

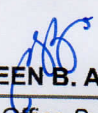
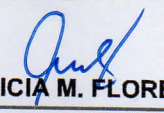
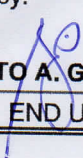
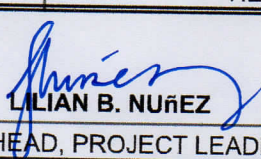
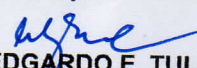


PURCHASE REQUEST

Dept./Office: **BIDANI**PR #: **GF-2021-09-01061**Date: **09-20-2021**Section/End-User: **Ernesto A. Gonzaga Jr.**Category: **Office Supplies**Funding Source: **General Fund - CO**Project Title/Code: **BIDANI**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Isopropyl, 70% solution, 500mL	btls	6	140.00		840.00
2	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	3	115.00		345.00
3	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	5	125.00		625.00
4	Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	box	5	30.00		150.00
5	Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	boxes	5	14.00		70.00
6	Disinfectant Spray, 170g	can	3	280.00		840.00
7	Duster, Feather	pcs	3	56.00		168.00
8	Envelope, Mailing, white, long, 500pcs/box	box	1	395.00		395.00
9	Folder, Sliding, Plastic, w/ binder, Long, transparent	pcs	20	10.00		200.00
10	Paper, Bond, A4, S-20, 70 gsm	reams	6	253.00		1,518.00
11	Pen, Permanent Marker, black, fine tip	pieces	2	60.00		120.00
12	Pen, Permanent Marker, blue, broad tip	pieces	2	60.00		120.00
13	Pen, Permanent Marker, blue, fine tip	pieces	2	60.00		120.00
14	Pen, Permanent Marker, green, broad tip	pieces	2	60.00		120.00
15	Pen, Permanent Marker, red, broad tip	pieces	2	60.00		120.00
16	Pen, Permanent Marker, red, fine tip	pieces	2	60.00		120.00
17	Pen, Highlighter, orange	pieces	3	46.00		138.00
18	Pen, Highlighter, yellow	pieces	3	45.00		135.00
19	Soap, Detergent, Liquid, 1 gal, any scent	gal	1	350.00		350.00
TOTAL						6,494.00

Purpose: office use

Checked by:  DOREEN B. ALBA TWG - Office Supplies		Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Requested by: 	Noted by: 	Approved by: 
Printed Name:	ERNESTO A. GONZAGA JR.	LILIAN B. NUÑEZ	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU