



Republic of the Philippines
North Eastern Mindanao State University



MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 12-022 s. 2024

TO: Campus Directors, SAO for Administration, Project Management Unit, Procurement Unit, BAC Secretariat
All others concerned

DATE: December 12, 2024

SUBJECT: **SUBMISSION OF DOCUMENTARY REQUIREMENTS AND CONDUCT OF MEETING REGARDING CAPITAL OUTLAY (15M) UNDER THE PROVISION OF COMMISSION ON HIGHER EDUCATION**

Greetings of peace and solidarity.

You are hereby informed that the deadline of the submission of the documentary requirements (revised PPMP, APP, PR, market study, technical specifications, and approved proposal) for the 15 million capital outlay under the Commission on Higher Education provision for other machinery and equipment will be on **Monday, December 16, 2024**. Please submit to the Procurement Unit.

Likewise, a Zoom Meeting will be held on **Tuesday, December 17, 2024 at 2:00 PM**.

Should you have queries, please get in touch with the Office of the Supervising Administrative Officer for Administration through Engr. Christopher Badayos.

For your information and compliance. Padayon sa pag-ALPAS NEMSU!

For the grassroots and in the spirit of vibrant leadership,


NEMESIO G. LOAYON
SUC President III