



13 December 2022

By: *[Signature]*
 Time: *7:40*
 JAN 05 2023

DepEd - SDO of Bulacan
 JAN 05 2023
 By: *[Signature]*

HON. CHRISTOPHER LAWRENCE S. ARNUCO, J.D.
Assistant Secretary for Procurement and Administration
Department of Education
 DepEd Complex, Meralco Avenue,
 Pasig City

THROUGH: **MR. ADONIS R. BARRAQUIAS**
OIC-Director of the Procurement Management Office

JAN 04 2023
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ROWENA T. QUIAMBAO, CESE
 Asst. Schools Division Superintendent
 Officer-In-Charge
 Office of the Schools Division Superintendent
 SCHOOLS DIVISION OF BULACAN

Dear **Assistant Secretary Arnuco**:

The Procurement Service-Department of Budget and Management (PS-DBM), as the central procuring arm of the government, is tasked with the implementation of a government-wide procurement system for Common-use Office Supplies and Equipment (CSE), on behalf of all government agencies, by virtue of the Letter of Instructions No. 755, s. 1978 and Executive Order No. 359, s. 1989. Furthermore, Administrative Order No. 17, s. 2011, reiterated the mandate of PS-DBM and required all National Government Agencies, including Military and Police Units, Government-Owned and/or -Controlled Corporations, Government Financial Institutions, State Universities and Colleges, and Local Government Units to procure CSE items from the PS-DBM or its regional depots.

In accordance with the foregoing mandate of PS-DBM, we respectfully request the Department of Education (DepEd) to recommend other CSE items that PS-DBM may add in its Product Catalogue. The DepEd's recommendation will assist PS-DBM in enhancing its list of CSE items in line with the modernization of the goods and services supplied to the government.

Kindly visit this link and accomplish the survey form: <https://bit.ly/recoCSE>. We will highly appreciate to receive your recommendation **on or before 15 January 2023**.

We value your recommendation as this will aid PS-DBM in responding to the ever evolving needs and demands of government.

We appreciate, with deepest esteem and gratitude, your continued support to PS-DBM.

Very truly yours,

[Signature]
DENNIS S. SANTIAGO
Executive Director V

RECEIVED
OFFICE OF THE ASSISTANT SECRETARY FOR
PROCUREMENT AND ADMINISTRATION

OFFICE OF THE DIRECTOR
RECEIVED BY: CHE
DATE: JAN 3, 2023
TIME: 1:21 PM

Rec'd: WJW
From: REWARDS DIV.
Sir Anel
0ASA-2022-12-27-05

CIR BOOS (OASA)

PROBMS-2023-01-03-02

