

# INSPECTION and DELIVERIES



# TOPICS OUTLINE

- Procedures on the Inspection of items to Suppliers Warehouse
- On-Site inspection to Suppliers Warehouse on the 3-month stocking level
- Warehouse and Logistics Tasks and Processes

# Pre-Delivery Inspection and Evaluation Process

## INSPECTION DIVISION

Conduct PDIE at Supplier's Warehouse

A

Passed Inspection?

No

Yes

Prepare ICAR

Rejection Notice

## SUPPLIER

1. Rectify Deficiency
2. Notify ID once items rejected have been rectified

A

Deliver Items to:

- PS Main Warehouse
- PS Hub/Region III Depots
- Client Agencies

B

## PS WALD

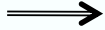
Order Supplier to Deliver Items

B

# PRE-INSPECTION OF THE ITEMS



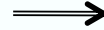
**Purchase  
Order**



**Inspect Items  
in Suppliers  
Warehouse**  
*(PS Inspector)*



**Generate and  
submit  
Suppliers  
DR/Invoice**  
*(Supplier)*



**Issues an  
Inspection  
Certification and  
Acceptance Report  
ICAR**  
*(Inspection Division)*

# DELIVERY, INSPECTION, AND ACCEPTANCE OF GOODS

DELIVERY OF GOODS TO PS WAREHOUSES



UNLOADING OF GOODS



RECEIVING OF GOODS



RANDOM SAMPLING



VISUAL INSPECTION



EVALUATION REPORT



TEST RESULTS EVALUATION



LABORATORY TEST / ANALYSIS



Government Accredited Testing Center (GATC)

PHYSICAL TEST



Specifications require Laboratory Test/Analysis

YES

ACCEPTANCE



LOADING OF GOODS



DISTRIBUTION OF GOODS TO CLIENT AGENCIES



RECEIVE/ACCEPT DELIVERY



Client Agencies

NO

REJECTION



LOADING OF GOODS



REJECTED GOODS FOR REPLACEMENT



# Warehousing and Delivery Functions:



# Monitoring of Purchase Order



- **Determine Withdrawals of Items:**
  - **Delivery to PS MAIN Warehouse**
  - **Direct Delivery to PS Client Agency/Depot**
- **Pre-Inspected Quantity**
- **Items Location**

# Process flow of Direct Delivery

## PS Client/Agency



Order Thru  
Virtual Store

## PS WALD



1. Identify items that are for direct delivery.
2. Request items for direct delivery and will indicate on request

- *Purchase Order*
- *Batch*
- *PDIER No.*
- *Contact Details of agency/depot*
- *Delivery Address*

3. **Generate Delivery Receipt**

## Supplier



Delivery items within  
the prescribed  
timeline



Return of documents  
2 days after the  
delivery of item to  
depot/agency



# **End of Presentation. Maraming Salamat Po**

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