



Republic of the Philippines
Department of Education
Region V - Bicol
SCHOOLS DIVISION OFFICE OF CATANDUANES

23 April 2024

DIVISION MEMORANDUM
No. 231 s. 2024

**ORIENTATION ON THE SUPPLY, DELIVERY, AND MAINTENANCE OF
DCP 2022 E-CLASSROOM PACKAGES**

TO : Assistant Schools Division Superintendent
SDO Chiefs & SDO Section/Unit Heads & Staff
Education Program Supervisors
Public Schools District Supervisors
School Heads Concerned
Division Supply Officer/School Property Custodian Concerned
District/School ICT Coordinators Concerned
All others concerned

1. The Department of Education Regional Office 5 (Regional Memorandum 00471 s. 2024 dated April 19, 2024 entitled "**Orientation on the Supply, Delivery and Maintenance of DCP 2022 E-Classroom Packages**") and Division of Catanduanes-ICTU thru Cosmi Tech Nologies Inc. Joint Venture with AsiaPrime Commodities Corporation will conduct an Orientation on the Supply, Delivery and Maintenance of 2022 DCP E-Classroom Packages to the DCP 2022 recipient schools on **May 2, 2024 (8:30 a.m.-4:00 p.m.)** at Isla Grande Inn (Villa Tolledo), Sta. Elena, Virac, Catanduanes.
2. The objectives of this activity are as follows:
 - a. To ensure that the participants have a comprehensive understanding of the delivery, supply and maintenance of DCP packages;
 - b. To discuss the process flow of accountable forms; and
 - c. To orient the warranty, timeline and after sales support.
3. Enclosed are the following:
 - a. Program of Activities (Enclosure 1)
 - b. List of Recipient Schools of DCP2022 E-Classroom&Smart TV Packages(Enc. 2)
4. The participants in this activity are the School Heads or School ICT Coordinators 1 (DCP Maintenance) or Property Custodian of the recipient schools, Division IT Officer and Division Supply Officer.
5. Meals (2 snacks-am/pm and 1 lunch) of the participants shall be charged to the supplier while the travel and other incidental expenses of the participants shall be charged to school funds (MOOE) subject to the usual accounting and auditing rules and regulations.



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6. For inquiries/concerns about this memorandum, please contact the ICTU Office via email at ictunit.ctd@deped.gov.ph.
7. Immediate and wide dissemination of this memorandum is desired.


SOCORRO V. DELA ROSA CESO VI
Schools Division Superintendent

DCP-ICT Training/ICTU
4-23-24/jbm



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Enclosure 1

PROGRAM OF ACTIVITIES
ORIENTATION ON THE SUPPLY, DELIVERY, AND MAINTENANCE OF
DCP 2022 E-CLASSROOM PACKAGES
April 23, 2024 (8:30 a.m.-4:00 p.m.)
Isla Grande Inn (Villa Tolledo), Sta. Elena, Virac, Catanduanes

TIME	DETAILS	REMARKS
8:30 a.m. – 9:00 a.m.	Registration	
9:00 a.m. – 9:30 a.m.	Opening Program	
	Preliminaries <ul style="list-style-type: none">PrayerNational Anthem	AVP AVP
9:30 a.m. – 9:45 a.m.	Welcome Remarks	CECILE C. FERRO Asst. Schools Division Superintendent
	Message	SOCORRO V. DELA ROSA Schools Division Superintendent
	Program Orientation	JENNIFER B. METICA Information Technology Officer-I
9:45 a.m. – 10:00 a.m.	Introduce Cosmic and Asiaprime	AVP
10:00 a.m. – 10:15 a.m.	Snacks	
10:15 a.m. – 12:00 n	Discussion <ul style="list-style-type: none">Package ItemsWarrantyAfter Sales SupportService CenterDelivery ScheduleDocuments for Signature on-site	
12:00 n – 1:00 p.m.	LUNCH	
1:00 p.m.-2:00 p.m.	Continuation of the Discussion	
2:00 p.m.-3:00 p.m.	Open Forum (Q&A)	
3:00 p.m.-3:15 p.m.	PM Snacks	
3:15 p.m.-4:00 p.m.	Closing Program	



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DCP FY 2022 (E-Learning Cart Recipient Schools)

No	REGION	Division	District	eLC 2022 Allocation	School ID	Schoolname	Municipality/City/District	Barangay	Street
1	Region V	Catanduanes	Bagamanoc North	1	302100	San Vicente NHS	BAGAMANOC	SAN VICENTE	Salvacion St., San Vicente, Bagamanoc, Catanduanes
2	Region V	Catanduanes	Bagamanoc South	1	302072	Bagamanoc RDHS - JHS	BAGAMANOC	SANTA TERESA	Magsaysay Street
3	Region V	Catanduanes	Baras North	1	302070	Agban NHS - JHS	BARAS	AGBAN	Agban
4	Region V	Catanduanes	Baras South	1	302073	Baras RDHS - JHS	BARAS	OSMEA'A	Oremna Street
5	Region V	Catanduanes	Bato East	1	302074	Bato RDHS - JHS	BATO	BANAWANG	Sta. Cruz St., Banawang
6	Region V	Catanduanes	Bato West	1	500412	Bote Integrated School	BATO	BOTE	Anunciacion St.
7	Region V	Catanduanes	Caramoran North	1	500032	Cabugao Integrated School	CARAMORAN	CABUGAO	San Roque St. Cabugao, Bato, Catanduanes
8	Region V	Catanduanes	Caramoran North	1	302106	Tubli NHS	CARAMORAN	TUBLI	Sabangan
9	Region V	Catanduanes	Caramoran South	1	302086	Dariao NHS	CARAMORAN	DARIAO	-Bagong Lipunan St., Dariao
10	Region V	Catanduanes	Caramoran South	1	302082	Caramoran SF	CARAMORAN	HITONA	Zone 6 (mansagan)
11	Region V	Catanduanes	Caramoran South	1	500415	Milaviga IS	CARAMORAN	MILAVIGA	-
12	Region V	Catanduanes	Gigmoto	1	302087	Dororian NHS	GIGMOTO	DORORIAN	Manabang, Dororian, Gigmoto, Catanduanes
13	Region V	Catanduanes	Gigmoto	1	500033	Sicmil Int. H.S.	GIGMOTO	SICMIL	Sicmil, Gigmoto, Catanduanes
14	Region V	Catanduanes	Pandan East	1	302103	Leandro I. Vercelas Sr. NHS (SHS)	PANDAN	COBO	San Juan St.,
15	Region V	Catanduanes	Pandan West	1	500169	Cobo Integrated School	PANDAN	COBO	San Nicolas Street
16	Region V	Catanduanes	Panganiban	1	302095	Panganiban NHS	PANGANIBAN (PAYO)	SAN NICOLAS (POB.)	-
17	Region V	Catanduanes	San Andres East	1	500160	Lictin Integrated School	SAN ANDRES (CALO)	LICTIN	-
18	Region V	Catanduanes	San Andres West	1	302078	Cabcab NHS	SAN ANDRES (CALO)	CABCAB	Cabcab San Andres, Catanduanes
19	Region V	Catanduanes	San Andres West	1	302085	Codon NHS	SAN ANDRES (CALO)	CODON	Purok 4 Tulay
20	Region V	Catanduanes	San Miguel North	1	302089	San Miguel RDHS-Annex (Mabato HS)	SAN MIGUEL	MABATO	Mabato, San Miguel, Catanduanes
21	Region V	Catanduanes	San Miguel South	1	302098	San Miguel RDHS - JHS	SAN MIGUEL	ATSAM (DISTRICT I)	Quirino Highway, District 1, San Miguel, Catanduanes
22	Region V	Catanduanes	Viga East	1	302104	Tambongon NHS	VIGA	TAMBONGON	ii/a
23	Region V	Catanduanes	Viga West	1	302097	San Jose NHS	VIGA	SAN JOSE OCO	San Jose (Oco)
24	Region V	Catanduanes	Virac North	1	302083	Catanduanes National High School (CNHS)	VIRAC (Capital)	CONSTANTINO (POB.)	Constantino, Virac, Catanduanes
25	Region V	Catanduanes	Virac North	1	302084	Catagan NHS	VIRAC (Capital)	CALATAGAN PROPER	Sto. Cristo Street
26	Region V	Catanduanes	Virac South	1	302071	Antipolo NHS	VIRAC (Capital)	ANTIPOLO DEL NORTE	Antipolo del Norte
27	Region V	Catanduanes	Virac South	1	302089	Hawan NHS	VIRAC (Capital)	HAWAN GRANDE	Salvacion St.,

Specifications:

QTY	ITEM/s
46	Laptops
1	Smart TV
2	Charging/Storage Carts
2	Wireless Routers
1	External Hard Drive

NOTE: The eLC packages will be delivered to the recipient schools by the supplier/trucking partner

DCP FY 2022 (SMART TV)

REGION	Division	District	Smart TV 2022 Allocation	School ID	School Name	Municipality/City/District	Barangay	Street
1 Region V	Catanduanes	Panganiban	1	113247	Burabod Comm. Sch.	PAHGANIBAN (PAYO)	BURABOD	Burabod, Panganiban, Catanduanes
2 Region V	Catanduanes	Virac South	1	113373	Virac Central E5	VIRAC (Capital)	GOGON SIPANGAN	Gogon Sipangan

Specifications:

QTY	ITEM/s
6	Smart TVs
5	External Drive

NOTE: The eLC packages will be delivered to the recipient schools by the supplier/trucking partner. The Principal will select 5 (five) classrooms compliant to School Readiness Checklist (SRC) for the installation of the SMART TV.