



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



December 27, 2017

Division Memorandum No. 467 s. 2017

2018 Brigada Eskwela Purchase Request

To: PSDS
School Heads
Brigada Eskwela Coordinators

1. In preparation for the 2018 Brigada Eskwela, the Local Government of Baguio will be donating an amount of 22,388.00 worth of construction materials to repair and improve our schools in preparation for the opening of classes on June 2018.
2. In this regard, all Brigada Eskwela coordinators are advised to prepare purchase requests in **excel format** and submit a soft copy to asunsaguid@yahoo.com.ph on or before January 8, 2018. See attached sample template.
3. Immediate dissemination of this memorandum is desired.


FEDERICO P. MARTIN, Ed.D., CESO VI
Schools Division Superintendent

