



Republic of the Philippines
Department of Environment and Natural Resources

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MEMORANDUM

FOR : ALL HEADS OF OFFICE, C.O.

FROM : THE DIRECTOR, ADMINISTRATIVE SERVICE

**SUBJECT : SUBMISSION OF 3RD QUARTER PURCHASE REQUESTS
IN ACCORDANCE WITH THE APPROVED QPMP.**

DATE : 7 JULY 2005

The General Services Division (GSD) is starting to consolidate Purchase Requests for the 3rd Quarter c.y. 2005. You are hereby requested to submit your Purchase Requests in accordance with your approved QPPMP/APP to the GSD on or before the 15th of July, 2005. This is in accordance with the provisions of RA 9184.

Failure to comply shall mean that you have sufficient supply for the whole of the 3rd quarter.

For strict compliance.


RAMON M. EZPELETA, CESO IV

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