



Republic of the Philippines  
**Department of Education**  
Region V  
**SCHOOLS DIVISION OF SORSOGON PROVINCE**  
**Sorsogon**

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January 7, 2026

**Division Memorandum**

No. 18, s. 2026

**Performance Review on the Division Procurement Process**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID, SGOD  
Bids and Awards Committee (BAC)  
BAC Secretariat  
Education Program Supervisors/ Division Coordinators  
Unit and Section Heads  
All Other Concerned

1. To ensure compliance with **Republic Act No. 12009 (New Government Procurement Act)** and improve efficiency, transparency, and accountability in procurement operations, the Schools Division Office of Sorsogon will conduct a **Performance Review on the Division Procurement Process** on **January 22-23, 2026** at **401K Resort, Irosin, Sorsogon**.

2. This activity aims to:

- Assess BAC performance in terms of compliance, timeliness, and efficiency;
- Identify gaps and challenges in implementing RA 12009 provisions;
- Orient BAC members and procurement personnel on the mandatory use of new procurement forms;
- Develop an action plan for continuous improvement and compliance.

3. The participants of this activity are the Top Management, BAC Members, BAC Secretariat, BAC TWG, Budget Officer, Accountant, Supply Officer, Program Owners/ End Users, Canvassers and Inspector. The list of participants is enclosed for reference.



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4. The Technical Working Group shall meet for a coordination meeting on **January 20, 2026** at **3:00** o'clock in the afternoon at the BAC Office.
5. Expenses relative to the conduct of this activity shall be charged to local funds/MOOE, subject to the usual accounting and auditing rules and regulations.
6. Attendance of all concerned is desired. This Memorandum serves as **Travel Order**.
7. For information, guidance and compliance.

  
**JOSE L. DONCILLO, CESO V**  
Schools Division Superintendent  




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Enclosure No.1 to Division Memorandum No. 18, s. 2026

Name	Position
1. JOSE L. DONCILLO, CESO V	Schools Division Superintendent
2. CHERYLL V. BERMUDO, CESE	Asst. Schools Division Superintendent
3. GINA Q. TAROG, Ph.D	Chief Education Supervisor, CID
4. JOHN REY J. PEREZ	Chief Education Supervisor, SGOD
5. JOMAR E. ENGUERRA	Administrative Officer V (Admin Services)
6. ROMAN JEBULAN	Senior Education Program Specialist (Planning & Research)
7. ALLANA ERICA D. CORTES	Administrative Officer IV (Personnel Section)
8. MA. PATRICIA D. MARTIRES	Administrative Officer IV (Procurement)
9. ALYSSA NICOLA J. BEJERANO	Administrative Officer II
10. KRISTINE JOY L. LORILLA	Administrative Aide VI
11. VALENTINA E. HUGO	Administrative Officer V (Budget)
12. PAUL ANDY D. DEBLOIS	Accountant III (Accounting Section)
13. EDWIN C. RENOVALLES	Administrative Officer II
14. ALBERT C. PEREZ	Administrative Officer IV (Supply Section)
15. JOSE MA. ALBERT H. PEREZ	Engineer III (Physical Facilities)
16. EDGAR JARABESE	Engineer



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17.JOHN C. HIDEA	Information Technology Officer I (ICT Unit)
18.JOHN AMIEL DELLOSA	Administrative Assistant II
19.ARCHITECT JONA KATHERINE CAINDEC-LIM	Administrative Officer II
20. ALONA MACATANGAY	Administrative Assistant III
21.LANCE EDUARD RENOVALLES	Administrative Officer II
22.TRISTAN ARAGON	Administrative Aide VI
23.JOHN MICHAEL ESTREMADURA	Administrative Officer II
24.ROBERT ENRERA	Administrative Aide I
25.RAFAEL G. BEJERANO	Administrative Aide I
26.RODEL E. PANCHO	Education Program Supervisor (TLE/TVL)
27.JENNEVIN C. JEBULAN	Science Elementary, Private Schools Coordinator
28.LIBERTINE JOY G. BALDILLO	PSDS/ Kindergarten Coordinator
29.NICANOR P. BAILON	Education Program Specialist-II (ALS)
30.AIREENE MAE V. ELLI	Filipino Elementary, Practice Teaching, Campus Journalism- Elementary Coordinator
31.MARIANE Z. ARINES	ESP/ Value Education, ILE, IPED, CHACHING Coordinator
32.ELVIE J. FIGUEROA	Event Coordinator
33.ANNIE B. BAYLON	PSDS/ English Elementary, Aral Program, Campus Journalism Secondary Coordinator
34.JOFFRE A. MIRANDILLA	Mathematics Elementary, RMA Coordinator



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35.SHEALTIEL M. LISTA	Program Training and Development Officer/ Division MAPEH Coordinator
36.REX T. BARBIN	Education Program Supervisor(Division Sports Officer)
37.FRANCIS ROY A. CADAG	Project Development Officer I
38.LEAH H. PERAN	Senior Education Program Specialist(SMME)
39.BERNADETTE R. BEDIS	Senior Education Program Specialist(HRTD)
40.BERNARDINO D. ESTRADA	Senior Education Program Specialist (SOCMOBNET)
41.JOSEPH JOHN J. PEREZ	Project Development Officer II (SOCMOBNET, DRRM Coordinator)
42.DODGE E. LAGMAN	Education Program Specialist(HRTD)
43.JOHN WELIFRE B. CASULLA	Administrative Aide VI
44.LAARNE H. ESPALDON	Administrative Officer II
45. JODEL G. LAMPITAO	Driver
46.ZOSIMO E. HAMOR	Driver