

Department of Education  
Region X  
**DIVISION OF MISAMIS ORIENTAL**  
Cagayan de Oro City




December 20, 2016

**DIVISION MEMORANDUM**

No. 586 s. 2016

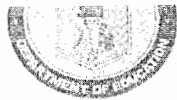
**TO :** Public School District Supervisors  
All Elementary School Heads  
All Elementary Science Teachers  
All Elementary Math Teachers  
All Elementary School Property Custodians

**FROM:** **CHERRY MAE L. LIMBACO, Ph.D., CESO V**  
Schools Division Superintendent 

**Re:** **STATUS ON THE DELIVERY OF SCIENCE AND MATHEMATICS  
EQUIPMNENTS FOR GRADES 1 TO 3 AND GRADES 4 TO 6 TO  
PUBLIC ELEMENTARY SCHOOLS**

1. Relative to the letter received thru e-mail on December 15, 2016 from the Contract Management Division (CMD), Procurement Management Service of the DepED Central Office, you are hereby directed to accomplish the Delivery Information Sheet.
2. The Accomplished Delivery Information Form shall be scanned and emailed to [depedpscmd@gmail.com](mailto:depedpscmd@gmail.com) ; [misamis.oriental@deped.gov.ph](mailto:misamis.oriental@deped.gov.ph) ; and [depedmisor\\_supply@yahoo.com.ph](mailto:depedmisor_supply@yahoo.com.ph)
3. Immediate dissemination of this memorandum is desired.

CLL/egpc



## CONTRACT MANAGEMENT DIVISION

Room 506, 5<sup>th</sup> Floor Bonifacio Building, DepED Complex, Meralco Avenue, Pasig City, Philippines

Website: <http://www.deped.gov.ph>; e-mail: [depedpscmt@gmail.com](mailto:depedpscmt@gmail.com)

Telefax: (02) 635-37-62

October 28, 2016

**DR. CHERRY MAE L. LIMBACO, CESO V**

Schools Division Superintendent

Division of Misamis Oriental

Region X

Dear Dr. Limbaco,

Cheers to you and all the staff in your Division. We are from the Contract Management Division (CMD), Procurement Management Service of the DepEd Central Office. The CMD was created thru National Budget Circular (NBC) No. 2015-558 dated June 4, 2015. Among CMD's functions are to *"coordinate with the end-users for the acceptance of goods and services"* and *"monitor compliance with the terms and conditions of the procurement contract."*

In connection with our above-mentioned functions, we have sent thru e-mail hereto attached letter(s) to public elementary schools in your Division to monitor deliveries of Science and Mathematics equipment to the schools.

These equipment are being provided under the project *"Mass production, and Supply and Delivery of Science and Mathematics Equipment for Grades 1 to 3, and 4 to 6 to Public Elementary Schools"* of the Bureau of Learning Resources (Cebu), formerly the National Science Teaching Instrumentation Center (NSTIC).

May this information on the delivery of said equipment to the schools be of assistance to your Office, the Division subject supervisors, and the Division supply officer.

Thank you.

Very truly yours,

**ADONIS R. BARRAQUIAS**

Chief Administrative Officer

CMD, DepEd-Procurement Management Service

Encl.: (Template) Letter to schools



## CONTRACT MANAGEMENT DIVISION

Room 506, 5<sup>th</sup> Floor Bonifacio Building, DepED Complex, Meralco Avenue, Pasig City, Philippines

Website: <http://www.deped.gov.ph>; e-mail: [depedpscemd@gmail.com](mailto:depedpscemd@gmail.com)

Telefax: (02) 635-37-62

September 30, 2016

The Principal/School Head  
Abunda Elementary School  
Division of Misamis Oriental  
Region X

Dear Sir/Madam:

Our Office, the Contract Management Division (CMD), was created thru National Budget Circular (NBC) No. 2015-558 dated June 4, 2015. One of its functions is to *"coordinate with the end-users for the acceptance of goods and services"* aside from monitoring contract compliance with the terms and conditions of the procurement contract.

CMD is monitoring deliveries of the Science and Mathematics Equipment (SMEs) under the project "Mass Production, and Supply and Delivery of Science and Mathematics Equipment for Grades 1 to 3, and 4 to 6 to Public Elementary Schools" provided by the Bureau of Learning Resources (Cebu), formerly the National Science Teaching Instrumentation Center (NSTIC).

Relative to this, please confirm the deliveries of the above-stated SMEs to your school by filling out the attached delivery information form. For equipment (highlighted in maroon) to be delivered until December 2016, please submit their delivery information form immediately upon receipt of said equipment.

Kindly submit the accomplished form to us through email address: [depedpscemd@gmail.com](mailto:depedpscemd@gmail.com) or at telefax (02) 635-3762.

Your compliance to this request will help prevent deliveries of equipment with sub-standard quality, short delivery or ghost delivery. Further, your submission and school will become part of our records and reports.

We are also proficient in procurement procedures under RA 9184; should you need assistance regarding procurement using school MOOE, please do not hesitate to contact us.

Thank you very much.

Very truly yours,

ADONIS R. BARRAQUIAS  
Chief Administrative Officer  
CMD, Procurement Management Service  
DepEd Central Office

Encl.: Delivery Information Form

**Region X**  
**Delivery Information Sheet**

Mass Production, and Supply and Delivery of 49,623 Science and Mathematics Equipment for Grades 1 to 3 (Teacher's Kit) to 38,689 Public Elementary Schools

Name of School: \_\_\_\_\_  
School ID no: \_\_\_\_\_

Division: \_\_\_\_\_  
School Address: \_\_\_\_\_

PACKAGE NO.	ITEM NO.	DESCRIPTION	QTY per KIT	UNIT of ISSUE	SUPPLIER	DATE OF DELIVERY	DELIVERED QUANTITY	UNDELIVERED QUANTITY	OTHER REMARKS/OBSERVATIONS (Good condition/ Defective/ Short Delivery/ Others) <i>Use additional sheet if necessary</i>
<b>A. Mass Production Items</b>									
3		Storage Cabinets							
	1	Storage Cabinet (for Science), steel	1	unit	Philab Industries, Inc.				
	2	Storage Cabinet (for Math), steel	1	unit	Philab Industries, Inc.				
<b>B. Market Items</b>									
11		Science Equipment							
	1	Double-pan Balance, 500-gram capacity	2	unit	Scientific Product Company				
	2	Connecting Wires with bulb & socket assembly							
	2.1	250mm long Connecting Wire w/ crocodile clips	2	pc	Philab Industries, Inc.				
	2.2	Bulb and Socket assembly	1	set	Philab Industries, Inc.				
	3	Dry Cell Holder, 1 chamber, for size D dry cell	2	pc	Scientific Product Company				

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	4	Toy Car, non-friction, non-battery	2	pc	Nikka Trading				
	5	Hand Magnifying Lens, 5x	2	pc	Eduresources Publishing, Inc.				
	6	Pair of Bar Magnets	2	pair	Philab Industries, Inc.				
	7	Weighing Scale, bathroom-type	1	unit	Nikka Trading				
	8	Beral Pipette, 5 mL	4	pc	Philab Industries, Inc.				
	9	Flashlight with incandescent bulb	1	pc	Eduresources Publishing, Inc.				
13	Science Equipment Models								
	1	Human Ear Model	1	pc	Philab Industries, Inc.				
	2	Human Nose Model	1	pc	Philab Industries, Inc.				
	3	Model of Invertebrates	3	pc	Philab Industries, Inc.				
	4	Model of Vertebrates	3	pc	Eduresources Publishing, Inc.				
	5	Human Torso Model (miniature-type)	1	pc	Eduresources Publishing, Inc.				
16	Plastic Wares								

PACKAGE NO.	ITEM NO.	DESCRIPTION	QTY per KIT	UNIT of ISSUE	SUPPLIER	DATE OF DELIVERY	DELIVERED QUANTITY	UNDELIVERED QUANTITY	OTHER REMARKS/OBSERVATIONS (Good condition/ Defective/ Short Delivery/ Others) <i>Use additional sheet if necessary</i>
		Plastic Thermometer, Celsius Scale	1	pc	Nikka Trading				
		Set of Measuring Cups and Spoons	2	set	Nikka Trading				
		Plastic Ruler, 12 inches or 30 cm	5	pc	Nikka Trading				
17	Mathematics Equipment								
		Digital Clock, tabletop	1	unit	Nikka Trading				
		Beads, Ø16mm	50	pc	Nikka Trading				
		Weighing Scale, analog, 5 kg. capacity	1	unit	Eduresources Publishing, Inc.				
		Weighing Scale, 1 kg. capacity	1	pc	Nikka Trading				
		Square Tiles, 10cm x 10cm, plastic	10	pc	Eduresources Publishing, Inc.				
		Square Tiles, 2.54 x 2.54cm, plastic	100	pc	Eduresources Publishing, Inc.				
		Pattern Blocks, 250 pcs/set	2	set	Eduresources Publishing, Inc.				
		Cuisenaire Rods/Number Sticks, 250 pcs/set	1	set	Eduresources Publishing, Inc.				
		Plastic Ruler, 12 inches or 30 cm	5	pc	Eduresources Publishing, Inc.				

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	10	Demonstration Clock	1	pc,	Nikka Trading				
	11	Measuring Cup, 250 mL capacity, w/ graduations	5	pc	Nikka Trading				
	12	Liter Volume Set	5	set	Nikka Trading				
	13	Double-pan Balance, 500-gram capacity	2	unit	Nikka Trading				
	14	Basic 3-Dimensional Models	1	set	Eduresources Publishing, Inc.				

**NOTE:**  Deliveries of these items are expected until December 2016.

Accomplished by: \_\_\_\_\_ and/or \_\_\_\_\_ and/or \_\_\_\_\_  
 [Signature over Printed name] [Signature over Printed name] [Signature over Printed name]  
 Math Teacher Science Teacher School Property Custodian

Submitted to DepEd Central Office (CMD) by: \_\_\_\_\_  
 [Signature over Printed name]  
 Principal/ School Head

Principal/School Head's Telephone number/s,  
 and/or Cellular phone number/s: \_\_\_\_\_  
 \_\_\_\_\_

Date: \_\_\_\_\_

**Region X**  
**Delivery Information Sheet**

Mass Production, and Supply and Delivery of 49,623 Science and Mathematics Equipment for Grades 1 to 3 (Teacher's Kit) to 38,689 Public Elementary Schools

Name of School: \_\_\_\_\_  
School ID no: \_\_\_\_\_

Division: \_\_\_\_\_  
School Address: \_\_\_\_\_

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<b>A. Mass Production Items</b>									
1		Science & Math Equipment							
		Heat Conduction Apparatus (with 5 different metals)	5	pc	Philab Industries, Inc.				
		Wire Gauze	5	pc	Philab Industries, Inc.				
		Tripod	5	pc	Philab Industries, Inc.				
		Test Tube Holder	5	pc	Philab Industries, Inc.				
		Pulley Set:	5	set	Philab Industries, Inc.				
		x 1 pc - Double Pulley							
		x 1 pc - Single Pulley							
		Test Tube Rack	5	pc	Philab Industries, Inc.				
		Protractor, blackboard	1	pc	Philab Industries, Inc.				



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		Compass, blackboard	1	pc	Philab Industries, Inc.				
		Models of 7-sided to 12-sided Regular Polygons 5 set	5	set	Philab Industries, Inc.				
		Linear Pair/Angle Demonstrator	1	pc	Philab Industries, Inc.				
		Place Value Chart with decimal pockets	1	pc	Philab Industries, Inc.				
3		Mathematics Equipment Models							
		Manipulative Water Consumption Meter Model, blackboard	1	pc	Atlantic Plastic & Metal Craft, Inc.				
		Manipulative Electricity Consumption Meter Model, blackboard	1	pc	Atlantic Plastic & Metal Craft, Inc.				
6		Storage Cabinets							
	1	Storage Cabinet (for Science), steel	1	unit	Philab Industries, Inc.				
	2	Storage Cabinet (for Math), steel	1	unit	Philab Industries, Inc.				
<b>B. Market Items</b>									
14		Science Equipment							
	1	Simple Anemometer	1	set	Scientific Product Company				
	2	Magnetic Compass	5	unit	Philab Industries, Inc.				
	3	Pair of Bar Magnets	5	pair	Scientific Product Company				

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	4	Aneroid Barometer, wall-mount	1	unit	Philab Industries, Inc.				
	5	Human Torso Model	1	unit	Scientific Product Company				
	6	Electricity and Magnetism Kit:	1	kit	Scientific Product Company				
	6.1	¤ 2 pcs - Dry Cell Holder (size D) @ PhP 48.78 each							
	6.2	¤ 2 pcs - Dry Cell, size D @ PhP 32.30 each							
	6.3	¤ 6 pcs - Blue Connecting Wire w/ crocodile clips & banana plugs @ PhP 33.91 each							
	6.4	¤ 1 pc - Knife Switch, SPST @ PhP 238.00 each							
	6.5	¤ 3 assemblies - Bulb & Socket Assembly @ 55.22 each							
	6.6	¤ 1 spool - 100 grams Magnetic Copper Wire, AWG 20 @ PhP 83.30 each							
	6.7	¤ 1 pc - Iron Core Rod (non-corrugated) @ PhP 95.00 each							
	8	Long Nose Pliers, 6"	1	pair	Scientific Product Company				
	11	Double-pan Balance, 500 grams capacity	2	pc	Scientific Product Company				
	13	Flashlight with incandescent bulb	1	pc	Scientific Product Company				

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17		Glasswares, Plastic Wares, and Porcelain Wares							
	1	Alcohol Thermometer, -20°C to 110°C	2	pc	VG Roxas Co., Inc.				
	2	Stirring Rod, Ø 6mm x 250mm long	5	pc	Philab Industries, Inc.				
	4	Mortar and Pestle, porcelain, 150 ml.	5	set	Philab Industries, Inc.				
	5	Funnel, plastic	5	pc	VG Roxas Co., Inc.				
	7	Test Tube, Ø 16mm x 150mm long, borosilicate	20	pc	VG Roxas Co., Inc.				
	7	Plastic Ruler, 12 inches or 30 cm	5	pc	VG Roxas Co., Inc.				
	7	Beaker, 250 ml., borosilicate	5	pc	Philab Industries, Inc.				
	10	Beral Pipette, 5 ml.	5	pc	Philab Industries, Inc.				
18		Mathematics Equipment							
	1	Clinical Thermometer, digital	5	pc	Philab Industries, Inc.				
	2	Base Ten Blocks	5	set	Nikka Trading				
		Blackboard Triangles Set:	1	set	Nikka Trading				
		⌘ 1 pc - Blackboard Triangle, 30° x 60°							

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		1 pc - Blackboard Triangle. 45° x 45°							
	4	Meterstick, plastic	10	pc	Nikka Trading				
	5	Tape Measure, 1.5 meters	5	pc	Philab Industries, Inc.				
	6	Calculator, Scientific	5	pc	Philab Industries, Inc.				
	7	Plastic Ruler, 12 inches or 30 cm	25	pc	Philab Industries, Inc.				
	8	Geoboard, 5 x 5	5	pc	Nikka Trading				
	9	Geoboard, 11 x 11	1	pc	Philab Industries, Inc.				
	10	Basic 3-Dimensional Models	5	set	Nikka Trading				
	11	Circle Area Demonstrator	1	pc	Nikka Trading				
		Volume Demonstrator Set:	1	set	Philab Industries, Inc.				
	12.1	1 Cylinder and Cone Volume Comparing Tool							
	12.2	1 Quadrangular Volume Demonstrator							
	13	Models of Deriving Formula for Volume: Linking Cubes	1	set	Nikka Trading				

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	14	Alcohol Thermometer, -20°C to 110°C	3	pc	Nikka Trading				
	16	Geostrips	1	set	Philab Industries, Inc.				
	17	Protractor (for student)	25	pc	Eduresources Publishing, Inc.				
	18	Compass (for student)	25	pc	Philab Industries, Inc.				
	19	Sphere with 32 movable segments	1	set	Eduresources Publishing, Inc.				

**NOTE:** Deliveries of these items are expected until December 2016.

Accomplished by: \_\_\_\_\_ and/or \_\_\_\_\_ and/or \_\_\_\_\_  
 [Signature over Printed name] [Signature over Printed name] [Signature over Printed name]  
 Math Teacher Science Teacher School Property Custodian

Submitted to DepEd Central Office (CMD) by: \_\_\_\_\_  
 [Signature over Printed name]  
 Principal/ School Head

Principal/School Head's Telephone number/s, and/or  
 Cellular phone number/s: \_\_\_\_\_  
 \_\_\_\_\_

Date: \_\_\_\_\_