



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF PAMPANGA

November 3, 2023

DIVISION MEMORANDUM
No. **570** , s. 2023

SUBMISSION OF INSPECTION AND ACCEPTANCE REPORT OF SCHOOL-RECIPIENTS OF THE NETWORK CONNECTIVITY SOLUTION OF THE DEPARTMENT OF EDUCATION - LOT 2

To: Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
School ICT Coordinators and School Property Custodians

1. In compliance to **Memorandum No. OUA-OUT-102423-II-1**, titled **Inspection and Acceptance of Project Procurement of Network Connectivity Solution of Department of Education: Lot 2 - Supply, Delivery, Installation, Configuration and Maintenance of Point-to-Multipoint Fiber Connection for Region III**, dated October 26, 2023 from the Office of the Undersecretary of Administration, all school-recipients public elementary and secondary schools are instructed to conduct inspection and acceptance and accomplish the User Acceptance Test from **October 27, 2023 to November 10, 2023**. The User Acceptance Test (UAT) Form, which details the procedure of testing and recording the result of the activity, and the Inspection and Acceptance Report can be downloaded in this link: <https://bit.ly/UATTEMPLATE2023>.
2. After accomplishing the UAT Form and Inspection and Acceptance, the school must submit a hard copy to the Schools Division Office through the Division Information and Communications Technology Unit **on or before November 13, 2023**.
3. Enclosure 1 provides the list of school-recipients for SDO Pampanga. Enclosure 2 provides the copy of the UAT Form and Inspection and Acceptance Report



Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)
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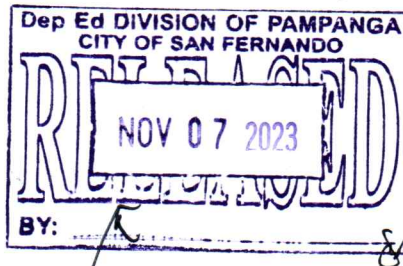


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4. For immediate dissemination and strict compliance.

ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent

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ENCLOSURE 1: **LIST OF SCHOOL-RECIPIENTS FOR SDO PAMPANGA**

School ID	School Name	District
106297	Balangcas ES	STO. TOMAS
106288	Becuran ES	STA. RITA
106200	Bulac ES	MINALIN
105901	Bitas Elementary School	ARAYAT WEST
106289	Diladila ES	STA. RITA
106290	Holy Family Village ES	STA. RITA
106204	Minalin ES	MINALIN
106298	Moras Dela Paz ES	STO. TOMAS
106270	Remedios ES	SASMUAN
106299	San Bartolome ES	STO. TOMAS
106291	San Basilio ES	STA. RITA
106205	San Francisco Elementary School	MINALIN
106300	San Matias ES	STO. TOMAS
106302	Sapa ES	STO. TOMAS
106272	Sasmuan CS	SASMUAN
106296	V. De Castro ES	STA. RITA
300880	Becuran National High School	STA. RITA
306946	Conrado P. Macapinlac , Sr. NHS	MINALIN
300881	San Basilio HS (Becuran NHS Annex)	STA. RITA
300924	San Matias NHS	STO. TOMAS
300935	Sta. Maria NHS, Minalin	MINALIN
300936	Sto. Rosario NHS	MINALIN
300938	Sto. Tomas NHS, Sto. Tomas	STO. TOMAS
105868	Banag Elementary School	APALIT
105995	Bancal ES	GUAGUA EAST
159501	Bacolor ES - (Town Proper)	BACOLOR SOUTH
159502	Bacolor ES - Madapdap Resettlement	BACOLOR NORTH
105912	Balas ES	BACOLOR SOUTH
159513	Cabalantian ES Town Proper	BACOLOR SOUTH
159504	Cabetican ES - Madapdap Resettlement	BACOLOR NORTH
105914	Cabetican ES - Proper	BACOLOR SOUTH
105915	Calibutbut ES	BACOLOR SOUTH
105916	CONCEPCION ES	BACOLOR NORTH
106255	Dela Paz ES	SAN SIMON
105917	Dolores ES	BACOLOR NORTH



INSPECTION AND ACCEPTANCE REPORT

Entity Name: _____

Fund Cluster : _____

Supplier: <u>Joint Venture of Comclark Network and Technology Corp. and Converge ICT Solutions, Inc.</u>		IAR No. : _____	
Contract Number: <u>2021c-ICTS3(006)-BI-CB-027-C206</u>		Date : _____	
Responsibility Center Code : _____		Invoice No. _____	
<i>Stock/ Property No.</i>	<i>Description</i>	<i>Unit</i>	<i>Quantity / Cost/ Total Amount</i>
	<i>Huawei EchoLife EG8145V5 (Onu)</i>	<i>1</i>	
TOTAL AMOUNT			
Date Inspected: _____ <input type="checkbox"/> Inspected, verified and found in order as to quantity and specifications		Date Received : <input type="checkbox"/> Complete <input type="checkbox"/> Partial (pls. specify quantity)	
Inspection Officer/Inspection Committee (signature over printed name)			
Inspection Officer/Inspection Committee (signature over printed name)			
Inspection Officer/Inspection Committee (signature over printed name)			
		School Property Custodian (signature over printed name)	



Republic of the Philippines
Department of Education
INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE

USER ACCEPTANCE TEST FORM

Project Name: Network Connectivity Solution Project: Lot 2 – Supply, Delivery, Installation, Configuration, and Maintenance of Point-to-Multipoint Fiber Connection for Region III

Contract No.: 2021c-ICTS3(006)-BI-CB-027-C206

School Name	Date
School ID	Division
Contact Person	Contact Number

I. OBJECTIVE

- The objective of this testing is to conduct necessary procedures and serve as a reference for validating and accepting the deployment of the Department of Education's Network Connectivity Solution Project: Lot 2 – Supply, Delivery, Installation, Configuration, and Maintenance of Point-to-Multipoint Fiber Connection for Region III

II. INSTRUCTION

- The school inspectorate team must conduct the testing.
- Signed copy must be submitted to the Division Office together with the corresponding attachments.

III. TEST PROCEDURE

Item No.	Description	Procedure	Output and Result
1	Validate that the school connection is via fiber	1. Check the fiber optic cable 2. Attach the picture of the cable	<input type="checkbox"/> Pass – There is a fiber optic cable <input type="checkbox"/> Fail - There is no fiber optic cable

Proof/Picture/Remarks:			
2	Validate that the school has installed modem	1. Check the modem 2. Attach the picture of the modem	<input type="checkbox"/> Pass - There is installed modem <input type="checkbox"/> Fail - There is no installed modem
Proof/Picture/Remarks:			
3	Validation of connectivity between school and the provided IP address	1. Access the computer Command Prompt (Press the Windows button and the 'R' button on your keyboard. Type 'cmd' and press Enter.) 2. Type "tracert 136.239.241.3" and hit enter 3. Attach the screenshot of the result	<input type="checkbox"/> Pass - Result must show 'Trace Complete' <input type="checkbox"/> Fail - All the lines show asterisks (*), indicates that the traceroute fails
Proof/Picture/Remarks:			
4	Validation of connectivity between school and the provided IP address	1. Access the computer Command Prompt (Press the Windows button and the 'R' button on your keyboard. Type 'cmd' and press Enter.) 2. Type "ping 136.239.241.3" and hit enter 3. Attach the screenshot of the result	<input type="checkbox"/> Pass - Ping statistics for 136.239.241.3: Lost must not be 100% <input type="checkbox"/> Fail - Ping statistics for 136.239.241.3: Lost is 100%
Proof/Picture/Remarks:			

5	Verification of connection latency between Remote School and Colocation	<ol style="list-style-type: none"> 1. Access the computer Command Prompt (Press the Windows button and the 'R' button on your keyboard. Type 'cmd' and press Enter.) 2. Type “ping 136.239.241.3” and hit enter 3. Attach the screenshot of the result 	<input type="checkbox"/> Pass – Approximate round trip times in milliseconds: Average must be less than or equal to 10ms
			<input type="checkbox"/> Fail - Approximate round trip times in milliseconds: Average is greater than 10ms

Proof/Picture/Remarks:

6	Conduct Speed Test to validate the allotted 10Mbps bandwidth per remote site	<ol style="list-style-type: none"> 1. Open a browser 2. Visit https://www.speedtest.net/ 3. Hit Go 4. Attach the screenshot of the result 	<input type="checkbox"/> Pass – Download and Upload must be greater than or equal to 10Mbps
			<input type="checkbox"/> Fail - Download and Upload must be less than 10Mbps

Proof/Picture/Remarks:

OVERALL RESULT:

PASS

FAIL

Conducted by:

Inspectorate Lead	School ICT Coordinator	Inspectorate Member	Inspectorate Member