



July 18, 2023

**RED. LORMELYN E. CLAUDIO, CESO IV**

Regional Executive Director  
Region IV-B MIMAROPA  
Department of Environment and Natural Resources

Dear **Red. Claudio:**

Greetings!

The Philippine Association of Records Officers and Archivists (PAROA), in collaboration with the Government Procurement Policy Board (GPPB), is pleased to announce its third quarter conduct of a **"Seminar on Republic Act No. 9184, otherwise known as the Government Procurement Reform Act, Level 2: The Alternative Methods of Procurement and its Processes"**, scheduled on September 12, 13, & 14, 2023 at the Apo View Hotel, J. Camus St., Poblacion District, Davao City.

This seminar aims to update and capacitate employees involved in the procurement process of their respective offices on Procurement Planning, Preparation of Technical Specifications, and Alternative Methods of Procurement. Resource persons shall be provided by the GPPB and are experts in the field. Also, there will be discussions on the processes for each method of procurement as well as its applicability to different procuring entities in order that their requirements are met and that the most advantageous price for the government is ensured.

In line with this, we are cordially inviting Local Chief Executives, BAC Members, BAC Secretariat, Technical Working Group Members, Procurement Officers/Staff, Supply/Property Officers, Administrative Officers, End-Users and other personnel, be it from the National Government Agencies, Local Government Units, State Colleges and Universities, who handle the procurement process and maintain the documentation of their respective agencies/offices to attend this seminar. Also, participants of the Level 1 Seminar on R.A. No. 9184 held last February 14-16, 2023 in Malay, Aklan are highly encouraged to attend the Level 2 Seminar.

Said activity will accommodate participants on a first-come-first-served basis with a registration fee of Seven Thousand Nine Hundred Pesos (Php 7,900.00) for live-in participants and Five Thousand Eight Hundred Pesos (Php 5,800.00) for live-out participants. Payment in cash and/or check shall be payable only to the **Philippine Association of Records Officers and Archivists Inc.** To ensure that slots are held for interested participants, we will be very grateful if you can confirm your attendance ahead of time.

For further inquiries and clarification regarding the details of the seminar, please contact Mesdames Adel or Paula at Tel. No. (02)8650-4235. You may also get in touch with us through mobile numbers 0985-301-1592 and 0955-180-2299 or email us at [paroa2005.inquiry@gmail.com](mailto:paroa2005.inquiry@gmail.com).

Be assured that we are one with you in your aspirations for the professionalization and development of personnel in your offices/agencies.

Thank you so much and more power.

Very truly yours,

**JOEL A. OCAY, MBA**  
Executive Director