

PURCHASE REQUEST AND COMMITMENT For use of this form, see DFAS-IN 37-1; the proponent agency is ASA(FM&C).			1. PURCHASE INSTRUMENT NO.	2. REQUISITION NO.	3. DATE	PAGE OF PAGES							
4. TO:			5. THRU:		6. FROM:								
It is requested that the supplies and services enumerated below or on attached list be													
7. PURCHASED FOR				8. DELIVERED TO		9. NOT LATER THAN (Date)							
The supplies and services listed below cannot be secured through normal supply channels or other Army supply sources in the immediate vicinity, and their procurement will not violate existing regulations pertaining to local purchases for stock, therefore, local procurement is necessary for the following reason: <i>(Check appropriate box and complete item.)</i>					10. NAME OF PERSON TO CALL FOR ADDITIONAL INFORMATION		11. TELEPHONE NUMBER						
<input type="checkbox"/> 12. LOCAL PURCHASES AUTHORIZED AS THE NORMAL MEANS OF SUPPLY FOR THE FOREGOING BY		<input type="checkbox"/> 13. REQUISITIONING DISCLOSES NONAVAILABILITY OF ITEMS AND LOCAL PURCHASE IS AUTHORIZED BY		FUND CERTIFICATION									
EMERGENCY SITUATION PRECLUDES USE OF REQUISITION CHANNELS FOR SECURING ITEM					The supplies and services listed on this request are properly chargeable to the following allotments, the available balances of which are sufficient to cover the cost thereof, and funds have been committed.								
14. ITEM					15. DESCRIPTION OF SUPPLY OR SERVICES		16. QUANTITY	17. UNIT	18. ESTIMATED		19. ACCOUNTING CLASSIFICATION AND AMOUNT		
													UNIT PRICE <i>a</i>
										20. TYPED NAME AND TITLE OF CERTIFYING OFFICER		21. SIGNATURE	22. DATE
										23. DISCOUNT TERMS			
										24. PURCHASE ORDER NUMBER			
										25. THE FOREGOING ITEMS ARE REQUIRED NOT LATER THAN AS INDICATED ABOVE FOR THE FOLLOWING PURPOSE			
										26. DELIVERY REQUIREMENTS			
										ARE MORE THAN 7 DAYS REQUIRED TO INSPECT AND ACCEPT THE REQUESTED GOODS OR SERVICES YES <input type="checkbox"/> NO <input type="checkbox"/>			
										IF YES, NUMBER OF DAYS REQUIRED			
27. TYPED NAME AND GRADE OF INITIATING OFFICER			28. SIGNATURE		29. DATE		34. TYPED NAME AND GRADE OF APPROVING OFFICER OR DESIGNEE		35. SIGNATURE		36. DATE		
30. TELEPHONE NUMBER													
31. TYPED NAME AND GRADE OF SUPPLY OFFICER			32. SIGNATURE		33. DATE								

37. OBLIGATION RECORD								38. AMOUNT OF COMMITMENT \$									
DATE	REFERENCE NUMBER	OBLIGATED INCURRED			UNOBLIGATED BALANCE			REMARKS	DATE	REFERENCE NUMBER	OBLIGATED INCURRED			UNOBLIGATED BALANCE			REMARKS

39. PROCUREMENT DATA															
BIDDER NO.	Item						DISCOUNT DAYS				BUSINESS		DELIVERY TIME	DESTINATION FOB POINT	
	Qty														
	Unit						10	20	30	NI	Lg	Sm			