FASS-PUR F18 Rev. 1/11-25-2019

DOST IX PROCUREMENT DOCUMENT TRACKING FORM

ACCEPTANCE OF ITEMS BY END-USER/ STOCKROOM DATE OF DELIVERY DELIVER PO TO PURCHASE ORDER/OS Votice Of Award BAC Recommendation for SUPPLIER SIGNING OF BIDS PURCHASE REQUEST RESOLUTION/RFQ PENING OF BIDS ISSEMINATION OF REQ ABSTRACT OF BIDS (Evaluation of Bid) PROCESS Award HOPE
Supply Officer (Preparation)
of PO & OS) BAC Member 4
Supply Officer
(Preparation of AOB) Designated canvasse Supply Officer / End-User inspector 2 inspector 1 Supply Officer Regional Director RD/ARD/Admin/Technical BAC Member 1 BAC Chairman BAC Member 4 BAC Member 2 Budget Officer BAC Member 4 BAC Member 3 BAC Member 2 BAC Member 3 BAC Member 1 BAC Chairman nspector 3 BAC Member 4 BAC Member 3 BAC Member 2 BAC Chairperson BAC Member 2 Supply Officer anvasser ccountant III 3AC Member 1 SAC Member 3 AC Member 1 Supply Officer upply Officer AC Chairman STAFF OFFICIALS CONCERNED Date In Date Out Signa-ture Comment

Monitored by:

ACCEPTANCE OF ITEMS BY END-USER/ STOCKROOM

Supply Officer / End-User

Inspector 2

Monitored by:

RONNEL B. GUNDOY Supply Officer

RONNEL B. GUNDOY Supply Officer

## DOST IX PROCUREMENT DOCUMENT TRACKING FORM

FASS-PUR F18 Rev. 1/11-25-2019

D	DOST IX PROCUREMENT DOCUMENT TRACKING FORM	T DOCU	MENT	TRAC	KING	ÖRM	
PROCESS	CONCERNED		DATE/TIME	TIME		Signa-	Comment
2019	STAFF OFFICIALS	Date	5	Date	Out	ture	
PURCHASE REQUEST	Supply Officer						
RESOLUTION/RFQ	BAC Chairman						
	BAC Member 1						
	BAC Member 2						
	BAC Member 3						
	BAC Member 4						
ne man Popularistic (panaga aranga pinaga) in paga aranga paga aranga paga paga paga paga paga paga paga	Supply Officer						
DISSEMINATION OF RFQ	Designated canvasser					l	
OPENING OF BIDS	Supply Officer						
	BAC Chairman						
	BAC Member 1						
	BAC Member 2						
	BAC Member 3						
	BAC Member 4						
ABSTRACT OF BIDS	Supply Officer (Preparation of AOB)						
	BAC Chairman						
	BAC Member 1						
de de la companya de	BAC Member 2						
ANTERNATION OF THE PROPERTY OF	BAC Member 3						
	BAC Member 4						
BAC Recommendation for Award	BAC Chairperson						
	BAC Member 1						
	BAC Member 2						
	BAC Member 3						
	BAC Member 4						
Notice Of Award							
PURCHASE ORDER/OS	of PO & OS)						
	RD/ARD/Admin/Technical						
	Budget Officer						
	Accountant III						
	Regional Director						
DELIVER PO TO SUPPLIER	Canvasser						
DATE OF DELIVERY	Supply Officer					***************************************	
INSPECTION OF MATERIALS	Inspector 1						
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