn.net



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3. The secretariat shall act as central channel of communication for the committee, custodian of relevant documents and administrative support to all its undertakings.
4. Unless sooner removed for a cause, the members of the Bids and Awards Committee shall have a fixed term of two (2) years from the date of appointment, renewable at the discretion of the Schools Division Superintendent upon the expiration of the term.
5. Immediate dissemination of and compliance with this memorandum is directed.


VIRGILIO P. BATAN JR., CESO VI
Schools Division Superintendent

References: PD 1445
EO 319
EO 888
COA Circular No. 89-296
DepEd Property Manual

SUPjlr/BAC on Disposal/DM013-2022/092622



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