



Republic of the Philippines
Department of Education
REGION VI – Western Visayas
SCHOOLS DIVISION OF SAGAY CITY

April 23, 2025

DIVISION MEMORANDUM
NO. 279, S. 2025

**DELIVERY AND DISTRIBUTION OF FISCAL YEAR 2025
DEPED COMPUTERIZATION PROGRAM PACKAGES**

To: Asst. Schools Division Superintendent
Chief Education Supervisor, CID & SGOD
Public Schools District Supervisors
Public Schools Head, Elementary & Secondary
All Others Concerned

1. Attached is Regional Memorandum No. 361, s. 2025, titled ***Delivery and Distribution of Fiscal Year 2025 DepEd Computerization Program Packages***. This memorandum is provided for your guidance and reference. Below are the recipient schools:

A. FY 2025 DCP Smart TV (5 units per package):

- Colonia Divina IS – Senior High School
- Colonia Divina IS - Junior High School
- Serafin V. Aguilar IS – Elementary
- Talusan Elementary School
- Bulanon Elementary School
- Eusebio Lopez IS – Junior High School
- Eusebio Lopez IS - Senior High School
- Himogaan Baybay IS – Junior High School
- Himogaan Baybay IS – Elementary

B. FY 2025 DCP Laptop for Teachers (5 units per package):

- Patricio Baviera National High School
- Bato Elementary School
- Macamilco Elementary School
- Cesar Gamboa Elementary School
- Ricardo Gamboa Elementary School
- Suyac Elementary School
- Matabas Elementary School
- Sagay City Senior High School
- Molocaboc II Elementary School



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2. These packages will be delivered directly to recipient schools by the supplier. Schools are therefore instructed to properly sign and indicate the date received on the Delivery Receipt, Inventory Transfer Report, Inspection and Acceptance Report, and Certification of Completion. A copy of these documents must be submitted to the SDO Sagay City ICT Unit.
3. **DCP devices come with a three-year warranty.** Any issues should be promptly reported to the School ICT Coordinator and IT Officer for resolution. Additionally, schools are reminded that **DCP devices are intended strictly for instructional use.**
4. A guide for testing procedures of the DCP devices is included in the Regional Memorandum.
5. Immediate dissemination of this division memorandum is desired.

DANNIE CLARK M. UGUIL
Assistant Schools Division Superintendent
Officer In-charge
Office of the Schools Division Superintendent

Enclosed as stated.



Enclosure : 1
Reference : Regional Memorandum No. 361, s. 2025
Allotment : N/A
No. of Pages: 17
To be indicated in the **Perpetual Index** under the following subjects:

DEPED COMPUTERIZATION PROGRAM

GUIDELINES



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APR 15 2025

REGIONAL MEMORANDUM
No. 361, s. 2025

**DELIVERY AND DISTRIBUTION OF FISCAL YEAR 2025
DEPED COMPUTERIZATION PROGRAM PACKAGES**

To: Schools Division Superintendents
All Others Concerned

1. In accordance with DepEd Memorandum No. 049, s. 2024 on the conduct of Fiscal Year 2025 Early Procurement Activities by the Central, Regional, and School Division Offices and Joint Memorandum on the Updated Guidelines on the Conduct of Regional Early Procurement Activities (EPA) for the FY 2025 DepEd Computerization Program, this Office announces the Delivery and Distribution of DepEd Computerization Program FY 2025 Packages by the Techguru Incorporated to the 21 Schools Division Offices and the schools.

2. The Regional Supply Officer will coordinate with the Division Supply Officers should the former receive notice of delivery from the supplier. The link for the allocation list for Lot 1 - Smart TV package (STV), Lot 2 – Laptop for Teaching (L4T), and Lot 3 – Laptop for Non-Teaching (L4NT) is tinyurl.com/r6dcp2025.

Lot	Packages	Recipients	Calendar Days
1	Smart TV Package (STV) <ul style="list-style-type: none">5 Smart TVs5 External Hard Drive	<ul style="list-style-type: none">The STV packages will be delivered to the recipient schools.The School Head shall select five (5) classrooms where to install the Smart TV.	150
2	Laptop for Teaching (L4T)	<ul style="list-style-type: none">The L4T packages will be delivered to the recipient schools.Five (5) laptops will be received by the recipient school which can be utilized by all teachers.	150
3	Laptop for Non-Teaching Personnel (L4NT)	<ul style="list-style-type: none">The L4NT packages will be delivered to the Schools Division OfficeThe laptops will be issued to the division's Administrative Officer II, not a recipient of previous DCP deployment or any other non-DepEd sources.	90



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3. Recipient Schools Division Offices and Schools must have secured storage intended for the delivery of the DCP package and ensure that their authorized personnel are available during the delivery date scheduled and all pertinent documents should be accomplished by the following authorized signatories:

Document	SDO	School
Inspection and Acceptance Report (IAR)	Designated Inspectorate Team & Supply Officer	Designated Inspectorate Team & Property Custodian/Designated
Inventory Transfer Receipt (ITR)	Supply Officer	Property Custodian/Designated
Requisition and Issue Slip (RIS)	Supply Officer	Property Custodian/Designated
Certificate of Completion (COC) – Annex A	Schools Division Superintendent	School Head
Delivery Receipt	Supply Officer	Property Custodian/Designated

4. Attached is the test procedure to guide the inspectorate team in checking the technical specifications.

5. The expenses incurred relative to the conduct of the activity, including travelling, to submit to this Office the documents needed for the payment of this project are chargeable against local/PSF funds subject to the usual government accounting and auditing rules and regulations.

6. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl.: As stated

Reference: DO 041, s.2021; DM 49, s.2024; DepEd Joint Memorandum

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

DELIVERY INFORMATION TECHNOLOGY PROGRAMS TEACHERS

NDYN/2025-Regional Memo
0001/April 10, 2025



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Annex A

Certificate of Completion

This certifies the satisfactory completion of the delivery, installation and commissioning of Project: Supply, Delivery and Maintenance of DCP Packages FY 2025 Lot ____: DCP Batch ____, Contract No. DepEdRO6-2025-01-____, received by **[SDO Name]- [School ID] - [School Name]** in accordance with the Inspection and Acceptance Report No. _____.

This certification is issued upon the request of TECHGURU INCORPORATED.

Issued this ____ of ____, 2025.

Approved by:

SDS/ School Head
(Signature over Printed Name)

Date



Address: Duran Street, Iloilo City, 5000
Telephone Nos: (033) 337-0149; 336-2816
Email Address: region6@deped.gov.ph
Website: region6.deped.gov.ph



Certificate No. PHP QMS
24 93 0184



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PROJECT NAME/LOT/CONTACT NO: **SUPPLY, DELIVERY AND MAINTENANCE OF DCP PACKAGES FY 2025**
LOT 1: DCP BATCH 2025-02 SMART TV PACKAGE (STV)
CONTRACT NO.: DEPED RO6-2025-01-005

DATE AND TIME OF PHYSICAL EVALUATION/INSPECTION: _____
NAME OF SUPPLIER: TECHGURU INC

ITEM: **SMART TV**

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

ITEM: **External Hard Drive**

BRAND		
MODEL		



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TEST PROCEDURE (SMAR TV & External HDD)

PROJECT/CONTACT NO.: DEPED RO6-2025-01-005

DATE AND TIME OF TESTING EVALUATION: _____

NAME OF SUPPLIER: TECHGURU INC.

DEVICE INFORMATION		ITEMS	PROCEDURE	PARAMETER		EVALUATION DETAILS	COMPLIAN CE (Comply / Not Comply)	REMARKS / COMMENTS
1	SMART TV Accessories	Dimensions	<ul style="list-style-type: none">Check Smart TV accessories availability	Accessories	Remote control, wall bracket, TV stand, and HDMI cable are available			
2	SMART TV DISPLAY	LCD/LED	<ul style="list-style-type: none">Run Benchmark SoftwareRun 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			



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				High Contrast White	ON WHITE There should be no; 1. dark dot; 2. yellow mark; 3. ripple mark; light leakage in the TV screen			
3	SMART TV PERFORMANCE	Display	<ul style="list-style-type: none">Set-up screen resolution to 4k (3840 x 2160)Playback video with 4k quality for 30 minutes.	Display Resolution	<ul style="list-style-type: none">Video should not show obvious image/screen artifacts.			



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4	SMART TV Accessory	Remote Control	<ul style="list-style-type: none">•	Remote control Function	<ul style="list-style-type: none">• Remote control should respond to its functionalities for the following:<ul style="list-style-type: none">○ Powering on and shutting down the TV○ opening/play Youtube, Netflix, and other applications installed.○ Setting-up TV resolution, brightness, connectivity (Bluetooth, wi-fi, casting/mirroring)			
			<ul style="list-style-type: none">• Open Wi-Fi Settings• Connect to Wi-Fi	Wi-Fi	Successfully connected to the Wi-Fi			
			<ul style="list-style-type: none">• Connect Ethernet cable to the TV	Ethernet	Successfully connected to the network			



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5	SMART TV CONNECTIVITY	Connectivity	<ul style="list-style-type: none">• Open Bluetooth Settings• Connect to a Bluetooth device	Bluetooth	Successfully connected to the Bluetooth device			
			<ul style="list-style-type: none">• Open settings• Locate and enable wireless mirroring.• Cast to Smart TV	Wireless Mirroring	Successfully casts content to the Smart TV			
6	SMART TV AND EXTERNAL HARD DISK DRIVE		<ul style="list-style-type: none">• Connect the External Hard Drive to Smart TV.	Storage Connect	Must be able to read and access the External Hard Disk Drive			



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PROJECT NAME/LOT/CONTACT NO: **SUPPLY, DELIVERY AND MAINTENANCE OF DCP PACKAGES FY 2025**
LOT 2: DCP BATCH 2025-03 LAPTOP FOR TEACHING (L4T)
CONTRACT NO.: DEPED RO6-2025-01-006

DATE AND TIME OF PHYSICAL EVALUATION/INSPECTION: _____
NAME OF SUPPLIER: TECHGURU INC.
ITEM: **LAPTOP**

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



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TESTING PROCEDURE

DEVICE INFORMATION		ITEMS	PROCEDURE	PARAMETER		EVALUATION DETAILS	COMPLIANCE (Comply / Not Comply)	REMARKS / COMMENTS
1	LAPTOP BATTERY	Battery & Display	<ul style="list-style-type: none">• Setup a laptop. <i>(The laptop battery must be fully charged (at 100%).</i>• 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	<ul style="list-style-type: none">• Battery energy should not consume more than 20% after 1 hour video playback.			



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2	LAPTOP MONITOR	Monitor Resolution	<ul style="list-style-type: none"> Run video with 4K quality for 30 minutes. (Set video playback to continuous playing). 	Display	<ul style="list-style-type: none"> Video should not show obvious image/screen artifacts. 			
3	LAPTOP BIOS	BIOS information	<ul style="list-style-type: none"> Access the BIOS menus using the BIOS Key. Enter to BIOS using function Key. Check CPU cores and frequency. Check RAM size. 	CPU & RAM	PROCESSOR CORE: Must show the bidder's actual offered number of cores, threads, and cache. RAM: Min 8 GB DDR4			
4	LAPTOP HARDWARE	CPU Memory	<ul style="list-style-type: none"> 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			



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5	LAPTOP MONITOR	LCD/LED	<ul style="list-style-type: none">Run Benchmark software for monitor test	Solid/High Black Contrast Solid/High White Contrast	ON BLACK: There should be no; 1. bright dot; 2. white dot; and 3. light leakage in the laptop screen ON WHITE There should be no; 1. dark dot; 2. yellow mark; 3. ripple mark; 4. light leakage in the laptop screen			
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PROJECT NAME/LOT/CONTACT NO: **SUPPLY, DELIVERY AND MAINTENANCE OF DCP PACKAGES FY 2025**
LOT 3: DCP BATCH 2025-03 LAPTOP FOR NON-TEACHING (L4NT)
CONTRACT NO.: DEPED RO6-2025-01-007

DATE AND TIME OF PHYSICAL EVALUATION/INSPECTION: _____

NAME OF SUPPLIER: TECHGURU INC.

ITEM: **LAPTOP**

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



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TESTING PROCEDURE

DEVICE INFORMATION		ITEMS	PROCEDURE	PARAMETER		EVALUATION DETAILS	COMPLIANCE (Comply / Not Comply)	REMARKS / COMMENTS
1	LAPTOP BATTERY	Battery & Display	<ul style="list-style-type: none">• 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	<ul style="list-style-type: none">• Battery energy should not consume more than 20% after 1 hour video playback.			



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2	LAPTOP MONITOR	Monitor Resolution	<ul style="list-style-type: none"> Run video with 4K quality for 30 minutes. (Set video playback to continuous playing). 	Display	<ul style="list-style-type: none"> Video should not show obvious image/screen artifacts. 			
3	LAPTOP BIOS	BIOS information	<ul style="list-style-type: none"> Access the BIOS menus using the BIOS Key. Enter to BIOS using function Key. Check CPU cores and frequency. Check RAM size. 	CPU & RAM	<p>PROCESSOR CORE:</p> <p>Must show the bidder's actual offered number of cores, threads, and cache.</p> <p>RAM: Min 8 GB DDR4</p>			
4	LAPTOP HARDWARE	CPU Memory	<ul style="list-style-type: none"> Check hardware Configuration. Check CPU Frequency. 	CPU & RAM	<p>PROCESSOR CORE:</p> <p>Must show the bidder's actual offered number of processors speed</p> <p>RAM: Min 8GB</p>			



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			<ul style="list-style-type: none">• Check RAM size					
5	LAPTOP MONITOR	LCD/LED	<ul style="list-style-type: none">• Run Benchmark software for monitor test	Solid/High Black Contrast Solid/High White Contrast	ON BLACK: There should be no; 4. bright dot; 5. white dot; and 6. light leakage in the laptop screen ON WHITE There should be no; 5. dark dot; 6. yellow mark; 7. ripple mark; 8. light leakage in the laptop screen			