



PURCHASE REQUEST

Dept./Office: **PPO**PR #: **GF-2021-05-00276**Date: **05-31-2021**Section/End-User: **Mario C. Bantugan**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **Landscape Maintenance 2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Plastic bucket/utility can with cover	pcs	3	1,400.00		4,200.00
Specification: <ul style="list-style-type: none"> Capacity: 100L Size: 66 x 61 cm Color: Black or Green 						
TOTAL						4,200.00
Purpose: Landscape Maintenance						
Checked by: <div style="text-align: center;"> ALICIA M. FLORES </div>				Funds Available: <div style="text-align: center;"> MYRNA S. PANCITO </div>		
TWG - Office Supplies				HEAD, BUDGET OFFICE		
Signature: Printed Name: Designation:	Requested by:		Noted by:		Approved by:	
	 MARIO C. BANTUGAN END USER		 RODOLFO TROYO UNIT HEAD, PROJECT LEADER		 EDGARDO E. TULIN PRESIDENT, VSU	