

January 14, 2022

**RODULFO M. SANTOS, CESO II**  
Procurement Management Service  
Assistant Secretary and Concurrent Head  
DSWD Central Office, IBP Road, Constitution Hills,  
Quezon City, Philippines

Dear **Mr. Santos**:

Greetings of Peace!

This pertains to Memorandum issued with DRN: PMS-A-COMM-21-12-212419-S re: Submission of Procurement Monitoring Report (PMR) for Second Semester of CY 2021, reminding the Field Offices to submit and post the reports on or before January 14, 2021 at the Transparency Seal and Field Office Website.

In compliance thereto, this is to certify the submission of procurement requirements of Department of Social Welfare and Development Field Office 12 through electronic mail and posting to Transparency Seal and Field Office 12 website a copy of the 2nd Semester CY 2021 Procurement Monitoring Report.

Rest assured that this office shall adhere to the submission of the Procurement Related Reports as required by the RA 9184 and its Revised Implementing Rules and Regulations.

Sincerely,

**(Sgd.) RESTITUTO B. MACUTO**  
Head of the Procuring Entity