



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

September 12, 2024

REGIONAL MEMORANDUM

No. **1080** s. 2024

CONDUCT OF MARKET SURVEY FOR LAPTOP AND SMART TV

To: Schools Division Superintendents
Division Information Technology Officers

1. In line with ICTS-OD-MM-2024-0475 memorandum, this Office requests all Schools Division Offices to conduct market survey for laptop and Smart TV.
2. The market survey form to be used is attached in the said memorandum.
3. And, the accomplished survey shall be emailed to the account of the Regional Information Technology Officer, jimalbert.lagado@deped.gov.ph, not later than September 16, 2024 8:30AM .
4. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director *ji*

Enclosures: ICTS-OD-MM-2024-0475

References: none

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

SURVEY

ORD-ICTU-JAL





Republika ng Pilipinas

Department of Education

INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE

9-12-24

DEPARTMENT OF EDUCATION
RECEIVED
RECORDS SECTION, REGIONAL OFFICE NO. VII
SEP 12 2024
8886
TIME: 9:38

Office of the Director

MEMORANDUM

ICTS-OD-MM-2024-0475

SEP 12 2024 THE DIRECTOR IV
Date and Time Received
SEP 12 2024 9:42
Signature

TO : REGIONAL INFORMATION TECHNOLOGY OFFICERS

FROM : 
DR. FERDINAND B. PITAGAN
Director IV

SUBJECT : [URGENT REQUEST] CONDUCT OF MARKET SURVEY FOR LAPTOP AND SMART TV

DATE : 11 September 2024

In line with the ongoing discussions on the DCP Regional Early Procurement Activities (EPA), may we respectfully request you to conduct market surveys on your respective Regions, in at least five different Divisions. Please utilize the attached market survey form.

In the exigency of time, we would appreciate receiving the market surveys documents by **Monday, 16 September 2024 at 10:00 AM or earlier** at icts.od@deped.gov.ph.

For any questions or concerns, please contact **Ms. Catherine G. Fuller** by email (icts.od@deped.gov.ph) or by phone (02 8631 9636).

Thank you.

12 SEP 2024



Market Survey Form – Laptop

Company/Store : _____

Item : Laptop

Brand : _____

Unit Price: _____ with 12% tax

Minimum Specification	
PROCESSOR	<ul style="list-style-type: none"> • Intel i5 Or <ul style="list-style-type: none"> • Ryzen 5
MEMORY	16 GB
MONITOR	Screen Size: Min 14"
STORAGE	512 GB SSD
AUDIO	Input – Output Built-in Speakers
PORTS	<ul style="list-style-type: none"> • 1 x USB – Type C • 1 x USB 3.0 or 3.1 • 1 x Audio Jack • 1 x HDMI or Micro HDMI
OTHERS	

Confirmed by (Company/Store Representative):

Printed name, signature, and date

Conducted/Reviewed by (at least two):

Printed name, signature, and date

Printed name, signature, and date

Printed name, signature, and date

Printed name, signature, and date

Noted by:

Regional IT Officer
Printed name, signature, and date

****attach brochures/pictures/website link/company official quotation***

Market Survey Form – Smart TV

Company/Store : _____

Item : Smart TV

Brand : _____

Unit Price: _____ with 12% tax

Minimum Specification	
DISPLAY	<ul style="list-style-type: none"> • Size: Min 55" • LED • Resolution: 3840 x 2160
CONNECTIVITY / PORTS	<ul style="list-style-type: none"> • 1 x USB 3.0 • 2 x HDMI • Ethernet Port • Bluetooth • Wi-Fi Support
OTHERS	

Confirmed by (Company/Store Representative):

Printed name, signature, and date

Conducted/Reviewed by (At least two):

Printed name, signature, and date

Printed name, signature, and date

Printed name, signature, and date

Printed name, signature, and date

Noted By:

Regional IT OFFICER
(Printed Name and Signature)

****attach brochures/pictures/website link/company official quotation***