PROCUREMENT REQUEST

Competency Code:	Requestor:

Requestor Phone:	Requestor Bldg.:	Requestor Room:

Anticipated Procurement Methods:

Purchase Card [ ] NSN [ ] FSS [ ]

Approvals:

Department Head Signature: _____ Date: _____

Ship To:

*****See page 2 for Procurement Request Order Line Items*****

PROCUREMENT REQUEST ORDER LINE ITEMS
NAVAIR 4400/1 (Rev. 10/01)

CATALOG REFERENCE NAME/GSA SCHEDULE NUMBER: DATE:

****** LINE ITEM DESCRIPTION ******

PART NUMBER	NOMENCLATURE (Complete description required.)	MANUFACTURER	QTY	PRICE EACH	PRICE EXT
SPECS/REMARKS:					
SPECS/REMARKS:					
SPECS/REMARKS:					
SPECS/REMARKS:					
SPECS/REMARKS:					
				DOCUMENT TOTAL $	
INTENDED USE OF THIS ITEM/SERVICE:					
PREVIOUS BUY FOR SAME OR SIMILAR ITEM/SERVICE DOCUMENT NUMBER:				**PREVIOUS P.O. #:**	