DIVISION MEMORANDUM
No. 213, s. 2017

Attendance to PhilGEPS Training for Phase 1

To: ANALIZA C. ALMAZAN
   Education Program Supervisor – LRMDS
   BAC Head Secretariat

   MYLEEN C. ROBIÑOS
   Project Development Officer II – LRMDS
   BAC Secretariat Member

1. You are hereby directed to attend the PhilGEPS Training for Phase 1 that will be held on November 22-23, 2017 at Game Arena Internet Café- 2nd Floor, Bolton St., Davao City.

2. There is a registration fee amounting to Php2,400.00/participant chargeable against MOOE subject to regular accounting and auditing rules and regulations.

3. More so, the travel, accommodation and incidental expenses of the participants shall be charged against Local Funds subject to the usual accounting and auditing rules and regulations.

4. Important information and details on this activity are contained in the attached memorandum.

5. For immediate dissemination and compliance.

WINNIE E/BATOON, EdD
Officer in Charge
Office of the Schools Division Superintendent

Encls: Regional Memorandum No.272 s. 2017, Confirmation Form
References: Regional Memorandum No.272 s. 2017
To be indicated in the Perpetual Index under the following subjects:
PhilGEPS
BIDS and Awards Committee

DepEd: attendance to philgeps training for phase 1
8 November 2017

Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City
November 8, 2017
The PhilGEPS National Training Secretariat

ATTENTION: PhilGEPS Buyers Training Participants

To Whom It May Concern:

Greetings!

This is to inform you that we received the confirmation form of your agency for the PhilGEPS Buyers Training. But unfortunately, we cannot accommodate your participants on the said schedule because we already reached the maximum number of participants. However, please be informed that we move your training schedule is move to November 8-9, 2017, to be held at Game Arena Internet Cafe – 2nd Floor, Bolton st., Davao City. If you’re not available on that schedule we still have other schedules for the month of November. Please confirm your attendance once you received this letter.

<table>
<thead>
<tr>
<th>TENTATIVE SCHEDULES FOR THE MONTH OF NOVEMBER</th>
</tr>
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<tbody>
<tr>
<td>NOVEMBER 8-9, 2017; NOVEMBER 15-16, 2017</td>
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<tr>
<td>NOVEMBER 22-23, 2017; NOVEMBER 28-29, 2017</td>
</tr>
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</table>

Thank you.

Respectfully yours,

Ronald A. Bocayan
Area Training Coordinator
Regional Memorandum
No. 232, s. 2017

PHILGEPS TRAINING – PHASE 1

TO: Schools Division Superintendents/OIC-SDS
Assistant Schools Division Superintendents/OIC-ASDS
Chiefs of Divisions/Units/Sections (Regional Office)

1. Enclosed is the letter dated September 20, 2017, from Exec. Director Rosa Maria M. Clemente, Project Manager, PhilGEPS, relative to PhilGEPS Training - Phase 1.

2. The training will familiarize the participants on the use of the PhilGEPS and keep pace with the systems upgrade.

3. Please accomplish the attached form for confirmation of participants.

4. For immediate dissemination.

ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director

Enclosure: as stated
To be indicated in the Perpetual Index under the following subjects:

EMPLOYEES  TRAINING

ROA/XPS/Jg
September 28, 2017

Atty. Alberto T. Excobera
Regional Director
Department of Education - Regional Office, Davao City
Tel/Fax no.: (082) 2219342/2216147/2218459

Attention: Schools and District Offices under Division Offices

Greetings,

We are pleased to inform you that the Philippine Electronic Procurement System (PhilGEPS) has been benchmarked and studied by neighboring countries who envision having their own central e-procurement system. As well, PhilGEPS officials have been invited to present the PhilGEPS program and experience in various fora, symposia and other gatherings of world-renowned e-Procurement organizations and practitioners such as those in the United States, South Korea and Singapore. In all these international gatherings, the efforts of the Philippine government in pushing for reforms in government procurement were recognized and commended. Multi-lateral development partners like the World Bank (WB) and the Asian Development Bank (ADB) acknowledge the fact that the PhilGEPS is a viable instrument in the government’s efforts at improving efficiency in the procurement function and has accepted the PhilGEPS for application on ADB and WB-funded procurement projects.

The PhilGEPS System Modernization Project is on-going and is aimed at improving the technical design and architecture of the system to ensure further efficiency and streamlining towards full implementation of electronic procurement in our country.

It is for this reason that we are extending this invitation to your Schools Division and all the schools within its jurisdiction to attend the PhilGEPS Training for Phase 3, and all other succeeding trainings for new system developments on the PhilGEPS as you can re-visit and familiarize yourself again with the use of the PhilGEPS and keep pace with the system’s upgrade. We acknowledge that Deped has issued Department Order No. 6, S. 2016 with regards to PhilGEPS registration and posting, and we hope that implementation of such within the DepEd is adhered to.

<table>
<thead>
<tr>
<th>Region</th>
<th>Tentative Dates</th>
<th>Venue</th>
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</table>

Please accomplish the attached confirmation form which requires a list of your participants. Also found therein are the corresponding dates of the training. Trainings are to be held for two (2) days at designated venues. Training fee is PhP2,400.00 (registration inclusive of VAT) inclusive of a training kit, lunch and snacks. Please make check payment for the account of e-Blackboards Learning and Solutions, Inc.

For inquiries and/or clarification, please contact the training secretariat by e-mail at aty@e-blackboards.com or by telephone at (02) 721-4724, or may contact e-Blackboards Learning and Solutions, Inc. at (02) 861-5130 or 861-5131.  

We hope to see you in one of our trainings!

Very truly yours,

[Signature]

[Stamp]

[Logo]

[Address]

[Contact Information]
CONFIRMATION FORM  
(PHIIEP Training for Government Entities)  

<table>
<thead>
<tr>
<th>Government Entity:</th>
<th>Region:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Organization:</td>
<td></td>
</tr>
<tr>
<td>Contact Person:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Participant(s) (Please make sure the spelling is correct, written or typewritten and readable)</th>
<th>Mobile No.</th>
<th>Position(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Phone No.</td>
<td>Last Name</td>
</tr>
<tr>
<td></td>
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<td></td>
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</tbody>
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<table>
<thead>
<tr>
<th>Telephone No.</th>
<th>Fax No.</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call phone No.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please reserve my/us on this training schedule:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>No. of Slot Reserve</th>
<th>(Follow up) Mode of Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Cash or Cheque Deposit</td>
</tr>
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Note:
1. Any rescheduling/cancellation of slots should be made at least 5 working days before the training schedule.
2. There is a LATE-CANCELLATION/RESCHEDULING and NON-ATTENDANCE CHARGE of P1,200 (inclusive of VAT) per participant to cover costs.

IMPORTANT: PLEASE SPECIFY YOUR FOOD RESTRICTION ACCORDING TO YOUR RELIGION OR HEALTH CONDITION.

Requested by:

Signature over printed name
**CONFIRMATION CODE #: NTS R11/R12/R13 BT2017**

**e-Blackboards Learning and Solutions Inc.**  
Unit 300, 3/F Emerald Place Bldg., 864 Shaw Blvd., Ortigas, Mandaluyong, Pampanga  
Tel. No. (02) 721-4728; (02) 661-4868; VAT Reg. No. 008-816-216-000

**VAT Reg. No.: 008-514-616-600**

**STATEMENT OF ACCOUNT**

**PhilGEPS Training**

<table>
<thead>
<tr>
<th>Statement of Account No.:</th>
<th>Deposit Slip Bank Reference Code:</th>
<th>Date Due: 5 days before training schedule</th>
</tr>
</thead>
</table>

Please fill-up the form below and send through fax to National Training Secretariat at (02) 7214724 or (02) 6618850 or email at gcc3@e-blackboards.com

<table>
<thead>
<tr>
<th>Contact Person:</th>
<th>Agency/Organization:</th>
<th>Billing Address:</th>
<th>Telephone/Fax No.:</th>
<th>Email Address:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name of Participants</th>
<th>Training Fee of P5,400 Inclusive of VAT</th>
<th>No. of Attendees</th>
<th>Training Schedule</th>
<th>Total Amount</th>
</tr>
</thead>
</table>

Deposit payment only to:  

<table>
<thead>
<tr>
<th>Account Name:</th>
<th>Account Number: Security Bank</th>
<th>Bank Branch:</th>
</tr>
</thead>
<tbody>
<tr>
<td>E-Blackboards Learning and Solutions Inc.</td>
<td>0000-007822-013</td>
<td>EAST WEST BANK 200019631868</td>
</tr>
</tbody>
</table>

**Note:**

1. To ensure proper credit, please deposit your payment at least 5 days before your training schedule.
2. Please attach your deposit slip and fax a copy of this statement to EBHS! Telefax No. (02) 7214724/ 6618850; Please submit original copy of deposit slip during registration.
3. Any cancellation should be done at least 3 WORKING DAYS before the training schedule.
4. Please take note that there is a LATE-CANCELLATION and NON-ATTENDANCE CHARGE OF P1,200 inclusive of VAT per participant to cover costs.

**PLEASE ATTACH DEPOSIT SLIP HERE.**

For efficient tracking of your payment, we accept CHEQUE or CASH DEPOSIT ONLY to our Bank Accounts. We strongly DISCOURAGE Payment of CASH or CHEQUE upon REGISTRATION.

For any inconvenience, you may call our National Training Secretariat at (02) 661-5380; 661-5365; Telefax Nos. (02) 7214724/ (02) 6618850. Thank you.

Issued by EBHS:  

Ronald A. Sucayna

Received by Agency/ Date:  

Signature over printed name