



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

September 9, 2026

DIVISION MEMORANDUM

No. 340 s. 2026

**CAPACITY BUILDING ON THE USE AND NAVIGATION OF THE MODERNIZED
PHILIPPINE GOVERNMENT ELECTRONIC PROCUREMENT SYSTEM
(mPhilGEPS)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Schools Division Office - Bids & Awards Committee
Public Schools District Supervisors
District-In-Charge
School Heads of Implementing Units (IUs)
All others concerned.

1. In line with the continuous professional development of procurement personnel, this office announces the conduct of **CAPACITY BUILDING ON THE USE AND NAVIGATION OF THE MODERNIZED PHILIPPINE GOVERNMENT ELECTRONIC PROCUREMENT SYSTEM (mPhilGEPS)** on **October 2, 2026** at the **SDO Conference Hall, Bayombong, Nueva Vizcaya**.
2. The objectives of the activity are as follow, to wit:
 - 2.1) Familiarize participants with the modernized interface, tools, and end-to-end features of the mPhilGEPS portal;
 - 2.2) Ensure strict adherence to Republic Act No. 12009 and updated digital procurement regulations across all schools and offices;
 - 2.3) Create an mPhilgeps account for each procuring entity.
3. The official list of participants for this training is provided in Enclosure No. 1 of this memorandum.
4. The Training will start at 8:00AM of October 2, 2026.
5. Participants shall bring their own laptops and extension cords to be used during the workshop.
6. DSOW of the PMT will be conducted on September 28, 2026 at 2:00 PM at the ASDS office.
7. A Registration Fee of ₱1,500.00 will be collected to augment expenses for training packages, meals (Lunch, AM Snacks, PM Snacks) and honorarium for the speaker. The registration fee shall be paid at the SDO Cashier's office from September 14- September 25, 2026 to facilitate efficiency.



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8. The registration fee along with accommodation, travel and incidental expenses, shall be charged to the participants' respective school/district funds, subject to the usual accounting and auditing rules and regulations.
10. For information, guidance and strict compliance.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent
09-2026-626





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Enclosure No. 1 to DM No. 340, S. 2026

**CAPACITY BUILDING ON THE USE OF AND NAVIGATION OF THE
MODERNIZED PhilGEPS (mPhilGEPS)**

LIST OF PARTICIPANTS

October 2, 2026		
No.	Name of Participants	District
1	Hector Ordonez	Aritao NHS
2	Ophelia Barnachea	Aritao NHS
3	Joan R. Gallardo	Aritao NHS
4	Lety V. Raza	Solano HS
5	Rochelle Domingo	Solano HS
6	Johnny Kimmayong	Solano HS
7	Jigger Manuel	Lamo NHS
8	Murmuray V. Blanza	Lamo NHS
9	Novelyn Cariaga	Lamo NHS
10	Rowin Cadang	Lamo NHS
11	Sharon Cabildo	Lamo NHS
12	Chrizza Mae Wakit	Lamo NHS
13	Joefel Garcia	Lamo NHS
14	Roberto D. Cutillon	Bagabag NHS
15	Christine T. Bayani	Bagabag NHS
16	Julie Ann H. Jacob	Bagabag NHS
17	Dominador Gaila Jr.	Uddiawan NHS
18	Evelyn Calabon	Uddiawan NHS
19	Trixia Cabatin	Uddiawan NHS
20	Beverlyn M. Castillo	Alfonso Castaneda NHS
21	Janussa E. Baldomir	Alfonso Castaneda NHS
22	Emma F. Ortiz	Bambang NHS
23	Faye Ann Julie I. Asuncion	Bambang NHS
24	Rizza R. Lumiqued	Bambang NHS
25	Perlita J. Tan	Bonfal NHS
26	Ricky Sta. Ines	Bonfal NHS
27	Valerie Novah C. De Guzman	Bonfal NHS
28	Gabriel C. Ullani	Diadi NHS
29	Joseph C. Sayao	Diadi NHS
30	Rannylene May T. De Leon	Diadi NHS
31	David John D. Upera	Dupax del Sur NHS
32	Brent Joshua R. Baldomir	Dupax del Sur NHS
33	Cherry Ann S. Caramat	Dupax del Sur NHS
34	Menalyn Salvador	Quezon NHS
35	Norma Vicente	Quezon NHS
36	Ruben Dana	Quezon NHS
37	Rizza Mae Berras	Quezon NHS



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38	Lito Gazzingan	Bintawan NHS
39	Kimberly Velasco	Bintawan NHS
40	Adriana H. Ambongbong	KNAS
41	Novelyn B. Caman	KNAS
42	Fitz Gerald F. Quiben	KNAS
43	Stephen M. Esteves	NVGCHS
44	Myra Faye R. Esquibal	NVGCHS
45	Samuel K. Matabye	NVGCHS
46	Luviminda M. Cordero EdD	NVGCHS
47	Jocelyn E. Calixto	Nansiakan NHS
48	Zella W. Bannog	Nansiakan NHS
49	Meling B. Embong	Nansiakan NHS
50	Rachel A. Arzadon	Salinas NHS
51	Hilda D. Torio	Salinas NHS
52	Adonis C. Ceperez EdD, CESE	SDO NV
53	Julius Caesar G. Domingo	SDO NV
54	Romulo S. Ancheta PhD	SDO NV
55	Rommel De Gracia PhD, CESE	SDO NV
56	Nimfa Norie T. Aquino	SDO NV
57	Jayson C. Balut	SDO NV
58	Arwin J. Sondag	SDO NV
59	Maria Licel T. Balico	SDO NV
60	Romeo Emmanuel Yarcia	SDO NV
61	Nolimar Navarro EdD	SDO NV
62	Jeassel Alayu	SDO NV
63	Emerson Balut	SDO NV
64	Gaye Castillo	SDO NV
65	Maricar Valido	SDO NV
66	Princess C. Aquitania	SDO NV
67	Edward Santiago	SDO NV
68	Rosula Balberan	SDO NV
69	Orlando Vicente	SDO NV
70	Christopher Domiguez	SDO NV
71	Caroline Lagula	SDO NV
72	Dindo John Moreno PhD	SDO NV
73	Melany M. Asuncion PhD	SDO NV
74	Francis Linda	SDO NV
75	Joshua Umli	SDO NV
76	Julius Calangan	SDO NV
77	Ezekiel Garing	SDO NV
78	Arnel Panganiban	SDO NV
79	Laura Begornia	SDO NV