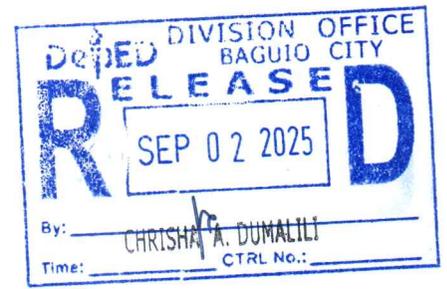




Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
**SCHOOLS DIVISION OF BAGUIO CITY**



September 2, 2025

OFFICE MEMORANDUM  
 No. **068,2025**

**CAPABILITY BUILDING ON THE ADOPTION AND IMPLEMENTATION OF RA 12009 AND ITS IMPLEMENTING RULES AND REGULATIONS (IRR)**

To: Bids And Awards Committee Members (BAC)  
 Technical Working Group Members (TWG)  
 BAC Secretariat  
 Canvassers  
 Inspectorate Team  
 Chief Education Supervisors  
 Program Owners

1. In compliance with the recent enactment of Republic Act No. 12009, otherwise known as the **New Government Procurement Act**, and its Implementing Rules and Regulations (IRR), and in preparation for the full adoption of its provisions during the prescribed transition period, a **Capability Building Program** will be conducted. This program aims to equip all members of the **Bids and Awards Committee (BAC), Technical Working Group (TWG), BAC Secretariat, Canvassers, and Inspectorate Team** with the necessary knowledge and skills required under the new law on September 15, 2025 at 1:00 PM – September 16, 2025 at the SDO Baguio Second Floor, Conference Hall.

2. This capability-building session will focus on:

- a. Understanding the new procurement policies, processes, and requirements under RA 12009;
- b. Clarifying the transitional provisions and timeline for adoption of the new law;
- c. Enhancing competencies in conducting Market Survey, Market Scoping pursuant with the required strategic planning;
- d. Modes of procurement and contract implementation; and
- e. Addressing challenges and best practices to ensure smooth transition and compliance.

3. The participants to the said activity are as follows:

Participants	Number
SDS	1
ASDS/BAC Chairperson	1
BAC Members	4
TWG Members	5
Inspectorate Team	4
Canvassers	6
BAC Secretariat	5
Program Owners:	1
CES	2
EPS	9
PSDS	10
SGOD SEPS	4
Medical Officer	1
Dentist	1
Engineers	2



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Planning Officer	1
PDO II	1

4. The conduct of the activity are as follows:

<b>Topic</b>	<b>Person In Charge</b>	<b>Time</b>
Registration	BAC Secretariat	September 15, 2025 1:00-1:15 PM
Audio Visual Presentation	BAC Secretariat	1:16-1:30 PM
Opening Remarks	Soraya T. Faculo PhD, CESO VI Schools Division Superintendent	1:31-1:40 PM
Overview of RA 12009	Carmel F. Meris OIC-ASDS BAC Chairperson	September 15, 2025 1:45-3:00 PM
Health Break		3:01-3:15 PM
Strategic Planning	Harris G. Dizon Jr. Information Officer I BAC Member	3:16 – 5:00 PM
<b>September 16, 2025</b>		
AVP	BAC Secretariat	8:00-8:15 AM
Modes of Procurement	Vima G. Cadungog Administrative Officer IV BAC Member	8:16-10:00 AM
		<b>Working Break</b>
Contract Implementation/New Forms	Atty. Annette L. Doyaeon Attorney III BAC Secretariat Head	10:01:11:30 AM
SVP Mode of Procurement SDO process	Rowena Agang-ang Administrative Officer II BAC Member	11:31-12:00 AM
		<b>Lunch Break</b> 12:01-1:00 PM
		<b>Ice breaker</b> 1:01-1:15 pm
WORKSHOPS	A. BAC, TWG B. Program Owners	1:16-3:00
Open Forum		3:31-4:00

4. Immediate dissemination of this memorandum is desired.

**SORAYA T. FACULO PhD, CESO VI**  
 Schools Division Superintendent

For the Schools Division Superintendent:

**CARMEL F. MERIS**

OIC-Assistant Schools Division Superintendent