CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
Approved APP	Property and Supply Unit
PR	https://pftms.dostcar.ph End-user
Procurement Forms:	
Request for Quotation	
Abstract of Quotation/ Canvass	https://pftms.dostcar.ph
Purchase Order/ Job Order	
Inspection and Acceptance Report	
Property Acknowledgment Report	
Inventory Custodian Slip	
Requisition Issue Slip	
Obligation Request Statement (ORS)	https://pftms.dostcar.ph Budget Unit
Disbursement Voucher (DV)	https://pftms.dostcar.ph Accounting Unit