



PURCHASE REQUEST

Dept./Office: **REGISTRAR**PR #: **STF-2021-10-01188**Date: **10-01-2021**Section/End-User: **Arnulfo T. Galenzoga**Category: **Office Furniture & Fixture**Funding Source: **Special Trust Fund**Project Title/Code: **STF-TRANSCRIPT OF RECORDS**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Chair, computer, ergodynamic with mesh backrest	pcs	2	7,000.00		14,000.00
	TOTAL					14,000.00

Purpose: For office use

Checked by: NORMAN O. VILLAS TWG - Office Furniture & Fixture		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: ARNULFO T. GALENZOGA END USER	Noted by: MARWEN A. CASTAÑEDA UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU