



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division
Superintendent**

12 MAY 2023

DIVISION MEMORANDUM
No. **326**, s. 2023

**RESKILLING WORKSHOP FOR THE PREPARATION OF BIDDING DOCUMENTS FOR
GOODS, INFRASTRUCTURE, AND CONSULTING SERVICES**

To: Assistant Schools Division Superintendents
Chief, CID and SGOD
Education Program Supervisors
Section Heads
All Others Concerned

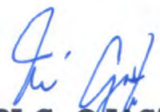
1. This Office hereby announces the conduct of the **Reskilling Workshop for the Preparation of Bidding Documents for Goods, Infrastructure, and Consulting Services on May 15-17, 2023 (Live-in) at Ayang's Place, Bantayan, Dumaguete City and on May 29-31, 2023 (Live-out) at the SDO Conference Room.**
2. The workshop aims to capacitate personnel on the preparation of Bidding Documents based on Standard Procurement Manuals and Prescribed Bidding Documents.
3. It further aims to prepare and print/produce Bidding Documents for various scheduled programs and projects.
4. Participants in the activity are all members of the Bids and Awards Committee (BAC) Secretariate and invited facilitators. Participants are further requested to bring their own laptops while printers and printing materials will be provided by the Program Management Team.
5. For the live-in training, participants must be at the venue on May 14, 2023 at 4:00 PM for the venue preparation and briefing.
6. Meals are inclusive of Breakfast, Lunch, Dinner, and two (2) snacks. First meal is dinner of Day 0 (May 14) while last meal is dinner of May 31, 2023.



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7. Meals, accommodation, and training materials are chargeable against BAC funds from the Sale of Bidding Documents subject to the usual accounting and auditing rules and regulations.

8. For immediate and widest dissemination.


NERI C. OJASTRO EdD, CESE
Schools Division Superintendent
5/12/23