Republic of the Philippines
Department of Education
Region X
SCHOOLS DIVISION OF TANGUB CITY

DepEd DIVISION OF TANGUB CITY
CITY OF TANGUB
RELE SED
2505-24
DATED 9 MAY 2025 1:46 pm

May 2, 2025

DIVISION MEMORANDUM
No. ___141___, s. 2025

DELIVERY AND DISTRIBUTION OF DCP PACKAGES 2025

To: Assistant Schools Division Superintendent
        CID and SGOD Chief Education Supervisors
        Education Program Supervisors
        Public Schools District In-Charge
        Public Elementary and Secondary School Heads
        All Others Concerned
        This Division

1.   This Office disseminates the Regional Memorandum No. 308, s. 2025, dated April 24, 2025 titled **"GUIDELINES ON THE DELIVERY AND DISTRIBUTION OF DCP PACKAGES 2025"**.

2.   Attached to the Regional Memorandum are the guidelines for distribution and delivery and the list of recipient schools.

3.   All recipient schools are mandated to review the attached guidelines for the efficient deployment of DepEd Computerization Program (DCP) Packages.

3.   Enclosed is the Regional Memorandum for your reference.

4.   Immediate and wide dissemination of this Memorandum is desired.

SHAMBAEH A. ABANTAS-USMAN, PhD, CESO VI
Schools Division Superintendent

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

        ICT   DCP

SAU/AMA – Delivery and Distribution of DCP Packages 2025
May 2, 2025

Address: Anecito Siete St. Mantic, Tangub City
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April 24, 2025

REGIONAL MEMORANDUM
No. **308**, s. 2025

GUIDELINES ON THE DELIVERY AND DISTRIBUTION OF DCP PACKAGES 2025

To: Schools Division Superintendents
        Assistant Schools Division Superintendents
        Information Technology Officer
        Supply Officer
        All Others Concerned

1.   This issuance refers to the delivery and distribution of DCP Smart TV Packages, Laptop for Teachers Packages, and Laptop for Nonteaching Packages.

2.   Also attached to this Memorandum are the guidelines for distribution and delivery and the list of recipient schools.

3.   For further inquiries and clarifications, please contact Renel Jay Quirit, IT officer, on 0917-307-7968.

4.   This Office directs the immediate and wide dissemination of this Memorandum.

DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ATCH.: As stated
To be indicated in the Perpetual Index
        under the following subjects:

        COMPUTER PACKAGES

        INFORMATION TECHNOLOGY

ICT/rjq25-06

Address: DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City
Telephone No: (088) 881-3137
Email Address: region10@deped.gov.ph
Website: r10.deped.gov.ph

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GUIDELINES ON THE DELIVERY AND DISTRIBUTION OF DCP PACKAGES 2025

A. DCP PROGRAM COMPONENTS

    a. STV, L4T, L4NT Packages

    The DCP Components to be procured include:
    i. Batch 2025-02:
      1. Smart TV Package (STV) consisting of (a) 5 units Smart TVs; and (b) 5 units External Hard Drive.
      2. Delivery to recipient schools not exceeding 150 calendar days from the date of receipt of the Notice to Proceed.
      3. The School Head/Principal shall select five (5) classrooms where to install the Smart TV.

    ii. Batch 2025-03:
      1. Laptop for Teaching (L4T) which consists of 5 units Laptop.
      2. Delivery to recipient schools not exceeding 150 calendar days from the date of receipt of the Notice to Proceed.
      3. The five (5) laptops can be utilized by All Teachers.

    iii. Batch 2025-04:
      1. Laptop for Non-Teaching (L4NT) which consists of 1 unit Laptop.
      2. Delivery to recipient Division not exceeding 90 calendar days from the date of receipt of the Notice to Proceed.
      3. The laptop shall be issued to the division's Administrative Officer II, not a recipient of previous DCP deployment or any other non-DepEd sources.

    b. Requirements for STV & L4T Eligibility

    Schools eligible for STV and L4T must:

      i. Have electricity;
      ii. Have secure storage for the ICT equipment; and
      iii. Not be a recipient of previous DCP deployment or from any other non-DepEd sources;

B. DEPLOYMENT

    a. Smart TV Packages and Laptop for Teaching shall be delivered directly to target recipient schools. Meanwhile, Laptop for Non-teaching shall be delivered to School Division Offices.
    b. The Delivery, Inspection, Acceptance, and Documentation of the items shall be done by authorized personnel:

i. School Division Office
    1. School Division Superintendent
    2. Inspectorate Team
    3. Supply Officer

ii. Recipient Schools
    1. Head/Principal
    2. Inspectorate Team
    3. Property Custodian

c. The Inspectorate Team and Supply Officer/Property Custodian should inspect/check 100% of the delivered goods assessing the physical form and condition. Please refer to the attached Annex - Test Procedure.

d. In case there are item/s is/are missing or damaged, the Supplier should:

i. Replace the missing/damaged items; or
ii. Opt to restrict further opening of the boxes pending an investigation of the incident for the protection of the Supplier and the Recipient.

e. Inspection and Acceptance Report (IAR) shall only be signed by the SDO/School Inspectorate Team if the delivery complies with the requirements.

f. The deliveries should be rejected if found to be NOT in accordance with conditions stated in the Inspection and Acceptance Report (IAR).

C. DELIVERY AND DOCUMENTS

a. Prior to the scheduled delivery to the Recipient Schools:
    i. The Supplier shall notify the DepEd's Regional Office, Division Supply Office and Schools School Head or Designated Property Coordinators on the schedule of the delivery.
b. Upon delivery of the Goods to the Recipient Schools:
    i. The Package can only be unloaded when authorized School Personnel like School Property Custodian and the School Inspectorate Team are present. If the Schools Property Custodian is not present nor available during the arrival of the package at the school, the School Head or Principal should designate/ appoint plantilla personnel to receive, inspect and accept the DCP packages. School Head/Principal is also authorized to receive the DCP package. An original supporting document of the designation must be provided to the supplier.
    ii. The supplier / forwarder shall bring the delivery receipt with quantity and specification of the delivered package to recipient schools and turned over to the School Property Custodian or designated alternate:
    iii. The Schools Property Custodian (or designated alternate) shall perform an initial checking for the delivered package as to physical conditions of the boxes, quantity and if conforms to the

items specified in the Inspection and Acceptance Report (IAR) and Property Transfer Report (PTR) prior to signing of Delivery Receipt.

    iv. In case there are item/s is/are missing or damaged, Supplier should replace the missing/ damaged items immediately. Deliveries should be rejected if found to be NOT in accordance with conditions stated in IAR.

    v. Upon determination that deliveries are complete and in order, the School Property Custodian can now sign the PTR.

    vi. The School's Inspectorate Team shall sign the Inspection Report for quantity, physical form and condition and if the deliveries comply with the requirements; if not, the deliveries must be rejected.

    vii. The acceptance portion of the Inspection and Acceptance Report (IAR) and received by portion of the Property Transfer Report (PTR) shall then be signed by the School Property Custodian

c. After the deliveries of the Goods to the Schools Recipient Schools:
All pertinent original documents should be accomplished by authorized school personnel below:

Document	School
Inspection and Acceptance Report (IAR)	Designated Inspectorate Team
Delivery Receipt (DR)	Property Custodian/Designated
Certificate of Final Acceptance (CFA)	School Head/Principal
Requisition and Issue Slip (RIS)	School Head/Principal
Inventory of Transfer Report (ITR)	Property Custodian/Designated

D. CUSTODY
    a. The following assigned personnel shall be responsible for the safekeeping and maintenance of the packages:
        i. For recipient Schools:
            1. School Heads; and
            2. School Property Custodian
        ii. For recipient Division Offices:
            1. Supply Officer; and
            2. Division Information Technology Officer (ITO)
    b. For damaged or defective equipment, a three-year comprehensive and onsite warranty will be applied.
    c. The Division ITO shall assist with the repair and maintenance of the out-of- warranty packages.
    d. The cost of the repair and/or maintenance of the devices shall be charged to the school's Maintenance and Other Operating Expenses (MOOE) subject to the existing accounting and auditing rules and regulations.

E. AFTER SALES SUPPORT
   a. The supplier shall maintain the IT equipment to be functional and in good running condition as a whole package by providing the post implementation support and services including: (i) Operation and management of deployment and (ii) deployment of support technicians for maintenance, troubleshooting and repair purposes.
   b. Technical Support: The Supplier must have affiliated active service centers with personnel possessing any of the following: NC-II in Computer Hardware Servicing, or Licensed Electronics Technician, or Manufacturer's Certified Technician, in at least two (2) locations (in different provinces) in every region where the equipment will be deployed. Signed notarized contract agreement between the bidder and affiliated service partner shall be included in the submission. A valid and current Business permit shall be attached in the agreement. Bidder must submit List of Service Centers with contact details for all applicable Lots joined.
   c. A three (3) day guarantee to repair the unit/ s upon receipt of the request/report of the recipient school. Ensure availability of required spare parts of hardware items for quick response time.
   d. In case unit/s cannot be repaired within the three (3) day guarantee period, Supplier shall provide service units/ to avoid school disruption on their equipment utilization, and the unit/s must also be replaced within the maximum of seven (7) calendar days. Service unit/ s and replacement must be of the same branding specifications and shall be installed prior to pull-out of the defective or unrepairable unit/s.
   e. Thesupplier will be requested to provide the Company profiles and Technical Support contact details. Two different mobile numbers from the main telephone companies to be provided and to be operational at least 8 hours/ day and 5 days/week (business hours and days).
   f. Supplier shall set up and manage Helpdesk Support that shall accommodate and process all queries and troubleshooting calls within applicable business hours and business days.
   g. Supplier shall accommodate and process the recipient's immediate technical support for both hardware and software. Inquiries coming from the emails, phone calls, letters and SMS from different TelCos coming from the recipient school are considered official communication modes and shall be addressed accordingly.
   h. Supplier shall submit monthly summary reports of received, resolved, pending and closed issues to DepEd Regional Office.
   i. Supplier shall respond reports indicating resolved, pending and closed issues to DepEd Regions and Division.
   j. Supplier shall provide a technical guide (video clips) on how to install, configure and maintain the DCPpackages.

F. WARRANTY

   A three (3)-year comprehensive and onsite warranty for the whole IT Equipment (Smart TV and External HDD) package will be applied. The 3-year period shall reckon from the date of issuance of the Certification of Final Acceptance by the DepEd that the delivered goods and services have been duly inspected and accepted (final acceptance).

For the following consumable items, a standard/base warranty or minimum of one (1) year warranty shall be applied:

i.   Laptop Headsets
ii.   Optical Mouse for Laptops

The obligation for the warranty shall be covered by retention money in an amount equivalent to three percent (3%) from every progress payment or special bank guarantee equivalent to three percent (3%) of the Contract Price.

In case the Supplier opts for retention money, the amount shall only be released after the lapse of the entire warranty period, unless during the remainder of the warranty period, the retention money is substituted with a special bank guarantee as prescribed above.

The Special Bank Guarantee shall not contain any deletion, crossing-out, expunction, or any form of correction. Otherwise, DepEd may reject such security if any such intercalation or alteration affects any materials information or feature of the document.

G. MONITORING
   a. To ensure proper implementation of DepEd Memorandum No. 049, s. 2024 and these Guidelines, and to provide appropriate assistance to the Procuring Entities, the Procurement Strand and the ICTS, with the concerned Central Office Strands, will monitor the procurement and contract implementation by the Regions.

   b. Without prejudice to other reports that may be requested by the Central Office, the RPO shall prepare and submit the following to the ICTS, when needed:
      i. Report on Regional Final Recipient Schools, indicating:
        1. School name
        2. School ID
        3. Division
      ii. Report on procurement status, indicating:
        1. DCP Package
        2. Stage in procurement process (Preparation of procurement documents, Pre-procurement Conference, etc.)
        3. Remarks
      iii. Report on deployment status, indicating:
        1. Regional Level:
          a. Number of procured DCP packages
          b. Number of delivered DCP packages
        2. Division Level (for Laptop for Non-Teaching):
          a. List of SDOs with total number of delivered DCP packages
        3. School Level:
          a. Number of packages received per school
      iv. Report on after sales support

Consolidated reports on status of packages with resolved, closed warranty claims issues.
v.   Report on ICT Equipment Utilization
Consolidated reports on the actual utilization of each component (laptops, smart tvs, router, external)
vi. Evaluation of !CT Equipment Procured
Consolidated reports on the brand / model of the procured device with respect to performance and user experience / satisfaction as they relate to educational and professional outcomes.

c. RPO shall collate and submit the validated reports to:
i.   To: ICTS - Office of the Director via icts.od@deped.gov.ph
ii. Copy furnished: ICTS - Technology Infrastructure Division via icts.tid@deped.gov.ph

d. The reports described above may be used as factors to change technical specifications in future procurements under the DCP.

H. DISPOSAL

The applicable government rules and regulations on the disposal of properties shall be complied with, including specific guidelines issued or may be issued by DICT.

I. REFERENCES

a. DepED Order No. 16, s. 2023, refers to the Revised Guidelines on the Implementation of the DepEd Computerization Program (DCP).
b. Joint Memorandum date October 15, 2024 titled "UPDATED GUIDELINES ON THE CONDUCT OF REGIONAL EARLY PROCUREMENT ACTIVITIES (EPA) FOR THE FY 2025 DEPED COMPUTERIZATION PROGRAM (DCP)"

J. ANNEXES
a. Smart TV Package Specification
b. Laptop for Teachers and Laptop for Non Teaching Specification
c. Allocation List
d. Test Procedure

ANNEX A

DEVICE SPECIFICATION

1. Smart TV Package (sTV)

    a. On TV hardware

Spec	Value
Screen Resolution	Min. 3840 x 2160
Screen Display	LED / OLED / QLED
Screen Size	Min. 55"
Screen Mirroring	Must be wireless and built-in2
Power	Auto Volt/ Auto Sensing Frequency
Ports	At least lx Ethernet port At least 2x HDMI ports At least lx USB ver. 3.0
Network	802.llb/g/n: Wi-Fi 4 802.llac: Wi-Fi 5 802.llax: Wi-Fi 6
Bluetooth	Minimum Bluetooth 5.0

    b. On TV Software
        i. TheSmart TV must run an operating system3 that is actively supported by the manufacturer, including the provision of regular security and feature updates.
        ii. For recently manufactured models, proof of active support may be demonstrated through the manufacturer's update policy for other Smart TV models of the same brand.
        iii. The Smart TV must:
            1. Be capable of being updated to the latest version of the operating system available at the time of bid submission.
            2. If the Smart TV does not ship with the most recent version, it must not be more than one (1) version behind the current release at the time of the opening of the bid and be susceptible of being updated to the most recent version.
        iv. App ecosystem
            The operating system must offer access to a well-established marketplace / selection of downloadable apps, ensuring access to educational content.

            The marketplace of apps must allow the download of YouTube at its most latest version, at the time of the opening of the bid.

c. On TV accessories

Spec	Value
Cable	HDMI cable (at least 5 meters)
Stand	TV leg stand
Support	Wall Mounting Kit
Remote Control	Remote Control (batteries included)
Manual	Written in English

d. On Hard Disk Drive hardware

Spec	Value
Certification	Product offered must either be: • Certified by CE (Conformite Europeenne); or • Certified by FCC (Federal Communications Commission)
Capacity	5TB
Weight	Maximum of 400g
Rotational Speed	At least 5400 rpm
Compatibility	exFAT (Extended File Allocation Table) for compatibility with both offered Smart TV and Windows4-based laptops.
Interface	USE 3.1 Gen 1 / USE 3.0 compliant
Power	DC 5V (Power supplied through USE)
Durability	Some level of protection, e.g. shockproof, rubber / plastic casing, etc.
LED Indicator	Provides users with information about drive status / activity

e. On Hard Disk Drive accessories

Spec	Value
Cable	USE 3.0 cable compatible with offered Smart TV
Support	Mount kit compatible with offered Smart TV

LAPTOP FOR TEACHERS (L4T) AND LAPTOP FOR NON-TEACHING (L4NT)

a. On Laptop hardware

Spec	Value
NTC Approval	Must be NTC type approved with matching unique product serial number / grant of equipment conformity
Ecolabel	At least ECMA 370 or its equivalent
Certifications	On device ISO/IEC 11889:2015 (Information technology - Trusted platform module library)
Processor	At least Intel Core i5 12th gen; or At least AMD Ryzen 5 5000 series
Memory	At least 8GBRAM
Storage	At least 500GB SSD
Screen Size	Minimum 13"
Screen Resolution	Minimum 1920 x 1080 (Full HD), 1080p LED
Screen Mirroring	Must be wireless and built-in6
Weight	Maximum weight of 2.2kg
Keyboard	US English Layout (QWERTY) Built-in standard size Backlit
Battery life	5 hours minimum run time when tested via continuous video rilayback
Ports	At least lx USB - Type C At least lx USB 3.0 or 3.1 At least lx standard 3.5mm audio port At least lx HDMI or Micro HDMI The ports must be directly accessible from the device as opposed to requiring a separate adapter or converter.
Speakers	Built-in stereo speakers
Camera	Built-in 720 HD (minimum)
Network	802.llb/g/n: Wi-Fi 4 802.llac: Wi-Fi 5 802.llax: Wi-Fi 6

Bluetooth	At least Bluetooth 5.0

b. On Laptop software

Spec	Value
Operating System	Windows 11 Pro Education ("Shape the Future") SKU
Applications	Pre-installed applications based on DepEd instructions such as but not limited to Adobe and InTune
Recovery Key	There must be a designated function key to restore the laptop in its original system state in case of breakdown or desire to factory reset

c. On Laptop accessories

Spec	Value
Power Adapter	Type-C or standard Auto Volt AC/DC Adapter Compatible with Philippine standard electrical outlets
Headset	Either regular earphones or over-the-ear headphones 3.5mm standard audio jack Built-in microphone
Mouse	Wireless, optical, must be rechargeable. If the mouse requires physical batteries, batteries must be included.
Laptop Bag	Must fit the associated device
Copy of Software	In USB Format (bootable and capable of restoring the original system state to another hard disk) to be provided to: (a) One (1) USB each per Regional office and Schools Division Office (thru IT officer); and (b) One (1) USB per recipient school.

ANNEX C - SMART TV Distribution List:

REGION	Division	Congressional District	No.	Division District	School ID	School Name	No. of Package
X	Bukidnon	2nd District	1	Cabanglasan	126285	Capinonan Elementary School	2
X	Bukidnon	2nd District	2	Cabanglasan	126306	Valsons Elementary School	2
X	Bukidnon	2nd District	3	Cabanglasan	126283	Cabulohan Elementary School	1
X	Bukidnon	2nd District	4	Cabanglasan	126282	Old Cabanglasan Elementary School	1
X	Bukidnon	2nd District	5	Cabanglasan	126288	Freedom Elementary School	1
X	Bukidnon	2nd District	6	Cabanglasan	126298	Mauswagon Elementary School	1
X	Bukidnon	2nd District	7	Cabanglasan	126287	Dalacutan Elementary School	1
X	Bukidnon	2nd District	8	Cabanglasan	126281	Anlugan Elementary School	2
X	Bukidnon	2nd District	9	Cabanglasan	126297	Manggaod Elementary School	1
X	Bukidnon	3rd District	10	Damulog	126322	Sampagar Elementary School	2
X	Bukidnon	3rd District	11	Damulog	126317	Migcawayan Elementary School	1
X	Bukidnon	3rd District	12	Damulog	199528	Langahan Elementary School	1
X	Bukidnon	3rd District	13	Damulog	126311	Kinapat Elementary School	1
X	Bukidnon	3rd District	14	Damulog	126318	New Compostela Elementary School	1
X	Bukidnon	3rd District	15	Damulog	126315	Macapari Central School	2
X	Bukidnon	3rd District	16	Damulog	126314	Lagandang Elementary School	1
X	Bukidnon	3rd District	17	Damulog	199524	Balud Elementary School	1
X	Bukidnon	3rd District	18	Damulog	199529	Kidama Elementary School	1
X	Bukidnon	3rd District	19	Dangcagan	126330	Kianggat Elementary School	2
X	Bukidnon	3rd District	20	Don Carlos II	126339	Bismartz Elementary School	2
X	Bukidnon	3rd District	21	Don Carlos II	126357	New Nongnongan Elementary School	1
X	Bukidnon	3rd District	22	Don Carlos I	126359	Old Nongnongan Elementary School	2
X	Bukidnon	3rd District	23	Don Carlos I	126346	Embayao Elementary School	1
X	Bukidnon	3rd District	24	Don Carlos I	126366	San Roque Elementary School	1
X	Bukidnon	2nd District	25	Impasug-Ong I	126376	Ilignan Elementary School	2
X	Bukidnon	2nd District	26	Impasug-Ong I	126383	Kibuwa Elementary School	1
X	Bukidnon	2nd District	27	Impasug-Ong II	502543	Hagpa Integrated School	1
X	Bukidnon	3rd District	28	Kadingilan	126406	Matampay Elementary School	1
X	Bukidnon	3rd District	29	Kadingilan	126393	Bagongbayan Elementary School	1
X	Bukidnon	3rd District	30	Kadingilan	126392	Bacbacon Elementary School	1
X	Bukidnon	3rd District	31	Kibawe	126434	Bukang Liwayway Elementary School	1
X	Bukidnon	3rd District	32	Kibawe	126453	Sanipon Elementary School	1
X	Bukidnon	3rd District	33	Kibawe	126443	Labuagon Elementary School	1
X	Bukidnon	3rd District	34	Kitaotao I	126462	Bershiba Elementary School	1
X	Bukidnon	3rd District	35	Kitaotao II	126494	Tawas Elementary School	1
X	Bukidnon	3rd District	36	Kitaotao II	126465	Cabalantian Elementary School	1
X	Bukidnon	3rd District	37	Kitaotao II	126484	Sagasaan Elementary School	1
X	Bukidnon	3rd District	38	Kitaotao II	126489	Sinaysayan Elementary School	1
X	Bukidnon	1st District	39	Libona	126528	Pongol Elementary School	2
X	Bukidnon	1st District	40	Libona	126521	Kiliog Elementary School	2
X	Bukidnon	1st District	41	Libona	126516	Capehan Elementary School	1
X	Bukidnon	1st District	42	Libona	126518	Dalag-ayan Elementary School	1
X	Bukidnon	1st District	43	Libona	126526	Nangka Elementary School	1

REGION	Division	Congressional District	No.	Division District	School ID	School Name	No. of Package
X	Ozamis City	2nd District	14	Ozamis City District IV	501206	Jacinto Nemeno Integrated School	1
X	Ozamis City	#N/A		#N/A	0		14
X	Tangub City	2nd District	1	Tangub Southwest District	128244	Guinalaban ES	1
X	Tangub City	2nd District	2	Tangub Southwest District	128258	Tugas ES	1
X	Tangub City	2nd District	3	Tangub North District	128228	Manga ES	1
X	Tangub City	2nd District	4	Tangub Southwest District	128255	Silangit ES	1
X	Tangub City	2nd District	5	Tangub Central District	128214	San Apolinario ES	1
X	Tangub City	2nd District	6	Tangub North District	128223	Capalaran West ES	1
X	Tangub City	2nd District	7	Tangub Central District	128217	Tangub City CS	1
X	Tangub City	2nd District	8	Tangub Central District	304041	Lorenzo Tan NHS	1
X	Tangub City	2nd District	9	Tangub Central District	323302	Simasay NHS	1
X	Tangub City	2nd District	10	Tangub Central District	304054	Caniangan NHS	1
X	Tangub City	2nd District	11	Tangub Central District	304171	Tangub City NHS	1
X	Tangub City	2nd District	12	Tangub Central District	304056	Sumirap NHS	1
X	Tangub City	2nd District	13	Tangub Central District	304053	Silangit NHS	1
X	Tangub City	2nd District	14	Tangub Central District	304027	Bongabong NHS	1
X	Tangub City	#N/A		#N/A	0		14
X	Valencia City	4th District	1	District I	126863	Valencia City Central School	2
X	Valencia City	4th District	2	District I	303988	Valencia NHS	3
X	Valencia City	4th District	3	District II	303970	Lurugan National High School	1
X	Valencia City	4th District	4	District VII	323801	Tongantongan National High School	1
X	Valencia City	4th District	5	District II	314906	Lilingayon National High School	1
X	Valencia City	4th District	6	District IV	500703	Dagat-Kidavao IS	1
X	Valencia City	4th District	7	District III	501120	Batangan Integrated School	1
X	Valencia City	4th District	8	District III	501122	Lumbo Integrated School	1
X	Valencia City	4th District	9	District VII	500702	Banlag ELementary School	1
X	Valencia City	4th District	10	District VI	501124	SUGOD INTEGRATED SCHOOL	1
X	Valencia City	4th District	11	District II	126831	Bagontaas CES	1
X	Valencia City	4th District	12	District II	126847	Lurugan Elementary School	1
X	Valencia City	4th District	13	District IV	126879	SINAYAWAN CS	1
X	Valencia City	4th District	14	District VII	126873	Laligan Central School	1
X	Valencia City	4th District	15	District VII	126876	Mahayahay ES	1
X	Valencia City	4th District	16	District II	502776	Ulaligan Integrated School	1
X	Valencia City	#N/A		#N/A			19

Supply, Delivery & Maintenance of DCP Packages FY 2025 NEP_Batch 2025-04: Laptop for Non-Teaching for Region 10_An Early Procurement Activity (LAPTOP 4NT_R10_DCP_EPA 2025)

DISTRIBUTION LIST

Division Office	Office Address	Office Email	Allocation
Bukidnon	Fortich St., Sayre Highway, Brgy. Sumpong, Malaybalay City, Bukidnon	bukidnon@deped.gov.ph	109
Cagayan	Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City	cagayandeoro.city@deped.gov.ph	16
Camiguin	Government Center, Lakas, Mambajao, Camiguin	camiguin@deped.gov.ph	7
El Salvador	Zone 3, Poblacion, El Salvador City	elsalvador.city@deped.gov.ph	4
Gingoog	Motoomull street, Brgy 22, Gingoog City 9014	gingoog.city@deped.gov.ph	21
Iligan	Gen. Aguinaldo St., Poblacion, Iligan City	iligan.city@deped.gov.ph	15
Lanao del Norte	Capitol Compound, Pigcarangan, Tubod, Lanao del Norte	lanao.norte@deped.gov.ph	38
Malaybalay	Purok 6, Casisang, Malaybalay City, Bukidnon	malaybalay.city@deped.gov.ph	16
Misamis Occidental	Osilao St., Poblacion 1, Oroquieta City, Misamis Occidental	misamis.occidental@deped.gov.ph	38
Misamis Oriental	Del Pilar corner Don Apolinar Velez St., Cagayan de Oro City	misamis.oriental@deped.gov.ph	66
Oroquieta	Osilao St., Poblacion 1, Oroquieta City, Misamis Occidental	oroquieta.city@deped.gov.ph	5
Ozamiz	IBJT Compound, Carangan, Ozamiz City	ozamiz.city@deped.gov.ph	12
Tangub	Aniceto Siete St, Mantic, Tangub City, Misamis Occidental	tangub.city@deped.gov.ph	5
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Annex D – Testing Procedure

ITEM: SMART TV AND EXTERNAL HARD DRIVE

DATE AND TIME OF SAMPLE PHYSICAL EVALUATION/INSPECTION: _____
NAME OF BIDDER/SUPPLIER: _____

ITEM: SMART TV

DEVICE INFORMATION	EVALUATION DETAILS	REMARKS / COMMENTS
BRAND		
MODEL		
SCREEN SIZE		
PORTS		

ITEM: External Hard Drive

BRAND		
MODEL		

TEST PROCEDURE

PROJECT NO.: _____
DATE AND TIME OF SAMPLE/TESTING EVALUATION: _____
_____

NAME OF BIDDER: _____

INSTRUCTION TO BIDDERS:

- Bidders are expected to bring Laptops installed with any of benchmark software (Pass Mark, PCMark, CrossMark, CineBench & GeekBench, etc), and portable Bluetooth speaker.
- DepEd Logo sticker shall not be required for the samples during post qualification.
- Training Video must be installed in the external drive.

THE FOLLOWING ITEMS ARE REQUIRED FOR TESTING:

- One (1) Smart TV
- One (1) External Hard Disk Drive

Add remote control responsiveness
Batt rqmnt vs test rqmnt have diff parameters

TEST PROCEDURE (SMAR TV & External HDD)

	DEVICE INFORMATION	ITEMS	PROCEDURE	PARAMETER		EVALUATION DETAILS	COMPLIANCE (Comply / Not Comply)	REMARKS / COMMENTS
1	SMART TV Accessories	Dimensions	• Check Smart TV accessories availability	Accessories	Remote control, wall bracket, TV stand, and HDMI cable are available			
2	SMART TV DISPLAY	LCD/LED	• Run Benchmark Software • Run Monitor Test for Black and White	High Contrast Black	ON BLACK: There should be no; 1. bright dot; 2. white dot; and 3. light leakage in the TV screen			
				High Contrast White	ON WHITE There should be no; 1. dark dot; 2. yellow mark; 3. ripple mark; light leakage in the TV screen			

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4	SMART TV PERFORMANCE	Display	• Set-up screen resolution to 4k (3840 x 2160) • Playback video with 4k quality for 30 minutes.	Display Resolution	• Video should not show obvious image/screen artifacts.			

5	SMART TV Accessory	Remote Control	•	Remote control Function	• Remote control should respond to its functionalities for the following:
					  o Powering on and shutting down the TV
					  o opening/play Youtube, Netflix, and other applications installed.
					  o Setting-up TV resolution, brightness, connectivity (Bluetooth, wi-fi, casting/mirroring)			

6	SMART TV CONNECTIVITY	Connectivity	• Open Wi-Fi Settings • Connect to Wi-Fi	Wi-Fi	Successfully connected to the Wi-Fi			
			• Connect Ethernet cable to the TV	Ethernet	Successfully connected to the network			
			• Open Bluetooth Settings • Connect to a Bluetooth device	Bluetooth	Successfully connected to the Bluetooth device			
			• Open settings • Locate and enable wireless mirroring. • Cast to Smart TV	Wireless Mirroring	Successfully casts content to the Smart TV			
7	SMART TV AND EXTERNAL HARD DISK DRIVE		• Connect the External Hard Drive to Smart TV.	Storage Connect	Must be able to read and access the External Hard Disk Drive			

ITEM: <u>LAPTOP</u>

DATE AND TIME OF SAMPLE PHYSICAL EVALUATION/INSPECTION: _____

NAME OF BIDDER/SUPPLIER: _____

DEVICE INFORMATION	EVALUATION DETAILS	REMARKS / COMMENTS
BRAND		
MODEL		
SCREEN SIZE		
PORTS		
CAMERA		
MOUSE		
HEADSET		
TOUCHPAD		
KEYBOARD		
POWER ADAPTER		
WEIGHT		

ANNEX D - TESTING PROCEDURE

PROJECT NO.: _____

DATE AND TIME OF SAMPLE EVALUATION: _____

NAME OF BIDDER: _____

INSTRUCTION TO BIDDERS:

- Bidders are expected to install all **software specified in the Technical Specifications**, as well as any of benchmark software (Pass Mark, PCMark, CrossMark, CineBench, GeekBench, etc). Bidders are expected to bring Laptops that have been fully charged for purposes of testing.
- DepEd Logo sticker shall not be required for the samples during post qualification.
- DepEd provisions of software and applications are not yet required.

THE FOLLOWING ITEMS ARE REQUIRED FOR TESTING:

- Two (2) Laptops including mouse and headset

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TEST PROCEDURE (LAPTOP)

	DEVICE INFORMATION	ITEMS	PROCEDURE	PARAMETER		EVALUATION DETAILS	COMPLIANCE (Comply/ Not Comply)	REMARKS / COMMENTS
1	LAPTOP BATTERY	Battery & Display	• Setup a laptop. *(The laptop battery must be fully charged (at 100%).* • Turn off screen saver and set brightness to 80% and volume at full (100%). • Play video with 4K quality. (Set video playback to continuous playing). • Remove the power cord from the laptop. • Leave for 1 hour and take note of the time started.	Battery indicator	• Battery energy should not consume more than 20% after 1 hour video playback.			
2	LAPTOP MONITOR	Monitor Resolution	• Run video with 4K quality for 30 minutes. (Set video playback to continuous playing).	Display	• Video should not show obvious image/screen artifacts.			

					PROCESSOR CORE:			
3	LAPTOP BIOS	BIOS information	• Access the BIOS menus using the BIOS Key. • Enter to BIOS using function Key. • Check CPU cores and frequency. • Check RAM size.	CPU & RAM	Must show the bidder's actual offered number of cores, threads, and cache. RAM: Min 8 GB DDR4			
4	LAPTOP HARDWARE	CPU Memory	• Check hardware Configuration. • Check CPU Frequency. • Check RAM size	CPU&RAM	PROCESSOR CORE: Must show the bidder's actual offered number of processors speed RAM: Min 8GB			

					ON BLACK:			
4	LAPTOP MONITOR	LCD/LED	• Run Benchmark software for monitor test	Solid/High Black Contrast	ON BLACK: There should be no; 1. bright dot; 2. white dot; and 3. light leakage in the laptop screen			
				Solid/High White Contrast	ON WHITE There should be no; 1. dark dot; 2. yellow mark; 3. ripple mark; 4. light leakage in the laptop screen			
5	LAPTOP MONITOR	LCD/LED	Run Benchmark software for monitor test	Solid/High Black Contrast	ON BLACK: There should be no; 4. bright dot; 5. white dot; and 6. light leakage in the laptop screen			
				Solid/High White Contrast	ON WHITE There should be no; 5. dark dot; 6. yellow mark; 7. ripple mark; 8. light leakage in the laptop screen			