

NAME AND ADDRESS OF REQUESTING AGENCY DEPARTMENT OF BUDGET AND MANAGEMENT GEN. SOLANO ST., SAN MIGUEL, MANILA	AGENCY ACCT. CODE
TEL. NOS.	AGENCY CONTROL No. 2020-004

**AGENCY PROCUREMENT REQUEST**

To: PROCUREMENT SERVICE  
DBM Compound, RR Road  
Cristobal St., Paco, Manila

June 10, 2020  
(Date Prepared)

PLEASE CHECK (v) APPROPRIATE BOX ON ACTION REQUESTED ON THE ITEM/S LISTED BELOW


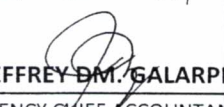

- Please issue common-use supplies/materials per Price List No. \_\_\_\_\_ dated \_\_\_\_\_  
Mode of delivery:  Pick-up (Fast Lane)  Pick-up (Schedule)  Delivery (door-to-door)
- In case fund is not sufficient:  Reduce Quantity  Bill Us  Charge to Unutilized Deposit, APR No.: \_\_\_\_\_ Date: \_\_\_\_\_
- Please purchase for our agency non-common items. Attached herewith :  
 Complete Specifications  Obligation Request (ObR)  Others, pls. specify \_\_\_\_\_
- Certificate of Budget Allocation (CBA)  Payment \_\_\_\_\_

This form shall be prepared for requisitions of **Common-Use goods** from the **PS Depots & Sub-Depots**; and for orders of **Consumables & Non-Common Use Supplies** from the PS Main.

*For PS Main-Common Use Supplies, please use Form 001 R or Form 001 B*

ITEM No.	ITEM AND DESCRIPTION/SPECIFICATIONS/STOCK No.	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	SURGICAL MASK, 3-ply	48,050	piece	22.88	1,099,384.00
	FACE SHIELD, direct splash protection	801	piece	124.80	99,964.80
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<b>TOTAL AMOUNT</b>					<b>₱ 1,199,348.80</b>

NOTE: ALL SIGNATURES MUST BE OVER PRINTED NAME

STOCKS REQUESTED ARE CERTIFIED TO BE WITHIN APPROVED PROGRAM:   <b>DAVID B. MATEO</b> AGENCY PROPERTY/SUPPLY OFFICER	FUNDS CERTIFIED AVAILABLE: ops # 021021012020-06-744   <b>JEFFREY DM. GALARPE</b> AGENCY CHIEF ACCOUNTANT	APPROVED:   <b>THEA MARIE CORINNE F. PALARCA</b> AGENCY HEAD/AUTHORIZED SIGNATURE
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FUNDS DEPOSITED WITH PS  \_\_\_\_\_ CHECK No. \_\_\_\_\_  
IN THE AMOUNT OF: \_\_\_\_\_ (P. \_\_\_\_\_) ENCLOSED