



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OFFICE OF SAN CARLOS CITY PANGASINAN

TECHNICAL SPECIFICATIONS

Title:

Printing and Delivery of Dynamic Learning Program (DLP) Learning Activity Sheets (LAS) and Teacher's Notes (TN) for Key Stage 3

Approved Budget of Contract: **₱ 1,234,123.00**

Source of Fund: **SARO No. ROI-25-2056**

Completion Period: **15 Calendar Days**

Project Description / Specifications	Contract Duration	ABC	Statement of Compliance
Printing and Delivery of Dynamic Learning Program (DLP) Learning Activity Sheets (LAS) and Teacher's Notes (TN)	15 calendar days	₱ 1,234,123.00	

PAPER AND BINDING

- Paper Size: **8.25" x 10.75"**
- Paper Orientation: **Portrait, 2-side print**
- Paper Type (Front and Back Cover): **Self-cover with UV coating foldcote cal. 12 solid white**
- Paper Type (Inside): **Uncoated Book Paper, at least 70 GSM, 80% Brightness, 90% Opacity**
- Color (Front and Back Cover): **4 Colors (CMYK)**
- Color (Inside): **1 Color (Black)**
- Binding: **Saddle Stitch**
- Proof: For Printing as is of the material provided to the supplier.
- Sample: A sample DLP Learning Activity Sheet and Teacher's Note shall be provided by the winning bidder. The Ready-To-Print learning resource (LR) shall be provided by the end user before the mass production.
- Font style, Font Size and Spacing shall not be altered.
- Sorting: The LR shall be sorted by the supplier per school by grade level and by LR type.
- Packing: The LR shall be packed using durable paper per school by grade level and by LR type with corresponding labeling and uniform 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 Technical Specifications attached to 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 material 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)

Printing and Delivery of Dynamic Learning Program (DLP)
Learning Activity Sheets (LAS) and Teacher's Notes (TN) for Key Stage 3

LR Type	Learning Area	Qtr	No. of Pages	No. of Copies	Total No. of Pages	Statement of Compliance
Learning Activity Sheets (LAS)						
Grade 7						
LAS	Araling Panlipunan	1	42	471	19,782	
LAS	English	1	42	471	19,782	
LAS	Filipino	1	42	471	19,782	
LAS	Music & Arts	1	22	471	10,362	
LAS	Mathematics	1	42	471	19,782	
LAS	Science	1	42	471	19,782	
LAS	TLE ICT	1	42	471	19,782	
LAS	Values Ed	1	42	471	19,782	
	Subtotal			3,768	148,836	



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LAS	Araling Panlipunan	4	42	471	19,782	
LAS	English	4	43	471	20,253	
LAS	Filipino	4	42	471	19,782	
LAS	Music & Arts	4	22	471	10,362	
LAS	PE & Health	4	22	471	10,362	
LAS	Mathematics	4	42	471	19,782	
LAS	Science	4	42	471	19,782	
LAS	TLE IA	4	42	471	19,782	
LAS	Values Ed	4	42	471	19,782	
	Subtotal			4,239	159,669	
Grade 8						
LAS	Araling Panlipunan	1	41	517	21,197	
LAS	English	1	42	517	21,714	
LAS	Filipino	1	42	517	21,714	
LAS	Music & Arts	1	22	517	11,374	
LAS	Mathematics	1	42	517	21,714	
LAS	Science	1	43	517	22,231	
LAS	TLE ICT	1	42	517	21,714	
LAS	Values Ed	1	42	517	21,714	
	Subtotal			4,136	163,372	
LAS	Araling Panlipunan	4	42	517	21,714	
LAS	English	4	45	517	23,265	
LAS	Filipino	4	42	517	21,714	
LAS	Music & Arts	4	22	517	11,374	
LAS	PE & Health	4	21	517	10,857	
LAS	Mathematics	4	42	517	21,714	
LAS	Science	4	42	517	21,714	
LAS	TLE IA	4	42	517	21,714	
LAS	Values Ed	4	42	517	21,714	
	Subtotal			4,653	175,780	
Grade 9						
LAS	Araling Panlipunan	1	40	478	19,120	
LAS	English	1	42	478	20,076	
LAS	Filipino	1	39	478	18,642	
LAS	Music & Arts	1	22	478	10,516	
LAS	Mathematics	1	42	478	20,076	
LAS	Science	1	46	478	21,988	
LAS	TLE ICT CSS	1	42	478	20,076	
LAS	Values Ed	1	42	478	20,076	
	Subtotal			3,854	150,570	
LAS	Araling Panlipunan	4	42	478	20,076	



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LAS	English	4	42	478	20,076	
LAS	Filipino	4	42	478	20,076	
LAS	Music & Arts	4	22	478	10,516	
LAS	PE & Health	4	22	478	10,516	
LAS	Mathematics	4	42	478	20,076	
LAS	Science	4	42	478	20,076	
LAS	Values Ed	4	42	478	20,076	
	Subtotal			3,824	141,488	
Grade 10						
LAS	Araling Panlipunan	1	42	404	16,968	
LAS	English	1	42	404	16,968	
LAS	Filipino	1	42	404	16,968	
LAS	Music & Arts	1	22	404	8,888	
LAS	PE & Health	1	22	404	8,888	
LAS	Mathematics	1	42	404	16,968	
LAS	Science	1	51	404	20,604	
LAS	Values Ed	1	42	404	16,968	
	Subtotal			3,232	123,220	
LAS	Araling Panlipunan	4	42	404	16,968	
LAS	English	4	42	404	16,968	
LAS	Filipino	4	42	404	16,968	
LAS	Music & Arts	4	22	404	8,888	
LAS	PE & Health	4	22	404	8,888	
LAS	Mathematics	4	42	404	16,968	
LAS	Science	4	42	404	16,968	
LAS	Values Ed	4	43	404	17,372	
	Subtotal			3,232	119,988	
Total LAS (Q1 & Q4)				30,908	1,182,923	
Teacher's Notes (TN)						
Grade 7						
TN	Araling Panlipunan	1	41	20	820	
TN	English	1	42	20	840	
TN	Filipino	1	42	20	840	
TN	Music & Arts	1	22	20	440	
TN	Mathematics	1	42	20	840	
TN	Science	1	42	20	840	
TN	TLE ICT	1	42	20	840	
TN	Values Ed	1	42	20	840	
	Subtotal			160	6,300	
TN	Araling Panlipunan	4	42	20	840	



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TN	English	4	44	20	880	
TN	Filipino	4	42	20	840	
TN	Music & Arts	4	22	20	440	
TN	PE & Health	4	21	20	420	
TN	Mathematics	4	42	20	840	
TN	Science	4	43	20	860	
TN	TLE IA	4	42	20	840	
TN	Values Ed	4	43	20	860	
	Subtotal			180	6,820	
Grade 8						
TN	Araling Panlipunan	1	42	20	840	
TN	English	1	42	20	840	
TN	Filipino	1	50	20	1,000	
TN	Music & Arts	1	29	20	580	
TN	Mathematics	1	42	20	840	
TN	Science	1	43	20	860	
TN	TLE ICT	1	42	20	840	
TN	Values Ed	1	42	20	840	
	Subtotal			160	6,640	
TN	Araling Panlipunan	4	42	20	840	
TN	English	4	43	20	860	
TN	Filipino	4	42	20	840	
TN	Music & Arts	4	22	20	440	
TN	PE & Health	4	22	20	440	
TN	Mathematics	4	42	20	840	
TN	Science	4	42	20	840	
TN	TLE IA	4	42	20	840	
TN	Values Ed	4	43	20	860	
	Subtotal			180	6,800	
Grade 9						
TN	Araling Panlipunan	1	42	20	840	
TN	English	1	50	20	1,000	
TN	Filipino	1	39	20	780	
TN	Music & Arts	1	22	20	440	
TN	Mathematics	1	42	20	840	
TN	Science	1	42	20	840	
TN	TLE ICT CSS	1	42	20	840	
TN	Values Ed	1	42	20	840	
	Subtotal			160	6,420	
TN	Araling Panlipunan	4	42	20	840	
TN	English	4	43	20	860	



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TN	Filipino	4	42	20	840	
TN	Music & Arts	4	22	20	440	
TN	PE & Health	4	22	20	440	
TN	Mathematics	4	42	20	840	
TN	Science	4	42	20	840	
TN	Values Ed	4	42	20	840	
	Subtotal			160	5,940	
Grade 10						
TN	Araling Panlipunan	1	42	20	840	
TN	English	1	44	20	880	
TN	Filipino	1	42	20	840	
TN	Music & Arts	1	22	20	440	
TN	PE & Health	1	34	20	680	
TN	Mathematics	1	43	20	860	
TN	Science	1	48	20	960	
TN	Values Ed	1	42	20	840	
	Subtotal			160	6,340	
TN	Araling Panlipunan	4	42	20	840	
TN	English	4	43	20	860	
TN	Filipino	4	41	20	820	
TN	Music & Arts	4	22	20	440	
TN	PE & Health	4	22	20	440	
TN	Mathematics	4	43	20	860	
TN	Science	4	42	20	840	
TN	Values Ed	4	42	20	840	
	Subtotal			160	5,940	
Total TN (Q1 & Q4)				1,320	51,200	
Total LAS & TN				32,228	1,234,123	
	Cost per page				* 1.00	
	Total Amount				₱1,234,123.00	

Grades 7-10 DLP LAS & TN	No. of Sets
Buffer to CID Office & LRMS	2
Buffer to EPS	1
Buffer to Library & Library Hub	3



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TERMS OF REFERENCE

1. Price offer exceeding the ABC for this project shall be automatically disqualified.
2. Contract documents relevant to the Project that are required by existing laws and/or the Procuring Entity are as follows:
 - Mayor's/Business Permit,
 - PhilGEPS Registration Number Certificate,
 - Certificate of Registration (BIR Form 2303),
 - Warranty Certificate
 - Notarized Sworn Statement (revised) for ABC more than 200,000.00 *pesos*
3. Issuance of Warranty Certificates to assure that manufacturing defects shall be corrected by the supplier after the Acceptance by the procuring entity of delivered supplies.