



Republic of the Philippines
APO PRODUCTION UNIT, INC.
2/F PIA Building, Visayas Avenue, Brgy. VASRA,
Quezon City, Metro Manila, Philippines 1128



PURCHASE REQUEST

949583

Department: SPECIAL CONCERNS OFFICE
Section: _____

PR No.: _____
Date: 3/22/2021

Job Order No.	Unit	Item Description	Quantity	Estimated Unit cost	Estimated Total Cost
		<p>REQUEST FOR THE PROCUREMENT OF STEEL RACK TO BE INSTALLED AT THE COA OFFICE *****NF***** PLS SEE ATTACHED TECHNICAL SPECS FOR YOUR REFERENCE</p>			

Purpose: _____

FOR: COA OFFICE USE

Prepared by:

Signature: _____
Printed Name: _____
Designation: ANGELYN MANGANIBAN

DATA ENCODER

Checked by:

MYRNA S. LIM

DEPARTMENT HEAD, MCD

Approved by:

MILAGROS P. SANTOS

MANAGER, SUPPLY CHAIN



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APO PRODUCTION UNIT, INC.
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MEMORANDUM

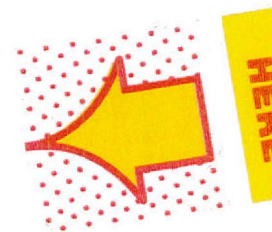
TO : MR. DOMINIC TAJON
BAC Chairman

THRU : MS. LEA ANNE GAMBAN
Head, BAC Secretariat

FROM : GERARDO T. SEVILLA, MPA
Special Concerns Officer & GAD Chairperson

SUBJECT : REQUEST FOR PROCUREMENT OF STEEL RACK FOR
APO RESIDENT COA AUDITOR'S OFFICE

DATE : 15 MARCH 2021

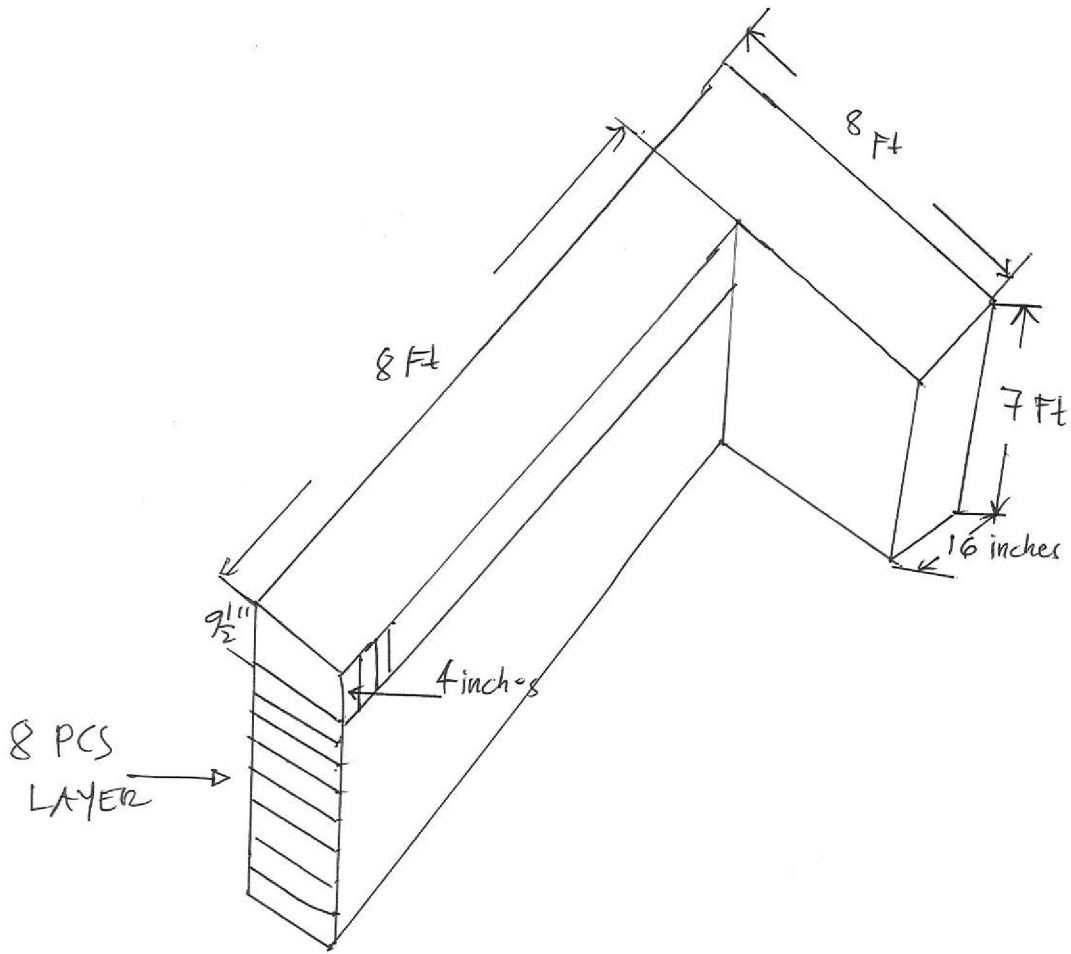


As requested by our resident COA Audit Team Leader, Ms. Grace Magnaye and approved by General Manager, Mr. Joel Caminade, may I request for the procurement of steel rack to be installed at their office.

Attached herewith for your reference is the specifications / measurements submitted by our Maintenance Staff, Mr. Oscar Crisostomo.

Thank you.

GERARDO T. SEVILLA, MPA



FILING CABINET


FERDINAND DURO