



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
Zone 1 Upper Balulang
Cagayan de Oro City

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DepED-X
Cagayan de Oro City

September 4, 2017

REGIONAL LETTER

No. 1, s. 2017

Schools Division Superintendents/
Officers Incharge

This Region

Dear Sir/Madam :

It can be recalled that in 2016 prior to the full implementation of the Junior High School level in basic education, the schools initially identified as intending to offer Technical Vocational (TVL) Courses were allotted the amount of ONE MILLION SEVEN THOUSAND PESOS (P1,007,000.00) each for the procurement of TVL equipment. In the Region, a total of two hundred twelve (212) schools initially manifested its intention to offer these courses and thus a total of TWO HUNDRED THIRTEEN MILLION FOUR HUNDRED EIGHTY FOUR THOUSAND PESOS (P213,484,000.00) was earmarked for these schools.

Of the total amount above indicated only ONE HUNDRED SEVENTY ONE MILLION THREE HUNDRED EIGHTY SIX THOUSAND SIX HUNDRED NINE PESOS & 30/100 (P171,386,609.30) was awarded to various suppliers after the conduct of bidding by this Office. This leaves a balance of FORTY TWO MILLION NINETY SEVEN THOUSAND THREE HUNDRED NINETY PESOS & 70/100 (P42,097,390.70) still to be obligated.

For this purpose, the following data will be posted in the web site of this Office for your reference :

1. List of the school originally identified as offering TVL courses;
2. Table by division that reflects the names of the suppliers and corresponding amount awarded to them by tract;
3. Technical Report presented by division office that will identify the quantity and specific items procured from these suppliers; and
4. The DBMS link that contained the allowable items that can be procured for this fund.

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From the above provided data, the division offices are expected to :

1. Identify the items procured per school and thereby know the actual balance of allotment per entitled school;
2. Know the actual equipment still needed by the school concerned as identified and allowed from the Central Office issued DBMS;
3. Prepare the procurement documents for these equipment;
4. Conduct the necessary procurement procedure in accordance to Republic Act No. 9184, short of award; and
5. Submit to the DepED Central Office, through this Office, the Resolution to Award (RTA) for the items planned to be procured with supporting documents.

Upon receipt of the RTA from the division offices, this Office will forward the same to the Central Office for release of the needed allotment. For this reason, it is strongly urged that the RTA be forwarded to this Office on or before October 20, 2017. This will hopefully give enough time for the Central Office to evaluate the same and issue the corresponding Sub-Allotment Release Order (Sub-ARO) for this purpose.

The need to fast-track action on this matter is the primary reason why the procurement procedure is now directed to be initiated at the level of that Office. This notwithstanding the fact that that school that is the end user of the items to be procured fall under the latter's direct supervision.

Finally, it is also reminded that under existing guidelines an item is categorized as an equipment if it cost FIFTEEN THOUSAND PESOS (P15,000.00) and above.

For the immediate compliance of that Office.

Very truly yours,


ALLAN G. FARNAZO
Regional Director

