



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS**  
**DEPARTMENT OF EDUCATION, CULTURE AND SPORTS**  
DECS Complex, Meralco Avenue  
Pasig City, Philippines



Sama-Sama  
sa DECS

*Tanggapan ng Pangalawang Kalihim*  
*Office of the Undersecretary*

**DEC 11 2001**

**DEPED MEMORANDUM**

**No. 326, s 2001**

**Procurement of Desks/Armchairs from Cooperatives formed by Persons with Disability (PWD) and from Non-Government Organizations (NGO) assisting the Disabled (FY 2001)**

To: Undersecretaries  
Assistant Secretaries  
Bureau Directors  
School Divisions / City Superintendents  
All Others Concerned

1. The General Appropriations Act of 2000, re-enacted for FY 2001 budget, Art. 18 which states that the "10% of the amount released to the regional offices shall be set aside for the purchase of desks, furniture and equipment, manufactured and fabricated by cooperatives formed by persons with disabilities, 50% of which may be awarded to non-government organizations assisting them".
2. The purchase of desks/armchairs shall be covered by the Social Expenditure Management Project following the procurement procedures provided in DECS Memo. No. 244, s. 2001. The main features of the procedures are:
  - i. The DECS regional offices shall be responsible for the procurement of the abovementioned desks/armchairs for their respective region.
  - ii. The DECS regional offices shall submit Statement of Expenditures (SOE) after every payment.
  - iii. World Bank guidelines shall govern procurement procedures.
  - iv. All Regional Offices shall submit schedules and status report on the procurement.
3. Only organization with a certification issued by the National Council for the Welfare of Disabled Person (NCWDP) stating it is a bonafide cooperatives formed by PWDs or an NGO assisting PWDs shall be allowed to participate in the bidding/national shopping for the purchase of desk/armchairs.
4. For strict compliance of all concerned.

*R. C. Bacani*  
**RAMON C. BACANI**  
Undersecretary

**Reference:**

DECS Memorandum: No. 244, s. 2001

Allotment: 1—(D.O. 50-97)

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

DESKS/ARMCHAIRS  
PROCUREMENT  
PROJECTS