



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS YAMAN



BAGONG PILIPINAS

MEMORANDUM

FOR/TO : ALL END-USER UNITS

FROM : THE ASSISTANT SECRETARY
International Affairs and
Chairperson, Bids and Awards Committee

SUBJECT : SUBMISSION OF PROCUREMENT PROJECTS WITH
CERTIFICATE OF AVAILABILITY OF FUNDS

DATE : December 27, 2023

In adherence to the requirements set forth by PhilGEPs posting and Cash Based Budgeting, all end user units are required to submit the necessary procurement documents along with the Certificate of Availability of Fund (CAF) issued by the Accounting Division to the Procurement Management Section of the Property and Supply Management Division no later than **December 29, 2023**.

Failure to comply with this directive by the stipulated deadline will result in the cancellation of the respective project and shall be referred back to your respective offices for reassessment and inclusion in your PPMP for CY 2024.

This adherence to proper documentation is vital to ensure transparency, financial accountability, and compliance with regulatory standards.

Thank you for your immediate attention and cooperation in this matter.


MARCIAL C. AMARO, JR., CESO II

MEMO NO. 2023 - 1092