BP-A101.041_Request for Purchase (Delivery Order)

BP-A101.041
DEC 94

REQUEST FOR PURCHASE (Delivery Order)

U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF PRISONS

TO BE COMPLETED BY REQUESTING STAFF

INSTITUTION / FACILITY : _____ Requisitioning Office No. _____ Page _____ of _____

Item No.	GSA / Other Stock No.	Description	QTY	Unit	Unit Price	Total
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
					Total	$0.00

Source Name:	(1)	(2)	(3)
Street			
City, State, Zip Code			
Contact Name/Phone #			

Price Quotes	Item 1	Item 2	Item 3	Item 4	Item 1	Item 2	Item 3	Item 4	Item 1	Item 2	Item 3	Item 4

APPR	BA	CC	PMS	PROJ	SUBOBJECT	Date Required	Deliver To	Requested By
						Approved/Cost Center Manager		Date

PLEASE DO NOT WRITE BELOW THIS LINE
TO BE COMPLETED BY FINANCIAL MANAGEMENT PERSONNEL

VENDOR / ADDRESS:

CONTACT NAME/ TELEPHONE:

SUPPLIES ONLY: Excess and rehabilitated sources have been screened and the property is not available from these sources.

INVENTORY MANAGEMENT SPECIALIST DATE

IG	PO NUMBER	DESG	RECYCLE	STORES INDICATOR

Payment Terms

Ship Via

FOB (Check one) ☐ Origin ☐ Destination

QUOTE SOURCE (Check one) ☐ Telephone ☐ Catalog ☐ Price List

☐ FSS ☐ IFB ☐ RFP ☐ RFQ No. _____

FUNDS AVAILABLE BY :	Date	FUND CONTROL #
CONTRACTING OFFICER	Date	RP #

WARNING! AMMUNITION / WEAPONS/HAZARDOUS MATERIAL FOR PENAL INSTITUTION - DELIVER TO ARMORY OFFICER/ SPECIFIED STAFF ONLY

Record Copy - Procurement; Copy - CC Manager; Copy - Accounting; Copy - Warehouse; Copy - Regional Contracts Staff

(This form may be replicated via WP)

Replaces BP-101 of Oct 82 and BP-S101(41) of Nov 93