



Mindoro State University

Victoria, Oriental Mindoro 5205 Philippines

E-mail: mnsctmainop@gmail.com

Website: www.minscat.edu.ph

Phone: +63 977 846 72 28

August 27, 2021

AO25 SECRETARIAT

Development Academy of the Philippines (DAP)
Ortigas Center, San Miguel Avenue
Pasig City

Dear Sir/Madam:

Greetings!

As per requirement to the grant of FY 2021 Performance-Based Bonus (PBB) on the submission of Annual Procurement Plan– Common – Use Supplies and Equipment (APP-CSE), we would like to respectfully inform you that our university did not avail/purchase the supplies and equipment in the Department of Budget and Management – Procurement Service (DBM-PS). This is because it will entail the University's higher expenditure for transportation/shipment due to its geographical location.

May this merit your most positive response and consideration.

Thank you very much and God bless!

Very truly yours,


MARY ANN M. HERNANDEZ
Director for Planning, Monitoring and Evaluation
PBB Alternate Focal Person

Noted by:


JOELENE C. LEYNES
Vice President for Administration and Finance
PBB Focal Person