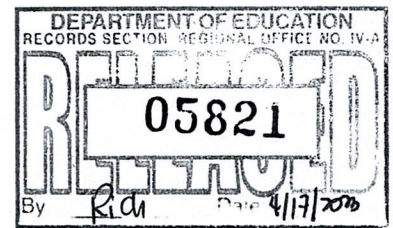




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



5 April 2023

Regional Memorandum
No. 193 s. 2023

**DOWNLOADING OF FISCAL YEAR (FY) 2023 FUNDS TO
THE SCHOOLS DIVISION OFFICES (SDOs) FOR THE
PROCUREMENT OF LEARNING TOOLS AND
EQUIPMENT (LTE)**

To **Schools Division Superintendents**

1. In reference to DepEd Order No. 20, s. 2022 entitled "Multi-Year Guidelines on the Decentralization of the Procurement, Including the Quality Assurance, Delivery, Documentation, Storage, and Safekeeping of Learning Tools and Equipment for Science, Mathematics, and Technical Vocational Livelihood (LTE-SM and TVL) and the Downloading of the Funds Allotted Thereafter," this Office reiterates the following provisions:

3.2. For LTE-TVL: In the event of adjustments to be made to the LTE-TVL specialization offerings, the Procuring Entity either the Regional Office or Schools Division Offices shall be authorized to undertake the following:

3.2.1 Make adjustments or changes in the Learning Tools and Equipment-TVL (LTE-TVL) and recipient schools if deemed necessary due to variations on the listings prepared by the Central Office BLR-Cebu and the actual conditions under the following circumstances:

- the specialization is no longer offered in the school;
- the specialization offered by the school is not included in the listing; and
- the quantity of LTE-TVL in the listing is either excess or lacking against the need of the school.

3.2.2. In case the LTE-TVL specialization is no longer offered by the school, the downloaded funds may be utilized for the following:


- procure tools and equipment of the specialization that is currently offered by the school and is included in the central Office prepared listing;



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- procure the needed additional quantity of tools and equipment through repeat order in case the quantity in the Central Office prepared listing is inadequate concerning enrolment of the TVL specialization in conjunction to Item 7 hereof; and
 - to allow the school to add additional specializations should the same intended to do so, provided that there is a request to procure addressed to BLR-Cebu and the same has been duly granted.
2. For clarification and queries, contact **VIRGILIO O. GUEVARRA, Jr.**, Education Program Supervisor at virgilio.guevarra@deped.gov.ph or **VIERNALYN MATEO NAMA**, Chief, CLMD at (02) 8681-7249 loc. 420.
3. Immediate dissemination this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

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