



PURCHASE REQUEST

Dept./Office: **OP**PR #: **GF-2021-06-00349**Date: **06-16-2021**Section/End-User: **Les Andre B. Pamaos**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **OP-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Philippine Flag, 3ft x 5ft size	pcs	10	800.00		8,000.00
Specification: Cotton or bridal satin cloth, with 2 brass metal ring or eyelet for mounting, sun and star are patched or sewn, heavy duty, good quality						
2	VSU Banner, 3ft x 4.5 ft	pcs	10	4,000.00		40,000.00
Specification: Bridal satin cloth, with 2 brass metal ring or eyelet for mounting, design are patched and sewn, good quality as per sample						
TOTAL						48,000.00
Purpose: office use						
Checked by: <div style="text-align: center;"> ALICIA M. FLORES TWG - Office Supplies </div>				Funds Available: <div style="text-align: center;"> MYRNA S. PANCITO HEAD, BUDGET OFFICE </div>		
Signature:	Requested by:	Noted by:	Approved by:			
Printed Name:	LES ANDRE B. PAMAOS	ALLEN GLENNIE P. LAMBERT	EDGARDO E. TULIN			
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU			