



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF NUEVA VIZCAYA

January 21, 2026

**DIVISION MEMORANDUM**  
No. 43, s. 2026

**RECONSTITUTED PROCUREMENT BODY OF SDO NUEVA VIZCAYA**

To: Assistant Schools Division Superintendent  
OIC, Chief Education Supervisor – CID  
Chief Education Supervisor – SGOD  
Public Schools District Supervisors/Districts-in-Charge  
Public Secondary/Elementary School Heads  
All others concerned

1. Pursuant to Rule V, Section 41.2.2 of the Implementing Rules and Regulations of Republic Act No. 12009 (New Government Procurement Act), the following are hereby designated to compose the Bids and Awards Committee (BAC), the *ad hoc* Secretariat, the Technical Working Group (TWG), and other procurement support groups of SDO Nueva Vizcaya for Calendar Year 2026:

**A. Bids and Awards Committee:**

**Regular Members:**

**Chair:** **Adonis C. Ceperez EdD, CESE**  
*Assistant Schools Division Superintendent*  
**Vice-Chair:** **Atty. Julius Caesar G. Domingo, CPA**  
*Legal Officer III*  
**Members:** **Romulo S. Ancheta PhD.**  
*Chief Education Supervisor – SGOD*  
**Nimfa Norie A. Aquino PhD.**  
*Education Program Supervisor – CID*  
**Rommel S. De Gracia PhD.**  
*Senior Education Program Specialist – PAR/ SGOD*

**Provisional Members:**

**Dindo John H. Moreno PhD.**  
*Education Program Supervisor – CID*  
**Melany M. Asuncion PhD.**  
*Education Program Supervisor – SGOD*



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF NUEVA VIZCAYA

**B. Procurement Unit:**

**Ad hoc Secretariat:**

**Chair:** **Jayson C. Balut**  
*Administrative Officer II*

**Vice-Chair:** **Ma. Licel T. Balico**  
*Education Program Specialist II- SMAN*

**Members:** **Princes C. Aquitania**  
*Administrative Officer IV - HRMO*  
**Julius C. Calangan**  
*Education Program Specialist II- SMME*  
**Romeo Emmanuel C. Yarcia\*\*\***  
*Planning Officer - SGOD*  
**Joshua W. Umli\*\*\***  
*Administrative Aide VI*  
**Clydinne A. Ballon\*\***  
*Administrative Assistant III*  
**Arwin J. Sonday\*\***  
*Administrative Assistant III*  
**Darell John L. De Guzman\***  
*Administrative Assistant III*  
**Allan C. Amalingan\***  
*Administrative Aide I*  
**Peter John A. Hermoso\***  
*Administrative Aide I*

\*\*\* PhilGEPS focal

\*\* Documentation support

\* Canvassers

**C. Technical Working Group:**

**Group Lead:** **Noli Mar M. Navarro EdD.**  
*Senior Education Program Specialist - SMME*

**Members:** **Orlando D. Vicente PhD.**  
*Education Program Supervisor - CID*  
**Jeassel J. Alayu**  
*Administrative Officer V – Budget*  
**Emerson B. Balut, CPA**  
*Accountant III*  
**Ezekel C. Garing**  
*Information Technology Officer I*  
**Engr. Caroline Q. Lagula**  
*Engineer III*



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF NUEVA VIZCAYA

**Gaye D. Castillo**  
Administrative Officer IV - Supply

**Arch. Christopher R. Dominguez**  
Technical Assistant III – EFU  
**Arnel A. Panganiban**  
Public Schools District Supervisor

**D. Division Inspectorate Team:**

**Team Lead:** Roger S. Sebastian PhD.  
*Education Program Supervisor - CID*

**Members:** **Francis C. Linda**  
*Administrative Assistant III – Supply/ HR*  
**Daisy N. Moralda**  
*Administrative Assistant II – Accounting*

**E. Provisional Inspectorate Team:**

**Learning Resources/Training and Seminar Kits:** **Bermelita E. Guillermo PhD.**  
*Education Program Supervisor – LRMS*  
**Chester C. Cortez**  
*Librarian II – LRMS*

**Food/Medicines/Dental Tools and Supplies/Other Health Supplies:** **Dr. Epifania P. Tumaliuan**  
*Dentist II*  
**Rudy S. Agustin**  
*Nurse II*  
**Julius Michael R. Panganiban**  
*Nurse II*  
**Hazel B. Arreo**  
*Nurse II*

**School-Based Feeding Program:** **Marilou C. Roderos PhD.**  
*Nurse II*  
**School-designated Inspectorate Teams**  
*AO II/ AdAs II/ AdAs III*

**Infrastructure and Furniture:** **Engr. Knyreen Bianca Q. Carnate**  
*Administrative Officer 1-EFU*

**Sports-related Goods/DRRM Supplies:** **Roscoe N. Gacusana EdD.**  
*Senior Education Program Specialist – SmaN*



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF NUEVA VIZCAYA

**DCP Packages/ICT Equipment/  
Supplies:**  
**Janitorial and General  
Services/Service Vehicles/  
Parts/Supplies:**

**Ezekel C. Garing**  
*Information Technology Officer I*  
**Arnulfo A. Diaz**  
*Administrative Aide VI - Supply*

2. The Procurement Body of SDO Nueva Vizcaya shall perform the functions and duties provided for under the New Government Procurement Act (RA 12009) and its Implementing Rules and Regulations and shall give utmost priority to procurement assignments over all other duties and responsibilities until the requirements for the procurement at hand are completed.
3. The designation stated herein shall take effect immediately.

**ORLANDO E. MANUEL PhD, CESO V**  
Schools Division Superintendent

Encl.:

As stated

