



Republic of the Philippines  
Department of Education  
Region IV-A CALABARZON



**UNNUMBERED MEMORANDUM**

Ref. No. 297, s. 2017

To : Public School District Supervisors  
DCP Batch 38 Secondary School Heads  
DCP Batch 38 School Property Custodian

From :   
**MERTHEL M. EVARDOME, CESO VI**  
Schools Division Superintendent

Subject : **DCP Batch 38 Confirmation Slip**

Date : November 9, 2017

In connection with the email received by this Office from the Commission on Audit of the Department of Education, the school recipients listed below of DepEd Batch Computerization Program (DCP) Batch 38 are advised to accomplish the questionnaire (confirmation slip) following the link below on or before November 13, 2017:

**[tinyurl.com/quezondcpbatch38cs](http://tinyurl.com/quezondcpbatch38cs)**

<b>DCP Batch 38 Secondary SHS Recipients</b>
Lopez National Comprehensive High School
Lutucan NHS
Magallanes NHS
Recto MNHS
Marcial B. Villanueva NHS (Formerly San Francisco NHS, San Francisco)
San Isidro NHS, Catanauan
San Isidro NHS, Tagkawayan
Godofredo M. Tan Mem. SAT (Formerly San Narciso Voc. HS)
Governor Anacleto C. Alcala NHS
Pili NHS (Formerly Lutucan NHS Pili Ext.)

For strict compliance.

**DEPED QUEZON ICT**  
UPLOADED BY: Gian  
DATE: 11-10-17 TIME: 9:05  
REFERENCE NO: MM 297-17

Enclosure to: 297



Republic of the Philippines  
 Department of Education  
 Region IV-A CALABARZON



**REPLY SLIP**  
**Batch 38**

Name of School : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 School I.D : \_\_\_\_\_  
 Date : \_\_\_\_\_

Particulars	YES	NO	N/A	Remarks/Comments/ Conditions
1. Are the items delivered complete?				
2. Are the items in good operating condition upon delivery?				
3. Are the items installed and tested by the supplier?				
4. Are you informed that your School is one of recipients of ICT packages?				
5. Did your school meet the criteria for school readiness as required by DepEd? such as:				
• Multi-media Classroom				
• Computer Tables				
• Windows and Doors with grills				
• Proper electrical wirings and outlets duly certified by the Municipal/City Electrician				
• Provision of adequate security mechanisms				
• School Inspectorate team was organized				
• 50 pieces mono chairs				
• At least 2 units of stand fan				
• Sufficient electrical lighting				
6. Was the delivery and acceptance properly supported with the following:				
• Delivery Receipt				
• Inspection and Acceptance				
6. Are the items delivered already included in your School's Inventory Report?				
7. Are the items delivered already recorded in the books of account as asset?				
8. If items were already issued to intended users/custodian was it duly accounted with Property Acknowledgement Receipt(PAR)?				
9. Do you have other important issues or concerns that need to be addressed regarding the DCP program of the DepEd?				

Prepared by:

Certified True and Correct:

\_\_\_\_\_  
 School Property Custodian

\_\_\_\_\_  
 School Head



Republic of the Philippines  
**COMMISSION ON AUDIT**  
*Department of Education*  
DepED Complex, Meralco Avenue, Pasig City

**Conf. Ref. No. DCP-UNDP-2017- 01 (38)**  
November 8, 2017

**The Schools Division Superintendent**  
**Division of Quezon**

**Attention: Division Property Custodian**  
**Division Accountant**

**Dear Sir/Madam,**

This is to confirm receipt of the following ICT equipment under the DepEd Computerization Program Batch 38, where several schools under your direct supervision were identified as recipients. Procurement of these items were undertaken by the United Nation Development Program (UNDP) and delivered to recipient schools by **Planson International**. The lists of recipient schools are herein provided for your reference, likewise, the list of expected items under said batch and its description/specification are provided hereunder for easier identification.

<b>Item</b>	<b>Qty Required</b>	<b>Description</b>	<b>Qty Required</b>
1a	51 each	<b>Dell Vostro 3900 Desktop Computer</b>	51
1b	51 each	<b>Dell E1916HV 18.5" WLED Monitor</b>	51
2	1 each	<b>Epson EB-X04 LCD Projector</b>	1
3	1 each	<b>Meki TR-AV-70 70" x 70" Tripod Projection Screen</b>	1
4	1 each	<b>F&amp;D A180X Audio Speakers</b>	1
5	51 each	<b>APC Back-UPS BX1100LI-MS Uninterruptible Power Supply (UPS)</b>	51

6	4 each	<b>D-Link DGS-1016D 16-Port Gigabit Unmanaged Networking Switch</b>	4
7a	1 each	<b>Epson L360 Multifunction 3-in-1 Inkjet Printer</b>	1
7b	1 set	<b>Additional Set of Ink Cartridges</b>	1
8	26 each	<b>Genius MousePen i608X 6" x 8" Graphics tablet (Only for 176 Schools)</b>	_____

In this regard, may we request that the attached questionnaire be accomplished by the respective recipient schools and please send the documents back to the Commission of Audit, Department of Education (DepEd), Meralco Avenue, Pasig City, or you may send your reply to email address, [depedosecdcp@yahoo.com](mailto:depedosecdcp@yahoo.com).

We hope to receive your reply the soonest possible time for us to timely evaluate compliance to contractual obligations/commitment and to ensure that government resources are not wasted.

For clarification you may call us at (02) 633-66-83 or (02) 633-53-98, or communicate with us through the email address provided.

Your usual support is highly appreciated.

Thank you.

Very truly yours,

**CARMELA S. ZAMORA**  
 State Auditor IV  
 Audit Team Leader

**REPLY SLIP**