



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region X- Northern Mindanao

Division of Malaybalay City

Purok 6, Casisang, Malaybalay City
Telefax: (088) 314-0094 email: depedmalaybalay@gmail.com



DIVISION MEMORANDUM

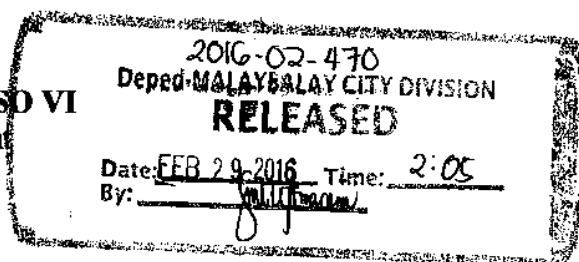
No. 086 s. 2016

**To: All Education Program Supervisors and Division Office Personnel
All Schools District Supervisors/Coordinating Principals
Elementary and Secondary School Heads
Division BAC Members, TWG, and Secretariat
Schools BAC Members, TWG, and Secretariat
This Division**

From: EDILBERTO L. OPLENARIA, CESO VI
S/OIC – Schools Division Superintendent

Date: February 29, 2016

**Subject: Dissemination of Regional Memorandum No. 32, s. 2016 re: Travel
Ban for BAC Members, TWG, and Secretariat**



1. For the information and guidance of all concerned, attached is the Regional Memorandum No. 32, s. 2016 re: Travel Ban for BAC Members, TWG, and Secretariat of which the content is self-explanatory.
2. Immediate dissemination and strict compliance with this memorandum is highly enjoined.

Encl.:

Regional Memorandum No. 32, s. 2016 re: Travel Ban for BAC Members, TWG, and Secretariat

Copy Furnished:

Records Unit

TO BE POSTED IN THE WEBSITE



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
*Zone 1 Upper Baluhog
Cagayan de Oro City*



Telephone Nos: (088) 880-7072 * 880-7071 * 880-2087 Telefax No: (08822) 72-26-51

February 16, 2016

DepED-X
Cagayan de Oro City

Regional Memorandum No. 320, s. 2016

117 FEB 2016

To: Schools Division Superintendents
 All Divisions

RELEASED

Subject: **TRAVEL BAN for BAC Members, TWG and Secretariat**

In compliance with the attached Memorandum dated February 4, 2016 by Rizalino D. Rivera, Undersecretary for Governance and Operations, Department of Education, BAC members, BAC Secretariat and Technical Working Group (TWG) members are strongly discouraged to travel *effective immediately until March 25, 2016*. This is in connection with the conduct of procurement activities in relation to the May 9, 2016 national and local elections.

For information and guidance.


ALLAN A. ARNAO
Regional Director

Encl: as stated

Legal Office

16 FEB 2016
10:29

RECEIVED

URGENT



DEPARTMENT OF EDUCATION
OFFICE OF THE UNDERSECRETARY
FOR GOVERNANCE AND OPERATIONS

MEMORANDUM
OM-GO-2016-GOU-_____

TO: ALL REGIONAL DIRECTORS
ALL SCHOOLS DIVISIONS SUPERINTENDENTS
ALL SCHOOL HEADS
THE MEMBERS, SECRETARIAT, AND TECHNICAL
WORKING GROUPS (TWGs) OF THE BIDS AND
AWARDS COMMITTEES (BACs) IN ALL REGIONS,
DIVISIONS, AND SCHOOLS
ALL OTHERS CONCERNED

SUBJECT: Travel Ban for BAC Members and Secretariat

DATE: February 4, 2016

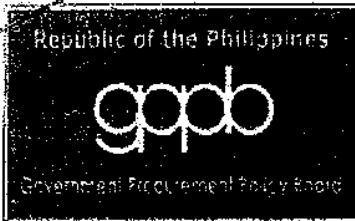
In light of the circular released by the Government Procurement Policy Board (GPPB) on the conduct of procurement activities in relation to the May 9, 2016 national and local elections this office would like to reiterate that the BAC members, their respective Secretariat, and their TWGs are strongly discouraged to travel until March 25, 2016.

However, certain exemptions may be made on a case to case basis. These requests for Travel Authority must be approved by this Office, effective immediately until March 25, 2016

For information and guidance.

Thank you!

RIZALINO D. RIVERA
Undersecretary



Unit 2506 Raffles Corporate Center,
F. Ortigas Jr. Road, Ortigas Center,
Pasig City, Philippines 1605

CIRCULAR 08-2015
18 August 2015

TO : Heads of Departments, Bureaus, Offices and Agencies of the National Government including State Universities and Colleges, Government Owned and/or Controlled Corporations, Government Financial Institutions, and Local Government Units

SUBJECT : Guidelines on the Conduct of Procurement Activities in relation to the May 9, 2016 National and Local Elections

1.0 PURPOSE

- 1.1 This Circular is issued to clarify the conduct of procurement activities of government agencies during the election period from March 25 to May 8, 2016, pursuant to COMELEC Resolution No. 9981, dated 18 August 2015¹, and to advise government agencies on the procurement activities that may or may not be undertaken in accordance with Section 261(v) and (w) of the Omnibus Election Code.
- 1.2 This also serves to remind agencies that the election ban is not designed to paralyze the operations of the government, but to insulate government-procurement from political partisan activities, usually in the form of new projects, which may be designed and used to influence the public during the upcoming May 9, 2016 National and Local Elections.

2.0 SCOPE

All Departments, Bureaus, Offices and Agencies of the National Government including State Universities and Colleges, Government-Owned and/or Controlled Corporations, Government Financial Institutions, and Local Government Units.

3.0 DEFINITION OF TERMS

- 3.1 **Public Works** - These refer to "infrastructure projects" as defined under Section 5(k) of Republic Act No. 9184 (Government Procurement Reform Act), which shall include construction, improvement, rehabilitation, repair, restoration, or maintenance of roads and bridges,

¹ In the Matter of Prescribing the Calendar of Activities and Periods of Certain Prohibited Acts in Connection with the May 09, 2016 National and Local Elections.

railways, airports, seaports, communication facilities, civil works components of information technology projects; irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospitals buildings, and other related construction projects of the government.

- 3.2 **Social Projects** - These refer to activities undertaken by the Department of Social Welfare and Development (DSWD) and other agencies performing similar functions.
- 3.3 **Housing Related Projects** - These refer to activities undertaken by the Housing and Urban Development Coordinating Council (HUDCC) and other agencies performing similar functions.
- 3.4 **Routine and Normal/Administrative Expenses** - These refer to expenses required for the day-to-day operations of the agency, such as salaries, light, heat, and power.

4.0 GENERAL CONSIDERATIONS

- 4.1 Procuring entities may proceed with the commencement and completion of procurement activities during the election period from March 25 to May 8, 2016. However, issuance of a Notice of Award or the release, disbursement and expenditure of public funds, shall be prohibited in the following instances:

4.1.1 ***Social Projects.*** No Notice of Award, whether through public bidding or any of the alternative modes of procurement, may be issued for social projects by the DSWD and any other departments performing functions similar to DSWD, during the election period from March 25 to May 8, 2016, except in the following cases:

- (a) ***Routine and normal expenses.*** Routine and normal expenses of the department.
- (b) ***COMELEC Exemption.*** Such other expenses authorized by COMELEC after due notice and hearing.

4.1.2 ***Housing-related Projects.*** No Notice of Award, whether through public bidding or any of the alternative modes of procurement, may be made for housing-related projects by the HUDCC and any other agency of the government performing similar functions, during the election period from March 25 to May 8, 2016, except in the following cases:

- (a) ***Administrative expenses.*** Such other necessary administrative expenses.

- (b) *COMELEC Exemption.* Such other expenses authorized by COMELEC after due notice and hearing.

4.1.3 **Public Works.** While procurement for public works may be conducted, no Notices of Award, whether through public bidding or any of the alternative modes of procurement, may be issued for public works during the election period from March 25 to May 8, 2016.

However, procurement for any of the following public works is allowed:

- (a) *Maintenance Work.* Maintenance of existing and/or completed public works projects; *provided* that no additional laborers shall be employed. Only the average number of laborers or employees employed during the six (6) month period immediately prior to March 25, 2016 shall be permitted to work during such time.
- (b) *Contract entered into or awarded before election ban.* Notices of award, whether through public bidding or any of the alternative modes of procurement, issued before March 25, 2016, *provided* that such award was reported to the Commission on Elections (COMELEC) in accordance with Section 5 below.
- (c) *Preparatory works.* Preparation for working drawings, specifications, bills of materials, estimates, and other procedures preparatory to actual construction including the purchase of materials and equipment and all incidental expenses for wages of watchmen and other laborers employed for such work in the central office and filed storehouses before March 25, 2016.
- (d) *Calamity.* Emergency works necessitated by the occurrence of a public calamity, but such work shall be limited to the restoration of the damaged facility.
- (e) *Ongoing projects.* Ongoing public works commenced before March 25, 2016, *provided* that such project was reported to the COMELEC in accordance with Section 5 below.
- (f) *Similar projects under foreign agreements.* Ongoing foreign assisted projects commenced before March 25, 2016 are likewise allowed, *provided* that such project was reported to COMELEC in accordance with Section 5 below.

5.0 REPORTORIAL REQUIREMENTS

5.1 COMELEC

On or before March 25, 2016, the Head of the Procuring Entity shall submit to the COMELEC through its Regional Election Directors/Provincial Election Supervisors/Election Officers concerned certified lists of the following:

- (i) All ongoing public works projects commenced before March 25, 2016;
- (ii) Similar ongoing projects under foreign agreements commenced before March 25, 2016; and
- (iii) Notices of award for public works issued before March 25, 2016 together with a copy of each contract.

Except for local government units, all other Procuring Entities shall furnish the Department of Public Works and Highways (DPWH) with a copy of the certified list submitted to COMELEC.

5.2 Philippine Government Electronic Procurement System (PhilGEPS)

All Invitations to Bid and awards of contracts shall be posted in the PhilGEPS in accordance with the provisions of Republic Act No. 9184 and its revised Implementing Rules and Regulations.

6.0 This Circular shall take effect immediately.

7.0 For guidance and compliance.

(SGD.)
FLORENCIO B. ABAD
Chairman