



PURCHASE REQUEST

Dept./Office: **DVCS**PR #: **GF-2021-10-01444**Date: **10-26-2021**Section/End-User: **Ana Marquiza M. Quilicot**Category: **Office Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **IAO-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Electric fan	pc	1	2,500.00	ANA MARQUIZA M. QUILICOT	2,500.00
Specification: <ul style="list-style-type: none"> Stand fan 16" metal blade Adjustable height three speed controller 						
2	Refrigerator - at least 3.5 cu. ft., Two-door Personal Refrigerator (Direct Cool), inverter	unit	1	10,000.00	ANA MARQUIZA M. QUILICOT	10,000.00
Specification: Refrigerator - at least 3.5 cu. ft., Two-door Personal Refrigerator (Direct Cool), inverter						
3	Water Dispenser, Cabinet type	pc	1	10,000.00	ANA MARQUIZA M. QUILICOT	10,000.00
Specification: ?Floor standing ?Hot and cold function ?plastic body,high efficiency compressor ?thermally protected						
TOTAL						22,500.00
Purpose: For Office use						
Checked by: NORMAN O. VILLAS TWG - Office Equipment				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	ANA MARQUIZA M. QUILICOT		ANA MARQUIZA M. QUILICOT		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	