



June 25, 2018

MEMORANDUM TO:

No. 327 s. 2018

**SECONDARY SCHOOL PRINCIPALS/HEADS**  
(only with TVL Offerings)

SUBJECT: **SUBMISSION OF REPORT ON THE DELIVERIES OF  
TVL TOOLS, EQUIPMENT & MATERIALS**

In compliance with the directive of the Office of the Regional Director, R.M. 330 s. 2018, to ensure that questionable items are not paid to the prejudice of the government, secondary heads of school are requested to accomplish the Report on the delivery form (see enclosure). This Report shall be submitted in **hard copy or email c/o: [depedmisor\\_supply@yahoo.com.ph](mailto:depedmisor_supply@yahoo.com.ph) on or before June 28, 2018.**

Kindly give this matter your preferential action because the final burden of ensuring that the deliveries are acceptable lies on the school head.

For strict compliance.

**RANDOLPH B. TORTOLA**  
Schools Division Superintendent



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
REGION X

Zone 1, Upper Balulang, Cagayan de Oro City  
Telephone No.: (088) 880-7072, 880-7071 Telefax: (08822) 72-26-51 Website: depedreg10.net

**Tayo**  
PARA SA  
EDUKASYON

June 19, 2018  
**DepED-X**  
Cagayan de Oro City

REGION MEMORANDUM  
No. 330, s. 2018

20 JUN 2018  
5199

**RELEASED**

**DELIVERY AND ACCEPTANCE OF TECHNICAL VOCATIONAL  
AND LIVELIHOOD (TVL) SPECIALIZATION TOOLS, EQUIPMENT,  
AND MATERIALS PROCURED FOR SCHOOL YEAR 2016-2017**

To: **Schools Division Superintendents/Officers in Charge**  
*This Region*

Attention: **Principals/School Heads Concerned**

While we are still in the remaining leg of delivery and acceptance of TVL Specialized tools, equipment, and materials to be procured under School Year 2016-2017 allotted funds, reports have reached this Office on alleged concerns relative to the delivered items not in accordance with the given specifications, among others. It is reminded that per earlier issued directives of this Office, the Schools Division Superintendent is a member of the Regional Bids and Awards Committee created for this procurement.

The Inspection Committee tasked to ensure the acceptability of and compliance with specifications of the delivered items as against the contracted items to be procured is likewise composed of an officer from this Office, the division, and the school head of the identified beneficiary schools. Since the identification of the items for procurement originates from the school as requestor based on its needs, the final burden of ensuring that the deliveries are acceptable lies on the school head.

Any report of non-acceptability should hence be submitted in writing to this Office in accordance to established procedures to ensure that questionable items are not paid to the prejudice of the government.

The Schools Division Superintendents are, therefore, directed to submit to this Office any report of concern relative to the said procurement, Attention: Administrative Officer V, in charge of Supply, on or before June 30, 2018.

For strict compliance.

  
ALLAN G. FARNAZO  
Director 1M