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| **PROCUREMENT & PROPERTY MANAGEMENT OFFICE**  **REQUEST FOR INSPECTION** | |
| The Inspection Officer  Internal Audit Services | «date»  RFI # «rfino» |
| Sir:  Inspection of the following purchase/deliveries is requested. The supplies/equipment delivered have been duly received by the undersigned. | |

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| Invoice No. | P.O./APR No. | Amount (Php) | Supplier |
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|  | Requested by:  **«signatory\_1»**  «title\_1» |
| Noted:  **«signatory\_2»**  «title\_2» |  |