

[DECS ORDER NO. 76, S. 1999, July 30, 1998]

1999 DESK/ARMCHAIR PROJECT (AMENDING DECS ORDER NO. 48, S. 1999)

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Statement of Policy

In line with the Department's desire to provide public elementary and secondary schools with quality desks and armchairs at minimum costs, the following guidelines are hereby issued for the procurement of the regional requirements of desks and armchairs.

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Scope of Project

The project pertains to the manufacture and door-to-door delivery of quality desks/armchairs to schools in accordance with DECS approved designs and specifications.

2.1 Allocation of Funds

The funds for the 1999 Desks/Armchairs Project shall be used solely for the procurement of desks/armchairs and for its administration/supervision. The allocation of the regional funds shall be as follows:

- a. Not more than 10% of the allocation shall be set aside for the purchase of desks and armchairs, manufactured and fabricated by cooperatives formed by persons with disabilities and non-government organizations assisting them to be implemented by the Regional Office.
- b. At least 90% shall be allocated for the procurement of desks/armchairs to be undertaken by the Regional Director's Office and Central Office.

2.2 Allocation of Desks/Armchairs

It shall be the responsibility of the Regional Directors and Schools Division Superintendents to determine the region's/division's desks/armchair requirements. In determining the requirements, the serviceable desks/armchairs inventory vis-a-vis the enrollment should be considered. The desk requirements shall be used as the basis for allocating the desks budget among the schools divisions following R.A. No. 7880.

The list of recipient schools indicating the number of units needed shall be prepared by the division office for submission to DECS Central Office and respective Regional Office. The list should indicate the name of the school, location, preferred type of