



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

July 17, 2023

DIVISION MEMORANDUM

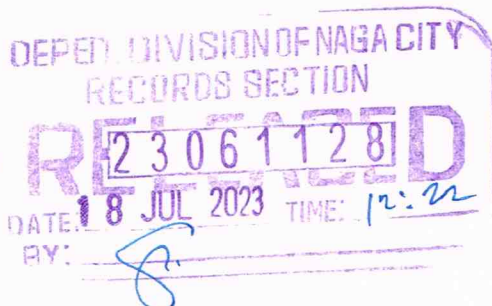
No. 180 s. 2023

**SUBMISSION OF FY 2024 ANNUAL PROCUREMENT PLAN – COMMON-
USE SUPPLIES AND EQUIPMENT (APP-CSE) FOR SDO PROPER**

TO: SGOD, CID and OSDS Personnel
All Others Concerned

Thru: OIC CHIEF MICHAEL A. DEL ROSARIO, SGOD
CHIEF ANALIZA F. ABULOC, CID
AO V MARY ANN B. ROSAURO, OSDS

1. In compliance with PS-DBM Advisory 2023-011: Submission of the APP-CSE 2024 Form to PS-DBM, this division enjoins all units to accomplish the *Annual Procurement Plan – Common-use Supplies and Equipment (APP-CSE) 2024* forms via the modernized Philippine Government Electronic Procurement System (mPhilGeps). Such forms will be forwarded to messengers of the respective units of SDO proper. **Please carefully read the instructions in the upper portion of the forms before completing them.**
2. Deadline for submission of the accomplished APP-CSE 2024 forms will be on **July 19, 2023, until 5:00 PM** only through aobudget.depednaga@yahoo.com.
3. Failure to submit the accomplished templates within the deadline shall not be included in the consolidation of APP CSE, thus no allocation of supplies for the succeeding year.
4. For information, guidance, and strict compliance.




SUSAN S. COLLANO CESO V
Schools Division Superintendent

DO 31, s. 2019 DM

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