



PURCHASE REQUEST

Dept./Office: **PRCRTC**PR #: **TF-2021-07-00530**Date: **07-30-2021**Section/End-User: **Federico P. Godoy**Category: **Printing Services**Funding Source: **Trust Fund**Project Title/Code: **20201050-10.93**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Brochure	sheet	300	60.00		18,000.00
Specification: single page back-to-back trifold brochure- 100 pcs two pages back-to-back bifold brochure- 100 pcs						
TOTAL						18,000.00
Purpose: for training						
Checked by: <div style="text-align: center;"> ELVIRA B. GORRE TWG - Printing Services </div>				Funds Available: <div style="text-align: center;"> NICK FREDDY R. BELLO (OIC) HEAD, ACCOUNTING OFFICE </div>		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	FEDERICO P. GODOY		EDGARDO E. TULIN		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	