



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

OFFICE MEMORANDUM No. 024

To: CID and SGOD Chiefs
SDO Unit/Section Heads
All Others Concerned

From: The Office of the Schools Division Superintendent

Date: October 1, 2024

Subject: **Composition of the Division Inspectorate Team to Conduct Inspection of DepEd procured goods**

1. Pursuant to Republic Act 9184 or the Government Procurement Reform Acts and its IRR, DepEd Order No. 27 s. 2020 on the Guidelines on the Reconstitution of Inspectorate Team in the Department of Education Central Office, Regional and Schools Division Offices, and Schools is issued to uphold the governing principles of government procurement such as transparency, system of accountability and public monitoring of the procurement process through the selection, designation and training of highly competent individuals to perform functions related to the inspection of goods which is a significant element in the successful implementation of procurement contracts of the Department.
2. The composition of the Division Inspectorate Team are as follows:

Designation	Name	Plantilla Position
Regular Members		
Team Leader	Dr. Joel I. Vasallo	Education Program Supervisor
Regular Members	Agnes M. Seifnezhad, CPA	Accountant III
	Dan Harvey D. Castro	Administrative Assistant III
Provisional Members		
Description	Office	Member (anyone)
* Learning Materials, SLR, Printing Projects and LTE for TVL & SME	CID – LRMDs	EPS – LRMDs PDO II Librarian
*Food & Medicines, Dental Tools and Supplies & Other Health Supplies	SGOD – Health & Nutrition	Medical Officer Dentist Nurse
Training/ Seminar Kits	CID - DEPS	DEPS



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Furniture and related goods	SGOD – Physical Facilities	Division Engineer
DCP Packages, IT-Related Goods & Internet Services	OSDS – ICT	IT Officer ADAS III ADA VI
DRRM Supplies & Materials	SGOD – DRRM	PDO II
Service Vehicles	OSDS-Administrative Services	AO V
Security, Janitorial & Other General Services		

3. This designation bears authority to assume duties and responsibilities attached to it with strict observance of the existing laws, rules and regulations in the pre-delivery inspection, inspection before acceptance, upon delivery and post-delivery inspection of division procured goods.
4. For your information and guidance.


NORMA P. ESTEBAN, EdD., CESO V
Schools Division Superintendent