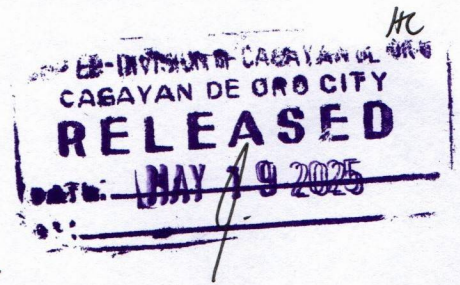




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

19 May 2025

OFFICE MEMORANDUM
No. 73 s.2025

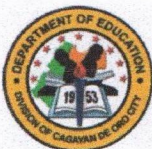
TO: **JAMES ROBERTO Z. SIJO**
IT OFFICER I

PRE-DELIVERY INSPECTION FOR THE DEPED COMPUTERIZATION
PROGRAM 2025

1. With reference to the attached Regional Memorandum, titled "INVITATION ON THE CONDUCT OF PRE-DELIVERY INSPECTION FOR THE DEPED COMPUTERIZATION PROGRAM 2025, you are hereby directed to attend the said activity on May 22, 2025 at Xitrix Computer Corporation Warehouse at Davao City.
2. Travel and other daily incidental expenses for this activity shall be charged to DCP Program Support Funds, subject to the usual accounting and auditing rules and regulations.
3. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
4. This Office directs the compliance to this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

OM-003-OSDS-ICT-JRZS / Pre-Delivery Inspection for the DCP 2025
May 19, 2025



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone No: 088 855 0044 (PLDT) | 088 855 0047 (PLDT)
Email Address: cagayandeoro.city@depd.gov.ph

Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO

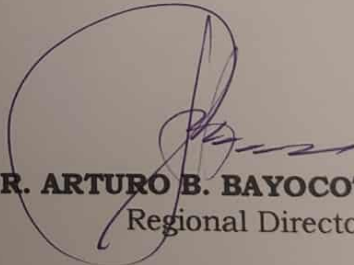
May 15, 2025

REGIONAL MEMORANDUM
No. ____, s. 2025

INVITATION ON THE CONDUCT OF PRE-DELIVERY INSPECTION
FOR THE DEPED COMPUTERIZATION PROGRAM 2025

To: Schools Division Superintendents
Information Technology Officers
Division of Cagayan de Oro City
Division of El Salvador City
Division of Malaybalay
All Others Concerned

1. Following Section 42 of the Implementing Rules and Regulations of Republic Act 12009 known as the New Government Procurement Act, the office will conduct a Pre-Delivery Inspection at Xitrix Computer Corporation Warehouse at Davao City on May 22.
2. Hence, the Information Technology (IT) Officers of the Divisions of Cagayan de Oro City, El Salvador City, and Malaybalay should attend the activity.
3. The participants' transportation and incidental expenses shall be charged to DCP Program Support Funds, subject to regular accounting and auditing rules and regulations.
4. For further inquiries and clarifications, please contact Renel Jay Quirit, IT officer, at 0917-307-7968.
5. This Office directs the immediate and wide dissemination of this Memorandum.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ATCH.: As stated
To be indicated in the Perpetual Index
under the following subjects:

COMPUTER EDUCATION INFORMATION TECHNOLOGY

ICT/rjq25-07



Address: DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City
Telephone No: (088) 881-3137
Email Address: region10@deped.gov.ph
Website: r10.deped.gov.ph

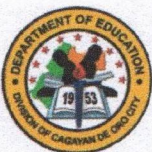




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

NAME	JAMES ROBERTO Z. SIJO
Position/Designation	IT Officer - I
Permanent Station	OSDS
Purpose of Travel (must be supported by attachments)	PRE-DELIVERY INSPECTION FOR DEPED COMPUTERIZATION PROGRAM (DCP) 2025
Host of the Activity	DepEd Regional Office 10
Inclusive Dates	May 21-23, 2025
Destination	Xitrix Computer Corporation Warehouse, Davao City
Fund Source	DCP Support Funds
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>	
JAMES ROBERTO Z. SIJO Name and Signature of Requesting Employee	
5/19/2025 Date	
RECOMMENDING AUTHORITY:	
AUDIE S. BORRES Name and Signature of Approving Authority	
Date	
APPROVED:	
ROY ANGELO E. GAZO Name and Signature of Approving Authority	
Date	



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City
Telephone: (08822) – 8550048