



Republic of the Philippines  
Department of Education



Website: <http://www.deped.gov.ph>

*Office of the Undersecretary*

DepED MEMORANDUM  
No. 214, s. 2011

SEP 23 2011

**MONITORING THE CY 2010 SCHOOL FURNITURE PROGRAM AND  
CY 2011 SCHOOL FURNITURE PROGRAM UNDER THE BASIC  
EDUCATIONAL FACILITIES FUND (BEFF)**

To : **Regional Secretary, ARMM  
Regional Directors  
Schools Division/ City Superintendents  
Physical Facilities Coordinators  
All Others Concerned**

1. The Bids and Awards Committees (BAC) of the Regional and Division Offices of the Department were tasked to conduct the procurement activities of school furniture under the CY 2010 School Furniture Program and the CY 2011 School Furniture Program under the Basic Educational Facilities Fund (BEFF).
2. In order for the Central Office to efficiently allocate the resources for the succeeding year's school furniture program, duly accomplished monitoring forms (see attached) are to be submitted to the address below **not later than Friday, October 14, 2011:**

***Physical Facilities and Schools Engineering Division (PFSED)  
4F Bonifacio Building, DepED Complex, Meralco Avenue, Pasig City  
Tel. Nos. 638-7110/638-4108 local 108; telefax 633-7263/637-6464  
E-mail address: [pfsed\\_010305@yahoo.com](mailto:pfsed_010305@yahoo.com) and  
[schoolmapping@yahoo.com](mailto:schoolmapping@yahoo.com)***

3. **Non-submission of the results of procurement would mean that no allocation will be downloaded to the division/regional offices for the procurement of school furniture for the succeeding school furniture procurement programs.**
4. Immediate dissemination of and compliance with this Memorandum is directed.

  
**RIZALINO D. RIVERA**  
Undersecretary

Encls.: As stated

Reference: None

To be indicated in the Perpetual Index  
under the following subjects:

PROCUREMENT  
PROGRAMS  
SCHOOLS

**CY 2010 School Furniture Procurement Programs**

**15% Allocation, Regional Office**

Region: \_\_\_\_\_

Divisions	Description/Lo/Type of Materials	Allocation	Amount Contracted	Name of Contractor /Supplier	Date of NTP	Date of Contract Completion	Balance Amount	Items and Total Quantity Procured				Percentage of Accomplishment /Deliveries
								Elem. Table & Chairs Set	Elem. Armchairs	Sec. Armchairs	Teacher's Table & Chair Set	

Prepared by: \_\_\_\_\_

Checked by: \_\_\_\_\_

Approved: \_\_\_\_\_

Physical Facilities Coordinator

Supply Officer

Regional Director/Schools Division Superintendent

Noted by: \_\_\_\_\_

PFSED Area Manager

CY 2010 School Furniture Procurement Programs

75% Allocation, Division Office

Division : \_\_\_\_\_

Description/Type of Materials	Allocation	Amount Contracted	Name of Contractor/Supplier	Date of NTP	Date of Contract Completion	Balance Amount	Items and Total Quantity Procured					Percentage of Accomplishment /Deliveries	
							Elem. Table & Chairs Set	Elem. Armchairs	Sec. Armchairs	Teacher's Table & Chair Set	Sci. - Lab Table & Stools Set		Workbench

Prepared by:

Checked by:

Approved:

Physical Facilities Coordinator

Supply Officer

Regional Director/Schools Division Superintendent

Noted by:

PFSED Area Manager

*[Signature]*

**CY 2010 School Furniture Procurement Programs**

Regional/Division Office : \_\_\_\_\_  
 Allocation : \_\_\_\_\_  
 Contracted Amount : \_\_\_\_\_  
 Name of Contractor/Supplier : \_\_\_\_\_  
 Balance Amount : \_\_\_\_\_

Items	Types of Material	Quantity	Delivered %	Amount Disbursement
Elementary Table & Chairs Set (Gr. I-IV)				
Elementary Table & Chairs Set (Gr. V-VI)				
Elementary Armchair				
Secondary Armchair				
Teacher's Table and Chair Set				
Science Laboratory Table and Stools Set				
Workbenches				
Library Table and Chairs Set				

Prepared by:

Checked by:

Approved:

Physical Facilities Coordinator

Supply Officer

Regional Director/Schools Division Superintendent

Noted by:

PFSED Area Manager

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