



October 19, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR-MIMAROPA Region
1515 L&S Bldg., Roxas Blvd.
Ermita, Manila

THRU : The Chief, Finance Division

FROM : The Provincial Environment and Natural
Resources Officer
Sta. Monica, Puerto Princesa City

SUBJECT : **REQUEST FOR APPROVAL ON THE MODIFICATION/
CHANGE OF OBJECT EXPENDITURE WITHIN
ALLOTMENT CLASS – CAPITAL OUTLAY**

This has reference with the procurement of one (1) unit Single Phase Distribution Transformer intended for CENRO Puerto Princesa. A Sub-Allotment Advice amounting to One Hundred Twenty Five Thousand Pesos (Php 125,000.00) was downloaded last July 13, 2022 per SAA No. CO-R4B-101-2022-07-697.

Last April 2022, the supply of electricity of CENRO PPC was unstable until it lost its power line and as an option, they used the generator set for over a month. Upon consultation and inspection of PALECO, the electric provider here in Palawan, it is inefficient to repair or restore the old Transformer so they recommended to replace it with a brand new one to ensure efficient power supply of the office. Hence the request for funding for the procurement of a brand new 50 KVA Transformer has been made.

Since the need was urgent and important, and cannot wait until the approval of their request for funding, CENRO PPC decided to use the funds intended for the repair and maintenance of the motor vehicle detailed in their office.

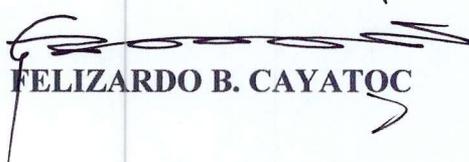
In view of this, may we respectfully request that the allotment downloaded for the procurement of a brand new Transformer be modified and used for the replacement of a new Engine for the motor vehicle/pick-up, Ford Ranger Trekker 2.5L 4x2.

Attached herewith are copies of the following supporting documents:

- Justification from CENRO PPC
- Approved Purchase Request
- Initial Canvass from 3 bona fide Suppliers

For consideration and approval.

DENR-PALAWAN
PENRO-RECORDS
RELEASED
By _____
Date: 24 OCT 2022 ^{GM/val} 22-2054


FELIZARDO B. CAYATOC



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
Email address: cenropuertoprincesa@denr.gov.ph

DENR DENRO
PALANAN RECORDS
RECEIVED
BY: *[Signature]*
09-20-2022

September 20., 2022

JUSTIFICATION

The CENRO Puerto Princesa lost its power line connection for over a month due to loose at the secondary bushing of the old distribution transformer as indicated in the Test Report and needed for servicing/baking. However, upon consultation, only 70-80% capacity might be restored after baking and may not be able to sustain the load capacity (present and additional) of the office. We requested for the urgent replacement/procurement of a brand new 50 kVA distribution transformer to ensure efficient power supply and can cater additional load in the office.

Since the funds were not available at that time, the office used the funds for the repair and maintenance of vehicle to address the urgency of the matter.

Thus, the allotment for the procurement of a brand new single phase distribution transformer is requested to be used for the purpose of repair and maintenance of vehicle as replacement for the fund used.

[Signature]
PEDRO A. VELASCO
[Signature]

DENR MIMAROPA REGION
CENRO PUERTO PRINCESA
RECEIVED
NO: 3847
DATE: 9-20-22
BY: *[Signature]*

CLD RDT

PURCHASE REQUEST

DENR- PENRO, PALAWAN

(Agency)

Department : DENR
Section : Penro

PR No. 2022-09-057
SAI No.: _____

Date 20-Sep-22
Date _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	unit	Engine for Ford Ranger Trekker 2.5L 4x2 2010 Model	1		

PURPOSE: *Replacement of defective motor vehicle engine-Ford Ranger Trekker pick-up w/ plate no. SKC-482 detailed at CENRO PPC.*

Requested by:

Approved by:

Signature

Name

Position

PEDRO A. VELASCO

DMO IV/OIC CENR Officer, CENRO PPC

FELIZARDO B. CAYATOC

PENRO

Republic of the Philippines
 Department of Environment and Natural Resources
REGION IV

Sept. 20, 2022

Date

ZDP AUTO PARTS TRADING
BRGY. SAN MIGUEL, PPC

Sir/Madam:

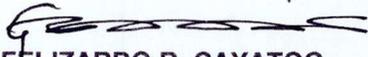
Please quote your lowest price inclusive of tax on the items stated and submit this quotation to us with your signature:

Item No.	QTY.	Unit	ITEM DESCRIPTION	UNIT PRICE	TOTAL
1	1	unit	ENGINE FOR FORD RANGER TREKKER 2.5L 4X2 model 2010	125.00	125.00
			(replacement of defective engine of Ford Ranger Trekker detailed at CENRO PPC)		

Many Thanks,

Sir,

In compliance with the above request for quotation, I / We propose to furnish and deliver in conformity with specifications of the articles on which I / We quoted.

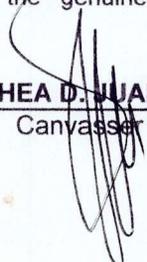

FELIZARDO B. CAYATOC
 PENRO

ZDP AUTO PARTS TRADING
 (DEALER)
 Address: National Highway
 Brgy. Telephone No. Puerto Princesa City
 CP # 09274558300 / 09278535382

TO WHOM IT MAY CONCERN:

I HEREBY CERTIFY that the prices herein are true and correct and above is the genuine signature of the dealer / or his representative.

Sept. 21, 2022
 Date


RHEA D. JUAB
 Canvasser

