



Republic of the Philippines  
Department of Education  
REGION VIII  
SCHOOLS DIVISION OF CALBAYOG CITY

April 04, 2024

**DIVISION MEMORANDUM**

No. 238, s. 2024

**MEETING WITH THE DESIGNATED BIDS AND AWARDS COMMITTEE,  
DIVISION PRE-AUDIT UNIT, AND DISTRICT FINANCE TEAM FOR THE  
20-DAY SCHOOL DEVELOPMENT PROGRAM (SDP)**

TO : Assistant Schools Division Superintendent  
Chief Education Supervisor (CID & SGOD)  
Education Program Supervisors  
Public Schools District Supervisors  
District Senior Bookkeepers and Disbursing Officers  
Designated Bids and Awards Committee for the 20-Day SDP  
All Others Concerned

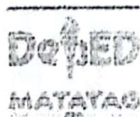
1. Pursuant to the 20-Day Schools Development Program (SDP) in preparation to the 2024 Eastern Visayas Athletic Association (EVRAA) Meet, this Office informs the field on the meeting with the Designated Bids and Awards Committee (BAC), Division Pre-Audit Unit, and District Finance Team on April 12, 2024, at the Division Conference Hall at 1:30 p.m.

2. This activity aims to:  
a. present the final and approved financial plan for the conduct of the 20-Day Concentration Training; and  
b. finalize the procurement and marketing processes for the said training.

3. Participants to this activity are the designated BAC, district senior bookkeepers, district disbursing officers, and the division pre-audit unit.

4. Further, below is the designated BAC for the 20-Day SDP that shall ensure the smooth flow of the bidding process for the 20-Day SDP at Oquendo CES and Oquendo NHS:

- BAC Chair: Marcia C. Tocayon
- BAC V-Chair: Marian G. Cui
- BAC Member: Jaysam Casaljay  
Sara B. Demit  
Blesildo Orquin




P2 Brgy. Hamorawon, Calbayog City, Samar  
(055) 530-0059 | [bit.ly/depedcalbayog](http://bit.ly/depedcalbayog)  
[calbayogcity.division@deped.gov.ph](mailto:calbayogcity.division@deped.gov.ph)



- BAC Sec: Rina A. Abogada  
Asther E. Bachar
  
- Inspectorate Team: Gennerson T. Nabual  
Adelito D. Ostulano
  
- Canvassers: Leah Balane  
Aliza Borela-Roa  
Edna G. Bagallon  
Reggie C. Halabaso

5. This Memorandum shall serve as the Travel Authority of all concerned.
6. Immediate dissemination of and compliance with this Memorandum to all concerned are earnestly desired.

  
**MARGARITO A. CADAYONA JR. PhD, CESO VI**  
OIC-Schools Division Superintendent



Enclosure: None

To be indicated in the *Perpetual Index Under* the following subjects:  
SGOD                      SPORTS                      SPORTS DEVELOPMENT PROGRAM



P2 Brgy. Hamorawon, Calbayog City, Samar  
(055) 530-0059 | [bit.ly/depedcalbayog](https://bit.ly/depedcalbayog)  
[calbayogcity.division@deped.gov.ph](mailto:calbayogcity.division@deped.gov.ph)

