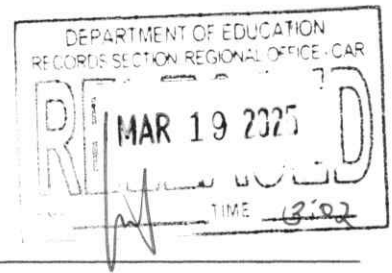




Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION



19 March 2025

REGIONAL MEMORANDUM
 No 205-2025

**UPLOADING OF CERTIFICATE OF ACCEPTANCE FOR THE DELIVERIES OF
 READING ENRICHMENT PACKAGES FOR READING PROGRAMS**

To: Assistant Regional Director
 Schools Division Superintendent
 All Others Concerned

1. This has reference to the project Procurement of Reading Enrichment Packages for Reading Programs, which involves the delivery of 19,027 copies of storybooks for each of the 233 identified library hubs.
2. As stated in Memorandum BLR-2025-02-0409, the Schools Division Offices (SDOs) are mandated to issue a Certificate of Acceptances (CA) within two weeks upon completion of the receipt of all delivery documents.
3. In this regard, this office through the Curriculum and Learning Management Division – Learning Resources Management Section, request the respective Certificate of Acceptance for each of the 16 suppliers be uploaded through the link: <https://bit.ly/RRAcceptanceSDO>.
4. Kindly follow the following instructions in uploading the Certificate of Acceptances:
 - a. Sign in using your DepEd account.
 - b. Open the designated folder for the specific supplier.
 - c. Locate the folder corresponding to your region insider the supplier's folder.
 - d. Upload your Certificate of Acceptance and rename it to include your region, schools division, and supplier. (For example: *X_Iligan_Lampara*).
5. SDOs shall ensure that the original copies of the Certificate of Acceptances are kept for onsite collection or for transmittal to Central Office after all suppliers have been issued their Certificate of Acceptances.
6. For inquiries, personnel concerned may contact the CLMD CES Jennifer P. Ande through email address: car.clmd@deped.gov.ph.
7. Immediate and widest dissemination of this memorandum is directed.


 Digitally signed by ESTELA P. LEON-CARIÑO EdD, CESO III
 Date: 2025.03.19 14:07:16 +08'00'
ESTELA P. LEON – CARIÑO EdD, CESO III
 Director IV/Regional Director

CLMD/LR/JPA/bmd
 0000/3/19/2025 uploading of certificate of acceptance



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