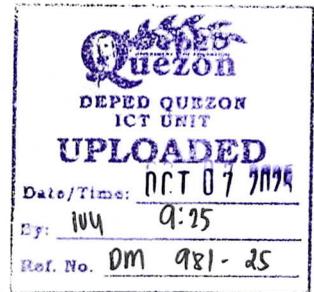




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



06 October 2025

DIVISION MEMORANDUM
DM No. 981, s. 2025

CONDUCT OF PRE-CONTRACT IMPLEMENTATION CONFERENCE

To: Assistant Schools Division Superintendents
Division Chiefs
SBFP-Focal Person
Supply Officer
Procurement Officer
Division Accountant
Division and District Inspectorate Team
Elementary School Heads
All Others Concerned

1. In line with the procurement of various supplies and equipment for the implementation of the **School-Based Feeding Program (SBFP)**, all concerned personnel are hereby directed to attend the **Pre-Contract Implementation Conference** on October 7, 2025 (**Tuesday**) at **10:00 AM** via Zoom

<https://us06web.zoom.us/j/88078552346?pwd=bB768Oh1eUyChT4FhJNuU0m5gDeAMU.1>

Meeting ID: 880 7855 2346 Passcode: 123456

2. The conference will cover the following procurement projects:
 - a. Supply and Delivery of Foldable Table for SBFP Implementers
 - b. Supply and Delivery of Hygiene Kit for SBFP Beneficiaries
 - c. Supply and Delivery of Commercial Milk for SBFP Beneficiaries
3. The primary objective of this activity is to ensure alignment among all stakeholders regarding project expectations, requirements, and responsibilities. This includes fostering a mutual understanding of contract obligations, deliverables, timelines, and other critical aspects of the agreement.
4. Immediate and wide dissemination of this memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

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DEPEDQUEZON-TM-SDS-04-009-003



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