



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

December 10, 2025

DIVISION MEMORANDUM

SGOD No. 213, s. 2025

**REGISTRATION OF SCHOOLS IN THE MODERNIZED PHILIPPINE
GOVERNMENT ELECTRONIC PROCUREMENT SYSTEM (PhilGEPS)**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Division Section Heads
Cluster Heads
Elementary and Secondary School Heads
This Division

1. Attached is a letter from Director Akmad J. Usman of the Department of Budget and Management – Region XII for your perusal.
2. Anent, the attention of all School Heads to Paragraph 3 is enjoined. With this, the School Heads are directed to provide guidance and ensure that the Administrative Officer II (AO II) of each school shall have registered before December 31, 2025. Once registered, the school heads shall submit the proof of registration to Vivien O. Lima, AO IV of this Division.
3. For the appropriate action and preferential attention of all School Heads.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent



MDR/DMSGOD/REGISTRATION OF SCHOOLS IN THE MODERNIZED PHILIPPINE GOVERNMENT ELECTRONIC
PROCUREMENT SYSTEM (PhilGEPS)/December 10, 2025



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Website: depedtacurong.org



December 4, 2025

GILDO G. MOSQUEDA

Schools Division Superintendent
DepEd Tacurong City Schools Division Office
Alunan Highway, Tacurong City

REGISTRATION OF ALL SCHOOLS IN THE MODERNIZED PHILGEPS

Dear SDS Mosqueda:

Greetings from the Procurement Service – Department of Budget and Management (PS-DBM) Region XII!

In anticipation of the activation of the Virtual Store of PS-DBM Koronadal Depot in CY 2026, we seek your indispensable aid in ensuring that all schools under Tacurong City Division be registered with the Modernized PhilGEPS.

This activity aims to abide by the provision under Section 20.3.1 of RA 12009 where: *“All Procuring Entities are mandated to fully use the PhilGEPS and its features in accordance with the policies, rules, regulations, and procedures prescribed by this IRR and adopted by the GPPB. All Procuring Entities shall register with the PhilGEPS and undertake measures to ensure their access to an online network to facilitate the open, speedy and efficient online transmission, conveyance and use of electronic data messages or electronic documents.”*

Enclosed is the Buyer Registration Form for account application in the Modernized PhilGEPS. We look forward to the full compliance of schools under your coverage.

Our Procurement Management Officer-in-Charge, Ms. Khristine Michelle A. Frediles, will be ready to coordinate with your Office and address any concerns. She may be reached through kfrediles@ps-philgeps.gov.ph or 0998 8601448.

We appreciate, with deepest esteem and gratitude, the continued cooperation and support of DepEd Tacurong City Schools Division Office to PS-DBM Koronadal Depot.

Sincerely yours,

AKMAD J. USMAN