



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

March 4, 2024

DIVISION MEMORANDUM

No. **1/3**, s. 2024

**GUIDELINES FOR THE EFFECTIVE AND EFFICIENT DEPLOYMENT/DELIVERY OF
DEPED COMPUTERIZATION PROGRAM (DCP) PACKAGES**

To: Assistant Schools Division Superintendents
Functional Division Chiefs
Public Secondary School Heads
All Others Concerned

1. Cognizant to **ICTS-OD-MM-2024-072** titled "DELIVERY AND DISTRIBUTION OF DCP PACKAGE 2022", this Office, through the ICT Unit, reiterates the adoption of the guidelines for the effective and efficient deployment/delivery of DepEd computerization program (DCP) packages.
2. **DCP DEPLOYMENT** – The list of schools and their locations shall be based on the master list provided by the ICT Service. The supplier shall require all its service personnel to always wear their company IDs and uniforms during the deployment of the DCP packages.
3. **DELIVERY DOCUMENTS:**
 - The package can only be unloaded when authorized personnel (e.g. Supply Officer, etc.) and the CO/RO/SDO/School inspectorate team are present. If the Supply Officer is not present nor available during the arrival of the package at the DepEd site, the head of the office should appoint an alternate Supply Officer who will receive the DCP Packages;
 - The Supply Officer (or designated alternate) should check the delivered goods for quantity, physical form, and condition. If there are any defects, missing or broken parts, reject the items and return them to the supplier immediately. The supplier must replace them from their buffer stock or schedule separate deliveries. Only the Supply Officer (or designated alternate) may sign the Delivery Receipt.
 - The Inspection and Acceptance Report (IAR) shall only be signed by the CO/RO/SDO/School inspectorate team if the delivery complies with the requirements.
 - The acceptance portion of the Inspection and Acceptance Report (IAR) and the received portion of the Property Transfer Report (PTR) shall then be signed by the Supply Officer.
 - Please ensure that the packages are received, stored, and utilized properly.



Address: Provincial Capitol Compound, Brgy. Guinhawa,
City of Malolos, Bulacan

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4. DCP PACKAGE DEPLOYMENT –

PACKAGES	RECIPIENTS	Instructions
eLearning Cart	Schools	For Computer Laboratory
Smart TV	Schools	The School Principal will select five classrooms for installation of the Smart TV.
Computers for Non-Teaching Personnel	School Division Offices	Allocated as follows: <ul style="list-style-type: none"> • Schools Division Superintendent • Assistant Schools Division Superintendent • Division IT Officer • Administrative Officer II • Two (2) DCP Trainers • The remaining units will be distributed at the discretion of the Schools Division Superintendent
Laptop for Teaching	Schools	The laptops will be acknowledged with a Property Acknowledgement Receipt (PAR) to the School Principal which can be utilized by all teachers. Priority will be given to Alternative Learning System (ALS) teachers

5. SCHOOL RECIPIENTS – DCP FY2022

School ID	School Name	DCP Package
306702	ANGAT HS (BINAGBAG NHS - TABOC NHS)	eLearning Cart
306706	PRES. DIOSDADO MACAPAGAL MHS - SHS	eLearning Cart
305693	GAT FRANCISCO BALAGTAS HIGH SCHOOL	eLearning Cart
306715	ILUMINADA MENDOZA-ROXAS MEMORIAL HIGH SCHOOL – JHS	eLearning Cart
306715	ILUMINADA MENDOZA-ROXAS MEMORIAL HIGH SCHOOL - SHS	eLearning Cart
306724	ROMEO ACUÑA SANTOS MEMORIAL HIGH SCHOOL	eLearning Cart
300738	DOÑA CANDELARIA MENESES DUQUE NHS	eLearning Cart
300720	ALEXIS G. SANTOS NATIONAL HIGH SCHOOL - JHS	eLearning Cart
300720	ALEXIS G. SANTOS NATIONAL HIGH SCHOOL - SHS	eLearning Cart
300770	FRANCES NATIONAL HIGH SCHOOL - JHS	eLearning Cart
300736	STA. LUCIA HIGH SCHOOL - JHS	eLearning Cart
300749	SALAPUNGAN NHS -SHS	eLearning Cart
501633	GEN. GREGORIO DEL PILAR INTEGRATED SCHOOL - JHS	eLearning Cart
300724	SAPANG BULAC HIGH SCHOOL - SHS	eLearning Cart
300723	DOÑA REMEDIOS TRINIDAD HIGH SCHOOL (LAURA DE LEON HA	eLearning Cart
300743	IBA NATIONAL HIGH SCHOOL	eLearning Cart
300754	RAMONA S. TRILLANA HS (MAYOR RAMON TRILLANA MEM. HS	eLearning Cart
501634	HERITAGE HOMES INTEGRATED SCHOOL - JHS	eLearning Cart



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501634	HERITAGE HOMES INTEGRATED SCHOOL - SHS	eLearning Cart
300759	NATIONAL POWER CORPORATION H.S.	eLearning Cart
300761	NORTH HILLS VILLAGE HIGH SCHOOL	eLearning Cart
300763	OBANDO NHS	eLearning Cart
300775	VIRGINIA RAMIREZ-CRUZ NATIONAL HIGH SCHOOL - JHS	eLearning Cart
300775	VIRGINIA RAMIREZ-CRUZ NATIONAL HIGH SCHOOL - SHS	eLearning Cart
300744	KAPITANGAN NATIONAL HIGH SCHOOL	eLearning Cart
300745	SAN ROQUE NATIONAL HIGH SCHOOL	eLearning Cart
300727	DR. FELIPE DE JESUS NHS	eLearning Cart
305548	BULIHAN HIGH SCHOOL - JHS	eLearning Cart
300735	DAMPOL 2ND NATIONAL HIGH SCHOOL	eLearning Cart
300737	STA. PEREGRINA HIGH SCHOOL	eLearning Cart
300729	MASAGANA HS - JHS	eLearning Cart
300731	AKLE HS - JHS	eLearning Cart
306716	UPIG HIGH SCHOOL - JHS	eLearning Cart
306716	UPIG HIGH SCHOOL - SHS	eLearning Cart
306704	VEDASTO R. SANTIAGO HIGH SCHOOL - JHS	eLearning Cart
306704	VEDASTO R. SANTIAGO HIGH SCHOOL - SHS	eLearning Cart
300772	PARTIDA HS (SAN MIGUEL NHS - PARTIDA HS) -	eLearning Cart
306708	MARONQUILLO NATIONAL HIGH SCHOOL - JHS	eLearning Cart
306708	MARONQUILLO NATIONAL HIGH SCHOOL - SHS	eLearning Cart
306725	F. F. HALILI NATL AGRIL SCHOOL ANNEX	eLearning Cart
306726	STA. CRUZ HIGH SCHOOL	eLearning Cart
104796	BALITE ELEMENTARY SCHOOL	Smart TV
105143	BUENAVISTA ES	Smart TV
104720	MARCELO L. ADRIANO MS	Laptop for Teaching
104734	M.C. RIVERA ES	Laptop for Teaching
104766	CONG. E. R. CRUZ MEM. CS (BOCAUE CS)	Laptop for Teaching
104776	MARCELO H. DEL PILAR MEMORIAL SCHOOL	Laptop for Teaching
104792	MALAMIG ES	Laptop for Teaching
104804	F. MENDOZA MES	Laptop for Teaching
104722	PULONG SAMPALOC ES	Laptop for Teaching
104829	STA. RITA ES	Laptop for Teaching
104837	HANGGA ELEMENTARY SCHOOL	Laptop for Teaching
158517	BUGA ES	Laptop for Teaching
104907	LOMA DE GATO ELEMENTARY SCHOOL	Laptop for Teaching
104953	NATIONAL POWER CORP. ES	Laptop for Teaching
104968	TAWIRAN ELEMENTARY SCHOOL	Laptop for Teaching
104976	MAMERTO C. BERNARDO MEMORIAL CS	Laptop for Teaching
104991	PAOMBONG CS	Laptop for Teaching
105008	PARULAN ES	Laptop for Teaching
105020	PULILAN CS	Laptop for Teaching



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105037	MAKAPILAPIL ES	Laptop for Teaching
105060	PINAOD CS	Laptop for Teaching
105073	SAN MIGUEL NORTH CENTRAL SCHOOL	Laptop for Teaching
105110	SAN JUAN ES	Laptop for Teaching
105116	CAPIHAN ELEMENTARY SCHOOL	Laptop for Teaching
105168	STA. MARIA E/S	Laptop for Teaching

- For any queries and concerns regarding this matter, you may contact Richard C. Biglete, Division IT Officer I via email at ictsbulacan@deped.gov.ph.
- For information and guidance.


NORMA P. ESTEBAN, EdD, CESO V
Schools Division Superintendent

OSDS/ICT Unit
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