

Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

JAN 27, 2021

DIVISION MEMORANDUM

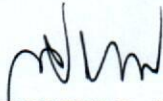
No. **25**, S. 2021

To : Public Schools Division Supervisors
Public Elementary and Secondary School Heads
Brigada Eskwela Coordinators
All others concerned

**SUBMISSION OF PURCHASE REQUEST FOR SUPPLIES AND MATERIALS NEEDED
IN THE IMPLEMENTATION OF BRIGADA ESKWELA 2021**

1. Pursuant to DepEd Order No. 24, s. 2008-*"Institutionalization of the Brigada Eskwela Program or the National Schools Maintenance Week"*, all Public Elementary and Secondary Schools are requested to submit the purchase request worth seventy thousand pesos (P70,000) worth of supplies and materials needed for the implementation of the 2021 BRIGADA ESKWELA.
2. Brigada Eskwela Fund shall be utilized for repair and maintenance of school buildings and other school facilities.
3. Please Follow the format provided below in accomplishing the purchase request:

Description (type, size, measurement, color)
Example: 1. Wire, THHN, Cu wire, 3.5 sq mm, 150m/roll
2. Plywood, ½ marine, 4 ft x 8 ft
3. Sealant, silicone, clear, waterproof, 300 ml
4. Paint, quick dry enamel, white, 4L
5. Roofing Nail, umbrella head, galvanized, 3 inches
6. Angle Bar, steel, 38mm x 38mm x 10mm x 6mm
4. Please accomplish purchase request in the google sheet link: <https://tinyurl.com/y24rvotf> on or before Friday, February 5, 2021.
5. For any concerns, please call Mr. Don Jose C. Tolentino at 074-446-6738.
6. Immediate dissemination of this memorandum is desired.


MARIE CAROLYN B. VERANO, CESO V
Schools Division Superintendent

ebc/SOCMOB
January 27, 2021

"DepEd SDO Baguio City: We Serve, We Care."

Address: 82 Military Cut-off Road, Baguio City
Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbagueocity@gmail.com
Website: www.depdpines.com | Facebook Page: [facebook.com/DepedTayoBaguioCity](https://www.facebook.com/DepedTayoBaguioCity)



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