



Republic of the Philippines
Department of Education
REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

Advisory No. **147**, s. 2025
June 17, 2025

In compliance with Deped Order (DO) No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 2001
but only for the information of Deped officials,
personnel/staff, as well as the concerned public.
(Visit www.deped.gov.ph)

**PS-DBM ON WHEELS AND CLIENT LEARNING ENGAGEMENT
GOES TO QUEZON PROVINCE**

The Department of Budget and Management (DBM) – Procurement Service will hold **PS-DBM on Wheels and Client Learning Engagement (CLE) in Quezon Province** on **July 9-10, 2025**.

These initiatives are part of PS-DBM's continuous efforts to bring our products and services closer to their stakeholders, especially agencies in Region IV-A, IV_B, and V.

Attached here is the official communication for other details.

For more information, please contact:

sales@ps-philgeps.gov.ph (for PS_DBM on Wheels)

pscs.tarining@ps-philgeps.gov.ph (For CLE)

Mobile Phone Number: 0962-825-5199 and 0918-295-4426

Dissemination of this advisory is desired.

SGOD- ps-dbm on wheels and client learning engagement goes to quezon province
RECC1M50-005011/June 17, 2025



04 June 2025

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent
DEPARTMENT OF EDUCATION -
DIVISION OF TAYABAS CITY
Brgy. Pitol, Municipality of Tayabas, Quezon

Dear **Schools Division Superintendent Balderas Jr.:**

Greetings from the Procurement Service - Department of Budget and Management (PS-DBM)!

PS-DBM is the agency tasked with the centralized procurement of common-use supplies and equipment (CSE) for the government. Furthermore, Section 40 of Republic Act No. 12009 or the New Government Procurement Act (NGPA) mandates that all national government agencies, government-owned and controlled corporations, government financial institutions, state universities and colleges, and local government units shall procure their CSE requirements from the PS-DBM.

PS-DBM is bringing its **PS-DBM on Wheels** to more stakeholders nationwide. This marks the third time the initiative is being rolled out, specifically targeting government agencies in **Regions IV-A, IV-B, and V**, to bring CSE products more accessible through the theme, "*Abot-kayang Produkto, Abot-kamay na Serbisyo.*"


The PS-DBM on Wheels initiative will be conducted simultaneously with the **Regional Training Roll-out of the Client Learning Engagement (CLE) for Southern Luzon**. The CLE is part of PS-DBM's ongoing digital transformation and capacity-building initiatives that aims to help government agencies enhance their efficiency and adaptability in utilizing the modernized Philippine Government Electronic Procurement System (mPhilGEPS) e-commerce platforms, including the eMarketplace and the Virtual Store.

In this regard, PS-DBM cordially invites its client-agencies to take part in the following activities as **PS-DBM goes to Quezon Province on 9-10 July 2025:**

- **PS-DBM on Wheels:** To order, visit the [PS-DBM on Wheels Online Submission Portal](#) and upload the accomplished [Pre-Order Form](#). Please note that payment must be made on or before **30 June 2025**. The process flow for this activity is attached for guidance. The venue will be at the **Quezon Convention Center in Lucena City**.
- **Client Learning Engagement (CLE):** Please refer to this link to register for the event: [Pre-Registration Form](#). **This 2-day training is free.** The venue for the CLE will be emailed to registered participants as the event date approaches.

For inquiries, kindly coordinate directly with the Marketing and Sales Division (MSD) through mobile numbers: 09628255199 and 09182954426 (Smart), or email addresses: sales@ps-philgeps.gov.ph for PS-DBM on Wheels or pscs.training@ps-philgeps.gov.ph for CLE.

PS-DBM appreciates, with deepest esteem and gratitude, the relentless support of all its client-agencies. ***Bili na at bili pa sa PS-DBM!***


PHILIP JOSEF T. VERA CRUZ
Deputy Executive Director V
Operations, Logistics, and Supply Chain Group



Abot-kayang Produkto, Abot-kamay na Serbisyo.

09-10 July 2025 | 8AM to 5PM | Quezon Convention Center in Lucena City

**Here's how to pre-order Common-use Supplies and Equipment (CSE)
from the PS-DBM on Wheels:**



1

Download the
PS-DBM on Wheels Pre-order Form.



2

The Agency shall submit the signed and approved, as well as the editable copy,
of the **PS-DBM on Wheels Pre-Order Form** through the **Online Submission Portal**.
The Agency shall also select their preferred pick-up schedule
on the same Google Form, whether AM or PM.



3

Upon receipt of the signed and approved PS-DBM on Wheels Pre-order Form,
PS-DBM through its Marketing and Sales Division (MSD), will validate the request.

Once validated, MSD will issue the **Notice of Payment**.



4

The Agency, upon receipt of the Notice of Payment,
shall pay through any of the following payment options:

Cash | Check payment payable to Procurement Service | E-wallet Fund

Please note that payment must be made on or before **June 30, 2025**.



5

For **Cash or Check payment**, the Agency must send via email
the proof of payment (e.g. Official Receipt, On-call Deposit Slip)
to sales@ps-philgeps.gov.ph.



6

MSD, upon validation of payment, will **confirm via email** the date of pick-up.
On the provided pick-up schedule, including their preferred time,
the Agency shall **claim the order/s** at the Quezon Convention Center.

PRE-ORDER NA SA



PS-DBM *on* **WHEELS**



Abot-kayang **Produkto**, *Abot-kamay na* **Serbisyo**.

JULY 9 - 10, 2025 | 8AM TO 5PM
QUEZON CONVENTION CENTER, LUCENA CITY

GET A CHANCE TO CLAIM SPECIAL GIVEAWAYS!

WHEN YOU'RE AMONG THE



First three (3) client-agencies
to pre-order worth **a minimum**
of **Php 50,000**



Top three (3) client-agencies
with **highest amount**
of purchased CSE items

For inquiries, please email our Marketing and Sales Division at sales@ps-philgeps.gov.ph. Visit our website and social media pages for the relevant announcements and links to visit.