



PURCHASE REQUEST

Dept./Office: **OHRA**PR #: **STF-2021-12-01644**Date: **12-28-2021**Section/End-User: **Maria Roberta S. Miraflor**Category: **Office Furniture & Fixture**Funding Source: **Special Trust Fund**Project Title/Code: **OVPAF-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Metal filing shelves, open, 4 layers	unit	1	10,000.00	VIRGILIO C. ACILO	10,000.00
Specification: 185cm (H) x 90cm (W) x 45cm (D), with back and side cover						
TOTAL						10,000.00
Purpose: for records keeping						
Checked by: NORMAN O. VILLAS TWG - Office Furniture & Fixture				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	MARIA ROBERTA S. MIRAFLOR		DANIEL LESLIE S. TAN		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	

RECEIVED
JAN 10 2022

BY: