



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

22 July 2021

OFFICE MEMORANDUM
OM No. 062, s. 2021


PREPARATION AND SUBMISSION OF ANNUAL PROCUREMENT PLAN FOR COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE 2022)

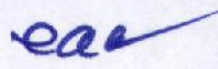
To OIC - Schools Division Superintendent
CID Chief
SGOD Chief
Unit Heads
All Others Concerned

In Preparation for the next fiscal year (2022), each Section/Unit/Office is requested to accomplish and submit the **Annual Procurement Plan APP-CSE 2022 Form** as the basis for the procurement of common-use Supplies and Equipment for each section. Kindly fill-in the 2022 APP-CSE using this link: <https://tinyurl.com/quezonsupplyappcse2022>. Afterwards, download the file and submit hard copy with signature of the Section Head to the Supply Section **on or before August 15, 2021**.

Your usual cooperation on this matter is highly appreciated.

Immediate dissemination of and strict compliance with this Memorandum is desired.


DEPED - QUEZON ICT UNIT
UPLOADED
Date/Time <u>JUL 28 2021</u>
By: <u>crickell 11:33 AM</u>
Ref. no. <u>DM 062.s. 2021</u>


ELIAS A. ALICAYA JR., EdD
Assistant Schools Division Superintendent
pOfficer-in-charge
Office of the Schools Division Superintendent

mdp07/22/21

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