



PURCHASE REQUEST

Dept./Office: **CVM**PR #: **GF-2021-08-00710**Date: **08-31-2021**Section/End-User: **Noel C. Bustillo**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **DVCS a.III.b.I 2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A4, S-20, 70 gsm	reams	15	253.00		3,795.00
2	Ready-Made Curtain (RMC), Cream color	pc	20	450.00		9,000.00

Specification:

Dimension: 60"x84"

Color: Cream/Beige

Fabric Material: Synthetic Fabric or any light material which allows air and light to pass through

Design: Plain, most importantly -- NO Flowers and Lace

TOTAL						12,795.00
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Purpose: office use

Checked by:

DOREEN B. ALBA

TWG - Office Supplies

Funds Available:

MYRNA S. PANCITO

HEAD, BUDGET OFFICE

Signature:

Printed Name:

NOEL C. BUSTILLO

Designation:

END USER

Noted by:

LOTIS M. BALALA**UNIT HEAD, PROJECT LEADER**

Approved by:

EDGARDO E. TULIN**PRESIDENT, VSU**