



March 7, 2022

LORMELYN E. CLAUDIO, CESO IV

OIC-Regional Executive Director
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES - MIMAROPA
1515 L&S Bldg., Roxas Blvd.,
Ermita, Manila

Dear Dir. Claudio,

We would like to inform you that PhilGEPS will be conducting the **Trainer's Training Refresher Course** for the **Modernized PhilGEPS (mPhilGEPS)**. We will provide an update to the following functionalities: Annual Procurement Plan, Purchase Request, eBidding, Award Notice, AMP Publication and Contract Implementation modules. Functionalities for the Consulting services and Pre-bid conference will also be tackled.

This is also in relation to the approval of the eBidding guidelines, wherein the PhilGEPS is directed to oversee the training and capacity development interventions for the PEs, Observers, and bidders and to develop the appropriate mechanism to ensure the efficient and timely implementation of the mPhilGEPS.

We recognize that this activity will help us to fast track our training program. We have to build connections with agencies advocating reforms in government which we have been doing since the implementation of the government electronic procurement system.

In connection to this, we would like to respectfully seek your permission to allow **Ms. Joann B. Chuaquico** from your agency to attend the trainer's training refresher course to be a certified mPhilGEPS trainer.

These designated trainers shall in turn be training agencies and suppliers from their respective areas. They will form the mPhilGEPS pool of trainers who will be tapped for the mPhilGEPS Training Rollout.

This activity will be conducted on **April 5 to 8, 2022**; from **9:30 to 4:00 pm** using a google meet platform. Participants will also take an online examination and will conduct mock-training activities to be considered as a certified mPhilGEPS trainer.

Participants may confirm their attendance through this <https://forms.gle/wRxfeWXRHL8uzsH29> on/or before March 31, 2022; If you have any clarifications, please feel free to email us at itresearch@ps-philgeps.gov.ph.

Hoping that this request shall merit your favorable consideration. Thank you and please accept our warmest regards.

Very truly yours,

ROSA MARIA M. CLEMENTE
Director IV, PS-PhilGEPS