



Republic of the Philippines
Department of Education
Region I

SCHOOLS DIVISION OFFICE OF SAN CARLOS CITY PANGASINAN

TECHNICAL SPECIFICATIONS

Title:

PRODUCTION AND DELIVERY OF GRADE 1 QUARTER 4 TRANSITION LEARNING RESOURCES (LESSON EXEMPLARS AND WORKSHEETS)

Approved Budget of Contract: ₱ 194,602.80

Source of Fund: SARO No. ROI-24-1780

Completion Period: 7 Calendar Days

Project Description / Specifications	Contract Duration	ABC (Php)
PRODUCTION AND DELIVERY OF GRADE 1 QUARTER 4 LANGUAGE AND MAKABANSA TRANSITION LEARNING RESOURCES (LESSON EXEMPLARS AND WORKSHEETS)	7 calendar days	₱ 194,602.80

PAPER AND BINDING

- Paper Size: 8.27" x 11.69" (A4)
- Paper Orientation: Lesson Exemplar – Landscape
LAS (Worksheet) – Portrait
Two-side print
- Paper Type (Inside): Uncoated paper (book paper) 70 gsm
- Paper Type (Cover & Back Cover): Self-cover (board)
- Color (Inside): 1 Color (black and white)
- Color (Cover & Back Cover): 4 Colors (CMYK) with UV coating
- Binding: Perfect Binding/Saddle Stitch (by quarter)
- Proof: For Printing as is of the material provided to the supplier.
- Sample: A sample lesson exemplar and learning activity sheet (worksheet) per learning area shall be provided by the supplier with the lowest bid. Sample of Ready-to-Print lesson exemplars and learning activity sheet (worksheet) shall be submitted to, and approved by, the End-User to be assisted by TWG before the mass production.
- Font style, Font Size and Spacing shall not be altered.
- The inside back page should not be used for printing the contents of the lesson exemplar and learning activity sheet (worksheet) .
- Sorting: The LR materials shall be sorted by the supplier by LR type (lesson exemplar and learning activity sheet (worksheet)) and per school
- Packing: The LR materials shall be packed using plastic by the supplier by LR type (lesson exemplar and learning activity sheet (worksheet)) and per school with corresponding labelling and uniformed template for the cover of the pack.



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DELIVERY AND INSPECTION:

The Winning Bidder should inform the Schools Division Superintendent of the delivery of goods in writing three (3) days before the projected delivery through the Records Office through manual submission or through their official e-mail address at records.sccp@deped.gov.ph.

The additional guidelines on the procedures of Inspection and Delivery are detailed as follows:

1. Upon receipt of the Notice of Delivery by the Records Office, the communication will be routed to the Supply Office and the latter will immediately forward it to the Schools Division Superintendent. The Supply Office will also inform the Division Inspectorate Team, and End-User/Proponent of the project of the said delivery through an Inspection Order signed by the Head of the Agency or the Administrative Officer, if authorized, with the attached Technical Specifications of the project.
2. On the day of the delivery, the Division Inspectorate Team, and End-User of the project shall inspect the delivery of goods in the Division Office. **After which, the winning bidder shall deliver the LR materials to the recipient schools based on the distribution list.**
3. The Inspection and Acceptance Report shall be signed by the members of the Division Inspectorate Team in accordance with the Technical Specifications of the project.
4. The signed Delivery Receipt shall be prepared and submitted by the supplier.
5. The Inventory Custodian Slip (ICS) shall be prepared by the Division Supply Officer.

*Note: The Delivery Receipt must be registered to the BIR (Bureau of Internal Revenue)

**PRODUCTION AND DELIVERY OF GRADE 1 QUARTER 4 LANGUAGE AND MAKABANSA
TRANSITION LEARNING RESOURCES (LESSON EXEMPLARS AND WORKSHEETS)**

LR Type	Learning Area	Week No.	No. of Pages	Number of Copies	Total No. of Pages	Statement of Compliance
LE	Language-Q4	1	21	137	2,877	
LE	Language-Q4	2	17	137	2,329	
LE	Language-Q4	3	15	137	2,055	
LE	Language-Q4	4	18	137	2,466	
LE	Language-Q4	5	19	137	2,603	
LE	Language-Q4	6	21	137	2,877	
LE	Language-Q4	7	19	137	2,603	
LE	Language-Q4	8	18	137	2,466	
					20,276	
LAS(W)	Language-Q4	5	4	3,585	14,340	
LAS(W)	Language-Q4	6	8	3,585	28,680	
LAS(W)	Language-Q4	7	7	3,585	25,095	



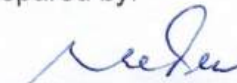
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LAS(W)	Language-Q4	8	5	3,585	17,925	
					86,040	
LE	Makabansa-Q4	1	14	137	1,918	
LE	Makabansa-Q4	2	15	137	2,055	
LE	Makabansa-Q4	3	22	137	3,014	
LE	Makabansa-Q4	4	12	137	1,644	
LE	Makabansa-Q4	5	19	137	2,603	
LE	Makabansa-Q4	6	13	137	1,781	
LE	Makabansa-Q4	7	15	137	2,055	
LE	Makabansa-Q4	8	16	137	2,192	
					17,262	
LAS(W)	Makabansa-Q4	1	8	3,585	28,680	
LAS(W)	Makabansa-Q4	2	8	3,585	28,680	
LAS(W)	Makabansa-Q4	3	8	3,585	28,680	
LAS(W)	Makabansa-Q4	4	6	3,585	21,510	
LAS(W)	Makabansa-Q4	5	8	3,585	28,680	
LAS(W)	Makabansa-Q4	6	5	3,585	17,925	
LAS(W)	Makabansa-Q4	7	6	3,585	21,510	
LAS(W)	Makabansa-Q4	8	7	3,585	25,095	
					200,760	
			Total Pages		324,338	
			Cost per page		* 0.60	
			Total Amount		194,602.80	

Grade 1 Quarter 4 Language & Makabansa	Lesson Exemplars (Wk1-8)	Learning Activity Sheets (Worksheet) (Wk1-8)
Buffer to CID Office	1	1
Buffer to EPS	1	1
Buffer to Library	3	3

Prepared by:


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EPS, CID-LRMS
End-User

Noted by:


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Project Owner