



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

July 01, 2026

DIVISION MEMORANDUM

No. 252, s. 2026

**ISSUANCE OF CERTIFICATE OF ACCEPTENCE FOR DELIVERED TEXTBOOKS,
TEACHER'S MANUALS, AND LEARNING TOOLS AND EQUIPMENT AND
ALLOCATION LISTS**

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
EPSs/PSDSs/PICs
Unit/Section Heads
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to Department of Education Bureau of Learning Resources Memorandum No. BLR-2026-02-0423, titled "*Issuance of Certificate of Acceptance for Delivered Textbooks, Teachers' Manuals, Learning Tools and Equipment, and Allocation Lists,*" and Memorandum No. BLR-2026-06-1527, titled "*Addendum to the Memorandum on the Issuance of Certificate of Acceptance,*" this Office, through the Curriculum Implementation Division (CID,) - Learning Resource Management System (LRMS), reiterates the prescribed guidelines on the proper issuance of Certificates of Acceptance (CA).
2. DepEd Memorandum No. BLR-2026-02-0423 specifies that, in line with the ongoing implementation and delivery of BLR procurement projects, all delivery sites and recipient schools are hereby directed to issue the corresponding CA to the supplier immediately upon completion of delivery of required materials for the following projects:
 - Supply and delivery of textbooks and teachers' manual titles, including the provision of electronic TXs and TMs for Grade 4 Music and Arts;
 - Supply and delivery of textbooks and teachers' manual titles, including the provision of electronic TXs and TMs for Grade 3;



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REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

- Provision of textbooks and teachers' manuals, including electronic TXs and TMs for Grade 1 Mathematics;
 - Provision of textbooks and teachers' manuals, including electronic TXs and TMs for Grades 6, 9, and 10;
 - Printing and delivery of Kinder workbooks for FY 2026;
 - Mass production, supply, distribution, configuration, testing, commissioning, training, and maintenance of TVL tools and equipment packages for public senior high schools (various tools and equipment) – FY 2025 funds.
3. The CA shall serve as a mandatory supporting document for the processing of the supplier's payment. Delivery sites/recipient schools are therefore instructed to:
- Verify and confirm the completeness, accuracy, and condition of all delivered textbooks, teachers' manuals, and learning tools and equipment based on the Delivery Receipt (DR) and Inspection and Acceptance Report (IAR);
 - Prepare and sign the CA only after full validation of the delivery;
 - Provide the signed CA to the supplier for inclusion in their billing requirements; and
 - Furnish a copy of the CA to the Schools Division Office (SDO) Supply Unit for monitoring and documentation purposes.
4. In addition to DepEd Memorandum BLR-2026-02-0423, DepEd Memorandum No. BLR-2026-06-1527 provides clarification and guidance for the requirement to issue a Certificate of Acceptance (CA) shall also apply to the following procurement projects:
- Supply and Delivery of Textbooks and Teacher's Manuals Titles and Provision of Electronic TXs and TMs for Grades 2, 5, and 8;
 - Provision of Textbooks and Teacher's Manuals and Electronic and TXs and TMs for Senior High School (SHS) Core Subjects; and
 - Other Learning Resource Procurement Projects and implemented by this Office requiring the submission of a Certificate of Acceptance as part of the suppliers billing requirements.
5. All delivery sites/recipient schools are reminded to strictly comply with the provisions of the aforementioned memoranda and ensure the timely issuance of the CA upon verification and validation of delivered items.



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6. All concerned are directed to refer to the prescribed CA template previously provided. Only duly accomplished CAs shall be accepted for monitoring, documentation, and payment processing purposes
7. For reference regarding the allotted learning resources (LRs) in each delivery site/recipient school and the CA template, you may access the allocation list through the link below:

https://bit.ly/2026_AllocationList_CA

8. Immediate dissemination of and strict compliance with this Memorandum are desired.


GAUDENCIO C. ALJIBE, JR., PhD, CESO V
Schools Division Superintendent



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Republic of the Philippines
Department of Education
 BUREAU OF LEARNING RESOURCES



Office of the Director

MEMORANDUM
 BLR-2026-06-1527

DEPARTMENT OF EDUCATION
RECEIVED
 RECORDS SECTION REGIONAL OFFICE NO. VIII
 DATE: 06-25-2026
 TRACKING #: 7655 TIME: 9:15 AM
 SIGNATURE: [Signature]
 RECEIVED
 6/25/2026 4:40
 OFFICE OF THE ASST. REGIONAL DIRECTOR
 [Signature]

FOR : **REGIONAL DIRECTORS
 SCHOOLS DIVISION SUPERINTENDENTS
 ALL OTHERS CONCERNED**

FROM : **ATTY. SUZETTE T. GANNABAN-MEDINA**
 Director IV [Signature]

SUBJECT : **ADDENDUM TO THE MEMORANDUM ON THE
 ISSUANCE OF CERTIFICATE OF ACCEPTANCE FOR
 DELIVERED TEXTBOOKS, TEACHER'S MANUALS,
 AND LEARNING TOOLS AND EQUIPMENT AND
 ALLOCATION LISTS**

DATE : **June 17, 2026**

1. This Memorandum serves as an addendum to DepEd Memorandum No. BLR-2026-02-0423, titled "Issuance of Certificate of Acceptance for Delivered Textbooks, Teacher's Manuals, and Learning Tools and Equipment and Allocation Lists."
2. For clarification and guidance, the requirement to issue a Certificate of Acceptance (CA) shall also apply to the following procurement projects:
 - Supply and Delivery of Textbooks and Teacher's Manual Titles and Provision of Electronic TXs and TMs for Grades 2, 5, and 8;
 - Provision of Textbooks and Teacher's Manuals and Electronic and TXs and TMs for Senior High School (SHS) Core Subjects; and
 - Other Learning Resource Procurement Projects implemented by this Office requiring the submission of a Certificate of Acceptance as part of the supplier's billing requirements.
3. All delivery sites/recipient schools are reminded to strictly comply with the provisions of the aforementioned Memorandum and ensure the timely issuance of the CA upon verification and validation of the delivered items.
4. All concerned are directed to refer to the prescribed CA template previously provided. Only duly accomplished CAs shall be accepted for monitoring, documentation, and payment processing purposes.



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5. For reference, the allocation list of learning resources may be accessed through the link below:

https://bit.ly/2026_AllocationList_CA

6. For guidance and strict compliance.




Republic of the Philippines
Department of Education
BUREAU OF LEARNING RESOURCES

Office of the Director

MEMORANDUM
BLR-2026-02-0423

FOR : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : 
ATTY. SUZETTE T. GANNABAN-MEDINA
Director IV

SUBJECT : ISSUANCE OF CERTIFICATE OF ACCEPTANCE FOR
DELIVERED TEXTBOOKS, TEACHER'S MANUALS, AND
LEARNING TOOLS AND EQUIPMENT AND ALLOCATION LISTS

DATE : February 24, 2026

In line with the ongoing implementation and delivery of various procurement projects of this Office on the provision of learning resources (LRs) to teachers and learners, all delivery sites/recipient schools are hereby directed to issue a Certificate of Acceptance (CA) to the Supplier immediately upon completion of the delivery of the required materials for the following projects:

1. Supply and Delivery of Textbook and Teacher's Manual Titles and Provision of Electronic TXs and TMs for Grade 4 Music and Arts;
2. Supply and Delivery of Textbook and Teacher's Manuals Titles and Provision of Electronic TXs and TMs for Grade 3;
3. Provision of Textbooks and Teacher's Manuals and Electronic TXs and TMs for Grade 1 Mathematics;
4. Provision of Textbooks and Teacher's Manuals and Electronic TXs and TMs for Grade 6, 9, and 10;
5. Printing and Delivery of Kinder Workbook for FY 2026;
6. Mass Production, Supply, Delivery, Installation, Training and Maintenance of Science and Mathematics Equipment Packages to Public Elementary, Junior and Senior High Schools - FY2026;
7. Supply, Distribution, Configuration, Testing, Commissioning, Training, and Maintenance of TVL (TechPro) Tools and Equipment Packages to Public Senior High Schools (Various Tools and Equipment) – FY 2026, and
8. Mass Production, Supply, Distribution, Configuration, Testing, Commissioning, Training, and Maintenance of TVL Tools and Equipment Packages to Public Senior High Schools (Various Tools and Equipment) – FY 2025 Funds.



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The CA shall serve as a mandatory supporting document for the processing of the Supplier's payment. Delivery sites / recipient schools are therefore instructed to:

1. Verify and confirm the completeness, accuracy, and condition of all delivered textbooks, teacher's manuals, and learning tools and equipment based on the Delivery Receipt (DR) and Inspection and Acceptance Report (IAR);
2. Prepare and sign the CA only after full validation of the delivery;
3. Provide the signed CA directly to the Supplier for inclusion in their billing requirements; and
4. Furnish a copy of the CA to the Schools Division Office (SDO) for monitoring and documentation purposes.

For your reference regarding the allotted LRs in the delivery site/recipient school and template for CA, you may access the allocation list through the link below.

https://bit.ly/2026_AllocationList_CA

Immediate dissemination of and strict compliance with this Memorandum is desired.



Republic of the Philippines
Department of Education

Region _____
SCHOOLS DIVISION OF _____

CERTIFICATE OF ACCEPTANCE

Project Name :

Supplier :

Total Quantity :

TXs: _____

TMs: _____

Kinder Workbook: _____

DR No:

IAR No.:

Delivery Site/Recipient School :

This is to certify that the above-mentioned supplier has successfully delivered the complete and required quantities of learning resources in accordance with the approved Contract and the corresponding Delivery Receipt.

The delivered items were inspected, verified, and found to be in order as to quantity and apparent condition by the authorized representative of the delivery site/recipient school. The same were officially received and accepted on (date), as evidenced by the duly signed Delivery Receipt and Inspection and Acceptance Report (IAR).

This Certification is issued for whatever legal and official purpose it may serve.

Issued this ___ day of _____ 20___ at _____.

NAME MI. SURNAME
Designation
Authorized Representative
Delivery Site/Recipient School

Attachment:

- Inspection and Acceptance Reports
- Delivery Receipts