



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

MLA-2022-BAC- 193-1

TO : Dr. BEATRIZ E. INCOG
Education Program Supervisor, BAC Regular Member

FROM : JOSEPH IRWIN A. LAGURA PhD *ac*
Schools Division Superintendent

SUBJECT : DESIGNATION AS BAC VICE CHAIRPERSON

Date : August 12, 2022

Pursuant to the provisions of Article V, Section 11, of Republic Act 9184 or otherwise known as “The Government Procurement Reform Act” specifically on Rule V, Sec. 11.2 and Sec. 14 of the Implementing Rules and Regulations (IRR), which prescribe the necessary law, rules and regulation for the modernization, standardization and regulation of the procurement activities of the government, and in exigency of service, you are hereby designated as Vice Chairperson for Bids and Awards Committee (BAC) of this Division due to retirement of then incumbent to the position, effective immediately.

As Vice Chairperson, you are to represent the legal and administrative areas of the agency, and perform procurement activities and such other related functions of the BAC. In the absence of the Chairperson, you shall preside at all meetings of the BAC. You are expected to perform your duties and responsibilities with utmost sincerity and dedication.

As provided for in the above-mentioned law, your term of office shall be until such time a new Vice Chairperson shall be appointed to the position and/or upon the discretion of the agency head.

Furthermore, this designation does not carry any monetary remuneration but this could be an avenue for your career upward progression.

