PURCHASE REQUISITION

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Refer to Purchase Requisition Guidelines for Instructions before filling-up form

TO	BUYER	WANTED IN FIELD	DATE REQUISITIONED	REQUISITION NUMBER
PURCHASING		MONTH/DAY/YEAR 05/30/2026	MONTH/DAY/YEAR 04/06/2026	BDD-2026-01 (for TRANSPORT PROC)

CHARGE ACCOUNT CODE (XX-XXX-XXXX-XXX)	APP'N NUMBER	METHOD OF SHIPMENT	SHIP TO / SHIPPING MARKS / SPECIAL INSTRUCTION
REQUISITIONING COMPANY/CODE		☐ LAND ☐ OCEAN ☐ AIR	SPI Calaca Terminal, Calaca Industrial Seaport Corporation, Calaca, Batangas

REQUISITION TYPE

☐ REGULAR ☐ CONFIRMING PR ☐ BPO WITHDRAWAL
☐ REVISION MEMO ☐ INITIATING PR FOR BPO BPO NUMBER _____

EMERGENCY LPR - TO BE FILLED BY PURCHASING ONLY

RELAYED BY	RECEIVED BY	DATE / TIME RECEIVED	TIME WANTED IN FIELD

REASON FOR EMERGENCY PURCHASE	WAIVER OF USUAL BIDDING PROCEDURE
The procurement of LPG is directly mandated by Executive Order No. 110 and the DOE-PNOC Memorandum of Agreement to secure the national energy supply against imminent disruptions caused by the Middle East conflict.	APPROVED BY (Purchasing Manager)

ITEMS REQUESTED FOR PURCHASE *(PROVIDE THREE SPACES BETWEEN ITEMS)*

ITEM NO.	COMMODITY CODE	UM	DESCRIPTION	QUANTITY
1		MT	Liquefied Petroleum Gas LPG Ratio: 30-50% Propane(Max.) & 70-50% Butane(Max.) Delivery Location: SPI Calaca, Batangas LPG Quality: LPG non-motor fuel Philippine National Standard PNS/DOE 005:2016, ICS 75.160.30 Delivery window: May 20-31, 2026 Volume: 22,000 MT (Max.) Incoterms: Cost, Insurance, Freight (CIF) Terms: Spot Purchase Supplier Requirements: Accomplished PNOC KYC Form Legally, Technically & Financially Capable Supplier Evaluation as per Emergency Procurement Guidelines: Experience Reputation History of Performance Consistency in Delivery & Service ABC : Php 4,000,000,000.00 APP Inclusion	22,000

PROCUREMENT MANAGEMENT DIVISION
PHILIPPINE NATIONAL OIL CO.
RECEIVED
APR 07 2026
BY: _____ TIME: 2:43pm

PRINT NAME AND SIGN

REQUESTED BY	APPROVED BY	NAME/EMPLOYEE NUMBER	NAME/EMPLOYEE NUMBER
Jose Rodolfo S. Quinto	▶	**SVP G. M. Barleta**	**PCEO M. C. S. C. CABARABAN**

PURCHASING SERVICES