



Republic of the Philippines  
**Department of Education**  
 Region II – Cagayan Valley  
 Schools Division of Nueva Vizcaya

January 27, 2021

**DIVISION MEMORANDUM**

No. 20, s. 2021

**DISTRIBUTION OF NEWLY PROCURED BOOK BINDING/PACKAGING MATERIALS**

To : Chief ES-Curriculum Implementation Division  
 Education Program Supervisors  
 Public Schools District Supervisors/District In-Charge  
 Heads, Public Elementary and Secondary Schools  
 Division Supply Officer  
 All Others Concerned

1. This office requests all district heads to receive their allotted Book Binding/Packaging materials from the SDO Supply Officer or her representative during their schedules stated below:

District	Schedule
Bayombong I	January 29, 2021 AM
Bayombong II	January 29, 2021 AM
Solano I	January 29, 2021 AM
Solano II	January 29, 2021 AM
Bagabag I	January 29, 2021 AM
Bagabag II	January 29, 2021 AM
Bambang I	January 29, 2021 AM
Bambang II	January 29, 2021 AM
Ambaguio	January 29, 2021 PM
Aritao I	January 29, 2021 PM
Aritao II	January 29, 2021 PM
Quezon	January 29, 2021 PM
Villaverde	January 29, 2021 PM
Diadi	February 1, 2021 AM
Dupax del Norte I	February 1, 2021 AM
Dupax del Norte II	February 1, 2021 AM
Dupax del Sur	February 1, 2021 AM
Sta. Fe	February 1, 2021 AM
Kayapa East	February 1, 2021 AM
Kayapa West	February 1, 2021 PM



Address: Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya  
 Telephone Nos.: (078) 362-0106, 09171589946  
 Email Address: [nuevavizcaya@deped.gov.ph](mailto:nuevavizcaya@deped.gov.ph)  
 Website: [www.deped-nv.com.ph](http://www.deped-nv.com.ph)

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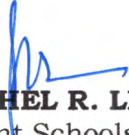




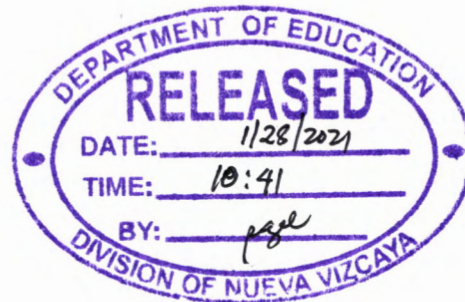
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**Department of Education**  
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 Schools Division of Nueva Vizcaya

Kasibu East	February 1, 2021 PM
Kasibu West	February 1, 2021 PM
Alfonso Castaneda	February 1, 2021 PM

3. District Heads or their representatives are requested to strictly follow their schedule and properly observed the IATF health protocol.
4. The transportation and incidental expenses to be incurred by the concerned personnel shall be charged to local funds subject to the usual accounting rules and regulations.
2. **Attached is the allocation list** for your ready reference.
3. For information, dissemination, guidance and compliance.

  
**RACHEL R. LLANA, PhD., CESO VI**  
 Assistant Schools Division Superintendent  
 Officer In-Charge  
 Office of the Schools Division Superintendent

Encl.:  
 As stated



CID-EPS-LRMS/1-27-21/beg



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Republic of the Philippines  
**Department of Education**  
 REGION 02 (CAGAYAN VALLEY)  
**SCHOOLS DIVISION OF NUEVA VIZCAYA**

**ALLOCATION LIST FOR NEWLY PROCURED BOOK BINDING/ PACKAGING MATERIALS**

No.	Districts	No. of ES	No. of HS	Allocation / District	Binding Tape rolls)		Padding Adhesive Glue (jar)		Staple wire (boxes/ 100s)		Heavy Duty Stapler (pc)	
					ES	HS	ES	HS	ES	HS	ES	HS
1	A. Castañeda	11	3	14	44	12	44	12	44	12	44	12
2	Ambaguio	18	2	20	72	8	72	8	72	8	72	8
3	Aritao I	12	1	13	48	4	48	4	48	4	48	4
4	Aritao II	13	1	14	52	4	52	4	52	4	52	4
5	Bagabag I	12	3	15	48	12	48	12	48	12	48	12
6	Bagabag II	12	1	13	48	4	48	4	48	4	48	4
7	Bambang I	16	2	18	64	8	64	8	64	8	64	8
8	Bambang II	14	0	14	56	0	56	0	56	0	56	0
9	Bayombong I	12	2	14	48	8	48	8	48	8	48	8
10	Bayombong II	14	2	16	56	8	56	8	56	8	56	8
11	Diadi	19	1	20	76	4	76	4	76	4	76	4
12	Dupax del Norte I	10	3	13	40	12	40	12	40	12	40	12
13	Dupax del Norte II	11	2	13	44	8	44	8	44	8	44	8
14	Dupax del Sur	17	3	20	68	12	68	12	68	12	68	12
15	Eastern Kayapa	20	4	24	80	16	80	16	80	16	80	16
16	Kasibu East	11	2	13	44	8	44	8	44	8	44	8
17	Kasibu West	24	3	27	96	12	96	12	96	12	96	12
18	Quezon	18	3	21	72	12	72	12	72	12	72	12
19	Santa Fe	15	2	17	60	8	60	8	60	8	60	8
20	Solano I	11	1	12	44	4	44	4	44	4	44	4
21	Solano II	12	2	14	48	8	48	8	48	8	48	8
22	Villaverde	12	1	13	48	4	48	4	48	4	48	4
23	Western Kayapa	21	3	24	84	12	84	12	84	12	84	12
<b>Total Allocation per Item</b>		<b>382</b>		<b>382</b>	<b>1340</b>	<b>188</b>	<b>1340</b>	<b>188</b>	<b>1340</b>	<b>188</b>	<b>1340</b>	<b>188</b>

Prepared by: **CHESTER S. CORTEZ**  
 Librarian II-LRMDS

Reviewed by: **BERMELITA E. GUILLERMO**  
 EPS-LRMDS

Noted:  
**EVELYN V. RAMOS**  
 Chief Education Supervisor, CID

APPROVED:  
**RACHEL R. LLANA PhD., CESO VI**  
 Assistant Schools Division Superintendent  
 Officer In-Charge, Office of the Schools Division Superintendent



Address: Bayombong, Nueva Vizcaya, 3700  
 Telephone: (078)392-0381, (078)392-0351, 09171589946  
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