



## PURCHASE REQUEST

Dept./Office: **CME**PR #: **TF-2021-06-00394**Date: **06-23-2021**Section/End-User: **Moises Neil V. Serio**Category: **Office Furniture & Fixture**Funding Source: **Trust Fund**Project Title/Code: **20201050-1.97**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pieces	2	11,000.00		22,000.00

**Specification:**

size of the product is W=46CM,L=62CM,H=133CM(1 inch=2.54CM),

37KG Pure steel product.

The steel thickness of the file cabinet is 0.7-1.2mm

4 Drawers steel vertical filing cabinet

<b>TOTAL</b>						<b>22,000.00</b>
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Purpose: For office use.

Checked by: <b>NORMAN O. VILLAS</b>		Funds Available: <b>ERLINDA S. ESGUERRA</b> HEAD, ACCOUNTING OFFICE	
TWG - Office Furniture & Fixture			
Signature:	Requested by: <b>MOISES NEIL V. SERIO</b>	Noted by: <b>MOISES NEIL V. SERIO</b>	Approved by: <b>EDGARDO E. TULIN</b>
Designation:	<b>END USER</b>	<b>UNIT HEAD, PROJECT LEADER</b>	<b>PRESIDENT, VSU</b>