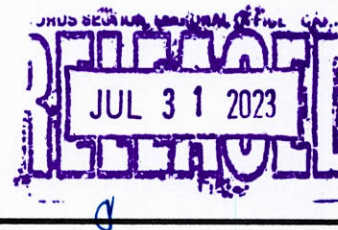




Republic of the Philippines
Department of Education
CARAGA REGION



July 28, 2023

REGIONAL MEMORANDUM

No. 0706, s. 2023

To: ASSISTANT REGIONAL DIRECTOR
SCHOOLS DIVISION SUPERINTENDENTS
This Region

DISSEMINATION OF THE INVITATION FROM THE DBM TO THE ORIENTATION
ON THE USE OF VIRTUAL STORE(VS) IN REGIONAL DEPOTS
AND THE UPLOADING OF APP-CSE 2024

1. This Office hereby disseminates the enclosed invitation from the Department of Budget and Management to the Orientation on the Use of Virtual Store (VS) in Regional Depots and the uploading of APP-CSE 2024 through Modernized PhilGEPS (MPhilGEPS) for Government Client-Agencies.

2. Paragraph 6 and 7 of the aforementioned Invitation are hereby underscored:
The said activity will be conducted online via Google Meet platform on the following dates:

Batch 1 - 03 August 2023 (9:00 – 11:00 AM)
Batch 2 - 03 August 2023 (1:30 – 3:30PM)
Batch 3 - 10 August 2023 (1:30-3:30PM)

Please refer to this link for more details on APP-CSE 2024 submission:
[APP-CSE 2024 Uploading Advisory 2023-11](#)

3. Considering that the Google Meeting platform has a limited capacity and they can only accommodate five (5) attendees per agency, the following participants are hereby identified:

Name	Designation	Office
1. Zenylou F. Buyan	Administrative Officer V	AMU-Regional Office
2. Jessa Mae G. Prisco	Administrative Assistant II	AMU-Regional Office
3. Elsie D. Mongado	Administrative Officer IV	Proc Unit-Regional Office
4. Maureen Aristan	Administrative Officer IV	Surigao City
5. Leslie Joy Obedoza	Administrative Officer IV	Agusan del Sur

4. **The participants shall fill out the Registration Form ([Intent Form](#)) on or before August 1, 2023.** They shall be responsible to conduct orientation on August 8, 2023 to the other schools division offices with no representative to this activity.



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



2023-07-10979

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5. For information, guidance and compliance.

MARIA INES C. ASUNCION

Director III
OIC- Regional Director

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:



ISIDRO M. BIOL, JR.

Chief Education Supervisor
Curriculum Learning & Management Division 

Encl.: basic communication from the PS-Department of Budget and Management

Reference: Administrative Order No. 17 s. 2011

To be indicated in the Perpetual Index
under the following subjects:

MEETING

PLANS

PROCUREMENT

MEMORANDUM

ASD/mcd
07/28/2023



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26 July 2023

SUBJECT: Invitation to the Orientation on the Use of Virtual Store (VS) in Regional Depots and the uploading of APP-CSE 2024 through Modernized PhilGEPS (MPhilGEPS) for Government Client-Agencies

Dear **Sir / Mesdames:**

The Procurement Service - Department of Budget and Management (PS-DBM), as the central procuring arm of the government, is tasked with the operation of a government-wide procurement system for Common-use Office Supplies and Equipment (CSE), by virtue of the Letter of Instructions No. 755, s. 1978 and Executive Order No. 359, s. 1989.

Moreover, Administrative Order No. 17, s. 2011, reiterated the mandate of PS-DBM and required all National Government Agencies, including Military and Police Units, Government-Owned and/or - Controlled Corporations, Government Financial Institutions, State Universities and Colleges, and Local Government Units to procure CSE items from the PS-DBM or its regional depots.

In line with this, the Government Procurement Policy Board (GPPB) issued Resolution No. 20-2018, "Approving the Guidelines on the Use of the Virtual Store for the Procurement of the Common Use Supplies and Equipment (CSE)." Thus, full implementation of the VS was mandated in August 2021 for government client-agencies in Metro Manila and nearby provinces.

As of July 2023, there are a total of 1,945 active agency users of VS. Motivated by this successful development, PS-DBM is now gearing up to launch the VS platform across the regional depots nationwide.

The PS-DBM would like to invite your good office for an Orientation on the Roll-out of VS in Regional Depots and a Tutorial on the uploading of Annual Procurement Plan for Common-use Supplies and Equipment (APP-CSE) 2024 Form exclusively through the Modernized Philippine Government Electronic Procurement System (mPhilGEPS).

The said activity will be conducted online via Google Meet platform on the following dates:

Batch 1	-	03 August 2023 (9:00 – 11:00AM)
Batch 2	-	03 August 2023 (1:30 – 3:30PM)
Batch 3	-	10 August 2023 (1:30 – 3:30PM)

Please refer to this link for more details on APP-CSE 2024 submission: [APP-CSE 2024 Uploading Advisory 2023-11](#)

Please signify your interest to attend the activity by filling out this Registration Form ([Intent Form](#)) on or before 01 August 2023. In as much as the Google Meeting platform has a limited capacity, we will only accommodate a maximum of five (5) attendees per agency. A confirmation email with a meeting link will be sent to successful registrants.

For inquiries, you may coordinate with our Virtual Store Training Team through training@ps-philgeps.gov.ph and through mobile at 0927-8478245 (Globe).

We appreciate, with deepest esteem and gratitude, your continued support to PS-DBM.

Very truly yours,

SIGNATURE REDACTED

GENMARIES/S. ENTREDICHO-CAONG
OIC-Executive Director V *mg*