



<b>IDENTIFICATION NUMBER</b> <div style="border: 1px solid black; width: 100px; height: 20px; margin-top: 5px;"></div>	<h2 style="margin: 0;">DEEM TOOL PROJECT SAMPLE REPORTING FORM</h2>	<b>FUND SOURCE:</b> <hr style="border: 0; border-top: 1px solid black; margin-top: 5px;"/>																					
<b>CHECK IDENTIFICATION</b>		<b>VOUCHER IDENTIFICATION</b>																					
<b>C1 CHECK NUMBER</b> _____ <b>C2 CHECK DATE</b> (MM/DD/YYYY) ____/____/____	<b>V1 DISBURSEMENT VOUCHER NUMBER</b> _____ <b>V2 DISBURSEMENT VOUCHER DATE</b> (MM/DD/YYYY) ____/____/____																						
<b>CHECK DATA</b>		<b>OTHER VOUCHER DATA</b>																					
<b>C3 PAYMENT DATE</b> (MM/DD/YYYY) ____/____/____ <b>C4 GROSS AMOUNT</b> _____ <b>C5 TAX</b> _____ <b>C6 PENALTY</b> _____ <b>C7 PRICE DIFFERENTIAL</b> _____ <b>C8 CHECK AMOUNT</b> _____ <b>C9 NAME OF PAYEE:</b> _____ _____ <b>C10 ADDRESS OF PAYEE:</b> _____ _____ _____	<b>V3 DISBURSEMENT VOUCHER PARTICULARS:</b> _____ _____ <b>V4 TYPE OF PROCUREMENT</b> _____ <b>V5 COMPLETE SIGNATURES?</b> (Encircle choice.) 1 Yes      2 No <b>V5N If No, fill up the following table for missing signatures:</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 33%;">CERTIFICATION (1)</th> <th style="width: 33%;">NAME (2)</th> <th style="width: 33%;">POSITION (3)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>		CERTIFICATION (1)	NAME (2)	POSITION (3)																		
CERTIFICATION (1)	NAME (2)	POSITION (3)																					
<b>COUNT OF FORMS</b>		<b>REMARKS/OBSERVATIONS</b>																					
<b>FORMS</b>	<b>VOUCHER COUNT (1)</b>	<b>ACTUAL COUNT (2)</b>																					
<b>F1 PURCHASE REQUESTS</b>																							



F2 PURCHASE ORDERS			
F3 INVOICES			
F4 INSPECTION REPORTS			
F5 INSPECTION AND ACCEPTANCE REPORTS			
F6 ABSTRACTS OF CANVASS			
F7 ABSTRACTS OF BIDS			
F8 OTHERS			

IDENTIFICATION NUMBER <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<b>DEEM TOOL PROJECT ITEM INFORMATION</b>	COUNT OF LINE ITEMS: _____
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**DESCRIPTION OF LINE ITEMS**

LINE ITEM NUMBER	LINE ITEM DESCRIPTION
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	





IDENTIFICATION NUMBER	<b>DEEM TOOL PROJECT PURCHASE REQUEST INFORMATION</b>	LINE ITEM NUMBER
<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>		_____ OF _____ ITEMS
REQUEST IDENTIFICATION		DETAILS ON REQUESTED ITEM
<b>R1 PURCHASE REQUEST NUMBER</b> _____  <b>R2 PURCHASE REQUEST DATE</b> (MM/DD/YYYY) ____/____/____	<b>R10 DESCRIPTION OF REQUESTED ITEM:</b> _____ _____ _____	
DETAILS ON REQUEST SOURCE		
<b>R3 REQUESTING DEPARTMENT</b> _____ <b>R4 REQUESTING SECTION</b> _____ <b>R5 NAME OF REQUESTING PERSON</b> _____ <b>R6 POSITION OF REQUESTING PERSON</b> _____ <b>R7 DATE OF REQUEST</b> (MM/DD/YYYY) ____/____/____	<b>R11 QUANTITY</b> _____ <b>R12 UNIT</b> _____ <b>R13 ESTIMATED UNIT COST</b> _____ <b>R14 ESTIMATED COST</b> _____ <b>R15 PURPOSE:</b> _____	
OTHER REQUEST DATA		REMARKS/OBSERVATIONS
<b>R8 COMPLETE SIGNATURES?</b> (Encircle choice.) 1 Yes      2 No  <b>R9 FOR RECURRING ITEM, WITH ACCOMPANYING STOCK POSITION REPORT?</b> (Encircle choice.) 1 Yes      2 No		



<b>IDENTIFICATION NUMBER</b>  <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<b>DEEM TOOL PROJECT PURCHASE ORDER INFORMATION</b>	<b>LINE ITEM NUMBER</b>  _____ OF _____ ITEMS
<b>ORDER IDENTIFICATION</b>		<b>DETAILS ON ORDERED ITEM</b>
<b>O1 PURCHASE ORDER NUMBER</b> _____  <b>O2 PURCHASE ORDER DATE</b> (MM/DD/YYYY) ____/____/____	<b>O6 MODE OF PROCUREMENT</b> _____  <b>O6E</b> If exclusive, is there an attached certificate for exclusive distributorship? (Encircle choice.) 1 Yes                      2 No	
<b>SUPPLY DATA</b>		<b>O7 SAME ITEM DESCRIPTION AS IN PUR-</b>



<p><b>S1 SAME SUPPLIER/DEALER AS IN DISBURSEMENT VOUCHER?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>S1N</b> If No, write the name of supplier/dealer in Purchase Order:</p> <p>_____</p> <p><b>S2 PLACE OF DELIVERY</b> _____</p> <p><b>S3 DELIVERY TERM</b> _____</p> <p><b>S4 PENALTY CLAUSE SIGNATORY</b> _____</p> <p><b>S5 POSITION OF SIGNATORY</b> _____</p> <p><b>S6 DATE IN PENALTY CLAUSE</b> (MM/DD/YYYY)      ____/____/____</p>	<p><b>CHASE REQUEST?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>O7N</b> If No, write the item description in Purchase Order:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p><b>O8 SAME PURCHASE REQUEST NUMBER CITED?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>O8N</b> If No, write the Purchase Request Number and date cited in the Purchase Order:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; text-align: center;"><b>PURCHASE REQUEST NUMBER</b> (1)</td> <td style="width: 30%; text-align: center;"><b>DATE</b> (2)</td> </tr> <tr> <td style="height: 20px;"> </td> <td> </td> </tr> </table> <p><b>O9 QUANTITY</b> _____</p> <p><b>O10 UNIT</b> _____</p> <p><b>O11 UNIT COST</b> _____</p> <p><b>O12 AMOUNT</b> _____</p>	<b>PURCHASE REQUEST NUMBER</b> (1)	<b>DATE</b> (2)							
<b>PURCHASE REQUEST NUMBER</b> (1)	<b>DATE</b> (2)									
<b>OTHER ORDER INFORMATION</b>	<b>REMARKS/OBSERVATIONS</b>									
<p><b>O3 INSPECTION NOTE:</b></p> <p>_____</p> <p><b>O4 DATE OF INSPECTION NOTE</b> (MM/DD/YYYY)      ____/____/____</p> <p><b>O5 COMPLETE SIGNATURES?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>O5N</b> If No, fill up the following table for missing signatures:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">CERTIFICATION (1)</th> <th style="width: 25%;">NAME (2)</th> <th style="width: 25%;">POSITION (3)</th> </tr> </thead> <tbody> <tr> <td style="height: 20px;"> </td> <td> </td> <td> </td> </tr> <tr> <td style="height: 20px;"> </td> <td> </td> <td> </td> </tr> </tbody> </table>	CERTIFICATION (1)	NAME (2)	POSITION (3)							
CERTIFICATION (1)	NAME (2)	POSITION (3)								



<b>IDENTIFICATION NUMBER</b> <div style="border: 1px solid black; width: 100%; height: 20px; margin-top: 5px;"></div>	<h2 style="margin: 0;">DEEM TOOL PROJECT INVOICE INFORMATION</h2>	<b>LINE ITEM NUMBER</b>  _____ OF _____ ITEMS
<b>INVOICE IDENTIFICATION</b>	<b>DETAILS ON INVOICED ITEM</b>	
<b>D1 INVOICE NUMBER</b> _____  <b>D2 INVOICE DATE</b> (MM/DD/YYYY) ____/____/____	<b>D8 SAME ITEM DESCRIPTION AS IN PURCHASE ORDER?</b> (Encircle choice.) 1 Yes                      2 No  <b>D8N</b> If No, write the item description in Invoice: _____ _____ _____	
<b>OTHER INVOICE DATA</b>		
<b>D3 PAYMENT TERM</b> _____  <b>D4 SAME SUPPLIER/DEALER AS IN DISBURSEMENT VOUCHER?</b> (Encircle choice.) 1 Yes                      2 No  <b>D4N</b> If No, write the name of supplier/dealer in Invoice: _____ _____	<b>D9 QUANTITY</b> _____  <b>D10 UNIT</b> _____  <b>D11 UNIT COST</b> _____  <b>D12 AMOUNT</b> _____  <b>D13 EXPIRY DATE OF ITEM</b> (MM/DD/YYYY) ____/____/____	
<b>REMARKS/OBSERVATIONS</b>		
<b>D5 WITH CUSTOMER'S SIGNATURE?</b> (Encircle choice.) 1 Yes                      2 No  <b>D5Y</b> If Yes, write the name of signatory and date:		
<b>SIGNATORY</b> (1)	<b>DATE</b> (2)	



<p><b>D6 WITH STAMP OF PROPERTY SECTION?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>D6Y</b> If Yes, write the date of stamp:</p> <p style="text-align: center;">___/___/___</p> <p><b>D7 WITH STAMP OF INTERNAL AUDIT?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>D7Y</b> If Yes, write the date of stamp:</p> <p style="text-align: center;">___/___/___</p>	
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<b>IDENTIFICATION NUMBER</b> <div style="border: 1px solid black; width: 100%; height: 20px; margin-top: 5px;"></div>	<h2 style="margin: 0;">DEEM TOOL PROJECT INSPECTION INFORMATION</h2>	<b>LINE ITEM NUMBER</b>  ___ OF ___ ITEMS
<b>DELIVERY AND INSPECTION DATA</b>	<b>DETAILS ON INSPECTED ITEM</b>	



<p><b>I1 INSPECTION REPORT DATE (MM/DD/YYYY)</b>    ___/___/___</p> <p><b>I2 SAME SUPPLIER/DEALER AS IN DISBURSEMENT VOUCHER?</b> (Encircle choice.) 1 Yes      2 No</p> <p><b>I2N</b> If No, write the name of supplier/dealer in Inspection Report: _____</p> <p><b>I3 SAME PURCHASE ORDER NUMBER AND DATE?</b> (Encircle choice.) 1 Yes      2 No</p> <p><b>I3N</b> If No, write the purchase order number and date in Inspection Report: _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">PURCHASE ORDER NUMBER (1)</th> <th style="width: 50%;">DATE (2)</th> </tr> <tr> <td style="height: 20px;"> </td> <td> </td> </tr> </table> <p><b>I4 ACTUAL PLACE OF DELIVERY</b>    _____</p> <p><b>I5 DELIVERY DATE (MM/DD/YYYY)</b>    ___/___/___</p> <p><b>I6 HOW MANY DAYS DELAYED?</b>    _____</p> <p><b>I7 SAME INVOICE NUMBER AND DATE?</b> (Encircle choice.) 1 Yes      2 No</p> <p><b>I7N</b> If No, write the invoice number and date in Inspection Report: _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">INVOICE NUMBER (1)</th> <th style="width: 50%;">DATE (2)</th> </tr> <tr> <td style="height: 20px;"> </td> <td> </td> </tr> </table> <p><b>I8 COMPLETE SIGNATURES?</b> (Encircle</p>	PURCHASE ORDER NUMBER (1)	DATE (2)			INVOICE NUMBER (1)	DATE (2)			<p><b>I12 INSPECTION DATE (MM/DD/YYYY)</b>    ___/___/___</p> <p><b>I13 SAME ITEM DESCRIPTION AS IN PURCHASE ORDER?</b> (Encircle choice.) 1 Yes      2 No</p> <p><b>I13N</b> If No, write the item description in Inspection Report: _____ _____</p> <p><b>I14 UNIT</b>    _____</p> <p><b>I15 SAME QUANTITY AS IN PURCHASE ORDER?</b> (Encircle choice.) 1 Yes      2 No</p> <p><b>I15N</b> If No, write the quantity in Inspection Report: _____</p> <p><b>I16 SAME UNIT COST AS IN PURCHASE ORDER?</b> (Encircle choice.) 1 Yes      2 No</p> <p><b>I16N</b> If No, write the unit cost in Inspection Report: _____</p> <p><b>I17 IS PRE-INSPECTION AMOUNT SAME AS AMOUNT IN INVOICE?</b> (Encircle choice.) 1 Yes      2 No</p> <p><b>I17N</b> If No, write the pre-inspection amount in Inspection Report: _____</p> <p><b>I18 EXPIRY DATE OF ITEM (MM/DD/YYYY)</b>    ___/___/___</p>
PURCHASE ORDER NUMBER (1)	DATE (2)								
INVOICE NUMBER (1)	DATE (2)								
<b>REMARKS/OBSERVATIONS</b>									



choice.)

1 Yes      2 No

**I8N** If No, write the name(s) of missing signature(s):

\_\_\_\_\_

**19 FINDINGS/RECOMMENDATIONS:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I10 POST-INSPECTION DEDUCTIONS** \_\_\_\_\_

**I11 POST-INSPECTION AMOUNT** \_\_\_\_\_

<b>IDENTIFICATION NUMBER</b> <div style="border: 1px solid black; width: 100%; height: 20px; margin-top: 5px;"></div>	<h2 style="margin: 0;">DEEM TOOL PROJECT INSPECTION AND ACCEPTANCE INFORMATION</h2>	<b>LINE ITEM NUMBER</b>  _____ OF _____ ITEMS				
<b>GENERAL ACCEPTANCE DATA</b>		<b>DETAILS ON ITEM ACCEPTED</b>				
<p><b>A1 SAME SUPPLIER/DEALER AS IN DISBURSEMENT VOUCHER?</b> (Encircle choice.)</p> <p>1 Yes      2 No</p> <p><b>A1N</b> If No, write the name of supplier/dealer in Inspection and Acceptance Report:</p> <p>_____</p> <p><b>A2 SAME PURCHASE ORDER NUMBER AND DATE?</b> (Encircle choice.)</p> <p>1 Yes      2 No</p> <p><b>A2N</b> If No, write the purchase order number and date in Inspection and Acceptance Report:</p>	<p><b>A9 IS THE ITEM DESCRIBED AS "SAME AS SPECIFIED IN PURCHASE ORDER?"</b> (Encircle choice.)</p> <p>1 Yes      2 No</p> <p>If Yes, skip to A11.</p> <p><b>A10 SAME ITEM DESCRIPTION AS IN PURCHASE ORDER?</b> (Encircle choice.)</p> <p>1 Yes      2 No</p> <p><b>A10N</b> If No, write the item description in Inspection and Acceptance Report:</p> <p>_____</p> <p>_____</p> <p>_____</p>					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>PURCHASE ORDER NUMBER</b> (1)</td> <td style="width: 50%;"><b>DATE</b> (2)</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>	<b>PURCHASE ORDER NUMBER</b> (1)	<b>DATE</b> (2)				<p><b>A11 UNIT</b> _____</p>
<b>PURCHASE ORDER NUMBER</b> (1)	<b>DATE</b> (2)					



<p><b>A3 SAME INVOICE NUMBER AND DATE?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>A3N</b> If No, write the invoice number and date in Inspection and Acceptance Report:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%; text-align: center;"><b>INVOICE NUMBER</b> (1)</td> <td style="width: 50%; text-align: center;"><b>DATE</b> (2)</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table> <p><b>A4 REQUISITIONER</b> _____</p> <p><b>A5 DATE ITEM WAS RECEIVED AT PROPERTY SECTION</b>      ____/____/____</p> <p><b>A6 WITH SIGNATURE OF PROPERTY OFFICER?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>A7 NATURE OF ACCEPTANCE</b> (Encircle choice.)</p> <p style="text-align: center;">1 Complete      2 Partial</p> <p><b>A8 WITH STAMP OF INSPECTION AND ACCEPTANCE?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>A8Y</b> If Yes, write the name of signatory and date of stamp:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%; text-align: center;"><b>SIGNATORY</b> (1)</td> <td style="width: 50%; text-align: center;"><b>DATE</b> (2)</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>	<b>INVOICE NUMBER</b> (1)	<b>DATE</b> (2)			<b>SIGNATORY</b> (1)	<b>DATE</b> (2)			<p><b>A12 SAME QUANTITY AS IN PURCHASE ORDER?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>A12N</b> If No, write the quantity in Inspection and Acceptance Report:</p> <p>_____</p> <p><b>A13 SAME UNIT COST AS IN PURCHASE ORDER?</b> (Encircle choice.)</p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>A13N</b> If No, write the unit cost in Inspection and Acceptance Report:</p> <p>_____</p> <p><b>A14 AMOUNT</b> _____</p> <div style="background-color: #cccccc; padding: 2px;"><b>REMARKS/OBSERVATIONS</b></div> <div style="border: 1px solid black; height: 150px; margin-top: 5px;"></div>
<b>INVOICE NUMBER</b> (1)	<b>DATE</b> (2)								
<b>SIGNATORY</b> (1)	<b>DATE</b> (2)								

<p><b>IDENTIFICATION NUMBER</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> </tr> </table>					<p><b>DEEM TOOL PROJECT ABSTRACT OF CANVASS INFORMATION</b></p>	<p><b>COUNT OF LINE ITEMS:</b></p> <p>_____</p>



**GENERAL CANVASS DATA**

<p><b>N1 ABSTRACT OF CANVASS DATE</b> _____ / _____ / _____ (MM/DD/YYYY)</p> <p><b>N2 MODE OF PROCUREMENT</b> _____</p> <p><b>N3 DATE OF AWARD RECOMMENDATION</b> _____ / _____ / _____ (MM/DD/YYYY)</p> <p><b>N4 HOW MANY WERE INVITED?</b> _____</p> <p><b>N5 HOW MANY PARTICIPATED?</b> _____</p> <p><b>N6 HOW MANY MEMBERS DOES THE BAC HAVE?</b> _____</p> <p><b>N7 HOW MANY MEMBERS SIGNED?</b> _____</p>	<p><b>N8 ARE THERE MISSING SIGNATURES OF MEMBERS DESIGNATED TO SIGN?</b></p> <p style="text-align: center;">1 Yes      2 No</p> <p><b>N8Y</b> If Yes, write name(s) and BAC designation(s) of missing signature(s):</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">MEMBER (1)</th> <th style="width: 50%;">DESIGNATION (2)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	MEMBER (1)	DESIGNATION (2)																		
MEMBER (1)	DESIGNATION (2)																				

**DETAILS OF CANVASS**

LINE ITEM NUMBER	ITEM DESCRIPTION	QUANTITY (# and units)	SUPPLIER/ DEALER	UNIT PRICE (Php/unit)	AWARDED TO
(1)	(2)	(3)	(4)	(5)	(6)



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**GENERAL BIDDING DATA**



<p><b>B1 ABSTRACT OF BIDS</b> DATE (MM/DD/YYYY)    ___/___/___</p> <p><b>B2 DATE OF BIDDING</b>    ___/___/___</p> <p><b>B3 MODE OF PROCUREMENT</b>    _____</p> <p><b>B4 DATE OF AWARD RECOMMENDATION</b> (MM/DD/YYYY)    ___/___/___</p> <p><b>B5 HOW MANY WERE INVITED?</b>    _____</p> <p><b>B6 HOW MANY PARTICIPATED?</b>    _____</p> <p><b>B7 HOW MANY MEMBERS DOES THE BAC HAVE?</b>    _____</p> <p><b>B8 IS THERE AN INVITED OBSERVER?</b> (Encircle choice.) 1 Yes                      2 No</p>	<p><b>B9 HOW MANY MEMBERS SIGNED?</b>    _____</p> <p><b>B10 ARE THERE MISSING SIGNATURES OF MEMBERS DESIGNATED TO SIGN?</b> (Encircle choice.) 1 Yes                      2 No</p> <p><b>B10Y If Yes, write name(s) and BAC designation(s) of missing signature(s):</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">MEMBER (1)</th> <th style="width: 50%;">DESIGNATION (2)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	MEMBER (1)	DESIGNATION (2)																				
MEMBER (1)	DESIGNATION (2)																						

<b>DETAILS OF BIDS</b>					
LINE ITEM NUMBER	ITEM DESCRIPTION	QUANTITY (# and units)	SUPPLIER/ DEALER	UNIT PRICE (Php/unit)	AWARDED TO
(1)	(2)	(3)	(4)	(5)	(6)



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<b>IDENTIFICATION NUMBER</b> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<b>DEEM TOOL PROJECT INFORMATION FROM OTHER DOCUMENTS</b>	<b>LINE ITEM NUMBER</b> _____ OF _____ ITEMS
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<b>CONTRACT</b>	<b>MEMORANDUM OF RECEIPT</b>
<b>E1 CONTRACT DATE</b> ___/___/___ (MM/DD/YYYY)	<b>E6 DATE OF MEMORANDUM OF RECEIPT</b> ___/___/___
<b>ANNUAL PROCUREMENT PLAN</b>	<b>E7 NAME OF PERSON</b>



<p><b>E2 IS THE ITEM INCLUDED IN THE 2005 ANNUAL PROCUREMENT PLAN?</b> (Encircle choice.)</p> <p>1 Yes      2 No</p>	<p><b>FROM WHOM THE ITEM WAS RECEIVED</b> _____</p> <p><b>E8 POSITION OF PERSON FROM WHOM THE ITEM WAS RECEIVED</b> _____</p>
<p><b>BAC SECRETARIAT MINUTES</b></p>	<p><b>E9 UNIT WHERE PROPERTY ITEM IS LOCATED</b> _____</p>
<p><b>E3 NUMBER OF BIDDINGS CONDUCTED</b> _____</p>	<p><b>E10 DESCRIPTION OF ITEM:</b></p> <p>_____</p> <p>_____</p> <p>_____</p>
<p><b>E4 NUMBER OF FAILED BIDDINGS</b> _____</p>	
<p><b>E5 DATE OF BIDDING</b> ____/____/____</p>	
<p><b>FUNCTION OF THE UNIT</b></p>	<p><b>E11 QUANTITY</b> _____</p>
	<p><b>E12 UNIT</b> _____</p>
	<p><b>E13 DATE ACQUIRED</b> ____/____/____</p>
	<p><b>E14 PROPERTY NUMBER</b> _____</p>
	<p><b>E15 CLASS NUMBER</b> _____</p>
	<p><b>E16 UNIT PRICE</b> _____</p>
	<p><b>E17 AMOUNT</b> _____</p>
	<p><b>E18 NAME OF ACCOUNTABLE PERSON</b> _____</p>
<p><b>REMARKS/OBSERVATIONS</b></p>	<p><b>E19 POSITION OF ACCOUNTABLE PERSON</b> _____</p>