



## PURCHASE REQUEST

Dept./Office: **SPMO**PR #: **GF-2021-09-00909**Date: **09-09-2021**Section/End-User: **Doreen B. Alba**Category: **Office Furniture & Fixture**Funding Source: **General Fund - MOOE**Project Title/Code: **SPMO-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Steel Cabinet, 4 drawers, Dark Green</b>	pcs	1	8,500.00	DOREEN B. ALBA	8,500.00

**Specification:**

- at least 45.2x 62 x 133.1cm (LWH)
- Vertical
- preferably dark green color

	<b>TOTAL</b>					<b>8,500.00</b>
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Purpose: For office use.

Checked by: <div style="text-align: center;">   <b>NORMAN O. VILLAS</b> </div>		Funds Available: <div style="text-align: center;">   <b>ALICIA M. FLORES</b> </div>	
TWG - Office Furniture & Fixture		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	<b>DOREEN B. ALBA</b>	 <b>ALICIA M. FLORES</b>	 <b>EDGARDO E. TULIN</b>
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU