



PURCHASE REQUEST

Dept./Office: **DARI**PR #: **GF-2021-08-00684**Date: **08-25-2021**Section/End-User: **Jo Jane D. Atok**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **ARICenter-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Empty Water Bottle (5 gallon), round, blue	pc	6	190.00		1,140.00
2	Trash bins (with color coded cover) 55L (blue)	piece	3	1,400.00		4,200.00
3	Trash bins (with color coded cover) 55L (green)	piece	3	1,400.00		4,200.00
4	Trash bins (with color coded cover) 55L (yellow)	piece	3	1,400.00		4,200.00
TOTAL						13,740.00

Purpose: For office and laboratory use.

Checked by: DOREEN B. ALBA TWG - Office Supplies		Funds Available: MYRNA S. PANCITO HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: JO JANE D. ATOK END USER	Noted by: MA. THERESA P. LORETO UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU