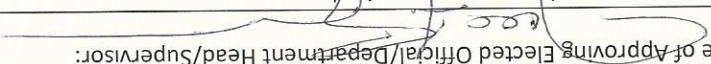


Hidalgo County Purchasing Department Purchasing Request Form



In order to assist the Purchasing Department in the procurement process, please complete this form with all the pertinent information and return to the Purchasing Department in person, via facsimile to (956) 318-2629 or 292-7612 or email to: darlene.betanacourt@co.hidalgo.tx.us or oscar.g.farza@co.hidalgo.tx.us (Requests will be processed on a first come, first basis)

Request Date:	06/11/2015		
Department:	Hidalgo County Constable Pct. 1		
Name of Approving Elected Official/Department Head/Supervisor:	Celestino Avila Jr.		
Point of Contact:	Joe F. Espinosa		
Contact Phone Number:	956-447-3775	Contact Fax Number:	956-447-8614
Contact E-Mail:	joe.espinosa@co.hidalgo.tx.us		
Budget Account Number:	5-1284-421-00-291-047-7-581		
Signature of Approving Elected Official/Department Head/Supervisor:			
Estimated Date Goods/Services are required:	90-120 days		
Goods/Services Description: (Please provide detailed information (specifications) of the Goods/Services being requested) use additional sheets if required.	White 2015 Chevrolet crew cab 4x4, convenience package, 4x4 on the fly, Special service package, Trailer tow package, Flex Fuel E85 Engine, rear vision camera, inop daytime running lights.		
FOR PURCHASING DEPARTMENT OFFICE USE: To be completed by the Purchasing Department			
Procurement Manager Notes:			
Assigned to Buyer:			
Date Assigned:			
Project Type:			
Project Number:			
Notified Department on:			
Special Instructions by Procurement Manager:			