



PURCHASE REQUEST

Dept./Office: **ODIE**PR #: **GF-2021-09-01106**Date: **09-24-2021**Section/End-User: **Rafael B. Vergara Jr.**Category: **Office Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **ODIE-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Stand Fan, banana type 18" banana blade	unit	2	1,500.00		3,000.00
	TOTAL					3,000.00

Purpose: Needed for the office.

Checked by: <div style="text-align: center;"> NORMAN O. VILLAS TWG - Office Equipment </div>		Funds Available: <div style="text-align: center;"> ALICIA M. FLORES HEAD, BUDGET OFFICE </div>	
Signature: Printed Name: Designation:	Requested by: <div style="text-align: center;"> RAFAEL B. VERGARA JR. END USER </div>	Noted by: <div style="text-align: center;"> MA. RACHEL KIM L. AURE UNIT HEAD, PROJECT LEADER </div>	Approved by: <div style="text-align: center;"> EDGARDO E. TULIN PRESIDENT, VSU </div>