



Republic of the Philippines  
**Department of Education**  
**REGION I**  
**SCHOOLS DIVISION OF VIGAN CITY**

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

No. 444, s. 2025

**CONDUCT OF 2025 DIVISION SUPPLIER'S FORUM**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 All Public Elementary, Secondary and Integrated School Heads  
 Technical Working Group and Secretariat  
 All Others Concerned

1. The Schools Division of Vigan City will conduct the "Katuwang sa Serbisyo: A Supplier's Forum for DepEd Vigan City Division" at the Vigan Culture and Trade Center (VCTC) on July 21, 2025 (Monday) @ 8:00 AM – 12:00 NN.

2. The Suppliers' Forum serves as a vital platform to strengthen collaboration between the Department of Education and its valued private sector partners. Specifically, this forum aims to:

- a) understand the latest government procurement policies and guidelines;
- b) identify the common procurement challenges and solutions;
- c) identify the specific needs of schools and how suppliers can contribute;
- d) promote public-private partnerships that result in improved learning environments;
- e) promote awareness on the process and documentation for tax-exempt donations; and
- f) To foster partnership, collaboration, and future exchange opportunities.

3. Enclosed are the program of activities, list of participants and program management team for reference.

4. Meals and snacks shall be served during the activity, and no registration fee shall be collected.

5. This shall serve as the locator slip for all participants, including members of the PMT and TWG involved in the said activity.

6. Immediate dissemination and strict compliance with this memorandum are desired.



**VILMA D. EDA, CESO V**  
 Schools Division Superintendent

Encl: as stated



Address: Mena Crisolago St. corner Rivero St., Brgy. IX, Vigan City  
 Ilocos Sur  
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To be indicated in the Perpetual Index

PROGRAM SUPPLIER'S FORUM

Enclosure 1, Division Memorandum No. \_\_\_\_\_, s. 2025

<b>PROJECT MANAGEMENT TEAM</b>		
	<b>Name</b>	<b>Position</b>
Consultant	Vilma D. Eda, CESO V	Schools Division Superintendent
	Annie D. Pagdilao, Ed.D, CESO VI	Asst. Schools Division Superintendent
Project Manager	Rodrigo Q. Reyes, Jr.	Chief Education Supervisor
	Cherry Joy D. Garma	Senior Education Program Specialist
	Alimar C. Ablog	Education Program Specialist II
QAME	Grace F. Catañeda	School Principal II
Resource Speakers	Atty. Kim R. Tagorda	Administrative Officer V
	Engr. Arnel Fernandez	ISECO General Manager
	Engr. Arnel A. Abenales	Operations Manager, ACEN Operations Services, Inc.
<b>Technical Working Group</b>		
Secretariat/Documenter	Aurelyn Fieldad	Education Program Specialist II
	Aphrodite Martinez	Project Development Officer II
	Lloyd Ancheta	ADAS III
	Sherwin Fabre	PDO I
Welfare	Maria Koryne P. Taborda	Nurse II
<b>LIST OF PARTICIPANTS</b>		
<b>Name</b>	<b>Position</b>	<b>School/Office</b>
<b>Division Office Personnel</b>		
1. Susiemar Rapisura	Education Program Supervisor	School Governance and Operations Division
2. Gloria Cabotaje	Planning Development Officer	School Governance and Operations Division
3. Dr. Arlyn Batulan	Medical Officer	School Governance and Operations Division
<b>School Heads</b>		
4. Anita R. Presto	Principal III	Vigan National High School East
5. Nora P. Paroligan	Principal III	Cabaraosan-Cabalangangan ES
6. Racquel A. Follante	Principal III	Rugsuanan Elem. School
7. Maggie Aytona	Master Teacher II -OIC	Pantay Integrated School



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8. Royston F. Quidolit	Head Teacher III	Camangaan Elem. School
9. Avelina T. Alon	Principal I	Salindec-Pung-ol-Baracca ES
10. Richard Agtutubo	Principal II	Nagsangalan ES
11. Azenith A. Ramos	Principal I	Mindoro ES
12. Dina Q. Rivad	Principal II	Burgos Memorial School East
13. Lany Corpuz	Principal I	Rugsuanan Purok ES
14. Marie Sol Castaneda	Principal III	Ayusan-Paoa ES
15. Ana A. Castor	Principal III	Vigan Central School
16. Vivian T. Del Castillo	Head Teacher III	Capangpangan ES
17. Karen A. Frando	Principal I	Burgos Memorial School West
18. Editha C. Bagcal	Principal IV	Ilocos Sur National High School
19. Reynario Viloría	Principal I	Vigan National High School West
20. Pablo Bañaga, Jr.	Head Teacher II	San Julian ES
21. Paulino Aninag, Jr.	Principal I	Jose Singson ES
22. Rosario A. Organo	Principal II	Bulala Paratong ES
23. Leticia A. Pugrad	Principal I	Tamag ES
24. Eric Bilgera		Gov. E. Singson Memorial School

**List of Suppliers**

<b>Supplier's Name</b>	<b>Address</b>	<b>Owner/Manager</b>
1. ASX Home Appliances Trading	49 TE Bldg., Quezon Avenue, Vigan City, Ilocos Sur	Archibald T. Tan
2. Atheros Computer System and Services	Bantay, Ilocos Sur	Larry M. Paet
3. C.A. Chabby Corporation	Puspup, Bantay, Ilocos Sur	Mila Alog (President)
4. Centrovilla Commercial Trade OPC	Mabilbila Sur, Santa, Ilocos Sur	Maria Geraldine D. De Leon
5. Copylandia Office Systems Corporation	G/F Saraos Bldg. Govantes Dike, Zone 6, Bantay, Ilocos Sur	Feliciano Juarez
6. Double K Computer Retail and Services	Balaleng, Bantay, Ilocos Sur	Joseph Gangani



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7. Dream Prints Office Supplies Trading	Taleb, Bantay, Ilocos Sur	Sylvia C. Cuartelon
8. EJB Catering Services	San Julian Sur, Vigan City, Ilocos Sur	Marjorie I. Boongaling
9. Erim Medical Supplies Trading	Barangay Sta. Cruz, Sto. Domingo, Ilocos Sur	Ivy Grace E. Andrada
10. Fermato Silkscreen & Digital Printing Services	Rizal St., Barangay IV, Vigan City, Ilocos Sur	Alvin A. Fermato
11. Four JK One General Merchandising	Bonifacio St., Barangay I, Vigan City, Ilocos Sur	Rosemarie T. Tabios
12. GDP-VICS Trading OPC	JLB Bldg., Jose Singson St., Barangay VIII, Vigan City, Ilocos Sur	Gretchen De Peralta
13. Hotel Luna	V. de los Reyes St. cor. Gen. Luna St., Vigan City, Ilocos Sur	Stern Real Estate and Development Corp.
14. Hotel Salcedo de Vigan	V. de los Reyes St. cor. Gen. Luna St., Vigan City, Ilocos Sur	Dr. Charles Rabara (President)
15. Hotel Veneto de Vigan	Bonifacio St., Barangay I, Vigan City, Ilocos Sur	Ruby Orense Verzosa
16. Hotelinda Suites	Rivero St., Barangay VIII, Vigan City, Ilocos Sur	Erlinda Navarro
17. J.C.A. Medical Supply	#16 Liberation Blvd., Barangay I, Vigan City, Ilocos Sur	Ivy Charmaine S. Cabangbang
18. JD Souvenir Shop	Vigan Public Market, Jose Singson St., Barangay VIII, Vigan City, Ilocos Sur	Cherie R. Camaso
19. JKK School and Office Supplies	Rizal St., Barangay VII, Vigan City, Ilocos Sur	Kevin John T. Nolasco
20. Joma's Tower Café	Barangay III, Vigan City, Ilocos Sur	Ma. Flora T. Ubaldo
21. Junofel Diners Place	Salcedo St., Barangay III, Vigan City, Ilocos Sur	Isidro B. Benamir Jr.
22. KADs Furniture	Bayubay Norte, San Vicente, Ilocos Sur	Grace V. Rusibin
23. KMIKS GENERAL MERCHANDISE	Nanerman, Sto. Domingo, Ilocos Sur	Mikko Marc T. Galacgac
24. K-Rich Catering Services	Naguilian, Caoayan, Ilocos Sur	Krisna D. Queppet



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25. KGA-Laxie Hardware and Lumber Trading	Pantay Daya, Vigan City, Ilocos Sur	Edison B. Leong
26. Linda's Department Store	Del Pilar St., Barangay VIII, Vigan City, Ilocos Sur	Janice G. Medrano
27. Lola Dora's Catering Services	Beddeng Laud, Vigan City, Ilocos Sur	Doreen F. Pajaro
28. Mahalkita Drugstore	Tamag, Vigan City, Ilocos Sur	Allan S. Tuquib
29. Marzan Air Conditioning Services	#83 Salcedo St. Brgy. III, Vigan City, Ilocos Sur	Jaime P. Marzan
30. Mel Sol's Inn and Resort	National Highway, Cabaroan, Bantay, Ilocos Sur	Marie Angelie Sabio
31. Metro Vigan Car Care Center Corporation	Boquig, Bantay, Ilocos Sur	Ramon R. Lahoz
32. Metro Vigan Fiesta Garden Hotel	National Highway, Guimod, Bantay, Ilocos Sur	Dr. Digna R. Ragasa Dr. Brenda I. Rosuman Carolina A. Filart
33. Mike's Department Store	09 Quezon Avenue, Barangay III, Vigan City, Ilocos Sur	Mariano C. Chan
34. MMS Marton Medical Supplies	Brgy. 5, Bantay, Ilocos Sur	Marnell P. Murao
35. MNRG Consumer Goods Trading	Cabaroan, Tayum, Abra	Marzelle R. Gallardo
36. Niks Printing Shop	Ayusan Norte, Vigan City, Ilocos Sur	Dionel Paguirigan
37. Nolasco Aluminum, Glass Supply and Metalcraft	Rizal St., Barangay III, Vigan City, Ilocos Sur	Carmelo A. Nolasco
38. Ovemar Resort Hotel, Inc.	Paratong Norte, Sta. Catalina, Ilocos Sur	"Ma. Morena Sibbaluca (General Manager)"
39. Planet Earth Computers	Gov. A. Reyes St. cor. Salcedo St., Barangay I, Vigan City, Ilocos Sur	Kervin King
40. Princes C. Piano Handloom Woven Products	Vigan Public Market, Jose Singson St., Barangay VIII, Vigan City, Ilocos Sur	Princes C. Piano



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41. Seven C.A. New Born Construction Supply	Salcedo St., Barangay I, Vigan City, Ilocos Sur	Arthur T. Chan
42. Shop-Nice Commercial	2/F Galleria De Vigan, Florentino cor. Gov. A. Reyes St., Vigan City, Ilocos Sur	Marissa F. Pilarca
43. Sicap Arts and Prints	Vigan Public Market Annex, Jose Singson St., Barangay VIII, Vigan City, Ilocos Sur	Jocel Mari A. Pacis
44. Skyfoods Corporation (Max's Restaurant Vigan)	Crisologo St., Barangay I, Vigan City	Skyfoods Corporation
45. St. Valentine's Pharma and Medical Supplies Trading	ARC Bldg., Rizal St., Barangay VII, Vigan City, Ilocos Sur	Nelia V. Viloría
46. Stefan's Pharmaceutical Drugstore	Romena's Bldg., Jose Singson St., Barangay VIII, Vigan City, Ilocos Sur	Dr. Elnora C. Recel
47. Suyhing Marketing	Alcantara St., Barangay VIII, Vigan City, Ilocos Sur	Emerencia Janet N. Xu
48. Techmix Computers & Gadgets	Liberation Blvd., Barangay I, Vigan City, Ilocos Sur	Lawrence C. Chan
49. Varyline Corporation	2 Hubbard St., Filinvest Batasan Hills, Quezon City	Kristoffer Loquias
50. Vigan Fortune Lumber and Fortune	17 Quezon Ave., Barangay III, Vigan City, Ilocos Sur	Cirilo G. Lao
51. West Loch Park Hotel	Maharlika Highway, Vacunero, Santo Domingo, Ilocos Sur	Millicent Joyce A. Uy



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Enclosure 2, Division Memorandum No. \_\_\_\_\_, s. 2025

**PROGRAM OF ACTIVITY**

Time	Activity	Person Involved
<b>Morning Session</b>		
8:00-8:30 AM	Registration of Participants	Secretariat: Aurelyn Fieldad and Aphrodite Hope Martinez
8:30-8:45 AM	Opening Program	Preliminaries: AVP
8:45-9:00 AM	Welcome Message	<b>Vilma D. Eda, CESO V</b> Schools Division Superintendent
9:00- 10:00 AM	Rationale and Objectives	<b>Susiemar Rapisura</b> Education Program Supervisor, SGOD
9:10-9:30 AM	Discussion: Tax Incentives for Donors	<b>Atty. Kim Tagorda</b> Administrative Officer V
9:30-10:30 AM	Best Practices in Corporate Social Responsibility	<b>Engr. Arnel Fernandez</b> ISECO, General Manager/Representative Vigan City, Ilocos Sur  <b>Engr. Arnel A. Abenales</b> Operation Manager ACEN Operations Services, Inc.
10:30-11:00 AM	Sharing of Insights and Open Forum	Moderator: Alimar Ablog Education Program Specialist II, SGOD
11:00-11:15 AM	Pledge Signing and Commitment Building	<b>Rodrigo Q. Reyes, Jr.</b> Chief Education Supervisor, SGOD
11:15-11:30 AM	Synthesis / Impressions	Selected Participants
11:30- 11:45 AM	Distribution of Certificates of Appreciation	PMT
11:45- 11:50 AM	Closing Remarks	<b>Dr. Annie D. Pagdilao, CESO VI</b> Asst. Schools Division Superintendent
12NN	LUNCH BREAK	



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