



## PURCHASE REQUEST

Dept./Office: **NARC**PR #: **GF-2021-10-01362**Date: **10-18-2021**Section/End-User: **Luz O. Moreno**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **RJNA 91.015.01 S1**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Alcohol, Ethyl, 70% solution, 500mL</b>	btl	5	125.00		625.00
<b>Specification:</b> <ul style="list-style-type: none"> <li>Eliminates at least 99.9% of germs</li> <li>Safe on skin</li> <li>At least 70% solution Rubbing alcohol</li> <li>Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan</li> <li>Brand offer should be at least 10 years in the market</li> <li>at least 5 years expiry</li> </ul>						
2	<b>Paper, Bond, A4, S-20, 70 gsm</b>	reams	5	253.00		1,265.00
3	<b>Paper, Bond, A4, S-24, 80 gsm</b>	reams	10	289.00		2,890.00
4	<b>Plastic Twine, 1kl/roll</b>	rolls	3	110.00		330.00
<b>TOTAL</b>						<b>5,110.00</b>
Purpose: For Research Purposes						
Checked by: <b>ALICIA M. FLORES</b> TWG - Office Supplies				Funds Available: <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	<b>LUZ O. MORENO</b>		<b>LUZ O. MORENO</b>		<b>EDGARDO E. TULIN</b>	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	