



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

March 17, 2025

MEMORANDUM

No. 192, s. 2025

**SUBMISSION OF PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
FOR CY 2025**

To: Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
Chief, School Governance and Operations Division
Education Program Supervisors
OSDS Section Heads
All Others Concerned

1. In compliance with Republic Act 9184, the Schools Division Office, through the Bids and Awards Committee (BAC), reiterates the submission of the Project Procurement Management Plan (PPMP) to facilitate the implementation of various programs, projects, and activities (PPAs) across different functional divisions.

2. All program owners are required to submit their PPMPs for all PPAs under the Maintenance and Other Operating Expenses (MOOE) on or before March 21, 2025, for consolidation. The BAC Secretariat, in collaboration with the Supply Office, will consolidate and prepare the 2025 Annual Procurement Plan (APP), subject to approval by the Schools Division Superintendent.

3. Below is the Annual Budget Ceiling for Office Common-Use Supplies per office/unit for CY 2025:

Office/Unit	Budget Allocation (PHP)
Office of the Schools Division Superintendent	50,000.00
Office of the Assistant Schools Division Superintendent (ASDS)	40,000.00
Curriculum Information Division	50,000.00
School Governance and Operations Division	50,000.00
Administrative Services	25,000.00
Accounting Office	50,000.00
Budget Office	35,000.00
Cash Section	30,000.00
Supply Office	30,000.00
Personnel Section	50,000.00
Records Section	30,000.00
General Services Unit	50,000.00






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Office/Unit	Budget Allocation (PHP)
Information Technology Officer	20,000.00

- No PPA shall be implemented if it is not included in the consolidated and approved PPMP/APP.
- For information, guidance, and compliance.


FELIX ROMY A. TRIAMBULO, CESO V
Schools Division Superintendent

Department of Education
Division of Dapitan
RELEASED
NO 192 DATE 3/18/24
TIME 4:50 BY [Signature]

