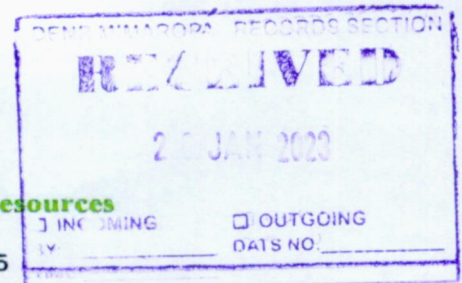




Republic of the Philippines  
**Department of Environment and Natural Resources**  
Visayas Avenue, Diliman, Quezon City  
Tel Nos. 929-6626 to 29; 929-6633 to 35  
926-7041 to 43; 929-6252; 929-1669  
Website: <http://www.denr.gov.ph> / E-mail: [web@denrgov.ph](mailto:web@denrgov.ph)



**MEMORANDUM**

FOR : **The Regional Executive Director**  
DENR MIMAROPA  
Roxas Blvd., Manila

FROM : **The Director**  
Financial and Management Service

SUBJECT : **REPLY DOCUMENT ISSUED BY THE DEPARTMENT OF BUDGET AND MANAGEMENT (DBM) PER DMS REFERENCE NO. 2022-BE-0165426-E DATED 10 JANUARY 2023**

DATE : 13 January 2023

This refers to your memorandum dated 18 November 2022 regarding the request for the issuance of an Authority to Purchase Motor Vehicle (APMV) amounting to **Two Million Pesos (P2,000,000.00)** for the procurement of one (1) unit Passenger Van and two (2) units Motorcycle.

The Department of Budget and Management (DBM) in their Reply Document dated 10 January 2023 with DMS Reference No. 2022-BE-0165426-E, requested the submission of the following additional documents:

1. FAR Nos. 1 and 1-A as of December 31, 2022; and
2. Updated Motor Vehicle Inventory and Re-fleeting Program.

For your information and compliance.

  
**ANGELITO V. FONTANILLA**





Republic of the Philippines  
Department of Environment and Natural Resources  
**MIMAROPA Region**

**MEMORANDUM FOR THE SECRETARY**

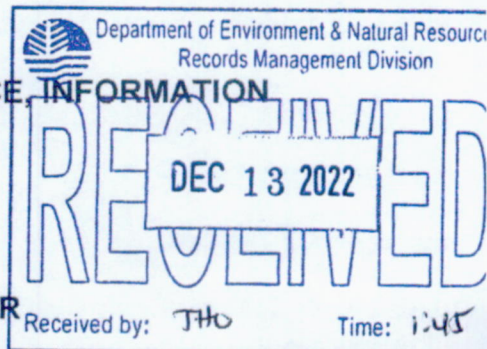
THRU : THE UNDERSECRETARY FOR FINANCE, INFORMATION AND CLIMATE CHANGE

ATT'N : THE DIRECTOR  
Financial and Management Services

FROM : THE REGIONAL EXECUTIVE DIRECTOR

SUBJECT : REQUEST FOR AUTHORITY TO PROCURE MOTOR VEHICLE (APMV)

DATE : NOV 18 2022



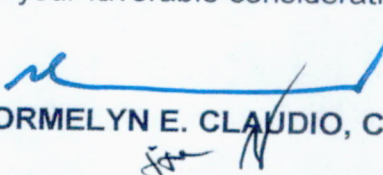
This pertains to DENR MIMAROPA Regional Office's collected realized savings from the procurement of Ground Penetrating Radar (GPR) and two Motor Vehicle (Van and Pick-up) amounting to Two Million Nine Hundred Fifty-One Thousand One Hundred Ninety-Four Pesos (Php2,951,194.00) to which Two Million Pesos (Php2,000,000.00) will be allocated to procure a Passenger Van and two (2) Motorcycles.

With regard to the above-mentioned, we would like to request authority to purchase the passenger van and two motorcycles for the use of the Regional Office. The said vehicles will be used specifically for General Dispatch purposes of the Office.

Attached for your ready reference and subsequent endorsement to the Department of Budget and Management are the following:

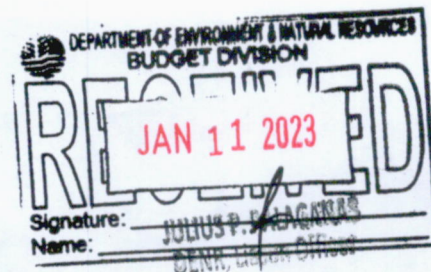
1. Justification for the purchase of motor vehicles;
2. Specifications, cost, and deployment of motor vehicle to be procured;
3. Approved/ signed FY 2022 Annual Procurement Plan, showing the corresponding P/A/P UACS Code;
4. Certificate of Availability of Funds;
5. Motor Vehicle Inventory and Re-fleeting program (Annex D); and
6. Certification of No service vehicle for disposal.

For your favorable consideration, please.

  
**LORMELYN E. CLAUDIO, CESO IV**







REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA  
REPLY DOCUMENT

DMS Reference No: 2022-BE-0165426-E

Date: 01/10/2023  
Client Agency: DENR-OSEC-RO IVB-Proper  
Address: Visayas Avenue, Diliman, Quezon City

Dear Sir/Madam:

This pertains to the request submitted to this Office dated 12/23/2022 which was received on 12/29/2022.

☒ **REQUIRE ADDITIONAL SUPPORTING DOCUMENTS**

In order for us to proceed with the processing of the request, may we request for submission of the following additional documents (attach additional list if necessary):

- Revised endorsement and details of request in case the actual requirement is a passenger van (*we have noted that the submitted quotations was for passenger van, which was different from the requested vehicle (van) per endorsement letter*);
- FAR Nos. 1 and 1-A as of December 31, 2022; and
- Updated Motor Vehicle Inventory and Re-fleeting Program.

Please indicate the DMS Reference Number in the cover page/transmittal sheet and submit the same to our BMB-E not later than \_\_\_\_\_.

☐ **RETURN THE DOCUMENTS TO CLIENT AGENCY CONCERNED**

☐ **COMPLETE** ☐ **PARTIAL** No of Pages: \_\_\_\_\_

Based on our review, it is necessary to return the documents you have submitted due to the following reason:

☐ **Deficiency In The Document Submitted**

Specifics (attach additional documents if necessary):

☐ **Withdrawal of Request** Reference: \_\_\_\_\_

Thank you,

GEMMA G. MAGNUS, Acting Director, BMB-E

Head of Bureau/Service/Office

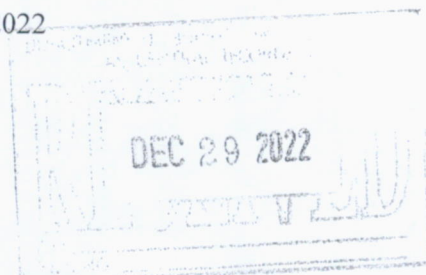


Republic of the Philippines  
Department of Environment and Natural Resources  
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Website: <http://www.denr.gov.ph> / E-mail: [web@denrgov.ph](mailto:web@denrgov.ph)

December 23, 2022

HON. AMENAH F. PANGANDAMAN  
Secretary  
Department of Budget and Management  
General Solano St., San Miguel, Manila

Attention: MS. GEMMA G. ILAGAN  
Officer-in-Charge, Budget and Management Bureau - E



Dear Secretary Pangandaman:

This refers to the memorandum of the Regional Executive Director, DENR MIMAROPA Region dated November 18, 2022, requesting for the Authority to Purchase Motor Vehicle for FY 2022.

Under the FY 2022 General Appropriations Act (R.A. 11639), P/A/P: Operations Against Illegal Environment and Natural Resources Activities, DENR MIMAROPA – Regional Office was able to generate savings from the procurement of Ground Penetrating Radar (GPR) amounting to **Two Million Nine Hundred Fifty-One Thousand One Hundred Ninety-Four Pesos (P2,951,194.00)**. The said amount is requested to be utilized to procure Motor vehicles (Van and Pick-up) amounting to **Two Million Pesos (P2,000,000.00)**.

In accordance with Section 7 of the Department of Budget and Management (DBM) Budget Circular (BC) No. 2022-1 dated February 11, 2022 – *Omnibus Guidelines on the Acquisition, Use, Rental, and Replacement of Government Vehicles*, we are endorsing the request of MIMAROPA for Authority to Purchase Motor Vehicle to wit:

Type of Vehicle	Qty.	Specifications	Est. Unit Cost (Gov't. Price)	Total Cost	Deployment
Van	1	Engine displacement not exceeding 2500 cc for gasoline or 2800 cc for diesel; or AFV	P1,800,000.00	P1,800,000.00	DENR MIMAROPA Regional Office
Motorcycle	2	Air-cooled 4 stroke single overhead cams, 125 cc, fuel injected, v belt automatic	P200,000.00	P200,000.00	DENR MIMAROPA Regional Office
TOTAL				P2,000,000.00	



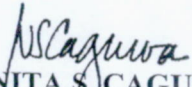
Attached are the following documents to support the request:

- a. Memorandum Request of the Regional Executive Director, DENR – MIMAROPA;
- b. Justification for the purchase of Motor Vehicle;
- c. Certification of Fund Source and Availability;
- d. List specifying the Quantity, Specifications, Cost, and Deployment of the Motor Vehicles;
- e. Motor Vehicle Inventory and Re-fleeting Program (Annex D);
- f. Approved/Signed FY 2022 Annual Procurement Plan (APP);
- g. Inventory and Inspection of Unserviceable Property (Annex E); and
- h. Motor Vehicle Canvass/Price Quotation;

Your favorable action on this matter is highly appreciated.

Thank you.

Very truly yours,

  
**NONITA S. CAGUIOA**  
Assistant Secretary for Finance  
Information Systems and Mining Concerns

Copy furnished:

The Regional Executive Director, DENR – MIMAROPA



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

JUN 15 2022

**ACTING SECRETARY JIM O. SAMPULNA**  
Department of Environment and Natural Resources (DENR)  
Visayas Avenue, Diliman, Quezon City

**APMV No. E-22-036**

ORIGINAL RECEIVED	
BY _____	(SIGNATURE OVERPRINTED NAME)
DESIGNATION _____	
OFFICE _____	JULIUS P. PALAGANAS
DATE _____	DENR. Liaison Officer

**AUTHORITY TO PURCHASE MOTOR VEHICLE/S**

Qty.	Type	Intended Use and/or User, and Specifications	Cost
1	Passenger van	<u>Use and/or User:</u> For the transport of personnel, equipment, supplies, products and materials, specifically for general urban use where road conditions are generally good  <u>Deployment:</u> DENR-OSEC-Regional Office (RO) IVB-Proper • Finance Division  <u>Specifications:</u> Engine displacement not exceeding 2500 cc for gasoline or 3000 cc for diesel; or alternative fuel vehicle (AFV)	P 1,900,000.00
1	Pick-up	<u>Use and/or User:</u> For the transport of personnel, equipment, supplies, products and materials, specifically for heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain  <u>Deployment:</u> DENR-OSEC-RO IVB-Proper • Planning and Management Division  <u>Specifications:</u> Engine displacement not exceeding 2500 cc for gasoline or 3000 cc for diesel; or AFV	1,900,000.00
2	<b>TOTAL</b>		<b>P 3,800,000.00</b>
<b>TOTAL AMOUNT IN WORDS</b>		: **THREE MILLION EIGHT HUNDRED THOUSAND PESOS ONLY**	
<b>FUNDING SOURCE</b>		: FY 2022 General Appropriations Act, Republic Act No. 11639	

**CONDITIONS:**

1. The motor vehicle/s shall be used only for official purpose, the intended use and/or by the intended user, for which the motor vehicle/s was requested as herein authorized. The acquisition/purchase of subject motor vehicle/s shall be in accordance with the



provisions of the Omnibus Guidelines on the Acquisition, Use, Rental, and Replacement of Motor Vehicles. Further, the classification/s and specifications of subject motor vehicle/s shall be consistent with the provisions of Annex A of the guidelines.

2. Moreover, it is understood that the acquisition of said motor vehicle/s shall be in accordance with the Republic Act No. 9184 (*Government Procurement Reform Act*) and its Implementing Rules and Regulations, as well as subject to the usual budgeting, accounting, auditing, and other applicable laws, rules and regulations.
3. The purchase of motor vehicle/s shall in no case be used as justification to request for additional driver positions.

**APPROVED:**

  
**TINA ROSE MARIE L. CANDA**  
Officer-in-Charge

ORIGINAL RECEIVED	
BY _____	(SIGNATURE OVERPRINTED NAME)
DESIGNATION _____	JULIUS P. PALAGANAS
OFFICE _____	DENR, Visayan Office
DATE _____	6/14/22

cc: **DENR Undersecretary Analiza Rebuelta-Teh**  
Finance, Information Systems and Climate Change

**Regional Executive Director Lormelyn E. Claudio**  
DENR-Regional Office IVB