



Republic of the Philippines  
**Department of Education**  
Region V  
**SCHOOLS DIVISION OF SORSOGON**

May 14, 2024

**DIVISION MEMORANDUM**

No. 105, s.2024

**DESIGNATION OF ADDITIONAL MEMBERS OF THE DIVISION BIDS  
AND AWARDS, INVENTORY, AND DISPOSAL COMMITTEES**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, SGOD and CID  
Education Program Supervisors  
Public Schools District Supervisors/ OIC-PSDSs  
Administrative Officer V  
All Others Concerned

1. In order to promote a more efficient delivery of services and strengthen existing systems and processes in the Division, additional members of the following Committees are hereby designated, to wit:

**DIVISION BIDS & AWARDS COMMITTEE FOR INFRA:**

Alternate Members:

1. Alvin Rosare- Education Program Supervisor
2. Bernard Estrada- Senior Education Program Specialist

**DIVISION INVENTORY COMMITTEE**

Additional Members:

1. Mark Fajardo- Administrative Officer II
2. Karla Mae L. Jaspela- Administrative Assistant III
3. Jennifer B. Ardinazo- Administrative Assistant III
4. John Michael Estremadura- Administrative Assistant II
5. Jeremy Gacosta- Teacher I/ ITO-Designate



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**DIVISION DISPOSAL COMMITTEE**

Additional Members:

1. Albert C. Perez- Administrative Officer IV
2. Arvin Esmenia- MT I/ ICT Coordinator- Designate


2. The BAC alternate members shall participate in the BAC meetings in case any of the regular BAC members are not available in order to constitute the desired quorum.

They are expected to familiarize themselves with RA 9184.

3. The additional members of the Inventory and Disposal Committees shall assist the existing composition of the Committees in the regular discharge of their functions.

4. This designation shall take effect immediately.

5. Immediate dissemination of and compliance with this Memorandum is highly desired.

  
**WILLIAM E. GANDO, CESO VI**  
Schools Division Superintendent

Copy furnished:

Jomar M. Marollano  
State Auditor II  
Audit Team Leader  
Commission on Audit



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