



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

13 AUG 2025

DIVISION MEMORANDUM

No. **377** s. 2025

DEADLINE OF SUBMISSION OF PURCHASE REQUEST FOR FISCAL YEAR 2025

To: OIC - Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public and Private Elementary, Secondary and Integrated Schools
All Others Concerned

1. Attached is Capiz Provincial Government – Provincial Procurement Management Division Memorandum Order dated August 5, 2025 titled **Deadline of Submission of Purchase Requests**.
2. In this regard, this Office informed all concerned that the last day of submission of Purchase Request for Fiscal Year 2025 is on **September 30, 2025**.
3. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO

Schools Division Superintendent 

Enclosure: as Stated

Reference: Capiz Provincial Government-PPMD Memorandum Order dated August 5, 2025

To be indicated in the Perpetual Index

Under the following subjects:

PROCUREMENT



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Republic of the Philippines
Province of Capiz
Capiz Provincial Government

PROVINCIAL PROCUREMENT MANAGEMENT DIVISION

MEMORANDUM ORDER

TO : ALL OFFICES AND HOSPITALS

DATE : August 5, 2025

SUBJECT : DEADLINE OF SUBMISSION OF PURCHASE REQUESTS

This is to inform all concerned offices and hospitals that the last day of submission of Purchase Requests for Fiscal Year 2025 is on **September 30, 2025**.

For strict compliance.


ATTY. ARTHUR JOHN H. BIÑAS
Chairperson
Bids and Awards Committee