



Republic of the Philippines  
**Department of Environment and Natural Resources**

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**MEMORANDUM**

**FOR : ALL HEADS OF OFFICE**

**FROM : THE DIRECTOR, ADMINISTRATIVE SERVICE**

**SUBJECT : SUBMISSION OF 4th QUARTER PURCHASE REQUESTS IN ACCORDANCE WITH THE APPROVED PROCUREMENT PLAN.**

**DATE : 25 October 2005**

The General Services Division (GSD) is starting to consolidate Purchase Requests for the 4<sup>th</sup> Quarter C.Y. 2005. In view thereof, you are hereby requested to submit your Purchase Requests in accordance with your approved QPPMP/APP to the GSD on or before the 16<sup>th</sup> of November, 2005. This is in accordance with the provisions of RA 9184.

For strict compliance.

  
**RAMON M. EZPELETA - CESO IV**

*Alano 29*