



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS  
**MARITIME INDUSTRY AUTHORITY**  
STCW OFFICE



### PURCHASE REQUEST

Office: STCWO

Division/Section: ASD

Date Request: July 03, 2018

PR No.: 2018-07-265

SAI No.: JUL 09 2018

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pc	MARINA LETTERHEAD A4 SIZE	100	500.00	50,000.00
		X-X-X-X-X			
		(see attached sample)			
		Note:			
		Included in the 2018 PPMP			

Signature:

Printed Name:

Designation:

CONSUELO T. DELA CRUZ  
GSD-Procurement Section

Requisitioning Officer

ATTY. VERA JOY S. BAN-EG

Officer-In-Charge  
Office of the Executive Director  
(Deputy Executive Director)

Purpose:

For Official use of the different STCW Divisions. (for 2<sup>nd</sup> Semester 2018)

### CERTIFICATION

- ☒ FUNDS AVAILABLE  
☐ NO FUNDS AVAILABLE

ANNABELL P. LAGAS  
Chief, Budget Division

☐ Approved

☐ Disapproved

PR Approver

Signature:

Printed Name:

Designation:

ROBERTO C. ARCEO, CESO V  
Dir. II, MFAS

Note:

Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP. special projects, etc.)

PURCHASE REQUEST					
Office		MFAS		PR No. 2018-07-266	
Division / Section				SAI No. JUL 09 2018	
Item No.	Unit	Item Description	QTY	Unit Cost	Total Cost
	ream	MARINA Letterhead, A4 size	100	500.00	50,000.00
		**** nothing follows ****			
<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p>INCLUDED IN THE APP for FY 2018</p> <p>CONSUELO T. DELA CRUZ</p> <p>GSD-Procurement Section</p> </div>					
<b>GRAND TOTAL</b>					<b>50,000.00</b>
Requisitioning Officer					
Signature:					
Printed Name:		ARNALDO P. VALLESFINO			
Designation:		Chief, General Services Division			
Purpose:		For official use of MARINA Central Office for 2nd Semester 2018.			
CERTIFICATION					
<input checked="" type="checkbox"/> FUNDS AVAILABLE <input type="checkbox"/> NO FUNDS AVAILABLE					
 <b>ANNABELL F. LAGAS</b> Chief, Budget Division					
<input type="checkbox"/> Approved			<input type="checkbox"/> Disapproved		
Signature					
Printed Name		ROBERTO C. ARCEO, CESO V			
Designation		Director II, MFAS			

Note: Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP, special projects, etc.)





REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION



## MARITIME INDUSTRY AUTHORITY

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ISO 9001:2008  
BUREAU VERITAS  
Certification  
STCW & SIRB



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